



**Public Hearing on FY2018 Budget  
&  
Administrative Policy Board  
Monday, October 23, 2017  
10:00 AM**

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

- 1. Call to Order and Roll Call for Public Hearing – (Holt)**
- 2. Public Hearing on FY2018 Budget – Public Comment / Questions**
- 3. Call to Order and Roll Call for KCDA Board Meeting – (Holt)**
- 4. Public Comment**
- 5. Board Members Attendance Report as of September 25, 2017– (Holt)**
- 6. Approval of the Board Agenda of October 23, 2017**
- 7. Members Excused – (Holt)**
- 8. Acceptance of Minutes of September 25, 2017**
- 9. Financial Report and Voucher of Bills – Cook**
  - a. FY2017 Operating Budget Report
  - b. FY2017 Capital Budget Report
  - c. FY2018 Budget Approval
    - a. **Resolution # 36 – 102317** to approve the FY2018 Operating Budget
- 10. Bills Payable and Due:** *(Motion to Accept the Financial Report and Authorize Expenditures and Disbursements as Attached)*
- 11. 800 MHz radio Project Steering Committee Update and Discussion –(Scott Brown)**

- a. General Information Report – Brown
- b. Facilities Use Agreement with DTE – Bonneau
  - 1. **Resolution #37 – 102317** to approve the agreement between KCDA and DTE for use of tower and shelter facilities owned by KCDA for the MSPCS system.
- c. Propagation Map discussion – Groesser/Hutchinson/Bonneau
  - 1. Burton vs Zoo and Sheriff Facility
  - 2. ALTO Cellular
- d. Tower Matrix (attached) – Bonneau
- e. R56 report and remediation discussion

**12. PSAP Call Handling Agreements – Holt**

**13. Executive Director Performance Review Committee Appointments**

- a. David Jones
- b. Mark Herald
- c. Jeff Drake

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

- 1. Motorola CAD P1 Phase II status
- 2. VM Ware / SQL 16 Upgrade Discussion

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

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

**17. Adjournment**

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

**KCDA Administrative Policy Board**

Monday, November 13, 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	\$21,594.83	584.000	2017	Bonneau

State of MI	911 Surcharge		545.000	2017	Bonneau
Misc/Interest	Excess MMRMA	\$312.76	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 Oct	\$1,200.00	801.005	2017	Bonneau
Sabo	Pub Ed June	\$2,293.23	801.009	2017	Bonneau
Sabo	PubEd July	\$284.60	801.009	2017	Bonneau
Sabo	PubEd Aug	\$314.75	801.009	2017	Bonneau
Kent IT	GIS Support	\$284.60	807.000	2017	Bonneau
Kent IT	GIS Support	\$314.75	807.000	2017	Bonneau
Kent IT	GIS Support	\$2,293.23	807.000	2017	Bonneau
Eric Hutchinson	Moto User Con Reimb	\$127.58	860.000	2017	Bonneau
Jerry Yntema	Moto User Conf Reimb	\$126.81	860.000	2017	Bonneau
Dickinson Wright	Legal	\$1,754.00	801.021	2017	Bonneau
Grand Rapids	Chadwick APCO Regist	\$495.00	860.000	2017	Bonneau
PCS	ED Fee Sept	\$6,033.65	,810.000	2017	Holt
Schnurstein	Moto Conf Travel Reimb	\$228.44	860.000	2017	Bonneau
Grand Rapids	Moto Conf	\$2,505.99	860.000	2017	Bonneau

	Travel Reimb				
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## Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
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	Public Hearing	October
Tower Lease Legal	Smith	InProgress	TBD
Kentwood Zoning	Bonneau	Awaiting Boundary Issue with Super Fund Site	TBD
Honor Camp Tower	Bonneau	Awaiting NEPA Report	TBD
Burton Street Site	Bonneau	On Hold	TBD
PALM ESInet Group	Team	Meeting TBD	TBD
Timpson FAA permit	Bonneau	On Hold	Complete
800 MHz Tower Sites	Bonneau	See Tower Matrix Report	May 2017
Surcharge Reporting Initiative	Holt Bonneau	Pending	TBD
SNC Surcharge Collection	Team	Monitoring	TBD
MMRMA Insurance for Fire Radio Pagers	Bonneau	Premium Waived	TBD
800 MHz Project	Bonneau	R56 Site Walks	Complete
800 MHz Steering Committee	Team	Working on implementation	TBD

		Schedules	
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**Attendance Report for APB Meetings from May of 2014 thru Sept 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>
Holt	30		4	33	91%
Lehman &	9		3	12	75%
Stelma	24		9	33	73%
Herald	31		2	33	94%
Morgan*	13	2	3	18	72%
Rahinsky ^	17	1	12	30	57%
Cook	30		3	33	91%
DeVries	12		2	14	86%
Meijer	27	1	5	33	82%
Deschaine	22	5	6	33	67%
McIntire	22		11	33	67%
Drake #	24			24	100%
Jones%	13		4	17	76%
<b>Avg Board Attendance</b>					<b>79%</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 Minutes**  
**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 – by Chair Holt at 10:03 AM**

<i>2. 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>Capt Bockheim</i>	<i>Kentwood PD</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>Deputy Chief Roberts</i>	<i>Kentwood PD</i>
<i>David Kiddle</i>	<i>Grand Rapids PD</i>
<i>Matt Groesser</i>	<i>Kent County PSAP</i>

**3. Public Comment - None**

**4. Board Members Attendance Report as of August 28, 2017 – Accepted**

**5. Approval of the Agenda of September 25, 2017 – Motion to approve made by Herald.**

Second by Deshaine

No Discussion

Passed 9 - 0

**6. Members Excused – Motion to excuse McIntire and Stelma made by Meijer.**

Second by Jones

No Discussion

Passed 9 - 0

**7. Acceptance of Minutes of August 28, 2017 – Accepted as Presented**

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

a. FY2017 Operating Budget – Bonneau reported the revenue from both the state and local surcharge is tracking under expectations although the state portion is late this quarter. He also explained the error in the travel budget for Kent County and how the miscoding occurred.

b. FY2017 Capital Budget – Bonneau reported that the KCDA requested reimbursement from Kent County for bond proceeds to pay the partial Motorola and the Tele Rad invoices and those payments are reflected in the report.



The Chair asked for a motion to accept the Operating and Capital reports and to authorize payment of invoices prior to the discussion on the proposed FY2018 budget. Motion to approve the Financial Reports and the Voucher of Bills made by DeVries

Second by Cook

No Discussion

Passed 9 - 0

- c. FY2018 Budget read through – Curtis lead the read through of the proposed FY2018 budget and explained the following:
  - a. The estimated revenue from the new surcharge in Kent County is based on the extrapolation of the current surcharge being received multiplied by the new monthly amount, minus the payment of the bond and the special reserve funds to Kent County.
  - b. The general expenses of the Authority are mostly fixed costs and are close to the historical costs of those items.
  - c. The costs for the new 800 MHz radio system that are annual and recurring are listed and are estimated and are subject to future budget amendments in FY2018 as the actual costs become known.
  - d. The PSAP surcharge distribution contracts are still being negotiated as to the methodology to be used in deciding the distribution of the surcharge funds. The budget shows a placeholder of \$4,700,000 as the total amount of surcharge that will be subjected to the new distribution formula for Grand Rapids and Kent County. The \$4,700,000 represents the old surcharge and the new increased surcharge with a percentage increase for both PSAPs as well as \$2,000,000 in new funds, generated by the new surcharge, to be distribute to the two PSAPs for fire dispatch. The \$4,700,000 amount has been the figure used by KCDA and the administration of the two PSAPs as the total amount to be funded by KCDA. This leaves enough room for KCDA to address additional operating costs and actual 800 MHz costs as they are identified and also to allow for the

capital replacement annual fee to fund current and future capital projects that have been obligated by KCDA. Additionally, this will allow KCDA some leverage in the eventual use of cash reserves in FY2019 to FY2024.

- e. The chair asked for comments or questions and none were tendered.
- f. The chair advised that if questions arise after the meeting that they be directed to himself and the Exec Director. Otherwise this proposed budget will be on the Public Hearing agenda for comment on October 23<sup>rd</sup> and also on the Board agenda for approval on the same date.

**9. Bills Payable and Due:** Motion to Accept the Financial Report and Authorize Expenditures and Disbursements was acted on above.

**10. 800 MHz radio Project Steering Committee Update and Discussion** –(Scott Brown)

- a. General Information Report – Groesser stated that the majority of the work of the Steering Committee on talk groups have been completed and that the tower sites, specifically the Timpson tower site, are the issues before them.
- b. Tower Matrix (attached) – Bonneau advised the Board on several tower locations that we are awaiting further information on, specifically the microwave system to be implemented on the Belnap tower and the potential costs for the new link, the remediation costs of Belnap and 92<sup>nd</sup> street, and the FAA approval for heights at both Kentwood and Walker so he can file Zoning Applications.
- c. R56 report discussion – Bonneau advised the Board that several sites for both existing towers and the PSAP locations have been or are being evaluated for compliance with the R56 grounding standards, as required by MPSCS for any equipment / towers within their system and to date each site needs remediation to meet the compliance standards. Board wants costs of the remediation and Bonneau has asked for those costs but has not received them to date. The consensus of the Board is that the R56 remediation of the tower sites

and PSAPs are KCDA's costs to be taken from the project contingency funds. Asked to place on the next month's agenda with remediation costs.

**11. PSAP Call Handling Agreements** – Holt discussed that he and Mark Herald have been working with Scott Smith and the two PSAP administrations to iron out the new contracts and he believes they are close to consent. Tabled to next month's Board meeting

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

- 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.
  - *Board discussed and consensus is that we will not access an upcharge for the use and/or maintenance for GVSU this year, subject to a 12 month review to determine actual impact to the CAD system by GVSU. Board agreed that the KCDA will not pay any additional funds for adding in GVSU to our systems.*
- 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.
  - Board discussed and it was determined that while Allendale campus will use our P1 CAD system with an imbedded P1 map that Grand Rapids will not process nor dispatch Allendale incidents. Grand Rapids will be the P1 host for their use of the CAD system and any cost for GIS development will be born by Grand Rapids and/or GVSU and will not be paid by KCDA.

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 wanted the Board to discuss:

- How will the addition of GVSU affect 9-1-1 call answering times in the GR PSAP?
  - *Karen Chadwick, ENP advised that there is nothing different in the new relationship with GVSU on call taking in Grand Rapids than what they do now, so she sees no impact.*
- Will GVSU pay into the KCDA capital fund for system upgrades and replacement and if so at what percentage?
  - *Board discussed and tabled a decision until the 12-month assessment of impact on the P1 system is known and the use by Allendale of the P1 system that was paid for by the residents of Kent County.*
- How will the addition of GVSU affect the KCDA P1 CAD, Airbus E911 Phone and/or NICE system sizing now and in the future?
  - *Karen Chadwick, ENP advised that GVSU will not be using either the Airbus E911 phone system nor the NICE recording system so there is no impact on any of the systems.*
- Who will amend the Kent County 9-1-1 plan to add GVSU in Allendale into ours and remove them from Ottawa County's?
  - *Karen Chadwick, ENP advised that although Allendale will be using, through a hosted system, our P1 CAD that Grand Rapids will not be accepting their phone calls nor dispatching them so no amendment will be needed for the Kent County 9-1-1 plan.*
- 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?

- *Karen Chadwick, ENP advised that the Allendale 9-1-1 calls will still go to Ottawa County and will not be transferred to Grand Rapids.*
- Will KCDA receive surcharge funds from Ottawa County for the phones with service addresses on the Allendale campus?
  - *Karen Chadwick, ENP advised that we will not receive 9-1-1 surcharge funds from Ottawa County.*
- 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)?
  - *Board discussed and does not believe this is an issue.*
- 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?
 

*(Board discussed and answered previously)*
- Will KCDA alter the original contract with Motorola to add the GVSU costs into the entire contract and then bill GVSU for the difference?
  - *Board discussed and believe that this contract between Motorola and GVSU should remain there and not be part of our P1 contract.*
- 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?
  - *Karen Chadwick, ENP advised that GVSU is already on the MPSCS system.*
- Define the mechanism to be used in this type of expansion that impact KCDA costs now and in the future.

- *Board tabled until 12 month report is reviewed.*

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

1. Motorola CAD P1 Phase II status - working on the CAD to CAD interface and the design is good but is a lot different than originally envisioned and there may be a cost increase.
2. NICE Recording Issue – to be removed from agenda

**14. Update and Progress Report from Executive Director:** - Bonneau advised the Board that he had received an email from John Lehman asking to be excused.

Motion to excuse Lehman made by DeVries

Second by Cook

No discussion

Passed 9 - 0

**15. Miscellaneous – For the Good of the Order –** Next month's Public Hearing and KCDA Board meeting will be combined on October 23, 2017.

**16. Adjournment** at 11:07 AM

Respectfully submitted

Ronald Bonneau, ENP

Executive Director

**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



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	21,594.83	.00	1,772,572.90	2,352,743.10	43
	<b>584 - Kent County 911 Totals</b>	<b>\$4,125,316.00</b>	<b>\$21,594.83</b>	<b>\$0.00</b>	<b>\$1,772,572.90</b>	<b>\$2,352,743.10</b>	<b>43%</b>
<b>664</b>	<b>Interest on Investments</b>						
664.000	Interest on Investments Interest on Investments	.00	312.76	.00	34,716.34	(34,716.34)	+++
664.994	Interest on Investments Change in Market Value	.00	.00	.00	4,458.05	(4,458.05)	+++
	<b>664 - Interest on Investments Totals</b>	<b>\$0.00</b>	<b>\$312.76</b>	<b>\$0.00</b>	<b>\$39,174.39</b>	<b>(\$39,174.39)</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>\$21,907.59</b>	<b>\$0.00</b>	<b>\$2,065,226.29</b>	<b>\$3,033,589.71</b>	<b>41%</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	21,000.00	5,000.00	81
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	19,896.00	5,104.00	80
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>\$86,663.40</b>	<b>\$57,336.60</b>	<b>60%</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	3,031.11	.00	11,400.36	(8,814.36)	441
	<b>807 - Geographic &amp; IT Information Services Totals</b>	<b>\$2,586.00</b>	<b>\$3,031.11</b>	<b>\$0.00</b>	<b>\$11,400.36</b>	<b>(\$8,814.36)</b>	<b>441%</b>
<b>810</b>	<b>Contract Labor</b>						
810.000	Contract Labor Contract Labor	70,000.00	.00	.00	60,449.33	9,550.67	86
	<b>810 - Contract Labor Totals</b>	<b>\$70,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$60,449.33</b>	<b>\$9,550.67</b>	<b>86%</b>
<b>860</b>	<b>Travel and Training</b>						
860.000	Travel and Training Travel and Training	5,500.00	.00	.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>\$0.00</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	301,336.63	129,697.37	70
	<b>930 - Repairs and Maintenance Totals</b>	<b>\$431,034.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$301,336.63</b>	<b>\$129,697.37</b>	<b>70%</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	\$3,031.11	\$0.00	\$1,173,580.46	\$894,697.54	57%
Activity	<b>32510 - Grand Rapids</b>						
<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	2,160.09	5,839.91	27
	<b>860 - Travel and Training Totals</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,160.09</b>	<b>\$5,839.91</b>	<b>27%</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 Totals</b>	<b>\$1,250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$454,562.50</b>	<b>\$795,437.50</b>	<b>36%</b>
	Activity 32510 - Grand Rapids Totals	\$1,293,250.00	\$0.00	\$0.00	\$491,972.59	\$801,277.41	38%
Activity	<b>32520 - Kent County</b>						
<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	5,712.82	2,287.18	71
	<b>860 - Travel and Training Totals</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,712.82</b>	<b>\$2,287.18</b>	<b>71%</b>
<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 Totals</b>	<b>\$1,250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$648,125.00</b>	<b>\$601,875.00</b>	<b>52%</b>
	Activity 32520 - Kent County Totals	\$1,293,250.00	\$0.00	\$0.00	\$689,087.82	\$604,162.18	53%
	Department 325 - Dispatch Totals	\$4,654,778.00	\$3,031.11	\$0.00	\$2,354,640.87	\$2,300,137.13	51%
	<b>EXPENSE TOTALS</b>	<b>\$4,654,778.00</b>	<b>\$3,031.11</b>	<b>\$0.00</b>	<b>\$2,354,640.87</b>	<b>\$2,300,137.13</b>	<b>51%</b>
Fund	<b>994 - Kent County Dispatch Authority Totals</b>						
	<b>REVENUE TOTALS</b>	<b>5,098,816.00</b>	<b>21,907.59</b>	<b>.00</b>	<b>2,065,226.29</b>	<b>3,033,589.71</b>	<b>41%</b>
	<b>EXPENSE TOTALS</b>	<b>4,654,778.00</b>	<b>3,031.11</b>	<b>.00</b>	<b>2,354,640.87</b>	<b>2,300,137.13</b>	<b>51%</b>
Fund	<b>994 - Kent County Dispatch Authority Totals</b>	<b>\$444,038.00</b>	<b>\$18,876.48</b>	<b>\$0.00</b>	<b>(\$289,414.58)</b>	<b>\$733,452.58</b>	

Account	Account Description	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	14,305,794.00	.00	.00	10,012,802.20	4,292,991.80	70
	<b>584 - Kent County 911 Totals</b>	<b>\$14,305,794.00</b>	<b>\$0.00</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	39,047.02	(39,047.02)	+++
	<b>664 - Interest on Investments Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$39,047.02</b>	<b>(\$39,047.02)</b>	<b>+++</b>
<b>697</b>	<b>Appropriation</b>						
697.002	Appropriation from Fund Balance	2,196,727.73	.00	.00	.00	2,196,727.73	0
	<b>697 - Appropriation Totals</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	586,402.00	.00	.00	586,402.00	.00	100
	<b>699 - Transfer 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>
	<b>REVENUE TOTALS</b>	<b>\$17,088,923.73</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,638,251.22</b>	<b>\$6,450,672.51</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	210,491.00	.00	.00	.00	210,491.00	0
984.920	Capital Outlay Motorola	13,362,754.00	.00	.00	9,448,815.90	3,913,938.10	71
984.925	Capital Outlay Capital Replacement Savings Fund	2,379,985.00	.00	.00	.00	2,379,985.00	0
984.927	Capital Outlay Hardware Replacement	138,000.00	.00	.00	.00	138,000.00	0
984.931	Capital Outlay Fire Pager	564,000.00	.00	.00	563,986.30	13.70	100
984.935	Capital Outlay MG GIS Mapping	35,000.00	.00	.00	.00	35,000.00	0
984.941	Capital Outlay Contingency Fund	280,000.00	.00	.00	2,850.00	277,150.00	1
	<b>984 - Capital Outlay Totals</b>	<b>\$16,970,230.00</b>	<b>\$0.00</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	\$16,970,230.00	\$0.00	\$0.00	\$10,015,652.20	\$6,954,577.80	59%
	Department 325 - Dispatch Totals	\$16,970,230.00	\$0.00	\$0.00	\$10,015,652.20	\$6,954,577.80	59%
	<b>EXPENSE TOTALS</b>	<b>\$16,970,230.00</b>	<b>\$0.00</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>17,088,923.73</b>	<b>.00</b>	<b>.00</b>	<b>10,638,251.22</b>	<b>6,450,672.51</b>	<b>62%</b>
	<b>EXPENSE TOTALS</b>	<b>16,970,230.00</b>	<b>.00</b>	<b>.00</b>	<b>10,015,652.20</b>	<b>6,954,577.80</b>	<b>59%</b>
	Fund 993 - KCDA Capital Fund Totals	\$118,693.73	\$0.00	\$0.00	\$622,599.02	(\$503,905.29)	



Activity	Object	Account Description	Proposed FY 2018 Budget
	545.000	State MI 9-1-1 Surcharge Revenue	\$ 970,000
	584.000	Kent County 9-1-1 Surcharge Revenue	\$ 5,429,210
	688.000	Misc Income	\$ 3,500
		<b>TOTAL Income</b>	<b>\$ 6,402,710</b>
<b>32500</b>		General Expenses of Authority	<b>\$ 1,280,584</b>
<b>32500</b>	727.000	Office Supplies	\$ 250
<b>32500</b>	740.001	Postage	\$ 50
<b>32500</b>	801.000	Professional Services	\$ 15,000
<b>32500</b>	801.005	Fiduciary/Auditing	\$ 28,000
<b>32500</b>	801.009	Pub Education/Web Site	\$ 20,000
<b>32500</b>	801.021	Legal Services/Legal Notices	\$ 25,000
<b>32500</b>	801.022	800 MHz Steering Committee	
<b>32500</b>	807.000	GIS and IT services	\$ 15,000
<b>32500</b>	810.000	ED Contract Labor/Consulting	\$ 75,000
<b>32500</b>	860.000	ED Travel	\$ 5,500
<b>32500</b>	860.010	ED Registration/Membership Dues	\$ 900
<b>32500</b>	900.000	Printing	\$ 200
<b>32500</b>	910.100	Insurance (Not Radio)	\$ 11,000
<b>32500</b>	930.000	Hardware Repair & Mainten	\$ 486,534
<b>32500</b>	956.000	Other Service Costs/Board Costs	\$ 1,500
<b>32500</b>	973.056	Other (Capital Reserve Fund)	\$ 595,650
<b>32500</b>	984.017	Capital Outlay Computer Equipment	\$ 1,000
		<b>Total Radio System Expenses</b>	<b>\$ 184,600</b>
		Legal For Radio	\$ 12,000
<b>NEW</b>	910.200	Insurance for \$60M replacement \$\$	\$ 106,500
<b>NEW</b>	920.110	Tower Electrical	\$ 5,000
	920.100	Tower Propane	\$ 5,500
<b>NEW</b>	920.120	Belnap Fiber Connection	\$ 7,600
<b>NEW</b>	940.400	Leases for Tower Usage	\$ 48,000
<b>NEW</b>	932.000	Tower Maintenance	Warranty

<b>NEW</b>	TBD	Console Maintenance	<i>Warranty</i>
		Surcharge Distribution to PSAPs	\$ 4,700,000
<b>32510</b>	810.010	Contract Labor CAD/QA Admin	
<b>32510</b>	860.000	Training/Travel	\$ 8,000
<b>32510</b>	956.520	Total 9-1-1 Surcharge Distribution GR	
<b>NEW</b>	TBD	Fire Dispatch	
		<b>TOTAL GR Expenses</b>	<b>\$ 8,000</b>
<b>32520</b>	920.920	Contract Labor CAD/QA Admin	
<b>32520</b>	860.000	Training/Travel	\$ 8,000
<b>32520</b>	956.525	Total 9-1-1 Surcharge Distribution KC	
<b>NEW</b>	TBD	Fire Dispatch	
		<b>TOTAL KC Expenses</b>	<b>\$ 8,000</b>
		<b>Total Expense</b>	<b>\$ 6,181,184</b>
		<i>Estimated Net Revenue Over Expenses for Operating Budget Year</i>	\$ 221,526
		<b>PROJECTED Unrestricted FUND BALANCE @ EOY</b>	
		<b>RESTRICTED FUND BALANCE With Capital Deposit</b>	
		<b>PROJECTED TOTAL ALL FUND BALANCE</b>	

## FACILITIES USE AGREEMENT

This Facilities Use Agreement is made as of November 1, 2017, between the Kent County Dispatch Authority, a Michigan public body corporate, the principal business address of which is 1155 28th Street, SW, PO Box 905, Wyoming, MI 49509 (“**KCDA**”) and DTE Energy Company, a Michigan corporation, the principal registered address of which is One Energy Plaza, 1550 WCB, Detroit, MI 48226 (“**DTE**”).

### RECITALS

- A. KCDA is acquiring, constructing and installing certain property rights, site improvements, structures and equipment needed to participate as a member of the Michigan Public Safety Communications System (“**MPSCS**”) in order to enhance call-taking, dispatching and communications for and among police, fire and other public safety emergency service providers in Kent County, Michigan, which will, in part allow interoperability and communications with the Michigan State Police and other law enforcement, public safety and emergency service providers throughout the state.
- B. DTE has engaged in a similar undertaking to enable it to provide back-up communications for its utility line maintenance and repair crews and to enable inoperability and communications with public safety and other emergency service providers, especially during or following storms or other events resulting power outages, extensive facilities damages or other emergency or dangerous situations.
- C. The parties agree that interoperability and communications among DTE and public safety and other emergency personnel will improve the safety of the involved personnel and general public and will enhance recovery efforts.
- D. In order to participate in the MPSCS, KCDA will be placing equipment on or near the base of 12 towers located throughout Kent County that will include 20 communications channels per tower connected to transmitters, receivers, routers, antennas, comparators, and other equipment to provide services for up to 4000 or so radios.
- E. DTE will need to provide service for about 60 employees serving Kent County which it could serve with only 1 channel in Kent County, but will be providing 2 channels in order to ensure adequate communications capabilities, that will be added to provide 96 DTE channel throughout the state.
- F. It is most efficient, cost-effective, energy efficient, and environmentally conscious, to add the DTE equipment on and within the KCDA facilities, rather than to have DTE construct or install additional towers, antennas, and other structures because the addition of the DTE equipment to the KCDA facilities will not increase any costs incurred by KCDA, will not impair or impede KCDA’s use of those facilities, and should have minimal, if any, impact on KCDA operations.

### TERMS AND CONDITIONS

In exchange for the consideration in or referred to by this Agreement, the parties agree:

- 1. Facility Use. DTE may install within KCDA facilities at KCDA’s 12 Kent County tower locations such equipment as DTE and MPSCS determine is necessary for DTE to participate in the MPSCS for back-up DTE communications within the parameters outlined in the Recitals subject to the following.
  - A. The DTE equipment shall be installed without cost to KCDA and in accordance with plans and specifications reviewed and approved by KCDA and MPSCS technical personnel or consultants.
  - B. DTE’s access to KCDA facilities shall be limited to such times as are arranged with KCDA and/or MPSCS personnel during which either KCDA or MPSCS personnel shall also be present.
  - C. Any additions or other alterations to DTE equipment or its installation shall also require the KCDA’s and MPSCS’ prior review and approval of plans and specifications.
  - D. DTE shall ensure the confidentiality of all plans and specifications for KCDA’s facilities except as KCDA otherwise first consents in writing. This shall not prevent DTE from complying with any legal process requiring disclosures to the extent DTE provides KCDA prompt written notice of DTE’s receipt of any such legal process which shall include a copy of such legal process.
  - E. DTE shall maintain and repair the DTE equipment without cost of KCDA.



F. If DTE stops using the DTE equipment, DTE shall provide for its removal from KCDA facilities without cost to KCDA, including any costs restoration or repair KCDA facilities needed following such removal.

G. KCDA shall have no obligation to provide any replacement facilities for DTE's use in the event any one of KCDA's facilities is, for any reason, no longer available for DTE's use.

2. No Rights. This Agreement does not provide, convey to, acquiesce in, or otherwise result in DTE's having any interest in any KCDA real property, improvements, structures, facilities, or equipment.

3. Consideration. DTE shall pay the KCDA the amount of \$1.00 per year, payable in advance on or before January 1 of each year, as a user fee for use of KCDA facilities as provided in this Agreement.

4. Indemnification and Insurance. DTE shall hold KCDA (defined for purposes of this provision to include KCDA's board members, officers, employees and agents) harmless from, indemnify KCDA for, and defend KCDA (with attorneys reasonably acceptable to KCDA) against any demands, claims, judgements, awards, lawsuits, administrative proceedings, fines, penalties or other losses resulting from the location, use, maintenance, repair, replacement, improvement, or modification of DTE's equipment in or on any KCDA property, facilities, structures or equipment. DTE shall maintain appropriate general liability and casualty insurance coverage in commercially reasonable coverage amounts and with commercially reasonable deductibles to cover DTE's obligations under this provision.

5. Assignment. DTE may not assign this Agreement or any rights, duties or obligations under this Agreement without KCDA's prior written consent.

6. Term and Termination. This Agreement shall remain in effect as long as DTE has any equipment in a location permitted by this Agreement or has any unfulfilled obligations under this Agreement. This Agreement may be terminated by either party upon at least 180 days' written notice to the other party.

7. Notices. All notices required under this Agreement shall be in writing and shall be deemed to have been given when delivered personally or delivered by FedEx, UPS or similar courier at the addresses first set forth above. Either party may change its address for notices, by giving notice of such change.

8. Interpretation. This is the complete agreement of the parties regarding its subject matter. This Agreement may be modified only in writing signed by both parties. The parties were both represented by legal counsel who had input into its provisions, so it is to be interpreted as mutually drafted. The captions are only for reference and shall not affect the interpretation of this Agreement. However, the recitals are an integral part of this Agreement.

9. Remedies. The jurisdiction and venue of any proceeding brought pursuant to or to enforce any provision of this Agreement shall be solely in state courts in Kent County, Michigan. The party that is the most prevailing in any such proceeding shall, in addition to any other remedy, be entitled to recover its actual, reasonable costs to investigate, bring, maintain or defend that action from its first accrual or first notice through all appellate and collection proceedings. The parties agree that damages may be an insufficient remedy so specific performance, mandamus, and injunctive relief are appropriate remedies.

The parties have signed this Agreement as of the date first written above.

**KENT COUNTY DISPATCH AUTHORITY**

**DTE ENERGY COMPANY**

By: \_\_\_\_\_  
Curtis Holt, Chair, Administrative Policy Board

By: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

By: \_\_\_\_\_  
Ronald Bonneau, ENP, Executive Director

By: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

Date signed: November \_\_\_\_, 2017

Date signed: November \_\_\_\_, 2017

GRAPIDS 58014-1 441053v2



MPSCS Site Number	Site Name	Filed Tall Structure Permit	FAA File #	FAA/ status	NEPA Filing #	Current Information	Ground Elevation	Site Development Information		Legal	
								Existing Tower	New Tower & Size	Utility	Status
6102	Cedar Springs/MPSCS	Not Appl		Structural Analysis		Nokia LOS Review Completed/ R56 review sent to MPSCS	880.8'	475' Guyed Twr		Exists	MPSCS Docs Complete
6103	Honor Camp/KCSO	Approved		Soil Boring PASSED, Pyramid filing FAA/MDOT permit		NEPA filed, Nokia performed LOS surveys	859'		NEW 300' SS Twr	Propane	Approval by Kent Co
6104	Cannonsburg/MP SCS	Not Appl		Structural Analysis		Nokia LOS Review Completed / R46 audit sent to MPSCS	826.9'	475' SS Twr		Exists	MPSCS Docs Complete
6105	N Sub/KCSO	Not Appl		Structural Analysis>Loading Design		Nokia LOS Review Completed / R56 audit	780.4'	195' SS Twr		Exists	Approval by Kent Co
6106	Belknap/Grand Rapids	Not Appl		Structural Analysis without Microwave and Remediation Cost Quote		No line of sight from PSAP to PSAP requires another microwave link, Cost to Be Determined				Exists	In Progress
6107	10 Mile/KCSO	Not Appl		Structural Analysis		Nokia LOS Review Completed	901.2'	195' SS Twr		Exists	Approval by Kent Co
	Ball Zoo Tower			Reviewing as Alternate to Burton ST site		Has Fiber Connection There, 160' monopole and can expand to area to the south	746'		160 ft	Propane	In Progress
6108	Burton Street/Grand Rapids	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	731.7'		NEW 250' SS Twr	Propane	In Progress
6109	Gezon WT/Wyoming	Not Appl				Lease in Legal	758.9'	160'		Natural Gas	In Progress
6111	92nd/Private Owner	Not Appl		Privately Owned Tower		Reviewing Load Factors due to removal of Microwave Dishes	970.9'	160' SS Twr	Existing 330' SS Twr	Propane	In Progress
6112	Kentwood PW/Kentwood	YES/ Pyramid		FAA Approval	#0007964265	Site Design in Process, Evaluating Super Fund Site Boundaries, DTE Installation Quote	772.5'	170'/130 Actual	NEW 170' SS Twr	Natural Gas	In Progress
6113	Timpson/KC Road Comm		2017-AGL-4813-OE	Denied by FAA, Too High		Evaluating Propagation Maps of Alternative Sites	850.4'		NEW 265' SS Twr	Propane	In Progress
ALTERN	Cumberland / KC Road Comm	Pending Propagation Study				Removed from Consideration at this Time					
6114	Alto Cellular/American Tower	Not Appl		Privately Owned Tower		Lease in Legal/Pending Structural Analysis	829.2'	255' SS Twr	Existing 255' Twr	Exists	Pending Site
ALTERN	ALTO FD	Pending Propagation Study				Fire Chief agreeable to Alternate Tower			400+'	Propane	Pending Site
6101	Grand Rapids Dispatch	Not Appl				Lease Needed	634.2'	120' Roof Mount		Exists	In Progress
6110	Sheriff Dispatch	Not Appl				Lease Approved by Kent Co	742.2'	300' SS Twr		Exists	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										COMPLETED



To: Administrative Policy Board  
From: Executive Director Ronald Bonneau, ENP  
Ref: Progress Report – October 23, 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.
  - a. I attended the annual Motorola User conference a few weeks ago and got some information on the future of the Motorola suite of systems.
  - b. I also learned that the P1 hardware we ordered and had delivered earlier in the year is loaded with two software packages that are not being used by Motorola P1 CAD in the future:
    - i. We have SQL 12 and Motorola is using SQL 16
    - ii. We have SCOM 12 and Motorola is using SCOM 16
    - iii. We have HyperV and Motorola is now using VMWare.
  - c. We met with senior management at the conference on the aforementioned software items and have asked for a price on the software conversion. The team met with the engineering team at Motorola (Eric Hutchinson, Dave Schurstein, Reed Wakeman, Jerry Yntema and myself) and it was determined that all three software products will need to be purchased sometime in the future but if we purchase them later, the system in production (active) will need to be down for a considerable amount of time or we can wait until the next hardware conversion in 4 years. However if we continue in the current mode we will be using SQL 12 that has been announced as EOL in 2018 so that might be problematic as the support for that product will be static without any enhancements.
  - d. The team felt it was prudent to make the switch now while the 4.3 version of software is in provisioning and not in production.
  - e. Bonneau checked the maintenance contract for any discounts or exchange language included which may minimize the cost estimated at

\$300,000.00, however none was found. We have not received a firm cost at this time.

- f. The compensation maintenance package we received in 2013 will expire in the FY2018 budget so we have started discussions with Motorola about the new maintenance fees which are projected to rise from \$260,928 to an estimated \$346,293 when all the compensation discounts expire in FY2019 and beyond.
2. As reported previously, Airbus has been purchased by Motorola, Airbus was on scene at KCSO to work on issues.
3. We finally received the reports from Michigan Tall Structure application and the FAA for two sites:

**Kentwood DPW:** We planned for a 180' tower, FAA says 154' max. We should still be OK, as we planned lower antenna heights we did in anticipation of FAA ruling. We are moving forward with the Zoning on this site. However, last week as we began the NEPA process, we learned that a part of our site may be on the Super Fund hazardous waste dump that lies to the east of our tower site. We are investigating the boundaries of the Super Fund site and hope to begin the Zoning process when that is known.

**Burton St:** We planned for a 250' tower, FAA says 181' max. Tx currently at 170', need to lower a bit, Rx currently at 200', need to lower quite a bit. MW dishes also need to lower - Nokia alerted/mobilized to determine path with lower tower height, team is discussing site as we believe we may have an alternate site with no FAA restrictions that may provide the same coverage for the lower basin in Walker while providing enhanced in building penetration in downtown Grand Rapids.

With above information and new propagations maps provided from Motorola with new Db loss of signal, the KCDA team held a tower site meeting on October 11<sup>th</sup> and discussed two tower sites with the following information to the Board:

1. We believe we will get the same radio coverage signal in Walker but enhanced downtown in-building penetration if we move the Burton St site to the John Ball Zoo site, where there is an existing cell tower

(owned by Kent Co) and fiber eliminating the need for a microwave path at that location (credit).<sup>1</sup>

2. We believe that installing a full radio/microwave install at the Sheriff's facility we will also improve downtown in-building penetration.
3. We believe with the credit we receive from not building a tower site at Burton Street, that this change will result in a net zero cost to KCDA and will not impact the Contingency Fund (see worksheet).
4. 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. (Now on hold)
  - 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 -now on Hold)
5. As reported last month we have a new Motorola project manager, Rich Nita. We have compiled a list of outstanding items that we believe are hot topics and have attempted to prioritize them from our team's perspective. Rich is working hard to obtain information and perform tasks that we need to achieve in the next 45 days. Among the top priorities are the tower at 92<sup>nd</sup> Street, the propagation maps for the potential Zoo site at the TX and RX antenna heights, remediation costs for Belnap and the potential 400+ foot tower at Alto FD. He will be attending our next Steering Committee meeting this Tuesday.
6. 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 Motorola has set up a structural analysis of the ALTO tower. We conducted a site visit on October 14<sup>th</sup> and determined that there is a likelihood that this site will need some structural remediation.

Additionally, we received a notice from American Tower that their original quote of a lease fee of \$3,000 has been revised to \$5,000 per month. With the remediation costs and the increased lease fees we are exploring other options including the construction of a 400 foot plus radio tower at Alto Fire Department which may eliminate the need for both the Timpson and ALTO cellular sites.

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<sup>1</sup> We have had preliminary discussions with the Kent County Administrator and were given the go ahead to use this site if needed, which can be expanded to accommodate our shelter and footprint. The County owns the site and surrounding land for equipment access.

7. We have reviewed propagation maps supplied by Motorola for the Timpson site and even with lower tower heights we believe that the Timpson site is a better option for coverage and in building penetration than moving this site to Cumberland, however with the new issues we encountered with the American Tower site, we are taking this site under advisement until we determine if other options are available
8. I requested a legal opinion on the co-location issue and we will allow co location on the towers we build as long as they do not interfere with any equipment on the tower for our MPSCS system. Scott Smith and bond counsel have determined that co-location can occur on the towers we own and the information was forwarded to Kentwood officials; therefore we will not require a variance from Kentwood when the zoning process begins.
9. As reported last month we have received 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.

Two of the sites listed for remediation (Cedar Springs and Cannonsburg) are owned by MPSCS. I have sent copies of those reports to MPSCS for remediation and/or discussion on the process to be followed on those two sites.

The team met with Motorola and the two vendors on two dates and did site inspections of all sites listed in the R56 remediation report.

A report was sent to the Board on the first round of inspections and the second report is included as an attachment to this report.

10. I have not received any comments or edits from the Board on the FY2018 budget but there has been one minor addition. We have added in the Training and Travel line item #860.000 to both PSAPs budgets at a cost of \$8,000 per PSAP. While the formula for surcharge distribution has not been finalized the \$4,700,000 cost has been inserted into FY2018.

11. Several weeks ago, on our bi-weekly 800 MHz project manager conference call, we learned that DTE energy was proceeding with their plan to add channels to our County's new radio system. Since KCDA had referred this issue to our attorney for an agreement with DTE some time ago without concurrence, I advised the group that a formal agreement would be required with KCDA before they installed any equipment on the four towers that KCDA would own. That statement prompted a flurry of activity between our attorney and the attorney for DTE, with the result that there is an agreement in the Board docket today that has been approved by both parties and needs approval by the KCDA Board to send it to DTE for their signature. Additionally, we are in discussion with DTE concerning two natural gas line installations at Kentwood and Gezon for the project and hope to reach an additional agreement.

Respectfully submitted,

Ronald Bonneau, ENP  
Executive Director