



**NOTICE and AGENDA for**  
**Kalamazoo County Consolidated Dispatch Authority**  
**BOARD OF DIRECTORS**  
**November 9, 2023 – Regular Meeting**

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**PLEASE TAKE NOTICE** that a REGULAR Meeting of the Kalamazoo County Consolidated Dispatch Authority (KCCDA) Board of Directors will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, Michigan on **Thursday, November 9<sup>th</sup>, 2023** at 3:30 p.m. for consideration of items, namely, on this Agenda.

**ITEM 1 – CALL TO ORDER**

**ITEM 2 – ROLL CALL**

**ITEM 3 – APPROVAL OF MEETING MINUTES**

- A. September 14<sup>th</sup> – Regular Meeting

**ITEM 4 – CITIZENS' TIME**

The Board welcomes members of the public to express their ideas or concerns about issues affecting Kalamazoo County Consolidated Dispatch Authority. Members of the public wishing to speak are requested to stand at the podium and state your full name and address for the record. Each member of the public is limited to four minutes or less.

**ITEM 5 – PUBLIC HEARING – 2024 BUDGET PROPOSAL**

The Board hereby holds a Public Hearing to receive public comment on the Dispatch Authority's proposed budget for fiscal year ending December 31st, 2024. Members of the public wishing to address the Board regarding this topic may do so by presenting from the podium and state your full name and address for the record.

**ITEM 6 – FOR CONSIDERATION**

- A. Executive Director Report
  - 1. Administrative Monthly Report
  - 2. September and October Reconciliation Reports
  - 3. Year-to-Date Budget Performance Report
  - 4. Correspondence
- B. Committee Reports
  - 1. Executive Committee – Jan Van Der Kley
    - a. Meeting Notes (no quorum) from Regular Meeting September 5<sup>th</sup> (Informational only)
  - 2. Personnel Committee – Pat McGinnis
  - 3. Technical Advisory Committee – Scott Merlo
    - a. Meeting Minutes from Regular Meeting September 6<sup>th</sup> and November 1<sup>st</sup> (Informational only)
    - b. Prepared Live – Text-to-911, Pictures, and Video (INdigital Agreement Amendment)
  - 4. Finance Committee – Don Martin
    - a. Meeting Minutes from Regular Meeting October 31<sup>st</sup> (Informational only)
    - b. Resolution 2023-03 – Establishment of the Capital Projects Fund and Authorizing and Appropriating an Initial Installment/Transfer to the Fund
    - c. 2023 Budget Amendment – Revision II (Roll Call Vote)
    - d. 2024 Budget Proposal (Roll Call Vote)
- C. Old Business
- D. New Business
  - 1. 2024 Board of Directors Regular Meeting Dates

**ITEM 7 – OTHER ITEMS**

- A. Announcements and Member Comments
- B. Next regular scheduled meeting – January 11<sup>th</sup> (Chief Switalski Meeting Room)

### **ITEM 8 – ADJOURNMENT**

Kalamazoo County Consolidated Dispatch Authority (KCCDA) meetings are open to all without regard to race, color, national origin, sex or handicap. The KCCDA will provide special aid or assistance to attend a KCCDA meeting and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing, to individuals with disabilities, upon four (4) business days' notice to the KCCDA. Individuals with disabilities requiring auxiliary aids or services should contact the KCCDA by writing (email: [admin@kccda911.org](mailto:admin@kccda911.org)) or calling: Chris McComb, KCCDA, 7040 Stadium Drive, Kalamazoo, 49009, Telephone: (269) 488-8911.



MINUTES

REGULAR MEETING

September 14, 2023

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Chairperson Jan VanDerKley at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, September 14, 2023.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema, Matt Huber, Pat McGinnis, Rick Fuller, Dale Deleeuw, Scott Ernstes, Don Martin, Steven Leuty, Jan VanDerKley, Scott Merlo, Greg McComb, William Fales (arrived at 3:43)

Others Present: Jeff Heppler, Chad Tackett, Kevin Catlin, Jeff Troyer, Victoria Rose, Jon Moored, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. Minutes of the July 13, 2023, Regular Meeting

“Motion by Mr. Fuller, second by Mr. Martin to approve the minutes of the July 13, 2023, Regular Meeting as presented.”

On a voice vote, MOTION CARRIED.

ITEM 4 – CITIZENS’ TIME

There was none.

ITEM 5 – FOR CONSIDERATION

A. Executive Director Report

1. Administrative Monthly Report

Mr. Troyer provided a review of the monthly report that was included in the packet. He noted the final documents for the Motorola project have been signed. He also stated the migration of partner agencies, i.e., Animal Control, Medical Examiner, to electronic notification is continuing.

2. July and August Reconciliation Reports

Mr. Troyer stated the reconciliation reports for July and August were in the packet. He noted MiClass is performing well.

3. Year-to-Date Budget Performance Report

Mr. Troyer stated the YTD budget performance report was included in packet.

4. Correspondence

Mr. Troyer stated there was no correspondence to present.

B. Committee Reports

1. Executive Committee – Jan VanDerKley

a. Meeting minutes from Regular Meeting July 12<sup>th</sup> (Informational only)

Ms. VanDerKley stated there was no quorum at the Executive Committee, so discussion was held but no action taken. She noted she will recuse herself during the discussion of the WMUK tower co-location request.

b. WMUK Tower Co-location Request

Mr. McGinnis stated the Executive Director will be working with WMUK to evaluate the feasibility of their co-location request.

2. Personnel Committee – Pat McGinnis

Mr. McGinnis had nothing to report from the Personnel Committee.

3. Technical Advisory Committee

a. Meeting Minutes from Regular Meeting July 12<sup>th</sup> (Informational Only)

b. Joint Request for Proposal – CAD and Mobile, RMS, and JMS

Mr. Merlo stated TAC passed a motion to approve the dispatch portion of the joint RFP.

Mr. Troyer stated the draft RFP was included in the packet. If approved for release, it is tentatively scheduled to go out on Monday. The bid opening and pre-proposal meeting will be held at KCCDA, with proposals due December 9<sup>th</sup> and a recommendation back to the Board within six months.

“Motion by Mr. McGinnis, second by Mr. Huber to approve the CAD and Mobile Computing section of the RFP and allow the Executive Director to proceed with the release of the General Terms and Conditions and Exhibit as presented.”

On a voice vote, MOTION CARRIED.

Mr. Huber thanked Mr. Troyer for his leadership on the RFP project.

4. Finance Committee – Don Martin

Mr. Martin had nothing to report from the Finance Committee.

C. Old Business

There was none.

D. New Business

1. Audio Visual Recommendation for Meeting/Board and Admin Conference Rooms

Mr. Troyer stated one of the projects for this year was to upgrade the Board room audio/visual capabilities for hybrid meetings. When staff were meeting with vendors, the Admin Conference room was included as an optional quote. Four quotes were received, and IT recommends contracting with Third Coast Technology's quote for both rooms.

"Motion by Mr. McComb, second by Mr. Ritsema to approve Third Coast Tech, LLC's proposal totaling \$57,702 to upgrade the Chief Switalski Meeting and Administrative Conference Rooms as presented."

On a voice vote, MOTION CARRIED.

ITEM 7 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Catlin asked for clarification on the conditional bond issue.

Mr. Troyer stated Dispatch is not doing anything less than what we or any other agency has always done. The Technical Advisory Committee (TAC) serves as the LEIN oversight policy committee and has the authority when it comes to LEIN policies. Entering of bonds and orders was discussed at the last TAC meeting and the committee feels court paperwork staying at the courts is the safest pathway for citizens and causes the least liability and delays for all agencies. TAC will be submitting a letter to the Board of Commissioners explaining this and asking for them to support funding for the Courts to enter their own conditions and orders.

Dr. Fales stated there was a significant change in the EMS system when Pride shut down, making Life EMS the default for all the county except Ross Township. Mr. Troyer, Ms. Rose, and their team prepared a plan that made the transition seamless. He stated he pulled data for the two months after the change and countywide response times have improved in almost every area. He noted ECHO calls were rolled out last fall and there have been a number of cases where it has created good outcomes for citizens. He expressed his appreciation to Mr. Troyer and his team.

B. Next regular scheduled meeting – November 9, 2023 (Chief Switalski Meeting Room)

ITEM 8 - ADJOURNMENT

The meeting was adjourned at 4:18 p.m.

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Chris McComb  
Deputy Clerk of KCCDA Board of Directors



# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

### Brief Description:

In accordance with Michigan’s Budget Hearings of Local Governments Act (P.A. 43 of 1963) and the Uniform Budgeting and Accounting Act (P.A. 2 of 1968) KCCDA must hold a public hearing on the proposed 2024 Budget. In addition, the Authority is required to provide notice of public hearing by publication in a newspaper of general circulation at least six (6) days before the hearing which was published in the Kalamazoo Gazette (paper and electronic format published on October 27<sup>th</sup>, 28<sup>th</sup> & 29<sup>th</sup>). The hearing notice and the 2024 Budget Proposal has been posted on KCCDA’s website since October 26<sup>th</sup>.

### Presiding Officer should make the following announcement:

*As Chairperson for the Board of Directors, I hereby open this Public Hearing to receive public comment on the Dispatch Authority’s proposed budget for fiscal year ending December 31st, 2024. Members of the public wishing to address the Board regarding this topic may do so by presenting from the podium and state your full name and address for the record.*

### At the conclusion of all comments, Presiding Officer will close the Public Hearing:

*The public hearing on the proposed 2023 Budget is now closed.*

As of November 6<sup>th</sup>, KCCDA Administration has not received any questions, concerns, or comments regarding the proposed 2024 Budget.

### Proposed Motion:

No action required. The Budget will be considered under the Finance Committee Report.

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA’s administrative office at (269) 488-8911.

## **KCCDA Administrative Report**

October 2023

(Completed November 6, 2023)

### **Meetings, Discussions, Conference Calls, & Events**

*The following is a summary of meetings/conference calls, events, and presentations attended by KCCDA's Administrative Team during the timeframe indicated above:*

- 58 – Meetings, Video/Telephone Conferences, and Presentations

### **Tasks and/or Projects**

*The following are tasks worked on by the KCCDA Administration during this period.*

- **2023 CAPITAL IMPROVEMENT PROJECTS**
  - PROJECT #1 – Kalamazoo MPSCS Simulcast Subsystem  
This project is complete and close-out documents have been processed.
  - PROJECT #2 – Dell VXRail Upgrade  
This project was completed on May 11<sup>th</sup>.
  - PROJECT #3 – Palo Alto Firewall Upgrade  
This project was completed on June 7<sup>th</sup>.
  - PROJECT #4 – CAD and LAN Computer Replacement  
This project was completed on May 8<sup>th</sup>.
  - PROJECT #6 – Meeting Rooms Audio/Visual Equipment Upgrade  
Third Coast Tech, LLC spent two days on-site in October working on the upgrades. They completed the administrative conference room upgrade and started the Chief Switalski Meeting Room. They are scheduled to return November 20<sup>th</sup> and 21<sup>st</sup> to complete the installation.
  - PROJECT #7 – Security Camera System Upgrade  
This project has not been started.
  - PROJECT #8 – Dedicated Back-up Operational Facility  
Administration met with the City of Portage and will be evaluating the feasibility of a partnership at the facility. An architectural firm familiar with the facility is going to work with the City and KCCDA to assess the space.



- 2024 Budget

Administration presented the proposed 2024 Budget to the Finance Committee on October 31<sup>st</sup>. The Committee unanimously supported the budget proposal and the Board of Directors will hold public hearing on it as well as consider it for approval at their November 9<sup>th</sup> meeting.

- COMPUTER AIDED DISPATCH AND MOBILE COMPUTING SYSTEM

- The New World/Tyler Technology System upgrade was completed on October 30<sup>th</sup>. Numerous notifications/memos were distributed to law enforcement, fire, EMS, and partner agencies command and IT staff leading up to the upgrade. The upgrade started at 0500 hours and around 0600 CAD was back on-line. At 0706, LERMS and JMS upgrades were complete and by 1300 hours all ancillary systems were online except for the reporting database and server which for some reason was failing to accept the Tyler upgrade. Tyler technicians/engineers worked on this for the entire week and as of today (November 6<sup>th</sup>), it is still not functioning 100%.
- The joint RFP for CAD and Mobile, Law Enforcement Records Management and Jail Management Systems mandatory pre-proposal meeting was held at KCCDA on October 12<sup>th</sup> and nine (9) vendors were present. Written questions from vendors were due October 23<sup>rd</sup> and we received a total of 71 questions. Of the 71, 12 were specific to the CAD & Mobile System and an additional 22 were partially related. Written responses to all questions will be distributed today (November 6<sup>th</sup>) by 3:00 p.m. All proposals are due December 11, 2023, at 3:00 p.m.

- KCCDA STAFFING

The following is a snapshot of KCCDA staffing levels as of November 6, 2023:

POSITION/TITLE	Staffing from former PSAPs	POSITIONS Budgeted	POSITIONS Filled	NOTES
ECO – I	0	12	7	
ECO – II	28	36	24	
PT ECO’s	0	4	8	3-PT Pool/Contract
Dispatch Supervisor	6	6	6	
TOTAL:	34	58	45	

KCCDA will be accepting applications beginning this week for ECO’s.

- MONTH END FINANCIALS

The Mercantile Bank checking and Michigan Class investment account was reconciled with the general ledger on November 6<sup>th</sup>.

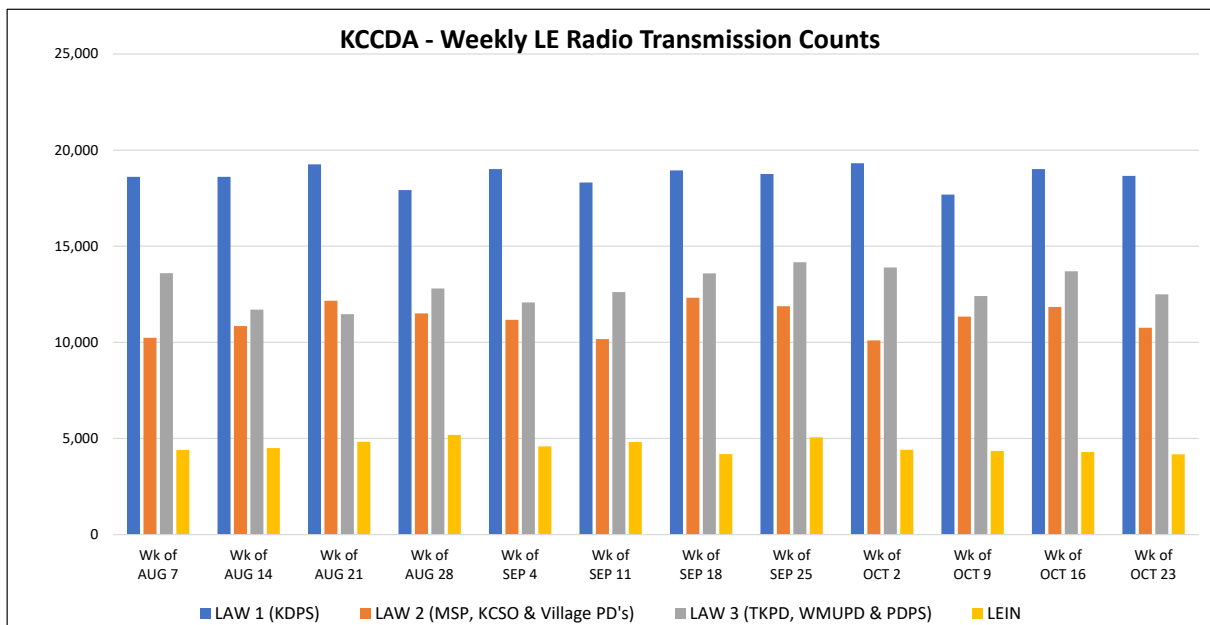
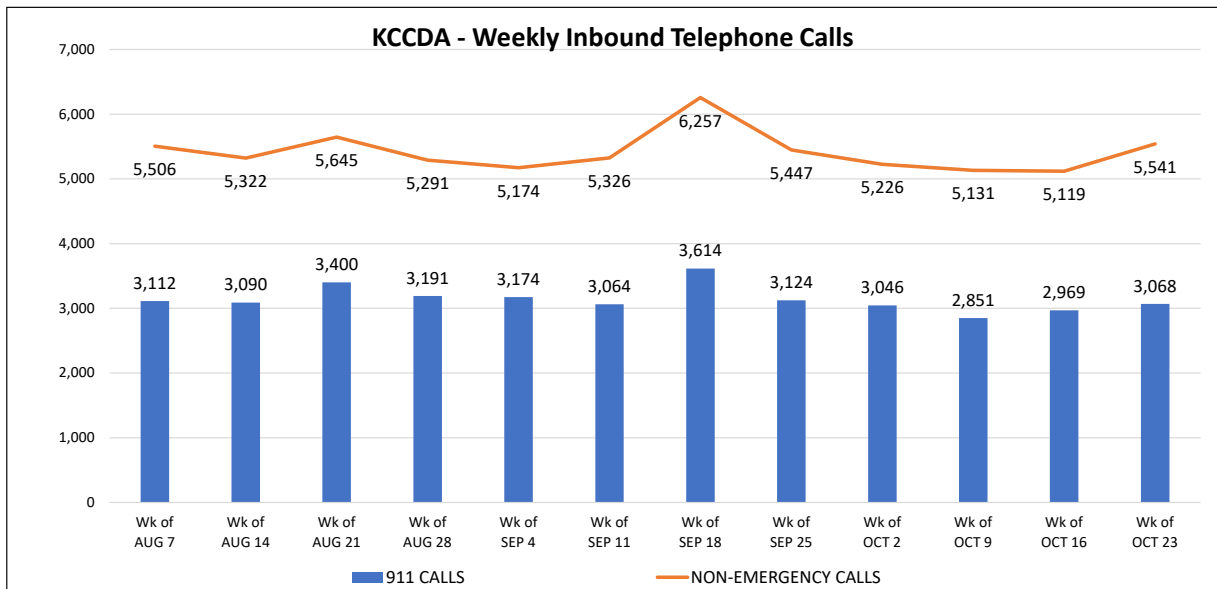
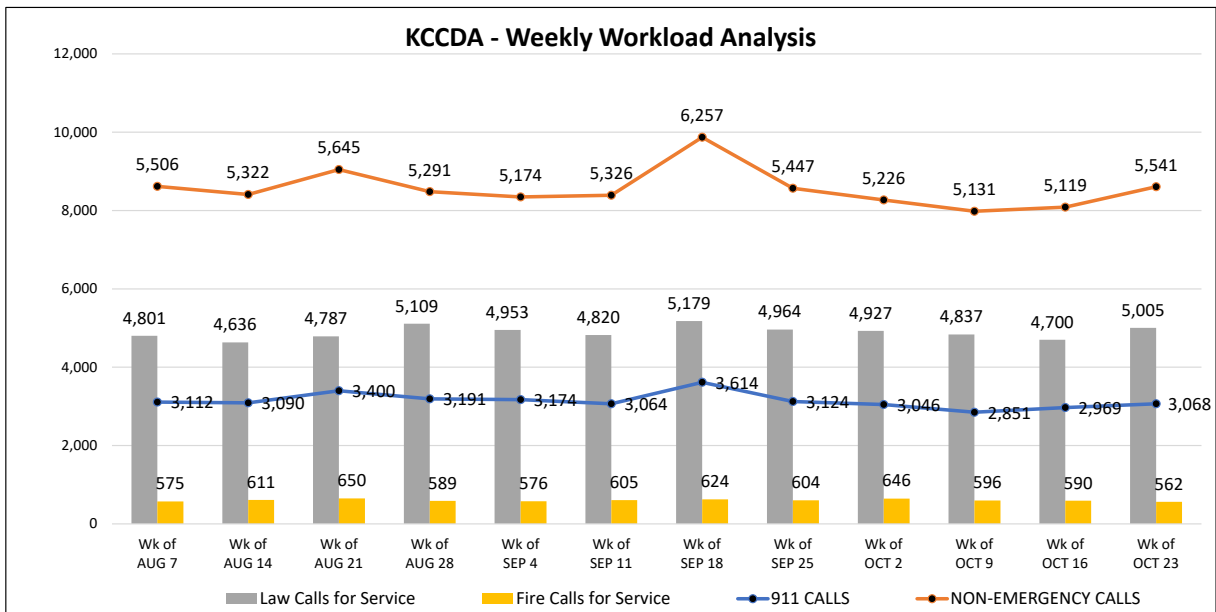
- STATISTICS & METRICS

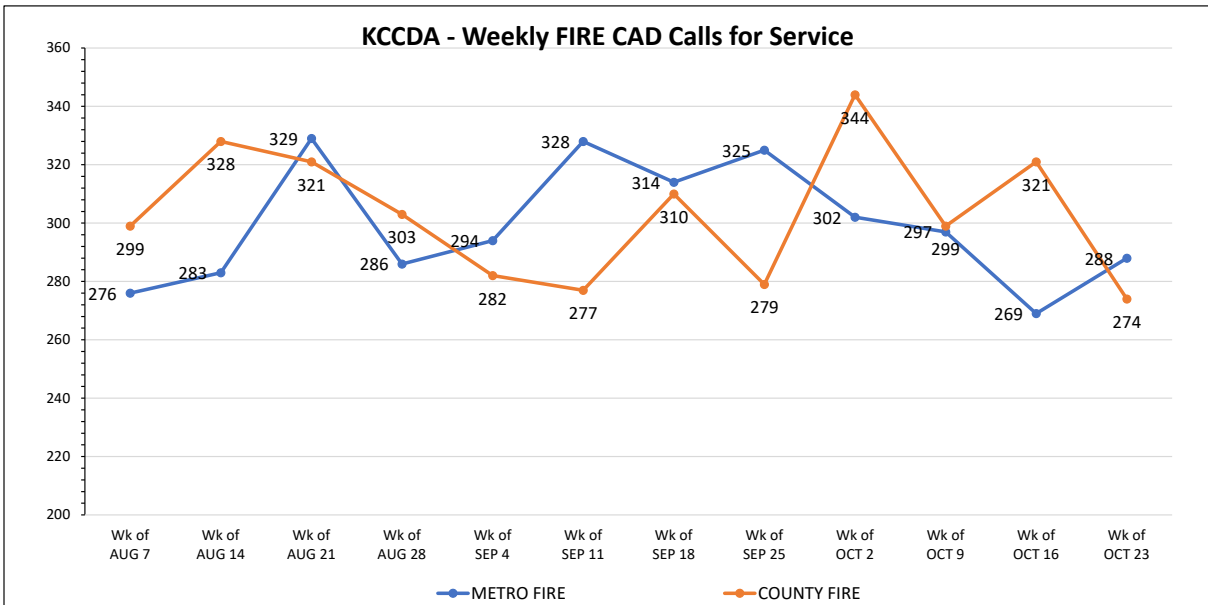
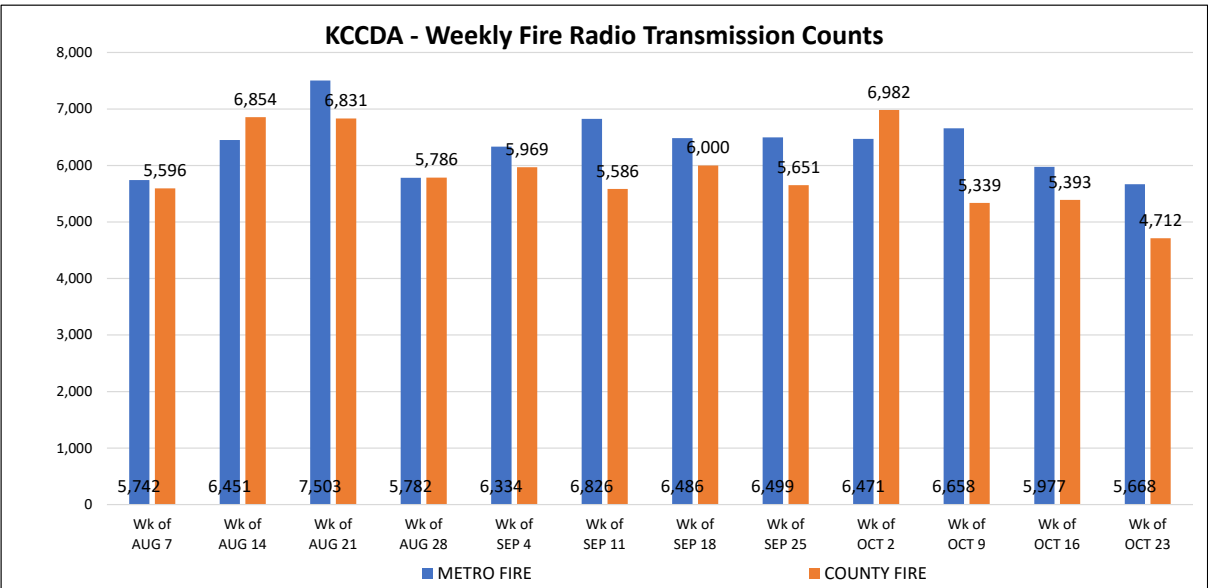
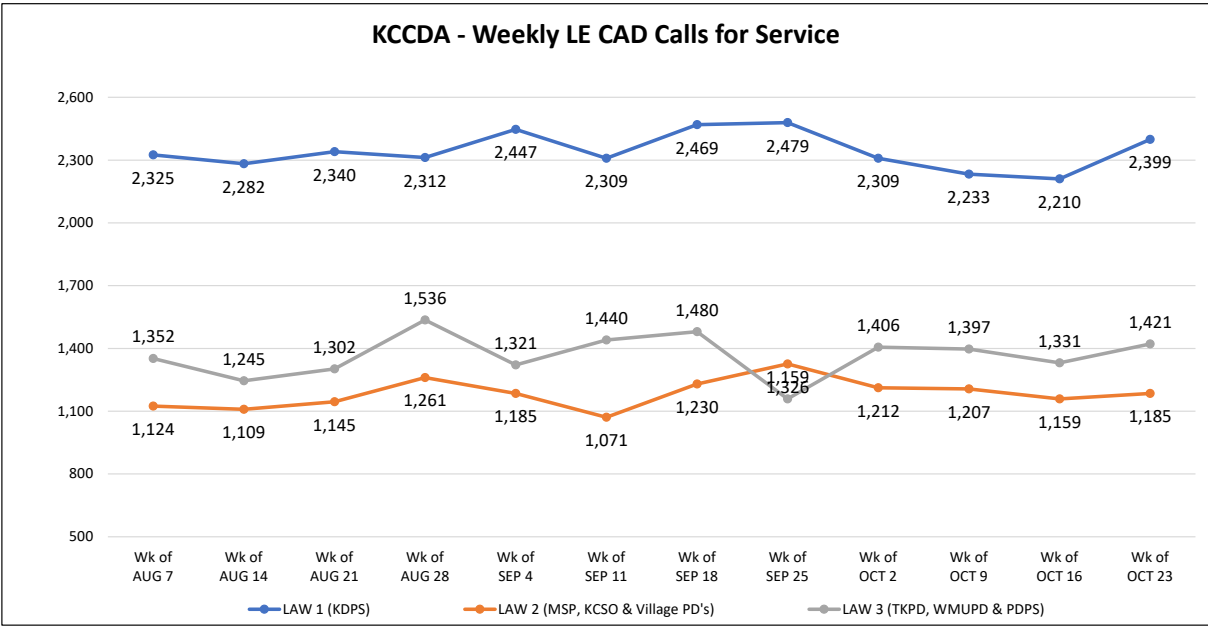
Attached are several different statistical and performance metrics reports:

- ✓ Monthly Accolades, Complaints and Suggestions
- ✓ Weekly Workload Graphs
- ✓ 2023 and 2022 Monthly workload statistics
- ✓ Emergency Call Wait Time Report

## October 2023 - Accolades, Complaints and Suggestions

Date Recvd	Related Dept	Received From	Incident Number	Date of Incident	Chief Accolade, Complaint or Suggestion	Investigative Results	KCCDA Actions (if any)
10/4/2023	Comstock FD	Chief Beauchamp	CFS 7676	9/28/2023	Request to see why Kalamazoo Township 8-2 wasn't dispatched to a Commercial Structure Fire at Crafty Crab as initial aid for Comstock	Run cards are correct. Kalamazoo Township 8-2 should have been dispatched. They were not on a call at the time of the structure fire but they did not show up in the recommendation log for the CFS. It seems to be a technical oddity during that time as everything has been tested and seems to be working appopriately.	KCCDA IT restarted the recommendatio server and we will monitor to see if something like this happens again. As of right now, unable to replicate the issue as everything is configured correctly.
10/29/2023	Citizen/FF	Mike Rotgers	N/A	N/A	Mike reached out to DD Rose on FB and wrote the following: "Hey, I don't know how else to tell you but every single dispatcher I've dealt with (either calling on my personal phone, cell phone, or radio) has been an absolute pleasure to work with. They've been kind, helpful, and receptive. I wanted to pass this on to you in hopes that you'll be able to let them know that they are def. appreciated!"		Message was passed along to dispatch staff.





## 2023 ALL RADIO TRANSMISSIONS

(Includes Dispatch to Field Units, Field Unit to Dispatch, and Field Unit to Field Unit)

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD TOTAL</u>
<b><u>Primary Dispatch:</u></b>													
LAW 1	78,060	77,005	78,928	83,364	81,574	75,316	82,935	82,670	79,506	82,850			<b>802,208</b>
LAW 2	46,053	44,784	44,821	45,054	48,859	49,168	54,824	50,381	48,893	49,714			<b>482,551</b>
LAW 3	62,826	55,292	52,252	52,421	57,348	50,581	55,262	54,195	55,881	58,385			<b>554,443</b>
METRO FIRE	25,117	31,539	25,635	25,267	28,982	26,389	29,475	27,653	27,359	27,805			<b>275,221</b>
COUNTY FIRE	25,787	35,097	24,633	23,800	28,120	27,248	29,863	27,833	24,846	24,547			<b>271,774</b>
LEIN	18,707	17,654	18,161	19,318	20,276	20,180	21,104	20,209	20,488	18,631			<b>194,728</b>
<b><u>Tactical Channels:</u></b>													
800-TAC 1	6,729	4,692	4,169	6,148	6,207	5,271	5,692	5,415	5,171	4,257			<b>53,751</b>
800-TAC 2	923	435	753	683	572	901	2,098	831	733	861			<b>8,790</b>
800-TAC 3	339	1,764	1,537	1,249	1,063	1,596	2,795	1,203	1,010	1,468			<b>14,024</b>
800-TAC 4	144	236	50	443	634	412	134	309	375	463			<b>3,200</b>
800-TAC 5	348	480	805	473	1,421	500	1,162	1,107	1,176	1,436			<b>8,908</b>
800-TAC 6	108	111	200	306	106	168	122	281	374	110			<b>1,886</b>
800-TAC 7	1	5	0	0	4	0	265	50	24	3			<b>352</b>
800-TAC 8	77	0	10	3	0	1	4	2	3	1			<b>101</b>
<b>TOTAL:</b>	<b>265,219</b>	<b>269,094</b>	<b>251,954</b>	<b>258,529</b>	<b>275,166</b>	<b>257,731</b>	<b>285,735</b>	<b>272,139</b>	<b>265,839</b>	<b>270,531</b>	<b>0</b>	<b>0</b>	<b>2,671,937</b>
<i>Compared to 2022:</i>	<i>-4.13%</i>	<i>0.74%</i>	<i>-12.27%</i>	<i>-7.26%</i>	<i>-13.71%</i>	<i>-13.57%</i>	<i>-11.98%</i>	<i>-18.40%</i>	<i>-14.91%</i>	<i>-10.08%</i>			

## 2023 TELEPHONE CALLS

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
<b>PHONE CALLS</b>													
911 CALLS	12,789	14,238	13,566	14,899	16,431	16,445	15,235	14,063	13,420	13,247			<b>144,333</b>
NON-EMERGENCY	22,436	21,335	22,775	24,073	26,849	26,751	26,193	24,187	22,758	23,288			<b>240,645</b>
<b>TOTAL:</b>	<b>35,225</b>	<b>35,573</b>	<b>36,341</b>	<b>38,972</b>	<b>43,280</b>	<b>43,196</b>	<b>41,428</b>	<b>38,250</b>	<b>36,178</b>	<b>36,535</b>	<b>0</b>	<b>0</b>	<b>384,978</b>
<i>Compared to 2022:</i>	<i>1.94%</i>	<i>9.43%</i>	<i>1.60%</i>	<i>10.24%</i>	<i>7.42%</i>	<i>9.71%</i>	<i>3.71%</i>	<i>-10.10%</i>	<i>-8.07%</i>	<i>-2.45%</i>			

## 2023 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<b><u>DISPATCH POSITION:</u></b>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
LAW 1	9,819	10,258	10,122	10,106	10,695	10,394	10,694	10,283	10,258	10,029			<b>102,658</b>
LAW 2	4,963	4,868	4,899	5,055	5,649	5,230	5,296	5,113	5,415	5,228			<b>51,716</b>
LAW 3	6,030	5,889	5,833	6,106	6,379	6,035	6,002	5,954	6,188	6,089			<b>60,505</b>
METRO FIRE	1,172	1,497	1,197	1,180	1,361	1,296	1,327	1,268	1,322	1,286			<b>12,906</b>
COUNTY FIRE	1,308	1,713	1,159	1,218	1,342	1,365	1,426	1,402	1,344	1,324			<b>13,601</b>
<b>TOTAL:</b>	<b>23,292</b>	<b>24,225</b>	<b>23,210</b>	<b>23,665</b>	<b>25,426</b>	<b>24,320</b>	<b>24,745</b>	<b>24,020</b>	<b>24,527</b>	<b>23,956</b>	<b>0</b>	<b>0</b>	<b>241,386</b>

*Compared to 2022:* 3.82%  
Board Mtg Packet - Page #12

11.09% -1.84% -0.09% 0.04% 0.92% -2.80% -2.46% 1.55% -2.30%

## 2022 ALL RADIO TRANSMISSIONS

(Includes Dispatch to Field Units, Field Unit to Dispatch, and Field Unit to Field Unit)

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD TOTAL</u>
<b><u>Primary Dispatch:</u></b>													
LAW 1	80,131	81,948	88,383	88,511	98,170	89,346	97,840	95,490	90,787	91,760	79,757	77,185	<b>1,059,308</b>
LAW 2	54,502	48,102	50,238	46,911	54,416	50,563	52,471	50,117	50,095	48,914	47,738	43,843	<b>597,910</b>
LAW 3	62,381	62,493	62,827	61,175	66,899	63,239	74,087	71,539	70,727	67,870	60,653	62,373	<b>786,263</b>
METRO FIRE	26,232	24,094	26,285	27,192	29,567	29,471	30,523	35,760	31,868	32,460	30,919	29,478	<b>353,849</b>
COUNTY FIRE	25,775	24,678	23,817	22,586	29,909	27,774	28,890	31,811	25,880	26,656	29,166	29,343	<b>326,285</b>
LEIN	18,550	20,658	21,960	21,053	21,045	20,218	22,352	23,387	23,164	20,892	18,022	15,918	<b>247,219</b>
<b><u>Tactical Channels:</u></b>													
800-TAC 1	5,830	3,680	5,528	5,444	8,414	7,093	7,825	6,454	6,577	4,618	5,112	5,592	<b>72,167</b>
800-TAC 2	917	631	1,103	689	1,277	1,935	1,533	1,870	1,355	774	440	634	<b>13,158</b>
800-TAC 3	350	234	911	462	624	599	372	361	336	771	740	1,550	<b>7,310</b>
800-TAC 4	384	176	278	1,363	1,405	736	801	1,035	1,009	1,706	82	485	<b>9,460</b>
800-TAC 5	303	350	1,391	1,772	987	1,495	2,139	1,456	1,873	1,186	126	1,135	<b>14,213</b>
800-TAC 6	138	49	154	70	162	203	511	2,927	1,406	108	38	265	<b>6,031</b>
800-TAC 7	12	1	1	78	6	4	502	2	240	70	0	2	<b>918</b>
800-TAC 8	665	14	0	0	10	26	116	2	153	15	26	1	<b>1,028</b>
<b>TOTAL:</b>	<b>276,170</b>	<b>267,108</b>	<b>282,876</b>	<b>277,306</b>	<b>312,891</b>	<b>292,702</b>	<b>319,962</b>	<b>322,211</b>	<b>305,470</b>	<b>297,800</b>	<b>272,819</b>	<b>267,804</b>	<b>3,495,119</b>
<i>Compared to 2021:</i>	<i>-5.93%</i>	<i>8.24%</i>	<i>-4.80%</i>	<i>-6.00%</i>	<i>-1.27%</i>	<i>-9.74%</i>	<i>0.11%</i>	<i>-3.47%</i>	<i>0.44%</i>	<i>-5.98%</i>	<i>-6.52%</i>	<i>-8.56%</i>	

## 2022 TELEPHONE CALLS

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
PHONE CALLS													
911 CALLS	12,341	11,372	12,713	12,415	14,952	14,122	14,796	16,126	14,212	13,955	12,952	13,012	<b>162,968</b>
NON-EMERGENCY	22,199	20,846	23,047	22,567	25,115	24,879	25,093	25,987	24,885	23,476	22,355	22,727	<b>283,176</b>
<b>TOTAL:</b>	<b>34,540</b>	<b>32,218</b>	<b>35,760</b>	<b>34,982</b>	<b>40,067</b>	<b>39,001</b>	<b>39,889</b>	<b>42,113</b>	<b>39,097</b>	<b>37,431</b>	<b>35,307</b>	<b>35,739</b>	<b>446,144</b>
<i>Compared to 2021:</i>	<i>-0.12%</i>	<i>-2.60%</i>	<i>-2.96%</i>	<i>-6.16%</i>	<i>-1.47%</i>	<i>-14.95%</i>	<i>-9.24%</i>	<i>-7.08%</i>	<i>-6.82%</i>	<i>-14.88%</i>	<i>-7.41%</i>	<i>-4.93%</i>	

## 2022 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<b><u>DISPATCH POSITION:</u></b>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
LAW 1	9,691	9,487	10,742	10,293	11,248	10,500	10,567	10,419	10,354	10,386	9,232	10,169	<b>123,088</b>
LAW 2	5,019	4,501	5,055	5,047	5,397	5,224	5,613	5,108	4,974	5,025	5,018	4,611	<b>60,592</b>
LAW 3	5,189	5,330	5,660	5,991	6,134	5,700	6,534	6,197	6,237	6,397	6,039	5,906	<b>71,314</b>
METRO FIRE	1,185	1,085	1,138	1,236	1,298	1,258	1,300	1,344	1,318	1,314	1,358	1,377	<b>15,211</b>
COUNTY FIRE	1,318	1,135	1,043	1,120	1,339	1,415	1,425	1,542	1,265	1,385	1,464	1,439	<b>15,890</b>
<b>TOTAL:</b>	<b>22,402</b>	<b>21,538</b>	<b>23,638</b>	<b>23,687</b>	<b>25,416</b>	<b>24,097</b>	<b>25,439</b>	<b>24,610</b>	<b>24,148</b>	<b>24,507</b>	<b>23,111</b>	<b>23,502</b>	<b>286,095</b>

*Compared to 2021:* *-1.12%* *3.82%* *-3.57%* *-0.06%* *1.97%* *-3.44%* *0.80%* *4.36%* *1.66%* *2.60%* *1.75%* *-0.71%*

Board Mtg Packet - Page #13

# Emergency Call Wait Time Range

For (Month)



Creation Date: 11/06/2023 09:01:46 AM

Grouping: Month

Date Range: 10/01/2023 12:00:00 AM - 10/31/2023 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Summary Information

Month		None	0 - 10	11 - 20	21 - 30	31 - 40	41 - 50	51 - 60	>= 61	Total
Total	Call Count	28	11,546	1,309	230	47	11	4	6	13,181
	Cumulative Percentage		88 %	98 %	99 %	100 %	100 %	100 %	100 %	



# Emergency Call Wait Time Range

For (Month)



Creation Date: 11/06/2023 09:01:46 AM

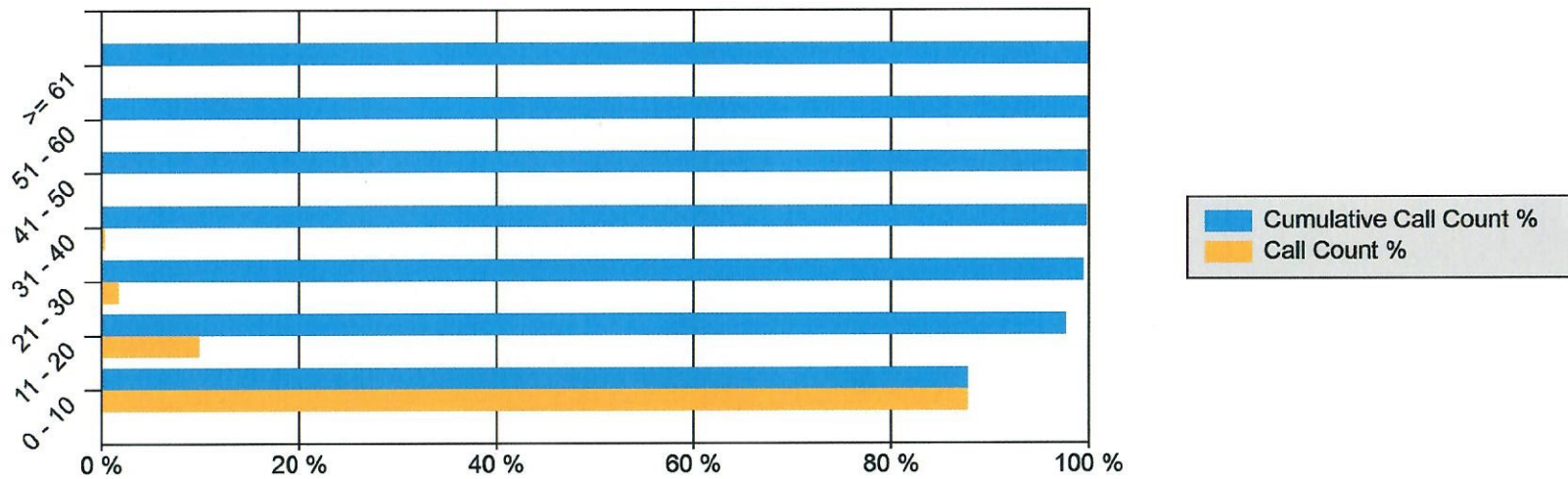
Grouping: Month

Date Range: 10/01/2023 12:00:00 AM - 10/31/2023 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Summary Chart

### Call Count % by Wait Time Range



# Emergency Call Wait Time Range

For (Month)



Creation Date: 11/06/2023 09:42:35 AM

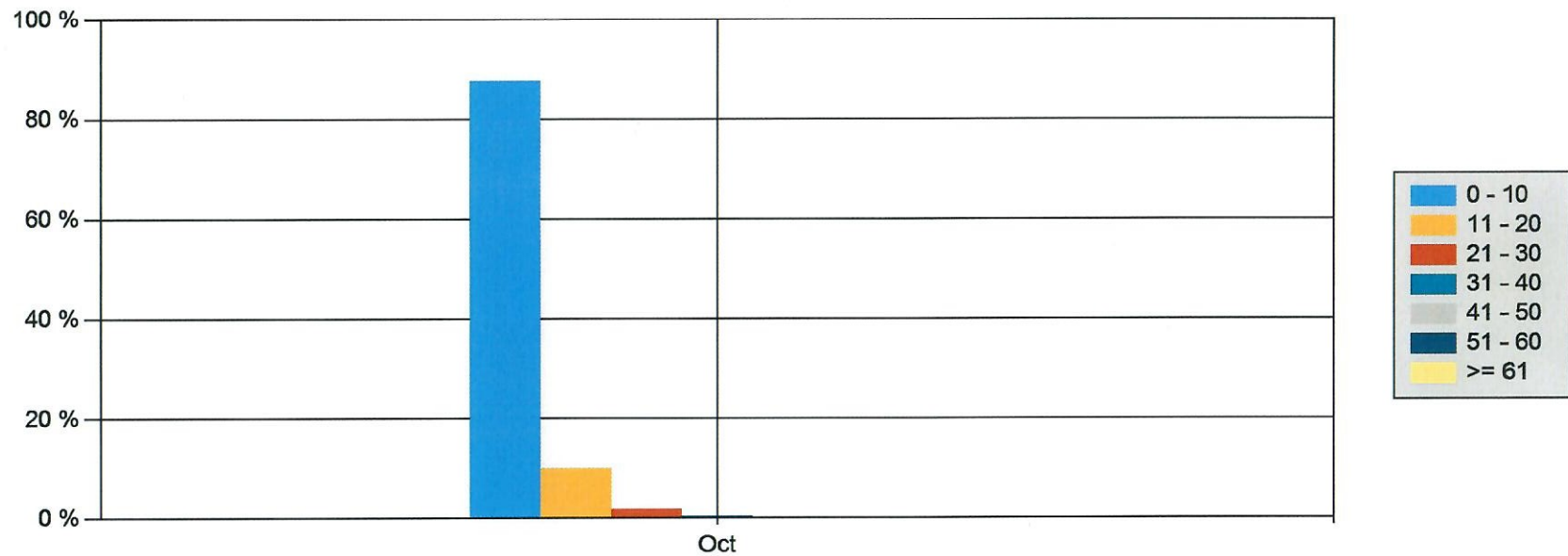
Grouping: Month

Date Range: 10/01/2023 12:00:00 AM - 10/31/2023 11:59:59 PM

Filter Criteria: Please, refer to the last page.

## Detail Chart

Call Count % by Wait Time (Month)



Kalamazoo County Dispatch Authority

Mercantile General Busn. Checking, Period Ending 09/29/2023

RECONCILIATION REPORT

Reconciled on: 10/02/2023

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary		USD
Statement beginning balance		161,484.04
Checks and payments cleared (41)		-1,074,767.24
Deposits and other credits cleared (3)		1,712,681.19
Statement ending balance		799,397.99
Uncleared transactions as of 09/29/2023		-76,021.72
Register balance as of 09/29/2023		723,376.27

Details

Checks and payments cleared (41)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/02/2023	Bill Payment	3583	Kalamazoo County Sheriff's Office	-1,900.00
08/17/2023	Bill Payment	3592	The Sign Shop	-236.00
08/25/2023	Expense		Blue Cross Blue Shield of Michigan	-3,874.77
08/25/2023	Expense	Sept 23	Consumers Life Insurance Company	-717.52
09/08/2023	Expense	090823	PAYROLL	-122,130.58
09/09/2023	Journal	337		-295.38
09/09/2023	Expense	090823	MERS - Alerus Financial	-12,978.71
09/09/2023	Expense	090823	MERS - Alerus Financial	-3,984.91
09/09/2023	Expense	090823	MERS - Alerus Financial	-495.79
09/09/2023	Expense	090823	MERS - Alerus Financial	-325.00
09/11/2023	Expense	SPECIAL 09.11.23	PAYROLL	-322.87
09/14/2023	Bill Payment	3643	Language Line Services, Inc	-584.05
09/14/2023	Bill Payment	3630	Unum Insurance Company of America	-2,125.35
09/14/2023	Bill Payment	3631	Cohl, Stoker & Toskey, P.C.	-3,525.56
09/14/2023	Bill Payment	3632	Michigan Critical Power	-450.57
09/14/2023	Bill Payment	3633	Carl Clatterbuck Agency	-300.00
09/14/2023	Bill Payment	3634	Thomas Shelby and Company, Inc.	-1,794.63
09/14/2023	Bill Payment	3635	Sohn Linen Service	-42.98
09/14/2023	Bill Payment	3636	VISA - Mercantile Bank of Michigan	-1,414.48
09/14/2023	Bill Payment	3637	TransUnion Risk and Alternative Data Soluti...	-300.00
09/14/2023	Bill Payment	3638	Peninsula Fiber Network	-1,070.00
09/14/2023	Bill Payment	3653	Besco	-234.00
09/14/2023	Bill Payment	3652	Insight Public Sector, Inc.	-1,820.22
09/14/2023	Bill Payment	3651	Consumers Energy	-6,438.96
09/14/2023	Bill Payment	3650	Otis Elevator Company	-100.00
09/14/2023	Bill Payment	3649	Rose Pest Solutions	-98.00
09/14/2023	Bill Payment	3648	DL Gullivan Office Solutions	-191.47
09/14/2023	Bill Payment	3646	Republic Services	-311.95
09/14/2023	Bill Payment	3645	Bel Aire Heating and Air Conditioning	-2,827.00
09/14/2023	Bill Payment	3644	CertaSite, LLC	-285.44
09/14/2023	Bill Payment	3642	Total Fire Protection, Inc.	-315.30
09/14/2023	Bill Payment	3641	Dixon Lawn Care	-570.00
09/14/2023	Bill Payment	3639	Metronet	-3,872.19
09/15/2023	Expense		Mercantile Bank of Michigan	-55.00
09/20/2023	Transfer			-750,000.00
09/22/2023	Expense	092223	PAYROLL	-129,395.12
09/23/2023	Expense	092223	MERS - Alerus Financial	-14,029.21
09/23/2023	Journal	339		-295.38
09/23/2023	Expense	092223	MERS - Alerus Financial	-4,238.07
09/23/2023	Expense	092223	MERS - Alerus Financial	-325.00
09/23/2023	Expense	092223	MERS - Alerus Financial	-495.78
<b>Total</b>				<b>-1,074,767.24</b>

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/07/2023	Deposit		Kalamazoo County - Millage & LCSS REV	1,711,475.00
09/28/2023	Deposit		UNUM - STD Reimbursement	545.00
09/29/2023	Deposit		Mercantile Bank of Michigan	661.19
<b>Total</b>				<b>1,712,681.19</b>

Additional Information

Uncleared checks and payments as of 09/29/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/11/2022	Bill Payment	3024	Michael Gordon	-9.89
10/18/2022	Bill Payment	3094	Dena Dunn	-198.00
03/30/2023	Bill Payment	3357	Dena Dunn	-120.33
06/15/2023	Bill Payment	3511	Jon Moored	-216.15
09/14/2023	Bill Payment	3640	Kalamazoo County Planning & Development...	-15,000.00
09/14/2023	Bill Payment	3647	Active911	-111.60
09/28/2023	Bill Payment	3621	DirectTV	-131.99
09/28/2023	Bill Payment	3620	MACNLOW Associates	-1,500.00
09/28/2023	Bill Payment	3619	Consumers Energy	-469.46
09/28/2023	Bill Payment	3618	Besco	-103.00
09/28/2023	Bill Payment	3617	Eaton Corporation	-7,113.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/28/2023	Bill Payment	3616	AT&T Mobility	-541.30
09/28/2023	Bill Payment	3622	AT&T - Box 5011	-1,269.77
09/28/2023	Expense	Oct 23	Consumers Life Insurance Company	-762.87
09/28/2023	Expense	HSA Oct 23	Blue Cross Blue Shield of Michigan	-38,071.58
09/28/2023	Expense	HMO Oct 23	Blue Cross Blue Shield of Michigan	-3,874.77
09/28/2023	Bill Payment	3624	DL Gallivan Office Solutions	-115.10
09/28/2023	Bill Payment	3625	Sohn Linen Service	-42.98
09/28/2023	Bill Payment	3626	Tyler Rairigh	-140.96
09/28/2023	Bill Payment	3627	Carl Clatterbuck Agency	-650.00
09/28/2023	Bill Payment	3628	Rose Pest Solutions	-98.00
09/29/2023	Bill Payment	3655	Williams Building Services LLC	-2,460.00
09/29/2023	Bill Payment	3654	VISA - Mercantile Bank of Michigan	-2,243.16
09/29/2023	Bill Payment	3629	VISA - Mercantile Bank of Michigan	-777.81

**Total** -76,021.72

Uncleared deposits and other credits as of 09/29/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/28/2023	Bill Payment	3623	Insight Direct USA	0.00

**Total** 0.00

Kalamazoo County Dispatch Authority

Mercantile General Busn. Checking, Period Ending 10/31/2023

RECONCILIATION REPORT

Reconciled on: 11/06/2023

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary		USD
Statement beginning balance		799,397.99
Checks and payments cleared (59)		-404,499.24
Deposits and other credits cleared (3)		317,269.63
Statement ending balance		<u>712,168.38</u>
Uncleared transactions as of 10/31/2023		-159,396.01
Register balance as of 10/31/2023		552,772.37
Cleared transactions after 10/31/2023		0.00
Uncleared transactions after 10/31/2023		-17,657.80
Register balance as of 11/06/2023		<u>535,114.57</u>

Details

Checks and payments cleared (59)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/14/2023	Bill Payment	3640	Kalamazoo County Planning & Development...	-15,000.00
09/28/2023	Bill Payment	3616	AT&T Mobility	-541.30
09/28/2023	Expense	Oct 23	Consumers Life Insurance Company	-762.87
09/28/2023	Expense	HSA Oct 23	Blue Cross Blue Shield of Michigan	-38,071.58
09/28/2023	Expense	HMO Oct 23	Blue Cross Blue Shield of Michigan	-3,874.77
09/28/2023	Bill Payment	3628	Rose Pest Solutions	-98.00
09/28/2023	Bill Payment	3627	Carl Clatterbuck Agency	-650.00
09/28/2023	Bill Payment	3626	Tyler Rairigh	-140.96
09/28/2023	Bill Payment	3625	Sohn Linen Service	-42.98
09/28/2023	Bill Payment	3624	DL Gallivan Office Solutions	-115.10
09/28/2023	Bill Payment	3617	Eaton Corporation	-7,113.00
09/28/2023	Bill Payment	3618	Besco	-103.00
09/28/2023	Bill Payment	3619	Consumers Energy	-469.46
09/28/2023	Bill Payment	3620	MACNLOW Associates	-1,500.00
09/28/2023	Bill Payment	3621	DirectTV	-131.99
09/28/2023	Bill Payment	3622	AT&T - Box 5011	-1,269.77
09/29/2023	Bill Payment	3629	VISA - Mercantile Bank of Michigan	-777.81
09/29/2023	Bill Payment	3654	VISA - Mercantile Bank of Michigan	-2,243.16
09/29/2023	Bill Payment	3655	Williams Building Services LLC	-2,460.00
10/06/2023	Expense	100623	PAYROLL	-127,638.13
10/07/2023	Journal	341		-295.38
10/07/2023	Expense	100623	MERS - Alerus Financial	-325.00
10/07/2023	Expense	100623	MERS - Alerus Financial	-4,404.84
10/07/2023	Expense	100623	MERS - Alerus Financial	-495.79
10/07/2023	Expense	100623	MERS - Alerus Financial	-13,811.72
10/12/2023	Bill Payment	3660	Insight Public Sector, Inc.	-947.39
10/12/2023	Bill Payment	3672	Williams Building Services LLC	-2,460.00
10/12/2023	Bill Payment	3670	DeWolf & Associates	-845.00
10/12/2023	Bill Payment	3669	Curtis Bonnema	-140.83
10/12/2023	Bill Payment	3668	Consumers Energy	-489.52
10/12/2023	Bill Payment	3667	Sohn Linen Service	-42.98
10/12/2023	Bill Payment	3666	TransUnion Risk and Alternative Data Soluti...	-300.00
10/12/2023	Bill Payment	3665	Peninsula Fiber Network	-1,070.00
10/12/2023	Bill Payment	3664	Metronet	-3,859.59
10/12/2023	Bill Payment	3663	Dixon Lawn Care	-491.00
10/12/2023	Bill Payment	3662	Antenna Designs	-2,110.74
10/12/2023	Bill Payment	3661	Language Line Services, Inc	-523.31
10/12/2023	Bill Payment	3659	One Way Products	-410.96
10/12/2023	Bill Payment	3658	HelpNet	-375.00
10/12/2023	Bill Payment	3657	Insight Direct USA	-4,034.40
10/12/2023	Bill Payment	3656	Besco	-143.00
10/15/2023	Expense		Mercantile Bank of Michigan	-55.00
10/20/2023	Expense	102023	PAYROLL	-126,153.44
10/21/2023	Expense	102023	MERS - Alerus Financial	-495.79
10/21/2023	Expense	102023	MERS - Alerus Financial	-325.00
10/21/2023	Journal	343		-295.38
10/21/2023	Expense	102023	MERS - Alerus Financial	-4,298.65
10/21/2023	Expense	102023	MERS - Alerus Financial	-13,771.25
10/25/2023	Bill Payment	3687	Sohn Linen Service	-44.57
10/25/2023	Bill Payment	3686	AT&T - Box 5011	-2,335.86
10/25/2023	Bill Payment	3685	DirectTV	-131.99
10/25/2023	Bill Payment	3682	Cohl, Stoker & Toskey, P.C.	-852.13
10/25/2023	Bill Payment	3681	Roe Comm	-5,129.76
10/25/2023	Bill Payment	3679	Rose Pest Solutions	-98.00
10/25/2023	Bill Payment	3678	DL Gallivan Office Solutions	-155.73
10/25/2023	Bill Payment	3673	Consumers Energy	-6,732.21
10/25/2023	Bill Payment	3689	Total Fire Protection, Inc.	-466.27
10/25/2023	Bill Payment	3675	AT&T Mobility	-541.72
10/25/2023	Bill Payment	3688	Unum Insurance Company of America	-2,036.16

Total -404,499.24

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/06/2023	Deposit		UNUM - STD Reimbursement	545.00
10/26/2023	Deposit		Kalamazoo County - Surcharge REV	316,327.10

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/31/2023	Deposit		Mercantile Bank of Michigan	397.53
<b>Total</b>				<b>317,269.63</b>

**Additional Information**

Uncleared checks and payments as of 10/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/11/2022	Bill Payment	3024	Michael Gordon	-9.89
10/18/2022	Bill Payment	3094	Dena Dunn	-198.00
03/30/2023	Bill Payment	3357	Dena Dunn	-120.33
06/15/2023	Bill Payment	3511	Jon Moored	-216.15
10/25/2023	Bill Payment	3674	Republic Services	-319.04
10/25/2023	Bill Payment	3676	Besco	-139.00
10/25/2023	Bill Payment	3680	APCO International	-2,615.00
10/25/2023	Bill Payment	3677	Costco Wholesale	-180.00
10/25/2023	Bill Payment	3684	Tracy Bennett	-434.42
10/25/2023	Bill Payment	3683	CIT International	-250.00
10/31/2023	Expense		Blue Cross Blue Shield of Michigan	-28,437.58
10/31/2023	Bill Payment	3697	Victoria Rose	-274.58
10/31/2023	Bill Payment	3696	Cameron VanZile	-211.57
10/31/2023	Bill Payment	3695	Danielle Mayo	-195.19
10/31/2023	Bill Payment	3694	Bel Aire Heating and Air Conditioning	-324.00
10/31/2023	Bill Payment	3693	Republic Services	-404.88
10/31/2023	Bill Payment	3692	Besco	-51.50
10/31/2023	Bill Payment	3691	Consumers Energy	-431.02
10/31/2023	Expense		Blue Cross Blue Shield of Michigan	-4,880.46
10/31/2023	Expense		Consumers Life Insurance Company	-718.28
10/31/2023	Bill Payment	3690	Tyler Technologies, Inc.	-118,985.12
<b>Total</b>				<b>-159,396.01</b>

Uncleared deposits and other credits as of 10/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/14/2023	Bill Payment	3647	Active911	0.00
09/28/2023	Bill Payment	3623	Insight Direct USA	0.00
10/12/2023	Bill Payment	3671	Rosati, Schultz, Joppich & Amtsbuechler	0.00
<b>Total</b>				<b>0.00</b>

Uncleared checks and payments after 10/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/04/2023	Expense		MERS - Alerus Financial	-4,509.02
11/04/2023	Expense		MERS - Alerus Financial	-12,032.61
11/04/2023	Expense		MERS - Alerus Financial	-325.00
11/04/2023	Journal	347		-295.38
11/04/2023	Expense		MERS - Alerus Financial	-495.79
<b>Total</b>				<b>-17,657.80</b>

Kalamazoo County Dispatch Authority

Michigan CLASS, Period Ending 09/30/2023

RECONCILIATION REPORT

Reconciled on: 10/04/2023

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	3,635,065.10
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (2).....	<u>767,504.08</u>
Statement ending balance.....	<u>4,402,569.18</u>
Register balance as of 09/30/2023.....	4,402,569.18

Details				
Deposits and other credits cleared (2)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/20/2023	Transfer			750,000.00
09/30/2023	Deposit		Michigan CLASS	17,504.08
<b>Total</b>				<b>767,504.08</b>

Kalamazoo County Dispatch Authority

Michigan CLASS, Period Ending 10/31/2023

RECONCILIATION REPORT

Reconciled on: 11/06/2023

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	4,402,569.18
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	<u>20,567.49</u>
Statement ending balance.....	<u>4,423,136.67</u>
Register balance as of 10/31/2023.....	4,423,136.67

Details				
Deposits and other credits cleared (1)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/31/2023	Deposit		Michigan CLASS	20,567.49
<b>Total</b>				<b>20,567.49</b>





# Kalamazoo County Consolidated Dispatch Authority

## Budget vs. Actuals: 2023 Budget - REVISION I

January - December 2023

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
<b>Income</b>									
400.000 Use of Fund Balance	162,018.50	162,019.00	0.50				\$162,018.50	\$162,019.00	\$0.50
402.000 Property Taxes	4,687,125.00	6,249,500.00	1,562,375.00				\$4,687,125.00	\$6,249,500.00	\$1,562,375.00
528.000 Federal Grants - Other	295,307.00	295,307.00	0.00				\$295,307.00	\$295,307.00	\$0.00
573.000 Local Community Stabilization Share	447,300.00	596,400.00	149,100.00				\$447,300.00	\$596,400.00	\$149,100.00
615.010 Surcharge Revenue - State 911	287,892.00	484,000.00	196,108.00	23,725.00	45,000.00	21,275.00	\$311,617.00	\$529,000.00	\$217,383.00
615.020 Surcharge Revenue - Local 911	597,477.14	1,120,000.00	522,522.86				\$597,477.14	\$1,120,000.00	\$522,522.86
651.000 Charges for Services - User Fees	15,960.00	15,960.00	0.00				\$15,960.00	\$15,960.00	\$0.00
665.000 Interest Earned	139,920.44	85,000.00	(54,920.44)				\$139,920.44	\$85,000.00	\$(54,920.44)
667.000 Rent/Lease Revenue	8,700.00	7,200.00	(1,500.00)				\$8,700.00	\$7,200.00	\$(1,500.00)
671.000 Miscellaneous Revenue	112.32	50.00	(62.32)				\$112.32	\$50.00	\$(62.32)
676.000 Other Revenue - Reimbursements							\$0.00	\$0.00	\$0.00
676.010 Insurance Claims	1,562.99		(1,562.99)				\$1,562.99	\$0.00	\$(1,562.99)
<b>Total 676.000 Other Revenue - Reimbursements</b>	<b>1,562.99</b>		<b>(1,562.99)</b>				<b>\$1,562.99</b>	<b>\$0.00</b>	<b>\$(1,562.99)</b>
<b>Total Income</b>	<b>\$6,643,375.39</b>	<b>\$9,015,436.00</b>	<b>\$2,372,060.61</b>	<b>\$23,725.00</b>	<b>\$45,000.00</b>	<b>\$21,275.00</b>	<b>\$6,667,100.39</b>	<b>\$9,060,436.00</b>	<b>\$2,393,335.61</b>
<b>GROSS PROFIT</b>	<b>\$6,643,375.39</b>	<b>\$9,015,436.00</b>	<b>\$2,372,060.61</b>	<b>\$23,725.00</b>	<b>\$45,000.00</b>	<b>\$21,275.00</b>	<b>\$6,667,100.39</b>	<b>\$9,060,436.00</b>	<b>\$2,393,335.61</b>
<b>Expenses</b>									
700 thru 718 Personnel Services							\$0.00	\$0.00	\$0.00
702.010 Salaries - Administration	260,687.25	316,346.00	55,658.75				\$260,687.25	\$316,346.00	\$55,658.75
702.020 Wages - Regular					13,000.00	13,000.00	\$0.00	\$13,000.00	\$13,000.00
702.021 Administrative Support	163,567.67	199,924.00	36,356.33				\$163,567.67	\$199,924.00	\$36,356.33
702.022 Dispatch Supervisors	315,755.27	412,736.00	96,980.73				\$315,755.27	\$412,736.00	\$96,980.73
702.023 ECO II's	1,225,928.86	1,766,034.00	540,105.14				\$1,225,928.86	\$1,766,034.00	\$540,105.14
702.024 ECO I's	353,525.93	446,003.00	92,477.07				\$353,525.93	\$446,003.00	\$92,477.07
702.026 Bereavement	827.28		(827.28)				\$827.28	\$0.00	\$(827.28)
702.027 Incentive/Stipend Pay	281,550.00	281,550.00	0.00				\$281,550.00	\$281,550.00	\$0.00
702.040 Wages - Short Term Disability	(1,583.87)		1,583.87				\$(1,583.87)	\$0.00	\$1,583.87
<b>Total 702.020 Wages - Regular</b>	<b>2,339,571.14</b>	<b>3,106,247.00</b>	<b>766,675.86</b>		<b>13,000.00</b>	<b>13,000.00</b>	<b>\$2,339,571.14</b>	<b>\$3,119,247.00</b>	<b>\$779,675.86</b>
702.030 Wages - Overtime		365,976.00	365,976.00				\$0.00	\$365,976.00	\$365,976.00
702.031 Administrative Support	773.12		(773.12)				\$773.12	\$0.00	\$(773.12)
702.032 Dispatch Supervisors	76,437.01		(76,437.01)				\$76,437.01	\$0.00	\$(76,437.01)
702.033 ECO II's	181,157.04		(181,157.04)				\$181,157.04	\$0.00	\$(181,157.04)
702.034 ECO I's	32,752.05		(32,752.05)				\$32,752.05	\$0.00	\$(32,752.05)
<b>Total 702.030 Wages - Overtime</b>	<b>291,119.22</b>	<b>365,976.00</b>	<b>74,856.78</b>				<b>\$291,119.22</b>	<b>\$365,976.00</b>	<b>\$74,856.78</b>
702.050 CTO Pay	13,953.00	23,000.00	9,047.00				\$13,953.00	\$23,000.00	\$9,047.00
706.000 Wages - Holiday Premium	79,296.88	155,311.00	76,014.12				\$79,296.88	\$155,311.00	\$76,014.12
712.000 Payment in Lieu of Benefits	45,475.00	53,300.00	7,825.00				\$45,475.00	\$53,300.00	\$7,825.00
715.010 Auto Allowance	7,963.52	8,683.00	719.48				\$7,963.52	\$8,683.00	\$719.48
<b>Total 700 thru 718 Personnel Services</b>	<b>3,038,066.01</b>	<b>4,028,863.00</b>	<b>990,796.99</b>		<b>13,000.00</b>	<b>13,000.00</b>	<b>\$3,038,066.01</b>	<b>\$4,041,863.00</b>	<b>\$1,003,796.99</b>
719 thru 725 Benefits and Taxes							\$0.00	\$0.00	\$0.00
719.000 Workers Comp Insurance	2,865.00	12,856.00	9,991.00				\$2,865.00	\$12,856.00	\$9,991.00



# Kalamazoo County Consolidated Dispatch Authority

## Budget vs. Actuals: 2023 Budget - REVISION I

January - December 2023

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
720.010 Medical/Health Insurance	358,646.91	371,492.00	12,845.09				\$358,646.91	\$371,492.00	\$12,845.09
720.020 Dental Insurance	22,852.01	29,707.00	6,854.99				\$22,852.01	\$29,707.00	\$6,854.99
720.030 Vision Insurance	4,324.82	5,637.00	1,312.18				\$4,324.82	\$5,637.00	\$1,312.18
720.040 Life Insurance	8,227.66	9,058.00	830.34				\$8,227.66	\$9,058.00	\$830.34
720.050 Unemployment		9,000.00	9,000.00				\$0.00	\$9,000.00	\$9,000.00
720.060 HSA Contributions	72,550.00	75,633.00	3,083.00				\$72,550.00	\$75,633.00	\$3,083.00
720.070 Short-Term Disability Insurance	26,780.47	35,664.00	8,883.53				\$26,780.47	\$35,664.00	\$8,883.53
721.000 Social Security	185,172.54	248,364.00	63,191.46				\$185,172.54	\$248,364.00	\$63,191.46
722.000 Medicare	43,306.52	58,085.00	14,778.48				\$43,306.52	\$58,085.00	\$14,778.48
725.010 Retirement - MERS DC	220,165.30	294,721.00	74,555.70				\$220,165.30	\$294,721.00	\$74,555.70
725.020 Retirement - MERS 457	15,476.39	21,997.00	6,520.61				\$15,476.39	\$21,997.00	\$6,520.61
725.030 Retirement - MERS HCSP	45,333.66	61,566.00	16,232.34				\$45,333.66	\$61,566.00	\$16,232.34
<b>Total 719 thru 725 Benefits and Taxes</b>	<b>1,005,701.28</b>	<b>1,233,780.00</b>	<b>228,078.72</b>				<b>\$1,005,701.28</b>	<b>\$1,233,780.00</b>	<b>\$228,078.72</b>
726 thru 799 Supplies							\$0.00	\$0.00	\$0.00
727.000 Office Supplies	4,364.09	15,000.00	10,635.91				\$4,364.09	\$15,000.00	\$10,635.91
730.000 Maintenance Supplies	3,174.27	6,000.00	2,825.73				\$3,174.27	\$6,000.00	\$2,825.73
740.000 Uniform Supplies		8,000.00	8,000.00				\$0.00	\$8,000.00	\$8,000.00
760.000 Kitchen Supplies	843.48	1,750.00	906.52				\$843.48	\$1,750.00	\$906.52
764.000 Food Supplies	202.74	1,750.00	1,547.26				\$202.74	\$1,750.00	\$1,547.26
<b>Total 726 thru 799 Supplies</b>	<b>8,584.58</b>	<b>32,500.00</b>	<b>23,915.42</b>				<b>\$8,584.58</b>	<b>\$32,500.00</b>	<b>\$23,915.42</b>
800 thru 969 Services & Other Charges							\$0.00	\$0.00	\$0.00
801.010 Contractual Services	469,987.85	719,486.00	249,498.15				\$469,987.85	\$719,486.00	\$249,498.15
805.010 Professional Services - Audit	5,000.00	6,500.00	1,500.00				\$5,000.00	\$6,500.00	\$1,500.00
810.000 Administrative Fees	3,600.00	3,600.00	0.00				\$3,600.00	\$3,600.00	\$0.00
813.000 Legal Fees	8,206.09	20,000.00	11,793.91				\$8,206.09	\$20,000.00	\$11,793.91
820.010 Interpreter Fees	5,359.07	7,000.00	1,640.93				\$5,359.07	\$7,000.00	\$1,640.93
835.010 Medical Services - Physical Exams	1,170.00	2,500.00	1,330.00				\$1,170.00	\$2,500.00	\$1,330.00
835.020 Medical Services - Drug Testing	567.00	1,500.00	933.00				\$567.00	\$1,500.00	\$933.00
850.010 Telephone Service	11,745.71	14,500.00	2,754.29				\$11,745.71	\$14,500.00	\$2,754.29
850.020 Internet Service	67,992.06	98,920.00	30,927.94				\$67,992.06	\$98,920.00	\$30,927.94
850.030 Copying		2,500.00	2,500.00				\$0.00	\$2,500.00	\$2,500.00
850.040 Mailing	338.56	3,000.00	2,661.44				\$338.56	\$3,000.00	\$2,661.44
870.010 Travel - Training/Registration	5,987.54	8,000.00	2,012.46	13,246.00	24,000.00	10,754.00	\$19,233.54	\$32,000.00	\$12,766.46
870.020 Travel - Lodging	6,473.40	11,500.00	5,026.60	514.58	2,500.00	1,985.42	\$6,987.98	\$14,000.00	\$7,012.02
870.030 Travel- Meals/Food	2,181.35	5,000.00	2,818.65	193.32	2,500.00	2,306.68	\$2,374.67	\$7,500.00	\$5,125.33
870.040 Travel - Mileage	2,078.47	5,000.00	2,921.53	531.64	2,500.00	1,968.36	\$2,610.11	\$7,500.00	\$4,889.89
870.050 Travel - Other	2,345.89	8,500.00	6,154.11	40.00	500.00	460.00	\$2,385.89	\$9,000.00	\$6,614.11
871.010 Education Expense		2,000.00	2,000.00				\$0.00	\$2,000.00	\$2,000.00
900.000 Printing	362.89	2,000.00	1,637.11				\$362.89	\$2,000.00	\$1,637.11
905.000 Advertising	1,991.73	5,500.00	3,508.27				\$1,991.73	\$5,500.00	\$3,508.27
915.000 Dues & Subscriptions	4,564.27	9,000.00	4,435.73				\$4,564.27	\$9,000.00	\$4,435.73
920.010 Utilities - Gas	4,778.82	8,000.00	3,221.18				\$4,778.82	\$8,000.00	\$3,221.18



# Kalamazoo County Consolidated Dispatch Authority

## Budget vs. Actuals: 2023 Budget - REVISION I

January - December 2023

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
920.020 Utilities - Electricity	51,392.64	55,000.00	3,607.36				\$51,392.64	\$55,000.00	\$3,607.36
920.030 Utilities - Water & Sewer	3,636.06	4,000.00	363.94				\$3,636.06	\$4,000.00	\$363.94
934.010 Repair & Maintenance - Equipment	19,559.63	25,000.00	5,440.37				\$19,559.63	\$25,000.00	\$5,440.37
955.000 Miscellaneous Operating	6,602.30	20,000.00	13,397.70				\$6,602.30	\$20,000.00	\$13,397.70
958.010 Insurance Premium	50,465.00	60,000.00	9,535.00				\$50,465.00	\$60,000.00	\$9,535.00
<b>Total 800 thru 969 Services &amp; Other Charges</b>	<b>736,386.33</b>	<b>1,108,006.00</b>	<b>371,619.67</b>	<b>14,525.54</b>	<b>32,000.00</b>	<b>17,474.46</b>	<b>\$750,911.87</b>	<b>\$1,140,006.00</b>	<b>\$389,094.13</b>
970 thru 989 Equipment & Capital Outlay							\$0.00	\$0.00	\$0.00
976.000 Project Costs	2,600.00	45,000.00	42,400.00				\$2,600.00	\$45,000.00	\$42,400.00
980.000 Equipment/Software - Capital	495,060.06	514,855.00	19,794.94				\$495,060.06	\$514,855.00	\$19,794.94
980.010 Equipment/Software - Small	12,603.80	25,000.00	12,396.20				\$12,603.80	\$25,000.00	\$12,396.20
980.020 Facility - Capital	23,092.10	588,700.00	565,607.90				\$23,092.10	\$588,700.00	\$565,607.90
<b>Total 970 thru 989 Equipment &amp; Capital Outlay</b>	<b>533,355.96</b>	<b>1,173,555.00</b>	<b>640,199.04</b>				<b>\$533,355.96</b>	<b>\$1,173,555.00</b>	<b>\$640,199.04</b>
990 thru 994 Debt Service							\$0.00	\$0.00	\$0.00
991.010 Loan/Lease - Principal	1,238,692.00	1,238,692.00	0.00				\$1,238,692.00	\$1,238,692.00	\$0.00
991.020 Loan/Lease - Interest	94,854.00	94,854.00	0.00				\$94,854.00	\$94,854.00	\$0.00
<b>Total 990 thru 994 Debt Service</b>	<b>1,333,546.00</b>	<b>1,333,546.00</b>	<b>0.00</b>				<b>\$1,333,546.00</b>	<b>\$1,333,546.00</b>	<b>\$0.00</b>
<b>Total Expenses</b>	<b>\$6,655,640.16</b>	<b>\$8,910,250.00</b>	<b>\$2,254,609.84</b>	<b>\$14,525.54</b>	<b>\$45,000.00</b>	<b>\$30,474.46</b>	<b>\$6,670,165.70</b>	<b>\$8,955,250.00</b>	<b>\$2,285,084.30</b>
<b>NET OPERATING INCOME</b>	<b>\$ (12,264.77)</b>	<b>\$105,186.00</b>	<b>\$117,450.77</b>	<b>\$9,199.46</b>	<b>\$0.00</b>	<b>\$ (9,199.46)</b>	<b>\$ (3,065.31)</b>	<b>\$105,186.00</b>	<b>\$108,251.31</b>
<b>NET INCOME</b>	<b>\$ (12,264.77)</b>	<b>\$105,186.00</b>	<b>\$117,450.77</b>	<b>\$9,199.46</b>	<b>\$0.00</b>	<b>\$ (9,199.46)</b>	<b>\$ (3,065.31)</b>	<b>\$105,186.00</b>	<b>\$108,251.31</b>



# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

### Brief Description:

The attached meeting notes are presented to the Board for informational purposes, no action necessary.

### Proposed Motion:

No action

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



## **MEETING NOTES for**

# **Kalamazoo County Consolidated Dispatch Authority EXECUTIVE COMMITTEE September 5, 2023**

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### **ITEM 1 – CALL TO ORDER**

The Regular Meeting of the Executive Committee, held in the Chief Switalski Meeting Room at KCCDA, held at 4:00 p.m. on Tuesday, September 5, 2023, did not have quorum so no action was taken. All information presented was informational only.

### **ITEM 2 – ROLL CALL**

Members Present: Jan VanDerKley, Pat McGinnis

Others Present: Jeff Troyer, Chris McComb

### **ITEM 3 – APPROVAL OF MEETING MINUTES**

A. Meeting Minutes from July 11, 2023

No action was taken due to lack of quorum.

### **ITEM 4 – CITIZENS' TIME**

There was none.

### **ITEM 5 – FOR CONSIDERATION**

A. Old Business

1. UPDATE – Backup Facility Search

Mr. Troyer stated staff is looking at a potential collaboration with the City of Portage, but it is in the early stages.

2. UPDATE – Conditional Bonds

Mr. Troyer stated TAC is still having conversations with the Judges about who should enter the conditional bonds. Past practice is that KCCDA only enters conditional bonds with protected parties. Some County Commissioners have shown interest in coming to discuss our process. TAC will continue to work on it. He noted that the FCC and the State of Michigan have taken a stance on when 911 responsibilities start and end. Court functions have nothing to do with 911 and funding should not be used to support those functions.

B. New Business

1. WMUK Tower Request

Mr. Troyer stated he was contacted by WMUK, WMU's radio station, and they would like to expand their coverage by using our tower at Drake and Parkview. Many of KCCDA's site agreements have stipulations that we won't lease to other agencies/entities but those are sites we do not own. KCCDA owns the WMU BTR2 site and prior to exploring this, Mr. Troyer wanted the Executive Committee's opinion. This is also a possible revenue source. There was no objection.

2. Review Draft Board Agenda for 9/14

Mr. Troyer stated he listed the tower colocation request under Executive Committee will be moving forward with discussions. The Joint RFP for CAD and Mobile will be included in the packet, as this is KCCDA's only portion of the RFP and will be coming forward as a recommendation from TAC. He stated staff is also working on evaluating quotes for an upgrade to the audio visual for the conference rooms.

**ITEM 6 – OTHER ITEMS**

A. Announcements and Member Comments

There were none.

B. Next Meeting – November 7, 2023, at 4:00 p.m.

**ITEM 7 – ADJOURNMENT**

The meeting ended at 4:26 p.m.



# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

**Brief Description:**

The attached meeting minutes are presented to the Board for informational purposes, no action necessary.

**Proposed Motion:**

No action

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA’s administrative office at (269) 488-8911.



## **MEETING MINUTES for**

### **Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE September 6, 2023 – Regular Meeting**

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#### **ITEM 1 – CALL TO ORDER**

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Scott Merlo at 10:00 a.m. on Wednesday, September 6, 2023, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

#### **ITEM 2 –ROLL CALL**

Members Present: Scott Merlo (WMUPD), Scott Ernstes (MSP), Matt Huber (KDPS), Scott Jackson (KTPD), Craig Dieringer (KCMCA), Jeff Christensen (KCSO), Jeff VanderWiere (PDPS), Gerry Luedecking (KCFCA)

Others Present: Ryan McGregor, Jeff Heppler, Steve Stryd, Martin Brown, Jeff Troyer, Torie Rose, Jon Moored, Marty Ftacek, Marie Gleesing and Chris McComb

#### **ITEM 3 – APPROVAL OF MEETING MINUTES**

##### **A. Regular Meeting Minutes from July 12, 2023**

“Motion by Mr. Ernstes, second by Mr. McGregor to approve the Regular Meeting Minutes from July 12, 2023, as presented.”

On a voice vote, MOTION CARRIED.

#### **ITEM 4 - CITIZENS’ TIME**

Mr. Heppler stated there is an issue with the State of Michigan validating records in smaller agencies. The State sends over a record for validation, but smaller agencies don’t have LEIN terminals, so they don’t know what they need to validate. Mr. Troyer stated that dispatch can assist in the validation process by sending the required notification for any agency who doesn’t have direct access but technically the agency themselves must do the validation of the records.

Mr. Heppler also stated the County Board discussed conditional bonds at their meeting last night and have concerns.

#### **ITEM 5 – FOR CONSIDERATION**

##### **A. Administrative Monthly Report**

Mr. Troyer stated the report was included in the packet and provided an overview.

##### **B. Old Business**

##### **1. Kalamazoo MPSCS Simulcast Subsystem Project (Update)**

Mr. Troyer stated the project is complete and will be signed off by the end of the month.



## 2. Live-Stream Video and Picture Application

Mr. Troyer stated that they currently use Texty for Text-to-911, but it doesn't have the ability to receive live pictures or video. Prepared Live will most likely replace Texty with one application for video and text to 911. He stated he asked for the price to be locked for two to three years for end-user license costs. After determining how much video is used then, the service may possibly be shared with field units. A recommendation will be brought to the November meeting.

## 3. Conditional Bonds

Mr. Troyer stated there were three email chains included in the packet. He noted that he requested the courts inquire with other courts about their processes, but no response has been received. Ms. Rose reached out to Calhoun County and explained their process. Since the last TAC meeting, KCCDA has received quite a few conditional bonds that have random officers or law enforcement personnel listed as the protected party. It is believed they are sending them like that because we only enter conditional bonds with protected parties.

The Committee agreed that there is never a reason for an officer to be listed as a protected party.

Mr. Troyer stated he would gather information from other PSAPs as to how conditional bonds are handled in their jurisdictions and draft a letter on behalf of TAC for their consideration at the next meeting.

## 4. Unified Communications Plan

Mr. Troyer stated the draft plan was included in the packet. He stated it was not being brought forward for approval, only review and approval. It needs to go to the Fire and Law Comm Ops workgroups for their review. He stated he expected approval from the comm ops groups, and the plan will come back to this group for approval at the next meeting.

### C. New Business

#### 1. Joint Request for Proposal – CAD and Mobile, LE RMS, and JMS

Mr. Troyer stated each of the three systems are separate within the RFP. The cost proposals and contracts will be separate, and nothing ties KCCDA to the other contracts or vendors. He asked TAC to approve the RFP requirements.

“Motion by Mr. Huber, supported by Mr. Ernstes to approve the requirements of the Joint Request for Proposal - CAD and Mobile, LE RMS, and JMS as presented.”

On a voice vote, MOTION CARRIED.

#### 2. Tyler Technology/New World Production Environment Upgrade

Mr. Troyer stated the Tyler test environment has been maxing out with almost nothing going on. Tyler stated there was no fix but there is a work around. Staff is not comfortable with the work around and are unsure if that will work in a production environment. Until they find a fix, staff is not comfortable moving

forward with the upgrade. Mr. Troyer stated he would keep everyone posted on what decision is made and when the upgrade will move forward.

**ITEM 6 – OTHER ITEMS**

D. Announcements and Member Comments

Mr. Ernstes announced that Cimmeron McRae would be the new Assistant Post Commander for MSP Paw Paw.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, November 1, 2023, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

**ITEM 7 - ADJOURNMENT**

F. Adjournment

The meeting adjourned at 10:59 a.m.



## **MEETING MINUTES for**

# **Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE November 1, 2023 – Regular Meeting**

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### **ITEM 1 – CALL TO ORDER**

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Scott Merlo at 10:00 a.m. on Wednesday, November 1, 2023, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

### **ITEM 2 –ROLL CALL**

Members Present: Scott Merlo (WMUPD), Matt Huber (KDPS), Bryan Ergang (KTPD), Craig Dieringer (KCMCA), Jeff Christensen (KCSO), Arnold (PDPS), Gerry Luedecking (KCFCA)

Others Present: Ryan McGregor, Steve Stryd, Chip Everett, Chris Franks, Jeff Troyer, Torie Rose, Marty Ftacek, Justin Johnson, and Chris McComb

### **ITEM 3 – APPROVAL OF MEETING MINUTES**

#### **A. Regular Meeting Minutes from September 6, 2023**

“Motion by Mr. Arnold, second by Mr. Huber to approve the Regular Meeting Minutes from September 6, 2023, as presented.”

On a voice vote, MOTION CARRIED.

### **ITEM 4 - CITIZENS’ TIME**

There was none.

### **ITEM 5 – FOR CONSIDERATION**

#### **A. Administrative Monthly Report**

Mr. Troyer stated the written report would be sent out later but most of the information will be covered in Old or New Business.

#### **B. Old Business**

##### **1. Video & Picture Application – INdigital Agreement**

Mr. Troyer stated the Committee has viewed demos for Prepared Live and Carbyne as a solution for getting live stream video and pictures into the dispatch center. Prepared Live now has an agreement with INdigital and they can integrate text-to-911 into Prepared making it a single solution instead of separate. Mr. Troyer recommended approval of a draft amendment to the existing agreement with INdigital. At this time, it is unknown how much we will use the pictures or video but it’s definitely another tool at the dispatcher’s disposal.

“Motion by Mr. Arnold, supported by Mr. McGregor to approve the amendment to the agreement with INdigital to include the Prepared Live video and picture application as presented.”

On a voice vote, **MOTION CARRIED.**

2. Update: Conditions and Orders

Mr. Troyer stated a letter was drafted to the Board of Commissioners after the last TAC meeting. Fast forward a few weeks and he and Mr. Ernestes attended a YWCA domestic violence meeting where conditions/orders were discussed. The primary safety concerns about the entry of these conditions and orders are victims of domestic violence. The YWCA group was also interested in sending letters to the Board of Commissioners. Soon after the YWCA meeting, Mr. Troyer had a conversation with County Administration, and they’ve made progress with the courts. Therefore, Mr. Troyer recommended the Committee hold off on sending the letter and allow County Administration to continue to work on the issue. The Committee agreed to pause all actions as long as progress continues.

3. Unified Communications Plan

Mr. Troyer stated the plan was created by a smaller workgroup, with all groups represented, in three meetings. The group has identified unencrypted talkgroups where everyone can communicate in the event of a large incident involving multiple disciplines and/or multiple jurisdictions. There are three levels of talkgroups, required, highly recommended, and recommended. It’s going to take a while to get these talkgroups in radios throughout the County, but this is a good start. This has been discussed with both communication/operations workgroups. There is an MOU for using simulcast subsystem credits that Dispatch has, and any agency directly dispatched by KCCDA can request to use them but the required talkgroups must be in the radio template.

“Motion by Mr. Huber, supported by Mr. Arnold to approve the Unified Communications Plan as presented.”

On a voice vote, **MOTION CARRIED.**

4. Joint Request for Proposal – CAD and Mobile, LERMS, and JMS

Mr. Troyer stated the pre-bid meeting was held at Dispatch and was well attended. The written questions from vendors have come through and Dispatch is done with our piece of it. Responses to questions are due Monday then Proposals are due December 9. Summaries will be presented at the next meeting.

C. New Business

1. Tyler Technology/New World Upgrade

Mr. Troyer stated we have not gone through a quicker upgrade. There were bits and pieces that took a little longer and Tyler is still working on the reporting database and server because it failed to take the upgrade. He noted that PC-based mobiles do not show AVL and that has been made a priority by Tyler.

## 2. DHS FPS Service – Request for Access to LE Primary Dispatch Talkgroups

Mr. Troyer stated he received two requests for access to LE talkgroups. DHS FPS is dedicated to the Federal courthouse, but he recommended interoperability access to the three primary LE talkgroups because they travel across the state.

“Motion by Mr. Ergang, supported by Mr. Huber to approve the DHS FPS Service request for access to LE Primary Dispatch Talkgroups as presented.”

On a voice vote, **MOTION CARRIED.**

Mr. Troyer stated that the VA Police Department submitted a request for access to 39P911, TAC channels and common talkgroups plus requested their talkgroups be added to the simulcast subsystem. Mr. Troyer recommended an approval like the request from DHS FPS. Their talkgroups are not used much, other than hourly status checks to home office in Wyoming.

“Motion by Mr. Christensen, supported by Mr. Ergang to approve the VA Police Department’s request for access to LE Primary Dispatch Talkgroups as presented.”

On a voice vote, **MOTION CARRIED.**

## 3. 2024 TAC Meeting Dates

Mr. Troyer presented the 2024 TAC meeting dates, noting that the January and July meetings will be moved to the second week of the month because of the holidays.

“Motion by Mr. Ergang, supported by Mr. Huber to approve the 2024 TAC meeting dates as presented.”

On a voice vote, **MOTION CARRIED.**

## ITEM 6 – OTHER ITEMS

### D. Announcements and Member Comments

Mr. Troyer stated that he is currently sending notification emails by blind copy. He asked if that was a preferred method or if everyone would like to be able to see who the emails are going to.

After discussion the committee agreed they would prefer the emails to be sent by blind copy.

### E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, January 10, 2024, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

## ITEM 7 - ADJOURNMENT

### F. Adjournment

The meeting adjourned at 10:51 a.m.



# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

### Brief Description:

The Technical Advisory Committee and Administration have been evaluating applications that will allow pictures and video to be delivered to the PSAP. Demonstrations were performed by Carbyne and Prepared Live at the beginning of Summer. Since these demonstrations, Prepared and INdigital have worked together to integrate Prepared into INdigital’s offering of text-to-911. KCCDA currently is receiving text-to-911 from INdigital via an application called Texty. INdigital will continue to provide text-to-911 but now offers this in conjunction with Prepared thus KCCDA having a single solution for text-to-911, pictures, and video at a cost of \$15,000 per year.

Administration presented the attached amendment to KCCDA’s existing Software and Support Agreement with INdigital to TAC at their meeting on 11/1 and TAC unanimously supports and recommends the Board approve.

NOTE – There is a corresponding amendment in Revision II for 2023 to accommodate the \$15,000.

### Proposed Motion:

Motion to authorize the Executive Director to execute the amendment to the existing INdigital services and support agreement after budget appropriation and final review by legal counsel.

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA’s administrative office at (269) 488-8911.

**9-1-1 SERVICES AND  
SOFTWARE LICENSE AGREEMENT**

This 9-1-1 Services and Software License Agreement (this “**Agreement**”), together with any other documents incorporated into this Agreement by reference (including all Exhibits to this Agreement, including the General Terms and Conditions of Software License, which are attached to this Agreement as Exhibit A), constitute the sole and entire agreement of the Parties with respect to the subject matter of this Agreement and supersede all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter.

The exhibits, attachments and appendices referred to in this Agreement are incorporated into this Agreement by reference and are an integral part of this Agreement to the same extent as if they were set forth verbatim in this Agreement, and the Parties have read, understand, and agree to all terms and conditions of all such exhibits, attachments, and appendices.

Any capitalized terms used, but not defined, below will have the meanings ascribed to them in the General Terms and Conditions of Software License attached to this Agreement as Exhibit A and incorporated into this Agreement by reference in their entirety.

**1. Purpose**

Grant of a *non-exclusive, non-sub licensable and non-transferable*, limited license to use the Software, which shall include any third-party software, necessary or required for the operation of Customer’s emergency telephone system in the Territory.

**Type of Agreement/Document**

- Original Agreement
- Amendment

**2. Parties/ Notices:**

**INdigital:**

Communications Venture Corporation INdigital, Inc (d/b/a INdigital) (“**INdigital**”)

1616 Directors Row  
Fort Wayne, IN 46808  
Phone: (260) 469-2010  
E-mail: [contracts@indigital.net](mailto:contracts@indigital.net)  
Attention: Contract Administration

**Customer:**

Kalamazoo County Consolidated Dispatch Authority  
 (“**Customer**” and together with INdigital, the “**Parties**”, and each, individually, a “**Party**”)

Address: 7040 Stadium Dr.  
Kalamazoo, MI 49009  
Phone: (260) 488-6616  
E-mail: [jtroyer@kccda911.org](mailto:jtroyer@kccda911.org)  
Contact Person: Jeff Troyer, Executive Director

**3. Effective Date**

\_\_\_\_\_ (“**Effective Date**”).

**4. Software**

Software listed and described in Exhibit C attached to, and incorporated by reference into, this Agreement, together with any Maintenance Releases provided to Customer pursuant to this Agreement.

**5. Territory**

\_\_\_\_\_ (“**Territory**”).

**6. Permitted Use**

Use of the Software by Customer for the purpose of operating an emergency telephone system in the Territory (“**Permitted Use**”).

**7. Installation**

INdigital will deliver and install one (1) copy of the Software to Customer.

**8. Maintenance Releases**

During the Term, INdigital will provide Customer with all Maintenance Releases that INdigital may make generally available to its licensees at no additional charge.

**9. License Fee**

**Fee:** \$16,950.00 See Exhibit D attached to, and incorporated by reference into, this Agreement. If the Term is renewed, Customer will pay the then-current standard license fees that INdigital charges for the Software.

**10. Additional Charges**

See Exhibit D attached to, and incorporated by reference into, this Agreement for a exhibit of additional charges, if any, for installation, training, and acceptance testing services. Customer will also reimburse INdigital for out-of-pocket expenses incurred by INdigital in connection with performing such additional services.

**11. Term**

**Initial Term:** From Effective Date until **one (1)-year** anniversary of such date unless terminated earlier pursuant to any of the Agreement’s express provisions.

**Renewal Terms:** This Agreement will automatically renew for additional successive twelve (12)-month terms unless earlier terminated pursuant to any of the Agreement’s express provisions or either Party gives the other Party written notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term.

**12. Exhibits**

- Exhibit A** – General Terms and Conditions of 9-1-1 Services and Software License (attached to, made part of, and incorporated in its entirety by reference into, this Agreement).
- Exhibit B** – Designated Sites
- Exhibit C** - Software / Services Description
- Exhibit D** – Price List

**13. Other Agreements between Parties**

- Equipment Purchase and Sale Agreement
- Support and Maintenance Agreement

**14. Representative**

Name: Larry Stidham

This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered by e-mail is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

CUSTOMER:

**KALAMAZOO COUNTY CONSOLIDATED DISPATCH  
AUTHORITY**

\_\_\_\_\_  
Name: Jeff Troyer  
Title: Executive Director  
Date:

INDIGITAL INC:

**COMMUNICATION VENTURE CORPORATION (D/B/A  
INDIGITAL)**

\_\_\_\_\_  
Name: Jeff Humbarger  
Title: CFO  
Date:



These General Terms and Conditions for INdigital’s 9-1-1 Services and Software License Agreement (the “**Terms**”) supplement the related specific 9-1-1 Services and Software License Agreement (together with these Terms, the “**Agreement**”) between you (“**you**” or “**Customer**”) and Communications Venture Corporation (d/b/a INdigital), an Indiana corporation (“**INdigital**”), for the grant by INdigital to you of a license to certain software specified in the Agreement. These Terms will be deemed to be a part of and are hereby incorporated by reference into the Agreement.

These Terms prevail over any of Customer’s general terms and conditions regardless of whether or when Customer has submitted its request for proposal, order, or such terms. Provision of services, software license, equipment or other products or goods to Customer does not constitute acceptance of any of Customer’s terms and conditions and does not serve to modify or amend these Terms.

INdigital and you may each individually be referred to as a “**Party**” and collectively as the “**Parties**”.

1. **DEFINITIONS.** Capitalized terms used in the Agreement (including these Terms) have the meanings set forth or referred to in this Section 1:

- 1.1. “**Acceptance Testing**” has the meaning set forth in Section 4 of these Terms.
- 1.2. “**Action**” has the meaning set forth in Section 8.2(d) of these Terms.
- 1.3. “**Affiliate**” of a Person means any other Person that directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such Person. The term “control” (including these Terms “controlled by” and “under common control with”) means the direct or indirect power to direct or cause the direction of the management and policies of a Person, whether through the ownership of voting securities, by contract or otherwise.
- 1.4. “**Business Day**” means a day other than a Saturday, Sunday or other day on which commercial banks in Fort Wayne, Indiana are authorized or required by Law to be closed for business.
- 1.5. “**Confidential Information**” has the meaning set forth in Section 5.1 of these Terms.
- 1.6. “**Controlled Technology**” means any software, documentation, technology or other technical data, or any products that include or use any of the foregoing, the

export, re-export or release of which to certain jurisdictions or countries is prohibited or requires an export license or other governmental approval, under any Law, including the US Export Administration Act and its associated regulations.

- 1.7. “**Customer**” has the meaning set forth in the preamble to these Terms.
- 1.8. “**Designated Sites**” means any of Customer’s facilities set forth in Exhibit B attached to, and incorporated by reference into, the Agreement.
- 1.9. “**Disclosing Party**” has the meaning set forth in Section 5.1 of these Terms.
- 1.10. “**Documentation**” means any and all manuals, instructions and other documents and materials that INdigital and/or any third-party provides or makes available to Customer in any form or medium which describe the functionality, components, features or requirements of the Software, including any aspect of the installation, configuration, integration, operation, use, support or maintenance thereof.
- 1.11. “**Effective Date**” has the meaning set forth in Number 3 of the Agreement.
- 1.12. “**Force Majeure Event**” has the meaning set forth in Section 14.1 of these Terms.
- 1.13. “**Indemnitee**” has the meaning set forth in Section 11.3 of these Terms.
- 1.14. “**Indemnitor**” has the meaning set forth in Section 11.3 of these Terms.
- 1.15. “**INdigital**” has the meaning set forth in the preamble to these Terms.
- 1.16. “**INdigital Indemnitee**” has the meaning set forth in Section 11.2 of these Terms.
- 1.17. “**Initial Term**” has the meaning set forth in Section 9.1 of these Terms.
- 1.18. “**Intellectual Property Rights**” means any and all registered and unregistered rights granted, applied for or otherwise now or hereafter in existence under or related to any patent, copyright, trademark, trade secret, database protection or other intellectual property rights laws, and all similar or equivalent rights or forms of protection, in any part of the world.

- 1.19. “**Law**” means any statute, law, ordinance, regulation, rule, code, order, constitution, treaty, common law, judgment, decree or other requirement or rule of any federal, state, local or foreign government or political subdivision thereof, or any arbitrator, court or tribunal of competent jurisdiction.
- 1.20. “**Loss**” means any and all losses, damages, liabilities, deficiencies, claims, actions, judgments, settlements, interest, awards, penalties, fines, costs or expenses of whatever kind, including reasonable attorneys’ fees and the costs of enforcing any right to indemnification under the Agreement and the cost of pursuing any insurance providers.
- 1.21. “**Maintenance Release**” means any update, upgrade, release or other adaptation or modification of the Software, including any updated Documentation, that INdigital and/or any third party may provide to Customer from time to time during the Term, which may contain, among other things, error corrections, enhancements, improvements or other changes to the user interface, functionality, compatibility, capabilities, performance, efficiency or quality of the Software, but does not include any New Version.
- 1.22. “**New Version**” means any new version of the Software may from time to time be introduced and marketed generally as a distinct licensed product (as may be indicated by INdigital’s and/or a third party’s designation of a new version number), and which INdigital and/or a third party may make available to Customer at an additional cost under a separate written agreement.
- 1.23. “**Parties**” has the meaning set forth in the preamble to these Terms.
- 1.24. “**Party**” has the meaning set forth in the preamble to these Terms.
- 1.25. “**Payment Failure**” has the meaning set forth in Section 9.3(a) of these Terms.
- 1.26. “**Permitted Use**” has the meaning set forth in Section 2 of the Agreement.
- 1.27. “**Person**” means an individual, corporation, partnership, joint venture, limited liability entity, governmental authority, unincorporated organization, trust, association or other entity.
- 1.28. “**Receiving Party**” has the meaning set forth in Section 5.1 of these Terms.
- 1.29. “**Renewal Term**” has the meaning set forth in Section 9.2 of these Terms.
- 1.30. “**Representatives**” means, with respect to a Party, that Party’s employees, officers, directors, consultants, agents, independent contractors, service providers, sub licensees, subcontractors and legal advisors.
- 1.31. “**Software**” means the software listed in Exhibit C attached to, and incorporated by reference into, the Agreement, together with any Maintenance Releases provided to Customer pursuant to this Agreement.
- 1.32. “**Term**” has the meaning set forth in Section 9.2 of these Terms.
- 1.33. “**Territory**” has the meaning set forth in Number 5 of the Agreement.
- 1.34. “**Third-Party Materials**” means materials and information, in any form or medium, that are not proprietary to INdigital, including any third-party: (a) documents, data, content or specifications; (b) software, hardware or other products, facilities, equipment or devices; and (c) accessories, components, parts or features of any of the foregoing.
- 1.35. “**Warranty Period**” has the meaning set forth in Section 10.2 of these Terms.
2. **LICENSE.**
- 2.1. **License Grant.** Subject to the terms and conditions of the Agreement (including these Terms) and INdigital’s rights under any third-party agreements relating to the Software, and conditioned on Customer’s and its Affiliates’ and Representatives’ compliance therewith, INdigital hereby grants to Customer a non-exclusive, non-sub licensable and non-transferable, limited license and sublicense (to the extent allowed by any third-party agreements) to use the Software and Documentation solely for the Permitted Use in the Territory during the Term.
- 2.2. **Scope of Licensed Access and Use.** Customer may use and run one copy of the Software on Customer’s network at any of the Designated Site(s). The total number of Designated Site(s) shall not exceed the number set forth under the Agreement (including these Terms),

except as expressly agreed to in writing by the Parties and subject to any appropriate adjustment of the license fees payable under the Agreement.

3. **USE RESTRICTIONS.** Except as the Agreement (including these Terms) expressly permits, Customer shall not, and shall not permit any other Person to:

- (a) copy the Software, in whole or in part;
- (b) modify, correct, adapt, translate, enhance or otherwise prepare derivative works or improvements of any Software;
- (c) rent, lease, lend, sell, sublicense, assign, distribute, publish, transfer or otherwise make available the Software to any Person, including on or in connection with the internet or any time-sharing, service bureau, software as a service, cloud or other technology or service;
- (d) reverse engineer, disassemble, decompile, decode or adapt the Software, or otherwise attempt to derive or gain access to the source code of the Software, in whole or in part;
- (e) bypass or breach any security device or protection used for or contained in the Software or Documentation;
- (f) remove, delete, efface, alter, obscure, translate, combine, supplement or otherwise change any trademarks, terms of the Documentation, warranties, disclaimers, or Intellectual Property Rights, proprietary rights or other symbols, notices, marks or serial numbers on or relating to any copy of the Software or Documentation;
- (g) use the Software in any manner or for any purpose that infringes, misappropriates or otherwise violates any Intellectual Property Right or other right of any Person, or that violates any applicable Law;
- (h) use the Software for purposes of:
  - (i) benchmarking or competitive analysis of the Software;
  - (ii) developing, using or providing a competing software product or service; or
  - (iii) any other purpose that is to INdigital's detriment or commercial disadvantage;
- (i) use the Software in or in connection with the design, construction, maintenance, operation or use of any hazardous environments, systems or applications, any safety response systems or other safety-critical applications, or any other use or application in which the use or failure of the Software could lead to personal injury or severe physical or property damage; or
- (j) use the Software or Documentation other

than for the Permitted Use or in any manner or for any purpose or application not expressly permitted by the Agreement (including these Terms).

4. **DELIVERY AND INSTALLATION.** INdigital shall deliver and install one (1) copy of the Software to Customer. Risk of loss of any tangible media on which the Software is delivered shall pass to Customer on delivery.

**4.1. Acceptance.** Customer will test whether the Software operates in accordance with the Documentation ("**Acceptance Testing**") pursuant to the terms of this **Section 4**. Upon completion of the Software installation, Customer shall have fourteen (14) days to test the Software and notify INdigital in writing of any defect or deficiency. If the initial Acceptance Testing fails, INdigital shall, within fifteen (15) days of the Acceptance Testing and at its cost, correct the errors so disclosed and Customer may repeat the Acceptance Testing. If the subsequent Acceptance Testing fails, and such failure does not arise from or relate to any failure or defect of Customer's or any third-party's product, service, hardware, software, system or network, INdigital shall, within fifteen (15) days of the subsequent Acceptance Testing, at its cost, correct the errors so disclosed and Customer may again repeat the Acceptance Testing. If the subsequent Acceptance Testing fails two (2) or more times, Customer may terminate the Agreement (including these Terms) on written notice to INdigital. On termination, INdigital shall refund all license fees paid by Customer under the Agreement (including these Terms) within thirty (30) days of receipt of such notice, and such refund shall be Customer's sole and exclusive remedy for any unresolved Acceptance Testing failures. In any event, Customer shall be deemed to have accepted the Software if: (a) the Acceptance Testing is certified by Customer to be successful; or (b) Customer commences operational use of the Software.

**4.2 MAINTENANCE AND SUPPORT.** During the Term, INdigital: (i) will use commercially reasonable efforts to resolve any Incidents reported by Customer; (ii) may provide training services to Customer on Customer's request, at INdigital's standard hourly rates then in effect, and the terms and conditions of the Agreement (including these Terms) will govern the provision of any training services delivered by INdigital to Customer; and (iii) will provide Customer with all Maintenance Releases under the terms and conditions set forth in the Software License Agreement. INdigital has the sole right to determine, in its discretion: (a) what constitutes an Incident; and (b) when an Incident is deemed to be resolved. An "Incident", as used herein and throughout these Terms, means a support request that begins when Customer contacts INdigital to report a specific Error and ends

when INdigital either: (a) resolves the Error; or (b) determines in its sole and absolute discretion that the Error cannot be resolved. INdigital will use commercially reasonable efforts to resolve an Incident, but does not guarantee that any Incident will be resolved.

As set forth above, during the Term, INdigital will provide Customer with all Maintenance Releases (including updated Documentation) that INdigital may, in its sole discretion, make generally available to its licensees at no additional charge. All Maintenance Releases, being provided by INdigital to Customer under the Agreement, are deemed Software subject to all applicable terms and conditions in the Agreement (including these Terms). As part of the support and maintenance to be provided by INdigital to Customer, Customer will install all Maintenance Releases as soon as practicable after receipt. Customer does not have any right under the Agreement to receive any New Versions of the Software that INdigital or any third-party software provider may, in its sole discretion, release from time to time. Customer may license any New Version at INdigital's then-current list price and subject to a separate license agreement, provided that Customer is in compliance with the terms and conditions of the Agreement (including these Terms).

## 5. **CONFIDENTIALITY.**

**5.1. Confidential Information.** In connection with the Agreement each Party (as the “**Disclosing Party**”) may disclose or make available to the other Party (as the “**Receiving Party**”) Confidential Information. Subject to Section 5.2 of these Terms, “**Confidential Information**” means information in any form or medium (whether oral, written, electronic or other) that the Disclosing Party considers confidential or proprietary, including information consisting of or relating to the Disclosing Party's technology, trade secrets, know-how, business operations, plans, strategies, customers, and pricing, and information with respect to which the Disclosing Party has contractual or other confidentiality obligations, whether or not marked, designated or otherwise identified as “confidential”. Without limiting the foregoing: (a) the Software and Documentation are the Confidential Information of INdigital; and (b) the financial terms of the Agreement (including these Terms) are the Confidential Information of INdigital.

**5.2. Exclusions and Exceptions.** Confidential Information does not include information that the Receiving Party can demonstrate by written or other documentary records: (a) was rightfully known to the Receiving Party without restriction on use or disclosure prior to such information's being disclosed or made available to the Receiving Party in connection with the Agreement (including these Terms); (b) was or becomes

generally known by the public other than by the Receiving Party's or any of its Representatives' noncompliance with the Agreement (including these Terms); (c) was or is received by the Receiving Party on a non-confidential basis from a third party that was not or is not, at the time of such receipt, under any obligation to maintain its confidentiality; or (d) the Receiving Party can demonstrate by written or other documentary records was or is independently developed by the Receiving Party without reference to or use of any Confidential Information.

**5.3. Protection of Confidential Information.** As a condition to being provided with any disclosure of or access to Confidential Information, the Receiving Party shall:

- (a) not access or use Confidential Information other than as necessary to exercise its rights or perform its obligations under and in accordance with the Agreement (including these Terms);
- (b) except as may be permitted under the terms and conditions of Section 5.4 of these Terms, not disclose or permit access to Confidential Information other than to its Representatives who: (i) need to know such Confidential Information for purposes of the Receiving Party's exercise of its rights or performance of its obligations under and in accordance with the Agreement (including these Terms); (ii) have been informed of the confidential nature of the Confidential Information and the Receiving Party's obligations under this Section 5; and (iii) are bound by written confidentiality and restricted use obligations at least as protective of the Confidential Information as the terms set forth in this Section 5;
- (c) safeguard the Confidential Information from unauthorized use, access or disclosure using at least the degree of care it uses to protect its similarly sensitive information and in no event less than a reasonable degree of care;
- (d) promptly notify the Disclosing Party of any unauthorized use or disclosure of Confidential Information and cooperate with Disclosing Party to prevent further unauthorized use or disclosure; and
- (e) ensure its Representatives' compliance with, and be responsible and liable for any of its Representatives' non-compliance with, the terms of this Section 5.

Notwithstanding any other provisions of the Agreement (including these Terms), the Receiving Party's obligations under this Section 5 with respect to any Confidential Information that constitutes a trade secret

under any applicable Law will continue until such time, if ever, as such Confidential Information ceases to qualify for trade secret protection under one or more such applicable Laws other than as a result of any act or omission of the Receiving Party or any of its Representatives.

**5.4. Compelled Disclosures.** If the Receiving Party or any of its Representatives is compelled by applicable Law to disclose any Confidential Information then, to the extent permitted by applicable Law, the Receiving Party shall: (a) promptly, and prior to such disclosure, notify the Disclosing Party in writing of such requirement so that the Disclosing Party can seek a protective order or other remedy or waive its rights under Section 5.3 of these Terms; and (b) provide reasonable assistance to the Disclosing Party, at the Disclosing Party's sole cost and expense, in opposing such disclosure or seeking a protective order or other limitations on disclosure. If the Disclosing Party waives compliance or, after providing the notice and assistance required under this Section 5.4, the Receiving Party remains required by Law to disclose any Confidential Information, the Receiving Party shall disclose only that portion of the Confidential Information that the Receiving Party is legally required to disclose and, on the Disclosing Party's request, shall use commercially reasonable efforts to obtain assurances from the applicable court or other presiding authority that such Confidential Information will be afforded confidential treatment.

**5.5. Return; Destruction.** Confidential Information will remain the property of the Disclosing Party and will, at the Disclosing Party's request and after it is no longer needed for the purposes of the Agreement (including these Terms) or upon expiration or termination of the Agreement (including these Terms) for any reason, whichever occurs first, promptly be returned to the Disclosing Party or be destroyed, together with all copies made by the Receiving Party and by anyone to whom such Confidential Information has been made available by the Receiving Party in accordance with the provisions of this section.

## **6. FEES AND PAYMENT.**

**6.1. License Fees.** In consideration of the rights granted to Customer under the Agreement (including these Terms), Customer shall pay to INdigital the license fees set forth in Exhibit D (attached to, and incorporated by reference into, the Agreement) in accordance with that exhibit and the terms of this Section 6. If the Term is renewed for any Renewal Term(s) pursuant to Section 9.2 of these Terms, Customer shall pay the then-current standard license fees that INdigital charges for the Software during the applicable Renewal Term.

**6.2. Additional Fees and Expenses.** In consideration of INdigital providing installation, support and maintenance, training, and other ancillary services under the Agreement (including these Terms), Customer shall pay to INdigital the fees set forth in Exhibit D attached to, and incorporated by reference into, the Agreement, and shall reimburse INdigital for out-of-pocket expenses incurred by INdigital in connection with performing these services, in accordance with that exhibit and the terms of this Section 6.

**6.3. Taxes.** All license fees and other amounts payable by Customer under the Agreement (including these Terms) are exclusive of taxes and similar assessments. Without limiting the foregoing, Customer is responsible for all sales, service, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental or regulatory authority on any amounts payable by Customer under the Agreement, other than any taxes imposed on INdigital's income.

**6.4. Payment.** Customer shall pay all amounts due and owing under the Agreement (including these Terms) within thirty 30 days after the date of INdigital's invoice therefor. Customer shall make all payments under the Agreement in US dollars by wire transfer or check to the address or account specified in Exhibit D attached to, and incorporated by reference into, the Agreement or such other address or account as INdigital may specify in writing from time to time.

**6.5. Late Payment.** If Customer fails to make any payment when due then, in addition to all other remedies that may be available to INdigital:

(a) INdigital may charge interest on the past due amount at the rate of 1.5% per month calculated daily and compounded monthly or, if lower, the highest rate permitted under applicable Law;

(b) Customer shall reimburse INdigital for all reasonable costs incurred by INdigital in collecting any late payment of amounts due or related interest, including attorneys' fees, court costs and collection agency fees; and

(c) if such failure continues for fifteen (15) days following written notice thereof, INdigital may: (i) disable Customer's use of the Software (including by means of a disabling code, technology or device); (ii) withhold, suspend or revoke its grant of a license and/or sublicense under the Agreement; and/or (iii) terminate the Agreement (including these Terms) under Section 9.3(a) or Section 9.3(b) of these Terms, as applicable.

**6.6. No Deductions or Setoffs.** All amounts payable to

INdigital under the Agreement (including these Terms) shall be paid by Customer to INdigital in full without any setoff, recoupment, counterclaim, deduction, debit or withholding for any reason (other than any deduction or withholding of tax as may be required by applicable Law).

7. **SECURITY MEASURES.** The Software may contain technological measures designed to prevent unauthorized or illegal use of the Software. Customer acknowledges and agrees that: (a) INdigital may use these and other lawful measures to verify Customer's compliance with the terms of the Agreement (including these Terms) and enforce INdigital's rights, including all Intellectual Property Rights, in and to the Software; (b) INdigital may deny any individual access to and/or use of the Software if INdigital, in its sole reasonable discretion, believes that Person's use of the Software would violate any provision of the Agreement (including these Terms); and (c) INdigital and its Representatives may collect, maintain, process and use diagnostic, technical, usage and related information, including information about Customer's computers, systems and software, that INdigital may gather periodically to improve the performance of the Software or develop Maintenance Releases. This information will be treated in accordance with INdigital's privacy policy, as amended from time to time.

8. **INTELLECTUAL PROPERTY RIGHTS.**

8.1. **Intellectual Property Ownership.** Customer acknowledges and agrees that:

(a) the Software and Documentation are licensed or sublicensed and not sold to Customer by INdigital and Customer does not and will not have or acquire under or in connection with the Agreement (including these Terms) any ownership interest in the Software or Documentation, or in any related Intellectual Property Rights;

(b) INdigital and its licensor(s) are and will remain the sole and exclusive owners of all right, title and interest in and to the Software and Documentation, including all Intellectual Property Rights relating thereto, subject only to the limited license granted to Customer under the Agreement; and

(c) Customer hereby unconditionally and irrevocably assigns to INdigital or INdigital's designee, Customer's entire right, title and interest in and to any Intellectual Property Rights that Customer may now or hereafter have in or relating to the Software or Documentation (including any rights in derivative works or patent improvements relating to either of them), whether held or acquired by operation of law, contract, assignment or otherwise.

8.2. **Customer Cooperation and Notice of Infringement.** Customer shall, during the Term:

(a) take all reasonable measures to safeguard the Software and Documentation (including all copies thereof) from infringement, misappropriation, theft, misuse or unauthorized access;

(b) at INdigital's expense, take all such steps as INdigital may reasonably require to assist INdigital in maintaining the validity, enforceability and INdigital's ownership of the Intellectual Property Rights in the Software and Documentation;

(c) promptly notify INdigital in writing if Customer becomes aware of:

(i). any actual or suspected infringement, misappropriation or other violation of INdigital's Intellectual Property Rights in or relating to the Software or Documentation; or

(ii). any claim that the Software or Documentation, including any production, use, marketing, sale or other disposition of the Software or Documentation, in whole or in part, infringes, misappropriates or otherwise violates the Intellectual Property Rights or other rights of any Person; and

(d) fully cooperate with and assist INdigital in all reasonable ways in the conduct of any claim, suit, action or proceeding (each, an "Action") by INdigital to prevent or abate any actual or threatened infringement, misappropriation or violation of INdigital's rights in, and to attempt to resolve any claims relating to, the Software or Documentation.

8.3. **No Implied Rights.** Except for the limited rights and licenses expressly granted under the Agreement, nothing in the Agreement (including these Terms) grants, by implication, waiver, estoppel or otherwise, to Customer or any third party any Intellectual Property Rights or other right, title, or interest in or to any of the Software or Documentation.

9. **TERM AND TERMINATION.**

9.1. **Initial Term.** The initial term of the Agreement commences as of the Effective Date and will continue in effect until such time as specified in Section 11 of the Agreement, unless terminated earlier pursuant to any of the Agreement's express provisions (the "Initial Term").

9.2. **Renewal Term.** The Agreement will automatically renew for additional successive terms specified in Section 11 of the Agreement unless earlier terminated pursuant to any of the Agreement's express provisions or either Party gives the other Party written notice of non-renewal at least ninety (90) days prior to the expiration of

the then-current term (each, a “**Renewal Term**” and, collectively, together with the Initial Term, the “**Term**”).

**9.3. Termination.** The Agreement may be terminated at any time:

(a) by INdigital, effective on written notice to Customer, if Customer fails to pay any amount when due under the Agreement (including these Terms), where such failure continues more than fifteen (15) days after INdigital’s delivery of written notice thereof (“**Payment Failure**”);

(b) by INdigital, immediately on written notice to Customer if any two or more Payment Failures occur in any twelve (12)-month period;

(c) by either Party, effective on written notice to the other Party, if the other Party materially breaches the Agreement (including these Terms) and such breach: (i) is incapable of cure; or (ii) being capable of cure, remains uncured thirty (30) days after the non-breaching Party provides the breaching Party with written notice of such breach (except in the case of a Payment Failure, which shall be governed by Section 9.3(a) of these Terms);

(d) by INdigital, effective immediately, if the Customer: (i) is dissolved or liquidated or takes any corporate action for such purpose; (ii) becomes insolvent or is generally unable to pay its debts as they become due; (iii) becomes the subject of any voluntary or involuntary bankruptcy proceeding under any domestic or foreign bankruptcy or insolvency Law; (iv) makes or seeks to make a general assignment for the benefit of its creditors; or (v) applies for, or consents to, the appointment of a trustee, receiver or custodian for a substantial part of its property;

(e) by INdigital, upon notice to Customer, if Customer is in breach of any other agreement between the Parties and such breach is not cured pursuant to the terms of such agreement.

**9.4. Effect of Termination or Expiration.** On the expiration or earlier termination of the Agreement:

(a) all rights, licenses and authorizations granted to Customer under the Agreement will immediately terminate and Customer shall:

(i). immediately cease all use of and other activities with respect to the Software and Documentation other than those described in Section 9.4(a)(ii) of these Terms;

(ii). within sixty (60) days deliver to INdigital, or at INdigital’s written request destroy, and permanently erase from all devices

and systems Customer directly or indirectly controls, the Software, the Documentation and INdigital’s Confidential Information, including all documents, files and tangible materials (and any partial and complete copies) containing, reflecting, incorporating or based on any of the foregoing, whether or not modified or merged into other materials;

(iii). certify to INdigital in a signed written instrument that it has complied with the requirements of this Section 9.4; and

(b) all amounts payable by Customer to INdigital of any kind under the Agreement (including these Terms) are immediately payable and due no later than thirty (30) days after the effective date of the expiration or INdigital’s termination of the Agreement.

**9.5. Surviving Terms.** The provisions set forth in the following sections, and any other right, obligation or provision under the Agreement (including these Terms) that, by its nature, should survive termination or expiration of the Agreement (including these Terms), will survive any expiration or termination of the Agreement: this Section 9.5 of these Terms, Section 1 of these Terms (Definitions), Section 5 of these Terms (Confidentiality), Section 8 of these Terms (Intellectual Property Rights), Section 10 of these Terms (Representations and Warranties), for clarity, including Section 10.7 of these Terms (Disclaimer of Warranties), Section 11 of these Terms (Indemnification), Section 12 of these Terms (Limitation of Liability), and Section 15 of these Terms (Miscellaneous).

## **10. REPRESENTATIONS AND WARRANTIES.**

**10.1. Mutual Representations and Warranties.** Each Party represents, warrants and covenants to the other Party that:

(a) it has the full right, power and authority to enter into and perform its obligations and grant the rights, licenses and authorizations it grants and is required to grant under the Agreement (including these Terms);

(b) the execution of the Agreement by its representative whose signature is set forth at the end of the Agreement has been duly authorized by all necessary action of such Party; and

(c) when executed and delivered by both Parties, the Agreement (including these Terms) will constitute the legal, valid and binding obligation of such Party, enforceable against such Party in accordance with its terms.

**10.2. Limited Warranty.** Subject to the limitations and conditions set forth in Section 10.3 of these Terms and Section 10.4 of these Terms, INdigital warrants to Customer that for a period of ninety (90) days from the **Effective Date** (the “**Warranty Period**”), the Software will substantially conform in all material respects to the specifications set forth in the Documentation, when installed, operated and used as recommended in the Documentation and in accordance with the Agreement (including these Terms).

**10.3. Customer Requirements.** The limited warranty set forth in Section 10.2 of these Terms applies only if Customer: (a) notifies INdigital in writing of the warranty breach before the expiration of the Warranty Period; (b) has promptly installed all Maintenance Releases to the Software that INdigital previously made available to Customer; and (c) as of the date of notification, is in compliance with all terms and conditions of the Agreement (including these Terms) (including the payment of all license fees then due and owing).

**10.4. Exceptions.** Notwithstanding any provisions to the contrary in the Agreement (including these Terms), the limited warranty set forth in Section 10.2 of these Terms does not apply to problems arising out of or relating to:

- (a) Software, or the media on which it is provided, that is modified or damaged by Customer or its Representatives;
- (b) any operation or use of, or other activity relating to, the Software other than as specified in the Documentation, including any incorporation in the Software of, or combination, operation or use of the Software in or with, any technology (including any software, hardware, firmware, system or network) or service not specified for Customer’s use in the Documentation, unless otherwise expressly permitted by INdigital in writing;
- (c) Customer’s or any third party’s negligence, abuse, misapplication or misuse of the Software, including any use of the Software other than as specified in the Documentation or expressly authorized by INdigital in writing;
- (d) Customer’s failure to promptly install all Maintenance Releases that INdigital has previously made available to Customer;
- (e) the operation of, or access to, Customer’s or a third party’s system or network;
- (f) any beta software, software that INdigital makes available for testing or demonstration purposes, temporary software modules or software

for which INdigital does not receive a license fee;

- (g) Customer’s material breach of any provision of the Agreement (including these Terms);
- (h) any other circumstances or causes outside of the reasonable control of INdigital (including abnormal physical or electrical stress); or
- (i) any failure or interruption of any electrical power, or any accident or cause external to the Software, including, but not limited to, problems or malfunctions related to Customer’s network, database, third party software products, workstation configurations, Customer’s hardware, operator error, or Customer’s negligence or willful misconduct.

**10.5. Remedial Efforts.** If INdigital breaches, or is alleged to have breached, the limited warranty set forth in Section 10.2 of these Terms, INdigital may, at its sole option and expense, take any of the following steps to remedy such breach:

- (a) replace any damaged or defective media on which INdigital supplied the Software;
- (b) amend, supplement or replace any incomplete or inaccurate Documentation;
- (c) repair the Software;
- (d) replace the Software with functionally equivalent software (which software will, on its replacement of the Software, constitute Software); and/or
- (e) terminate the Agreement and, provided that Customer fully complies with all of its post-termination obligations as set forth in Section 9.4 of these Terms, promptly refund to Customer, on a *pro rata* basis, the share of any license fees prepaid by Customer for the future portion of the Term that would have remained but for such termination.

**10.6. Sole Remedy.** If INdigital does not cure a warranty breach or terminate the Agreement as provided in Section 10.5 of these Terms within a reasonable period of time after INdigital’s receipt of written notice of such breach, Customer shall have the right to terminate the Agreement as provided in Section 9.3(c) of these Terms. Provided that Customer fully complies with its post-termination obligations as set forth in Section 9.4 of these Terms, INdigital shall promptly refund to Customer, on a *pro rata* basis, the share of any license fees prepaid by Customer for the future portion of the Term that would have remained but for such termination. **THIS SECTION 10.6 SETS FORTH THE CUSTOMER’S SOLE REMEDY AND INDIGITAL’S ENTIRE OBLIGATION AND LIABILITY FOR ANY BREACH OF ANY INDIGITAL WARRANTY OF THE**



SOFTWARE SET FORTH IN THE AGREEMENT.

**10.7. DISCLAIMER OF WARRANTIES.**

EXCEPT FOR THE EXPRESS LIMITED WARRANTY SET FORTH IN SECTION 10.2 OF THESE TERMS, ALL SOFTWARE, DOCUMENTATION AND OTHER PRODUCTS, INFORMATION, MATERIALS AND SERVICES PROVIDED BY INDIGITAL ARE PROVIDED “AS IS.” INDIGITAL HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHER (INCLUDING ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE OR TRADE PRACTICE), AND SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT. WITHOUT LIMITING THE FOREGOING, INDIGITAL MAKES NO WARRANTY OF ANY KIND THAT THE SOFTWARE OR DOCUMENTATION, OR ANY OTHER INDIGITAL OR THIRD-PARTY GOODS, SERVICES, TECHNOLOGIES OR MATERIALS (INCLUDING ANY SOFTWARE OR HARDWARE), OR ANY PRODUCTS OR RESULTS OF THE USE OF ANY OF THEM, WILL MEET CUSTOMER’S OR OTHER PERSONS’ REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY OTHER GOODS, SERVICES, TECHNOLOGIES OR MATERIALS (INCLUDING ANY SOFTWARE, HARDWARE, SYSTEM OR NETWORK), OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE OR ERROR FREE. ALL THIRD-PARTY MATERIALS ARE PROVIDED “AS IS” AND ANY REPRESENTATION OR WARRANTY OF OR CONCERNING ANY OF THEM IS STRICTLY BETWEEN CUSTOMER AND THE THIRD-PARTY OWNER OR DISTRIBUTOR OF SUCH OPEN-THIRD-PARTY MATERIALS.

**11. INDEMNIFICATION.**

**11.1. Indigital Indemnification.** INDigital shall indemnify, defend and hold harmless Customer from and against any and all Losses incurred by Customer arising out of or relating to any Action by a third party (other than an Affiliate) to the extent that such Losses arise from any allegation in such Action that the Software, or any use of the Software, in the Territory in accordance with the Agreement (including these Terms) (including the Documentation) infringes any U.S. Intellectual Property Right in the U.S. The foregoing obligation does not apply to the extent that such Action or Losses arise from any allegation of or relating to any:

- (a) Third-Party Materials;

- (b) patent issued on a patent application published after the Effective Date;

- (c) incorporation by the Software of, or combination, operation or use of the Software in or with, any technology (including any software, hardware, firmware, system or network) or service not provided by INDigital or specified for Customer’s use in the Documentation, unless otherwise expressly permitted by INDigital in writing;

- (d) modification of the Software other than:

- (i) by INDigital or its authorized contractor in connection with the Agreement (including these Terms); or
  - (ii) with INDigital’s express written authorization and in strict accordance with INDigital’s written directions and specifications;

- (e) failure to timely implement any Maintenance Release, modification, update or replacement of the Software made available to Customer by INDigital;

- (f) use of the Software after INDigital’s notice to Customer of such activity’s alleged or actual infringement, misappropriation or other violation of a third party’s rights;

- (g) negligence, abuse, misapplication or misuse of the Software or Documentation by or on behalf of Customer, Customer’s Representatives or a third party;

- (h) use of the Software or Documentation by or on behalf of Customer that is outside the purpose, scope or manner of use authorized by the Agreement (including these Terms) or in any manner contrary to INDigital’s instructions;

- (i) events or circumstances outside of INDigital’s commercially reasonable control (including any third-party hardware, software or system bugs, defects or malfunctions); or

- (j) Action or Losses for which Customer is obligated to indemnify INDigital pursuant to Section 11.2 of these Terms.

**11.2. Customer Indemnification.** Customer shall indemnify, defend and hold harmless INDigital and its Affiliates, officers, directors, employees, agents, subcontractors, successors and assigns (each, including INDigital, an “**INDigital Indemnitee**”) from and against any and all Losses incurred by the INDigital Indemnitee in connection with any Action by a third party (other than an Affiliate of a INDigital Indemnitee) to the extent that such Losses arise out of or relate to any allegation:

(a) that any Intellectual Property Right or other right of any Person, or any Law, is or will be infringed, misappropriated or otherwise violated by any:

(i). use or combination of the Software by or on behalf of Customer or any of its Representatives with any hardware, software, system, network, service or other matter whatsoever that is neither provided by INdigital nor authorized by INdigital in the Agreement (including these Terms) and the Documentation or otherwise in writing; and

(ii). information, materials or technology or other matter whatsoever directly or indirectly provided by Customer or directed by Customer to be installed, combined, integrated or used with, as part of, or in connection with the Software or Documentation;

(b) of or relating to facts that, if true, would constitute a breach by Customer of any representation, warranty, covenant or obligation under the Agreement (including these Terms);

(c) of or relating to negligence, abuse, misapplication, misuse or more culpable act or omission (including recklessness or willful misconduct) by or on behalf of Customer or any of its Representatives with respect to the Software or Documentation or otherwise in connection with the Agreement (including these Terms); or

(d) of or relating to use of the Software or Documentation by or on behalf of Customer or any of its Representatives that is outside the purpose, scope or manner of use authorized by the Agreement (including these Terms) or the Documentation, or in any manner contrary to INdigital's instructions.

**11.3. Indemnification Procedure.** Each Party shall promptly notify the other Party in writing of any Action for which such Party believes it is entitled to be indemnified pursuant to Section 11.1 or Section 11.2 of these Terms. The Party seeking indemnification (the "Indemnitee") shall cooperate with the other Party (the "Indemnitor") at the Indemnitor's sole cost and expense. The Indemnitor shall immediately take control of the defense and investigation of such Action and shall employ counsel reasonably acceptable to the Indemnitee to handle and defend the same, at the Indemnitor's sole cost and expense. The Indemnitee's failure to perform any obligations under this Section 11 will not relieve the Indemnitor of its obligations under this Section 11 except to the extent that the Indemnitor can demonstrate that it has been materially prejudiced as a result of such failure.

The Indemnitee may participate in and observe the proceedings at its own cost and expense with counsel of its own choosing.

**11.4. Mitigation.** If the Software, or any part of the Software, is, or in INdigital's opinion is likely to be, claimed to infringe, misappropriate or otherwise violate any third-party Intellectual Property Right, or if Customer's use of the Software is enjoined or threatened to be enjoined, INdigital may, at its option and sole cost and expense:

(a) obtain the right for Customer to continue to use the Software materially as contemplated by the Agreement (including these Terms);

(b) modify or replace the Software, in whole or in part, to seek to make the Software non-infringing, while providing materially equivalent features and functionality, and such modified or replacement software will constitute Software under the Agreement (including these Terms); or

(c) if none of the remedies set forth in the above Section 11.4(a) or Section 11.4(b) of these Terms is reasonably available to INdigital, terminate the Agreement, in its entirety or with respect to the affected part or feature of the Software, effective immediately on written notice to Customer, in which event:

(i). Customer shall cease all use of the Software and Documentation immediately on receipt of Customer's notice; and

(ii). provided that Customer fully complies with its post-termination obligations set forth in Section 9.4 of these Terms, INdigital shall promptly refund to Customer, on a *pro rata* basis, the share of any license fees prepaid by Customer for the future portion of the Term that would have remained but for such termination.

**11.5. Sole Remedy.** THIS SECTION 11 SETS FORTH CUSTOMER'S SOLE REMEDIES AND INDIGITAL'S SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED OR ALLEGED CLAIMS THAT THE AGREEMENT (INCLUDING THESE TERMS) OR ANY SUBJECT MATTER OF THE AGREEMENT (INCLUDING THE SOFTWARE AND DOCUMENTATION) INFRINGES, MISAPPROPRIATES OR OTHERWISE VIOLATES ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

**12. LIMITATION OF LIABILITY.**

**12.1. EXCLUSION OF DAMAGES.** IN NO EVENT WILL INDIGITAL OR ANY OF ITS

LICENSORS, SERVICE PROVIDERS OR SUPPLIERS BE LIABLE UNDER OR IN CONNECTION WITH THE AGREEMENT (INCLUDING THESE TERMS) OR ITS SUBJECT MATTER UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY AND OTHERWISE, FOR ANY (a) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES OR PROFITS, (b) LOSS OF GOODWILL OR REPUTATION, (c) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY OR RECOVERY OF ANY SOFTWARE OR THIRD-PARTY MATERIALS, (d) LOSS, DAMAGE, CORRUPTION OR RECOVERY OF DATA, OR BREACH OF DATA OR SYSTEM SECURITY, (e) COST OF REPLACEMENT GOODS OR SERVICES, OR (f) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED OR PUNITIVE DAMAGES, IN EACH CASE REGARDLESS OF WHETHER SUCH PERSONS WERE ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

**12.2. CAP ON MONETARY LIABILITY.** IN NO EVENT WILL THE AGGREGATE LIABILITY OF INDIGITAL AND ITS LICENSORS, SUPPLIERS AND SERVICE PROVIDERS ARISING OUT OF OR RELATED TO THE AGREEMENT (INCLUDING THESE TERMS), WHETHER ARISING UNDER OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR ANY OTHER LEGAL OR EQUITABLE THEORY, EXCEED THE TOTAL AMOUNTS PAID TO INDIGITAL UNDER THE AGREEMENT IN THE 12-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM. THE FOREGOING LIMITATIONS APPLY EVEN IF ANY REMEDY FAILS OF ITS ESSENTIAL PURPOSE.

**13. EXPORT REGULATION.** Customer shall not itself, or permit any other Person to, export, re-export or release, directly or indirectly any Controlled Technology to any country, jurisdiction or Person to which the export, re-export or release of Controlled Technology (a) is prohibited by applicable Law or (b) without first completing all required undertakings (including obtaining any necessary export license).

**14. FORCE MAJEURE.**

**14.1. No Breach or Default.** In no event will Indigital be liable or responsible to Customer, or be

deemed to have defaulted under or breached the Agreement (including these Terms), for any failure or delay in fulfilling or performing any term of the Agreement (including these Terms), when and to the extent such failure or delay is caused by any circumstances beyond Indigital's reasonable control (a "**Force Majeure Event**"), including acts of God, flood, fire, earthquake or explosion, war, terrorism, invasion, riot or other civil unrest, embargoes or blockades in effect on or after the date of the Agreement, national or regional emergency, strikes, labor stoppages or slowdowns or other industrial disturbances, passage of Law or any action taken by a governmental or public authority, including imposing an export or import restriction, quota or other restriction or prohibition or any complete or partial government shutdown, or national or regional shortage of adequate power or telecommunications or transportation. Either Party may terminate the Agreement if a Force Majeure Event continues substantially uninterrupted for a period of 90 days or more.

**14.2. Obligations.** In the event of any failure or delay caused by a Force Majeure Event, Indigital shall give prompt written notice to Customer stating the period of time the occurrence is expected to continue and use commercially reasonable efforts to end the failure or delay and minimize the effects of such Force Majeure Event.

**15. MISCELLANEOUS.**

**15.1. Further Assurances.** On a Party's reasonable request, the other Party shall, at the requesting Party's sole cost and expense, execute and deliver all such documents and instruments, and take all such further actions, as may be necessary to give full effect to the Agreement.

**15.2. Relationship of the Parties.** The relationship between the Parties is that of independent contractors. Nothing contained in the Agreement (including these Terms) shall be construed as creating any agency, partnership, joint venture or other form of joint enterprise, employment or fiduciary relationship between the Parties, and neither Party shall have authority to contract for or bind the other Party in any manner whatsoever.

**15.3. Notices.** Except as otherwise expressly set forth in the Agreement, any notice, request, consent, claim, demand, waiver or other communication under the Agreement will have legal effect only if in writing and addressed to a Party at its address or e-mail designated in the Agreement. Notices sent in accordance with this Section 14.3 will be deemed effectively given: (i) when received, if delivered by hand, with signed confirmation of receipt; (ii) when received, if sent by a nationally

recognized overnight courier, signature required; (iii) when sent, if by e-mail, (in each case, with confirmation of transmission), if sent during the addressee's normal business hours, and on the next business day, if sent after the addressee's normal business hours; and (iv) on the third business day after the date mailed by certified or registered mail, return receipt requested, postage prepaid.

**15.4. Interpretation.** For purposes of the Agreement (including these Terms): (i) the words "include," "includes" and "including" are deemed to be followed by the words "without limitation"; (ii) the word "or" is not exclusive; (iii) the words "herein," "hereof," "hereby," "hereto" and "hereunder" refer to the Agreement as a whole (including these Terms); (iv) words denoting the singular have a comparable meaning when used in the plural, and vice versa; and (v) words denoting any gender include all genders. Unless the context otherwise requires, references in the Agreement (including these Terms): (x) to exhibits, exhibits, attachments and appendices mean the exhibits, exhibits, attachments and appendices attached to, the Agreement (including these Terms); (y) to an agreement, instrument or other document means such agreement, instrument or other document as amended, supplemented and modified from time to time to the extent permitted by the provisions thereof; and (z) to a statute means such statute as amended from time to time and includes any successor legislation thereto and any regulations promulgated thereunder. The Parties intend the Agreement (including these Terms) to be construed without regard to any presumption or rule requiring construction or interpretation against the party drafting an instrument or causing any instrument to be drafted. The exhibits, schedules, attachments and appendices referred to in the Agreement (including these Terms) are an integral part of the Agreement to the same extent as if they were set forth verbatim in the Agreement.

**15.5. Headings.** The headings in the Agreement (including these Terms) are for reference only and do not affect the interpretation of the Agreement (including these Terms).

**15.6. Entire Agreement.** The Agreement, together with these Terms and any other documents incorporated by reference into the Agreement (and, if applicable, together with the Software Support and Maintenance Agreement), constitute the sole and entire agreement of the Parties with respect to the subject matter of the Agreement and supersede all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter.

**15.7. Assignment.** Customer shall not assign or otherwise transfer any of its rights, or delegate or

otherwise transfer any of its obligations or performance, under the Agreement (including these Terms) without INdigital's prior written consent. Any purported assignment, delegation or transfer in violation of this Section 15.7 is void. The Agreement (including these Terms) inures to the benefit of, and is binding on and enforceable against, the Parties and their respective permitted successors and assigns.

**15.8. No Third-Party Beneficiaries.** The Agreement (including these Terms) are for the sole benefit of the Parties and their respective permitted successors and permitted assigns and nothing in the Agreement (including these Terms), express or implied, is intended to or shall confer on any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of the Agreement (including these Terms).

**15.9. Amendment and Modification; Waiver.** No amendment to, modification of, or rescission, termination or discharge of the Agreement (including these Terms) is effective unless it is in writing, identified as an amendment to or rescission, termination or discharge of the Agreement (including these Terms) and signed by an authorized representative of each Party. No waiver by any Party of any of the provisions of the Agreement (including these Terms) shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in the Agreement (including these Terms), no failure to exercise, or delay in exercising, any rights, remedy, power or privilege arising from the Agreement (including these Terms) shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power or privilege under the Agreement (including these Terms) preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

**15.10. Severability.** If any provision of the Agreement (including these Terms) is invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of the Agreement (including these Terms) or invalidate or render unenforceable such term or provision in any other jurisdiction. On such determination that any term or other provision is invalid, illegal or unenforceable, the Parties shall negotiate in good faith to modify the Agreement so as to effect the original intent of the Parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated by the Agreement (including these Terms) be consummated as originally contemplated to the greatest extent possible.

**15.11. Governing Law; Submission to**

**Jurisdiction.** The Agreement (including these Terms) is governed by and construed in accordance with the internal laws of the State of Indiana without giving effect to any choice or conflict of law provision or rule that would require or permit the application of the laws of any jurisdiction other than those of the State of Indiana. Any legal suit, action or proceeding arising out of or related to the Agreement will be instituted exclusively in the federal courts of the United States District Court of the Northern District of Indiana or the courts of the State of Indiana in each case located in the city of Fort Wayne and County of Allen, and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action or proceeding. Service of process, summons, notice or other document by mail to such Party's address set forth in Number 2 of the Agreement will be effective service of process for any suit, action or other proceeding brought in any such court.

**15.12. Waiver of Jury Trial.** Each Party irrevocably and unconditionally waives any right it may have to a trial by jury in respect of any legal action arising out of or relating to the Agreement or the transactions contemplated by the Agreement (including these Terms).

**15.13. Equitable Remedies.** Customer acknowledges and agrees that a breach or threatened breach by Customer of any of its obligations under Section 3 of these Terms (Use Restrictions), Section 5 of these Terms (Confidentiality), Section 8 of these Terms (Intellectual Property Rights) or Section 11 of these Terms (Indemnification) would cause INdigital irreparable harm for which monetary damages would not be an adequate remedy and that, in the event of such breach or threatened breach, INdigital will be entitled to equitable relief, including in a restraining order, an injunction, specific performance and any other relief that may be available from any court of competent jurisdiction, without any requirement to post a bond or other security, or to prove actual damages or that monetary damages are not an adequate remedy. Such remedies are not exclusive and are in addition to all other remedies that may be available at law, in equity or otherwise.

**15.14. Attorneys' Fees.** In the event that any action, suit, or other legal or administrative proceeding is instituted or commenced by either Party against the other Party arising out of or related to the Agreement (including these Terms), the prevailing Party shall be entitled to recover its reasonable attorneys, expert witness and accountants' fees and court costs from the non-prevailing Party.

**Exhibit B**  
**Designated Site(s)**

Kalamazoo County Consolidated Dispatch Authority  
7040 Stadium Dr.  
Kalamazoo, MI 49009

**Contact:**

Jeff Troyer  
Executive Director  
(269) 488-6616  
[jtroyer@kccda911.org](mailto:jtroyer@kccda911.org)

**Exhibit C**  
**Software / Services Description**

Prepared Live Enhanced Overview | Every emergency, every caller, one interface

Prepared Live Enhanced is the first paid tier of Prepared Live, offering 9-1-1 professionals additional tools to ensure that they can meet the needs of every caller as efficiently as the last, without adding more screens or onboarding new technology. Find new solutions for age-old challenges with Prepared Live Enhanced.

**FULL FEATURE LIST AND OVERVIEW** Gives telecommunicators the ability to see messages being written in real-time, letter by letter, even if the caller does not hit send. Agencies gain the ability to receive texts from citizens regarding urgent but non-emergent situations in a distinct workflow, separate from their CAD system, via Prepared Live. Provides the caller's cell phone carrier Combine the power of Prepared Live with the power of what3words Real-Time Text Inbound Non-Emergency Text Caller Carrier Information what3words Integration Auto-detect and translate incoming foreign languages while simultaneously giving telecommunicators the ability to respond in the same language. Gives users in the "Supervisor" role a chronological documentation of all activity that has occurred within their Prepared Live account Enables simultaneous, standalone audio to be recorded on the livestream feed alongside the 9-1-1 call feed.

**Exhibit D**  
**Price List**

Subscription Order for the Prepared911 Emergency Communications Service as an extension of the existing INdigital Texty solution

Name	QTY	Price	Subtotal
Prepared Live Enhanced (31-50 Telecommunicators)	1	\$15,000.00	\$15,000.00

Transition Services	1	\$1,200	\$1,200.00
Network Setup labor	1	\$750	\$750.00
		<b>Services Non-Recurring total</b>	<b>\$1,950.00</b>
<b>Total First Year Investment</b>			<b>\$16,950.00</b>

**Terms:**

Non-recurring cost (NRC): \$1,950.00

Annual Recurring cost (ARC) \$15,000.00

NRC due at contract signing.

ARC due once cut into service.





# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

**Brief Description:**

The attached meeting minutes are presented to the Board for informational purposes, no action necessary.

**Proposed Motion:**

No action

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



## **MEETING MINUTES for**

# **Kalamazoo County Consolidated Dispatch Authority FINANCE COMMITTEE October 31, 2023**

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### **ITEM 1 – CALL TO ORDER**

The Regular Meeting of the Finance Committee, held in the Chief Switalski Meeting Room, was called to order by Chair Don Martin at 2:00 p.m. on Tuesday, October 31, 2023.

### **ITEM 2 – ROLL CALL**

Members Present: Don Martin, Randy Thompson, Jeff VanderWiere, Jim Ritsema, Kevin Catlin

Others Present: Jeff Troyer, Don Ulsh, Chris McComb, Katie Dunfield, Torie Rose

### **ITEM 3 – APPROVAL OF MEETING MINUTES**

A. April 23, 2023 – Regular Meeting

“Motion by Mr. Thompson, second by Mr. VanderWiere to approve the minutes of the April 23, 2023, meeting of the Finance Committee.”

On a voice vote, **MOTION CARRIED.**

### **ITEM 4 - CITIZENS TIME**

There were no public comments.

### **ITEM 5 – FOR CONSIDERATION**

A. OLD BUSINESS

There was no old business.

B. NEW BUSINESS

1. Resolution 2023-03 – Establishment of the Capital Projects Fund and Authorizing and Appropriating an Initial Installment/Transfer to the Fund

Mr. Troyer stated staff worked with auditors and legal counsel to bring this resolution forward. It allows us to keep track of general operations separate from capital projects. This will make it easier to track multi-year projects, starting with \$2.5 million of equity transitioned into the Capital Projects Fund.

“Motion by Mr. Ritsema, second by Mr. Catlin to approve resolution 2023-03 establishment of the Capital Projects Fund and authorize and appropriate an initial installment/transfer to the fund as presented.”

On a voice vote, **MOTION CARRIED.**

2. 2023 Budget Amendment – REVISION II

Mr. Troyer presented an overview of the 2023 Budget Amendment – Revision II, with an estimated \$655,000 net surplus this year.

“Motion by Mr. Catlin, supported by Mr. Thompson to recommend Board approval of the 2023 Budget Amendment - Revision II as presented.”

On a voice vote, **MOTION CARRIED.**

3. 2024 Budget Proposal

Mr. Troyer gave an overview of the 2024 Budget Proposal, including the General Fund and Capital Projects Fund.

Motion to recommend approval to the Board.

Ritsema, Vanderwiere CARRIED

“Motion by Mr. Ritsema, supported by Mr. Vanderwiere to recommend Board approval of the 2024 Budget Proposal as presented.”

On a voice vote, **MOTION CARRIED.**

4. 2024 Regular Meeting Dates

Mr. Troyer clarified the meeting dates for 2024 will be April 30, August 23, and October 29, not August 27 as stated in the packet.

**ITEM 6 - OTHER ITEMS**

A. Announcements and Member Comments

There were none.

B. Next Regular Scheduled Meeting

The next regular scheduled meeting of the KCCDA Finance Committee is April 30, 2024.

**ITEM 7 - ADJOURNMENT**

The meeting was adjourned at 2:47 p.m.



# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

### Brief Description:

Administration conversed with KCCDA legal counsel and auditors in reference to accounting for capital projects in KCCDA’s general fund; specifically multi-year projects that are financed. The recommendation was to create a separate “Capital Projects Fund” and beginning in 2024, to use this fund to account for all capital projects since this Fund is not subject to the same reporting requirements to the State of Michigan. This is what the majority of the mid to large size municipal/governmental units do.

Executive Director Troyer presented the attached resolution #2023-03 to the Finance Committee on 10/31/23. The Finance Committee unanimously supported the resolution and recommends the same to the Board Directors.

NOTE: Resolution 2023-03 is approved to form by legal counsel.

### Proposed Motion:

Motion to approve Resolution 2023-03: Establishment of the Capital Projects Fund and Authorizing and Appropriating an Initial Installment/Transfer to the Fund.

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA’s administrative office at (269) 488-8911.



# Kalamazoo County Consolidated Dispatch Authority



## RESOLUTION 2023-03

### **Establishment of the Capital Projects Fund and Authorizing and Appropriating an Initial Installment/Transfer to the Fund**

**WHEREAS**, Kalamazoo County Consolidated Dispatch Authority was created as separate legal entity under the authority of the Urban Cooperation Act, MCL 124.501 et seq. by City of Kalamazoo, the City of Portage, the County of Kalamazoo, the Charter Township of Kalamazoo, and Western Michigan University; and

**WHEREAS**, a public improvement fund is a statutorily authorized fund used to account for earmarked revenue for major acquisition, construction, repair, and/or equipment associated with public improvement or public building projects; and

**WHEREAS**, establishing a public improvement fund is authorized by Act 177, Public Acts of 1943 (MCL 141.261 – 141.265) (“Act 177”) and requires a resolution of the governing body of the political subdivision; and

**WHEREAS**, pursuant to the Interlocal Agreement and as authorized by the Urban Cooperation Act, Kalamazoo County Consolidated Dispatch Authority, through its governing Board of Directors, is authorized to undertake acquisition, construction, repair, and/or equipment projects within the scope of Act 177; and is authorized to, by a resolution of the Kalamazoo County Consolidated Dispatch Authority governing Board of Directors, create and establish a public improvement fund; and

**WHEREAS**, the Kalamazoo County Consolidated Dispatch Authority Board of Directors as a body believes that establishing a public improvement fund to account for earmarked revenue set aside for statutory public improvements of a major nature is in the interest of the public and Kalamazoo County Consolidated Dispatch Authority operations.

**NOW, THEREFORE, BE IT RESOLVED** the Kalamazoo County Consolidated Dispatch Authority Board of Directors hereby creates and establishes public improvement fund pursuant to MCL 141.261, et seq., which shall be referred to as the “Capital Projects Fund.” The Capital Projects Fund is for the purpose of accounting for earmarked revenue which is authorized by the Board of Directors to be set-aside, accumulate and ultimately be used for acquiring, constructing, extending, altering, repairing or equipping public improvements or public buildings which the

Kalamazoo County Consolidated Dispatch Authority is by the provisions of general law and the Interlocal Agreement authorized to acquire, construct, extend, alter, enlarge, equip or repair.

**BE IT FURTHER RESOLVED** that for purposes of this Resolution and the Capital Projects Fund, a “capital improvement” shall be defined as an acquisition, construction, repair, and/or equipment Projects approved by the Board of Directors with a nonrecurring cost of \$5,000 or more, or such other individual project delineated as a capital improvement project by the Board or Directors.

**BE IT FURTHER RESOLVED** that:

1. The Capital Projects Fund shall be classified and accounted for as a separate fund of limited usage (for authorized capital improvement) of its assets.
2. Monies accumulated in the Capital Projects Fund shall not be transferred, encumbered, or otherwise disposed of, except for the purpose of acquiring, constructing, extending, altering, repairing, or equipping public improvements or buildings, which Kalamazoo County Consolidated Dispatch Authority under the general law and Interlocal Agreement is authorized to acquire, construct, extend, alter, repair or equip.
3. Amounts placed in the Capital Projects Fund are restricted and cannot and shall not be expended or transferred for purposes other than the capital improvements specified in Act 177, which are not violative of the Interlocal Agreement, and which have been authorized by the Board of Directors.
4. The Executive Director shall be responsible for administering the Capital Projects Fund and reporting on the fund to the Board of Directors.

**BE IT FURTHER RESOLVED** that:

1. The Capital Projects Fund shall be made part of the annual Kalamazoo County Consolidated Dispatch Authority budget process.
2. With prior authorization by the Board of Directors, funds may be adjusted/reallocated between approved projects within the Capital Projects Fund.
3. Any expenditure of funds from the Capital Projects Fund shall be approved by the Board of Directors prior to the expenditure of funds.

**BE IT FURTHER RESOLVED** that the Board of Directors authorizes and approves an initial appropriation and/or transfer in the amount of \$2,500,000 into the Capital Projects Fund to be used for capital improvement project(s). The Board of Directors authorizes any budget amendment necessary to effectuate the appropriation or transfer.

I, Christine McComb, Assistant Clerk for the Kalamazoo County Consolidated Dispatch Authority Board of Directors, hereby certify the foregoing resolution was adopted by the Board of Directors at the regular meeting of said Board held on \_\_\_\_\_, 2023, at which meeting a quorum was present.

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SIGNATURE



# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

### Brief Description:

Attached is the 2023 Budget Amendment – Revision II. The Executive Director presented the amendment to the Finance Committee on 10/31/23.

The Finance Committee unanimously approved and recommends the 2023 Budget Amendment – Revision II to the Board of Directors

### Proposed Motion:

Motion to approve the 2023 Budget Amendment Revision II as presented; including total expenditures of \$8,463,620. **(ROLL CALL VOTE)**

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA’s administrative office at (269) 488-8911.





# Kalamazoo County Consolidated Dispatch Authority



**DATE:** October 17, 2023

**TO:** Finance Committee Members and Board of Directors

**FROM:** Jeff Troyer  
KCCDA Executive Director

**SUBJECT:** Fiscal Year 2023 Budget Amendment – REVISION II

I hereby present to the Finance Committee and Board of Directors for consideration this budget amendment, Revision II, to the 2023 Budget. The proposed amendment reflects up-to-date personnel projections and benefits, minor changes to services and other charges, and adjustments for two capital projects.

The following items are key aspects of this budget amendment.

## **GENERAL OPERATIONS – BUSINESS UNIT 2911**

### **REVENUES**

- **Interest Earned**  
Interest earned is increasing by \$56,000 due to the performance of KCCDA's fund balance in respective accounts. This increase brings Interest Earned revenue to a total of \$141,000.
- **Rent/Lease Revenue**  
Lease revenue is increasing \$1,500 to a total of \$8,700 due to an increase in the ATM Lease Agreement with Consumers Credit Union.
- **Other Revenue - Reimbursements**  
Line item 676.000, Other Revenue – Reimbursements, is increasing by \$1,562 due to Michigan Municipal Risk Management Authority (MMRMA) claim #2302014.

The above revenues equal \$59,062 and result in a new projected total of \$9,119,498.

### **EXPENDITURES**

- **Personnel Services**  
Personnel services decreased \$54,530 solely by recalculating up-to-date staffing.



# Kalamazoo County Consolidated Dispatch Authority



- **Benefits and Taxes**

The up-to-date staffing within personnel services above equates to a corresponding cost savings in this category of \$55,629.

- **Services and Other Charges**

The Contractual Services line item (801.010) is increasing by \$7,827 and includes the following changes:

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>NET CHANGE</u>
Frontline Public Safety	QA/Policy Application	+\$2,500
Dell	Network Switches Support	-\$10,000
Office 365 (Insight)	MS Office 365 Licensing	+\$2,000
Veeam (Insight)	Server Backup Solution	-\$7,000
MPSCS	Tower Monitoring and Maintenance	-\$30,000
Republic Services	Waste and Recycling Service	+\$1,000
DL Gallivan Office Solutions	Copy/Printer/Fax Machine Use	-\$5,000
Bel Aire Heating & AC	Service for 13 HVAC Systems	+\$2,827
Hi-Tech	Board Room Door Conversions	+9,500
Kzoom	Website Redesign/Development	+12,000
TBD	Recruiting & Informational Videos	+15,000
INdigital	Implement GUI for Text, Video & Pics	+15,000

The following are other line-item changes in this categorical:

<u>LINE-ITEM</u>	<u>NAME</u>	<u>NET CHANGE</u>
813.000	Legal Fees	-\$5,000
820.010	Interpreter Fees	+\$3,000
850.010	Telephone Service	+\$3,000
850.020	Internet Service	-\$3,000
920.020	Utilities – Electricity	+\$10,000
920.030	Utilities – Water and Sewer	+\$1,000
958.010	Insurance Premium	-\$9,000

Overall, the Services and Other Charges categorical includes an increase in expenditure totaling \$10,827.

- **Equipment and Capital Outlay**

This categorical includes two main changes resulting in an overall decrease of \$411,471. This decrease is split between two existing projects and one new allocation:



# Kalamazoo County Consolidated Dispatch Authority



- 2023 Capital Project #6 – Chief Switalski Meeting Room Upgrade  
KCCDA Board of Directors allocated \$50,000 toward this project initially but approved for this room and the Admin Conference rooms to both be upgraded totaling \$57,702. Therefore, this project is increasing \$7,702.
- 2023 Capital Project #8 – Dedicated Back-up Operational Facility  
KCCDA Board of Directors allocated \$500,000 toward this project. KCCDA will not be purchasing a facility this year, but we are working collaboratively with the City of Portage on some shared space. Therefore, this project is decreasing by \$450,000 leaving \$50,000 in the budget for any cost studies or architectural assessments/work that we may complete with the City of Portage.
- NEW Project – Backup Storage Device Replacement  
We need to replace our back-up storage hardware device. This was originally planned for next year’s budget, but Trace3 has offered a significant discount if the device is purchased and implemented before year end. Therefore, this is a new allocation totaling \$50,000.

## **TRAINING – BUSINESS UNIT 2913**

There is zero impact change in the Training Business Unit (2913). The Training/Registration line-item (870.010) is decreasing \$9,000 and the Training Wages line-item is increasing by the same amount.

## **ATTACHMENTS/REPORTS**

Attached to this memorandum are two documents/reports to assist in the explanation of the proposed line-item and categorical budgetary revisions included in this amendment:

- ✓ 2023 Budget Amendment – REVISION II Net Changes  
This document, pages 5 through 7, shows the original adopted budget, net changes resulting from any line-item transfers (year-to-date), net changes from Revision I, the proposed net changes from this amendment (Revision II), and the new revised budget.
- ✓ 10 Year Budget and Fund Balance Forecast  
Page 8 is a categorical budget and fund balance forecast for years 2022 (year-end actuals) through 2031.

## **SUMMARY**

The proposed budget amendment, Revision II, increases revenues by \$59,062 and reduces overall expenditures by \$491,630, equating to a surplus net change in this amendment of \$550,692. The



# Kalamazoo County Consolidated Dispatch Authority



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amendment results in revised total expenditures of \$8,463,620 and an anticipated surplus at year's end totaling \$655,878.

I recommend adoption of the proposed fiscal year 2023 Budget Amendment – REVISION II.

**Kalamazoo County Consolidated Dispatch Authority**  
**2023 Budget Amendment - REVISION II Net Changes**  
 January - December 2023

	2911 - General Operations					2913 - Training					ALL BUSINESS UNITS				
	ORIGINAL Budget	YTD TXFRS	REV. I (net change)	REV. II (net change)	REVISED BUDGET	ORIGINAL Budget	YTD TXFRS	REV. I (net change)	REV. II (net change)	REVISED BUDGET	ORIGINAL Budget	YTD TXFRS	REV. I (net change)	REV. II (net change)	REVISED BUDGET
<b>REVENUES</b>															
400.000 Use of Fund Balance	162,019				162,019					0	162,019	0	0	0	162,019
402.000 Property Taxes	6,249,500				6,249,500					0	6,249,500	0	0	0	6,249,500
528.000 Federal Grants	0		295,307		295,307					0	0	0	295,307	0	295,307
573.000 Local Community Stabilization Share	596,400				596,400					0	596,400	0	0	0	596,400
615.010 Surcharge - State 911	484,000				484,000	45,000				45,000	529,000	0	0	0	529,000
615.020 Surcharge - Local 911	1,120,000				1,120,000					0	1,120,000	0	0	0	1,120,000
651.000 Charges for Services - User Fees	15,960				15,960					0	15,960	0	0	0	15,960
665.000 Interest Earned	15,000		70,000	56,000	141,000					0	15,000	0	70,000	56,000	141,000
667.000 Rent/Lease Revenue	7,200			1,500	8,700					0	7,200	0	0	1,500	8,700
671.000 Miscellaneous Revenue	50				50					0	50	0	0	0	50
676.000 Other Revenue - Reimbursements	0			1,562	1,562					0	0	0	0	1,562	1,562
<b>TOTAL REVENUES</b>	<b>\$ 8,650,129</b>	<b>\$ -</b>	<b>\$ 365,307</b>	<b>\$ 59,062</b>	<b>\$ 9,074,498</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 8,695,129</b>	<b>\$ -</b>	<b>\$ 365,307</b>	<b>\$ 59,062</b>	<b>\$ 9,119,498</b>
<b>EXPENDITURES</b>															
<b>700-718 Personnel Services</b>															
702.010 Salaries - Administration	313,087		3,259		316,346					0	313,087	0	3,259	0	316,346
702.020 Wages - Regular	3,031,798		74,449	(71,730)	3,034,517	13,000			9,000	22,000	3,044,798	0	74,449	(62,730)	3,056,517
702.030 Wages - Overtime	368,935		(2,959)		365,976					0	368,935	0	(2,959)	0	365,976
702.050 CTO Pay	23,000			2,000	25,000					0	23,000	0	0	2,000	25,000
706.000 Wages - Holiday Premium	165,454		(10,143)		155,311					0	165,454	0	(10,143)	0	155,311
712.000 Payment in Lieu of Benefits	52,650		650	2,000	55,300					0	52,650	0	650	2,000	55,300
714.000 Longevity	0			13,200	13,200					0	0	0	0	13,200	13,200
715.010 Auto Allowance	8,683				8,683					0	8,683	0	0	0	8,683
<b>Personnel Services Subtotal</b>	<b>3,963,607</b>	<b>0</b>	<b>65,256</b>	<b>(54,530)</b>	<b>3,974,333</b>	<b>13,000</b>	<b>0</b>	<b>0</b>	<b>9,000</b>	<b>13,000</b>	<b>3,976,607</b>	<b>0</b>	<b>65,256</b>	<b>(45,530)</b>	<b>3,996,333</b>
<b>719-725 Benefits and Taxes</b>															
719.000 Workers Comp Insurance	13,690		(834)	(211)	12,645					0	13,690	0	(834)	(211)	12,645
720.010 Medical/Health Insurance	437,048		(65,556)	(19,984)	351,508					0	437,048	0	(65,556)	(19,984)	351,508
720.020 Dental Insurance	33,195		(3,488)	(707)	29,000					0	33,195	0	(3,488)	(707)	29,000
720.030 Vision Insurance	6,315		(678)	(283)	5,354					0	6,315	0	(678)	(283)	5,354
720.040 Life Insurance	9,934		(876)	(113)	8,945					0	9,934	0	(876)	(113)	8,945
720.050 Unemployment	9,000				9,000					0	9,000	0	0	0	9,000
720.060 HSA Contributions	86,100		(10,467)		75,633					0	86,100	0	(10,467)	0	75,633
720.070 Short-Term Disability	39,255		(3,592)	(3,919)	31,744					0	39,255	0	(3,592)	(3,919)	31,744
721.000 Social Security	244,317		4,047	(3,756)	244,608					0	244,317	0	4,047	(3,756)	244,608

	2911 - General Operations					2913 - Training					ALL BUSINESS UNITS				
	ORIGINAL Budget	TXFRS (net change)	REV. I (net change)	REV. II (net change)	REVISED BUDGET	ORIGINAL Budget	TXFRS (net change)	REV. I (net change)	REV. II (net change)	REVISED BUDGET	ORIGINAL Budget	TXFRS (net change)	REV. I (net change)	REV. II (net change)	REVISED BUDGET
722.000 Medicare	57,139		946	(878)	57,207					0	57,139	0	946	(878)	57,207
725.010 Retirement - MERS DC	316,533		(21,812)	(8,620)	286,101					0	316,533	0	(21,812)	(8,620)	286,101
725.020 Retirement - MERS 457	22,175		(178)	(2,158)	19,839					0	22,175	0	(178)	(2,158)	19,839
725.030 Retirement - MERS HCSP	63,663		(2,097)	(15,000)	46,566					0	63,663	0	(2,097)	(15,000)	46,566
<b>Benefits and Taxes Subtotal</b>	<b>1,338,364</b>	<b>0</b>	<b>(104,585)</b>	<b>(55,629)</b>	<b>1,178,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,338,364</b>	<b>0</b>	<b>(104,585)</b>	<b>(55,629)</b>	<b>1,178,150</b>
<b>726-799 Supplies</b>															
727.000 Supplies - Office	15,000				15,000					0	15,000	0	0	0	15,000
730.000 Supplies - Maintenance	6,000				6,000					0	6,000	0	0	0	6,000
740.000 Supplies - Uniform	8,000				8,000					0	8,000	0	0	0	8,000
760.000 Supplies - Kitchen	1,750				1,750					0	1,750	0	0	0	1,750
764.000 Supplies - Food	1,750				1,750					0	1,750	0	0	0	1,750
<b>Supplies Subtotal</b>	<b>32,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,500</b>
<b>800-969 Services and Other Charges</b>															
801.010 Contractual Services	712,886		6,600	7,827	727,313					0	712,886		6,600	7,827	727,313
805.010 Prof Services - Audit	6,500				6,500					0	6,500		0	0	6,500
810.000 Administrative Fees	3,600				3,600					0	3,600		0	0	3,600
813.000 Legal Fees	20,000			(5,000)	15,000					0	20,000		0	(5,000)	15,000
820.010 Interpreter Fees	5,000		2,000	3,000	10,000					0	5,000		2,000	3,000	10,000
835.010 Medical - Physical Exams	2,500				2,500					0	2,500		0	0	2,500
835.020 Medical - Drug Testing	1,500				1,500					0	1,500		0	0	1,500
850.010 Telephone Service	14,500			3,000	17,500					0	14,500		0	3,000	17,500
850.020 Internet Service	98,920			(3,000)	95,920					0	98,920		0	(3,000)	95,920
850.030 Copying	2,500				2,500					0	2,500		0	0	2,500
850.040 Mailing	3,000				3,000					0	3,000		0	0	3,000
870.010 Travel - Training/Reg	8,000				8,000	24,000			(9,000)	15,000	32,000		0	(9,000)	23,000
870.020 Travel - Lodging	11,500				11,500	2,500				2,500	14,000		0	0	14,000
870.030 Travel- Meals/Food	5,000				5,000	2,500				2,500	7,500		0	0	7,500
870.040 Travel - Mileage	5,000				5,000	2,500				2,500	7,500		0	0	7,500
870.050 Travel - Other	8,500				8,500	500				500	9,000		0	0	9,000
871.010 Education Expense	2,000				2,000					0	2,000		0	0	2,000
900.000 Printing	2,000				2,000					0	2,000		0	0	2,000
905.000 Advertising	5,500				5,500					0	5,500		0	0	5,500
915.000 Dues & Subscriptions	9,000				9,000					0	9,000		0	0	9,000
920.010 Utilities - Gas	8,000				8,000					0	8,000		0	0	8,000
920.020 Utilities - Electricity	55,000			10,000	65,000					0	55,000		0	10,000	65,000
920.030 Utilities - Water & Sewer	4,000			1,000	5,000					0	4,000		0	1,000	5,000
934.010 Repair & Maintenance	25,000			3,000	28,000					0	25,000		0	3,000	28,000
955.000 Miscellaneous Operating	20,000				20,000					0	20,000		0	0	20,000
958.010 Insurance Premium	60,000			(9,000)	51,000					0	60,000		0	(9,000)	51,000
<b>Services and Other Charges Subtotal</b>	<b>1,099,406</b>	<b>0</b>	<b>8,600</b>	<b>10,827</b>	<b>1,118,833</b>	<b>32,000</b>	<b>0</b>	<b>0</b>	<b>(9,000)</b>	<b>23,000</b>	<b>1,131,406</b>	<b>0</b>	<b>8,600</b>	<b>1,827</b>	<b>1,141,833</b>

	2911 - General Operations					2913 - Training					ALL BUSINESS UNITS				
	ORIGINAL Budget	TXFRS (net change)	REV. I (net change)	REV. II (net change)	REVISED BUDGET	ORIGINAL Budget	TXFRS (net change)	REV. I (net change)	REV. II (net change)	REVISED BUDGET	ORIGINAL Budget	TXFRS (net change)	REV. I (net change)	REV. II (net change)	REVISED BUDGET
<b>970-989 Equipment &amp; Capital Outlay</b>															
976.000 Project Costs	45,000				45,000					0	45,000		0	0	45,000
980.000 Equip/Software - Capital	425,633		89,223	50,000	564,856					0	425,633		89,223	50,000	564,856
980.010 Equip/Software - Small	25,000				25,000					0	25,000		0	0	25,000
980.020 Facility - Capital	315,000		273,700	(442,298)	146,402					0	315,000		273,700	(442,298)	146,402
980.030 Land - Capital	0				0					0	0		0	0	0
<b>Equipment &amp; Capital Outlay Subtotal</b>	<b>810,633</b>	<b>0</b>	<b>362,923</b>	<b>(392,298)</b>	<b>781,258</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>810,633</b>	<b>0</b>	<b>362,923</b>	<b>(392,298)</b>	<b>781,258</b>
<b>990-994 Debt Service</b>															
991.010 Loan/Lease - Principal	1,238,692				1,238,692					0	1,238,692		0	0	1,238,692
991.020 Loan/Lease - Interest	94,854				94,854					0	94,854		0	0	94,854
<b>Debt Service Subtotal</b>	<b>1,333,546</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,333,546</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,333,546</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,333,546</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,578,056</b>	<b>\$ -</b>	<b>\$ 332,194</b>	<b>\$ (491,630)</b>	<b>\$ 8,418,620</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 8,623,056</b>	<b>\$ -</b>	<b>\$ 332,194</b>	<b>\$ (491,630)</b>	<b>\$ 8,463,620</b>
<b>Net Operating Income</b>	<b>\$ 72,073</b>	<b>\$ -</b>	<b>\$ 33,113</b>	<b>\$ 550,692</b>	<b>\$ 655,878</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 72,073</b>	<b>\$ -</b>	<b>\$ 33,113</b>	<b>\$ 550,692</b>	<b>\$ 655,878</b>

# 10 Year Budget and Fund Balance Forecast

	2022 Actual Year-End	2023 REVISION II Budget	2024	2025	2026	2027	2028	2029	2030 Millage Expires 12/31/30	2031
<b>REVENUES</b>										
Use of Fund Balance	\$2,318,366	\$162,019								
Property Taxes	\$6,138,366	\$6,249,500	\$6,249,500	\$6,249,500	\$6,249,500	\$6,249,500	\$6,249,500	\$6,249,500	\$6,249,500	\$6,249,500
Grants	\$78,235	\$295,307								
Local Community Stabilization Share		\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400
Surcharge Revenue - State	\$548,797	\$484,000	\$484,000	\$484,000	\$484,000	\$484,000	\$484,000	\$484,000	\$484,000	\$484,000
Surcharge Revenue - Local	\$1,151,958	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000
Charges for Services - User Fees	\$0	\$15,960	\$15,960	\$15,960	\$15,960	\$15,960	\$15,960	\$15,960	\$15,960	\$15,960
Interest Earned	\$23,711	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000	\$141,000
Rent/Lease Revenue	\$7,200	\$8,700	\$8,700	\$8,700	\$8,700	\$10,200	\$10,200	\$10,200	\$10,200	\$10,200
Miscellaneous & Other Revenue	\$50	\$1,612	\$1,612	\$1,612	\$1,612	\$1,612	\$1,612	\$1,612	\$1,612	\$1,612
<b>REVENUE TOTALS:</b>	<b>\$10,266,683</b>	<b>\$9,074,498</b>	<b>\$8,615,560</b>	<b>\$8,615,560</b>	<b>\$8,615,560</b>	<b>\$8,617,060</b>	<b>\$8,617,060</b>	<b>\$8,617,060</b>	<b>\$8,617,060</b>	<b>\$8,617,060</b>
<b>EXPENDITURES</b>										
Personnel Services	\$3,138,321	\$3,974,333	\$4,133,307	\$4,257,306	\$4,385,025	\$4,516,576	\$4,652,073	\$4,791,635	\$4,935,385	\$5,083,446
Benefits & Taxes	\$1,008,664	\$1,178,150	\$1,225,276	\$1,262,034	\$1,299,895	\$1,338,892	\$1,379,059	\$1,420,431	\$1,463,044	\$1,506,935
Supplies	\$20,792	\$32,500	\$33,150	\$33,813	\$34,489	\$35,179	\$35,883	\$36,600	\$37,332	\$38,079
Services & Other Charges	\$920,443	\$1,118,833	\$1,141,210	\$1,164,034	\$1,187,315	\$1,211,061	\$1,235,282	\$1,259,988	\$1,285,187	\$1,310,891
Equipment & Capital Outlay	\$2,496,370	\$781,258	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Debt Service	\$1,333,546	\$1,333,546	\$1,333,547	\$1,333,547						
<b>EXPENDITURE TOTALS:</b>	<b>\$8,918,136</b>	<b>\$8,418,620</b>	<b>\$8,366,489</b>	<b>\$8,550,734</b>	<b>\$7,406,724</b>	<b>\$7,601,708</b>	<b>\$7,802,297</b>	<b>\$8,008,654</b>	<b>\$8,220,948</b>	<b>\$8,439,351</b>
Revenue Grand Totals:	10,266,683	9,074,498	8,615,560	8,615,560	8,615,560	8,617,060	8,617,060	8,617,060	8,617,060	8,617,060
Expenditure Grand Totals:	(8,918,136)	(8,418,620)	(8,366,489)	(8,550,734)	(7,406,724)	(7,601,708)	(7,802,297)	(8,008,654)	(8,220,948)	(8,439,351)
<b>NET:</b>	<b>1,348,547</b>	<b>655,878</b>	<b>249,071</b>	<b>64,826</b>	<b>1,208,836</b>	<b>1,015,352</b>	<b>814,763</b>	<b>608,406</b>	<b>396,112</b>	<b>177,709</b>
Construction/Project Fund Balance:	\$162,019	\$0								
General Fund Balance:	\$3,509,980	\$1,665,858	\$1,914,928	\$1,979,754	\$3,188,590	\$4,203,942	\$5,018,705	\$5,627,111	\$6,023,223	\$6,200,932
Capital Fund Balance:	x	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000





# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

### Brief Description:

Attached is the 2024 Budget Proposal for KCCDA's General Fund and Capital Projects Fund. The Executive Director presented the 2024 Budget to the Finance Committee on 10/31/23.

The Finance Committee unanimously approved and recommends the 2024 Budget to the Board of Directors.

### Proposed Motion:

Motion to approve the 2024 Budget consisting of \$8,919,629 in General Fund expenditures and Capital Fund expenditures totaling \$2,290,000. **(ROLL CALL VOTE)**

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



# 2024 Budget Proposal



# Kalamazoo County Consolidated Dispatch Authority



**TO:** Finance Committee Members and Board of Directors

**FROM:** Jeff Troyer, Executive Director

**DATE:** October 19, 2023

**SUBJECT:** Fiscal Year 2024 Budget Proposal

## INTRODUCTION

I hereby present to you for consideration, my recommendation for Kalamazoo County Consolidated Dispatch Authority's (KCCDA) Fiscal Year 2024 Budget. This proposal was prepared in accordance with Generally Accepted Accounting Principles and is compliant with the Uniform Budget and Accounting Act and KCCDA's Fiscal Policies. The following Public Hearing Notice will be posted on KCCDA's website ([www.kccda911.org](http://www.kccda911.org)) and published in the Kalamazoo Gazette (paper and electronic form):



### NOTICE OF PUBLIC HEARING – 2024 BUDGET

The Kalamazoo County Consolidated Dispatch Authority's Board of Directors will hold a public hearing on Thursday, November 9<sup>th</sup> at 3:30 p.m. The purpose of the hearing is to receive public comment on the proposed budget for fiscal year ending December 31st, 2024.

The hearing will be held in the Chief Switalski Meeting Room on the main level at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan. A copy of the proposed budget may be obtained at the KCCDA Administrative Office (same address as above) or on our website at [www.kccda911.org](http://www.kccda911.org).

The proposed budget includes revenues and expenditures for two separate funds: KCCDA's *General Fund* and a *Capital Projects Fund*.

### **GENERAL FUND**

The General Fund is accounted for in TWO (2) separate business units:

- **2911 – General Operations**  
This unit includes all revenues and expenditures related to normative public safety answering point and dispatch service; including management and administration for the organization.
  
- **2913 – Training**  
This unit is used to account for restricted revenues and expenditures related to the Michigan State 9-1-1 Committee Training Funds. In accordance with Public Act 32 of 1986, as amended, training fund activities must be accounted for separately.

This General Fund proposal (pages 4 – 43) contains specific details and projections for the following organizational and operational activities for fiscal year 2024:

- ✓ Revenue Sources
- ✓ Personnel Services and Benefits
  - Positions/Personnel Proposal
  - Salaries and Wages
  - Health, Dental, & Vision Insurance
  - Disability Insurance
  - Life Insurance
  - Retirement Plans
  - Retiree Health Care Savings Plan
- ✓ Contractual and Professional Services
- ✓ 2024 Proposed General Fund Line-Item Budget
- ✓ Ten (10) Year General Fund Budgetary and Fund Balance Forecast

### **CAPITAL PROJECTS FUND**

Fiscal Year 2024 is the first year for the Capital Projects Fund. The fund was created in accordance with Michigan Compiled Laws 141.261 – 141.265 (collectively referred to as Act 177) for the purpose of accounting for earmarked revenue which is authorized by the Board of Directors to be set-aside, accumulate and ultimately be used for acquiring, constructing, extending, altering, repairing or equipping public

improvements or public buildings which the KCCDA is authorized to acquire, construct, extend, alter, enlarge, equip or repair.

This Capital Projects Fund proposal (pages 44 – 49) contains specific details on capital projects for fiscal year 2024:

- ✓ Proposed Capital Projects
- ✓ 2024 Proposed Capital Projects Fund Line-Item Budget



# General Fund

## REVENUE SOURCES

Fiscal year 2024 marks the fourth year of the ten-year 911 millage voters approved in November of 2020. The millage rate, .65 mills, is anticipated to generate \$6,597,500 which is a 5.5% increase from 2023. In addition to the anticipated millage revenues, the County will distribute the Local Community Stabilization Share monies that were applicable to the 911 millage. This amount is estimated to be the same as the previous year – \$596,400.



Local 911 fee revenues are expected to generate \$1,120,000 which is consistent with the two previous years. State 911 fees are anticipated to generate the same amount of revenue as the year before. A portion of the state fees are dedicated training monies which are tracked in a separate business unit (2913) as required by statute.

KCCDA anticipates collecting \$16,340 in user fees during the fiscal year directly attributable to the Consumers Energy License Agreement to utilize the Kalamazoo MPSCS Simulcast Subsystem. Rent/lease revenues from the ATM Lease with Consumers Credit Union will generate \$8,700 and KCCDA can expect \$50 of miscellaneous monies from Freedom of Information Act (FOIA) processing fees.

KCCDA's Michigan CLASS investment account continues to perform well and should generate interest revenues of approximately \$100,000.

The following page itemizes the revenues to individual accounts and corresponding business units. The General Operations (2911) business unit revenue total is \$8,922,990 and Training (2913) funds account for \$45,000. This brings the total anticipated revenue for the year to \$8,967,990.

# REVENUE SOURCES

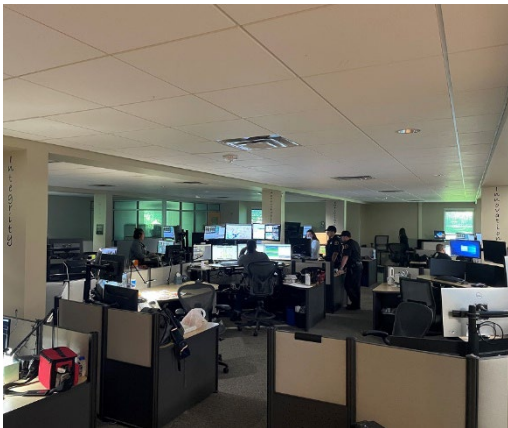
Agency/Entity Received From:	Explanation/Description of Revenue:	Busn. Unit	2022 REV-II Budget	2023 REV-II Budget	<b>2024</b>
<i>400.000 - Use of Fund Balance</i>					
<b>Fund Balance</b>	Use of Fund Balance	<b>2911</b>	\$2,318,366	\$162,019	<b>\$0</b>
<b>Fund Balance</b>	Use of SNC Dedicated Training Fund Balance	<b>2913</b>	\$0	\$0	<b>\$0</b>
<i>402.000 - Property Taxes</i>					
<b>Kalamazoo County</b>	Property Taxes collected as a result of a 911 millage equal to 0.65 mils.	<b>2911</b>	\$6,137,822	\$6,249,500	<b>\$6,597,500</b>
<i>528.000 - Federal Grants - Other</i>					
<b>State of Michigan</b>	Federal Grant Funding	<b>2911</b>	\$374,395	\$295,307	<b>\$0</b>
<i>569.000 - State Grants - Other</i>					
<b>State of Michigan</b>	State Grant Funding	<b>2911</b>	\$0	\$0	<b>\$0</b>
<i>573.000 - Local Community Stabilization Share</i>					
<b>State of Michigan</b>	Local Community Stabilization Share Tax received on the 911 millage.	<b>2911</b>	\$0	\$596,400	<b>\$596,400</b>
<i>615.010 - Surcharge Revenue - State 911</i>					
<b>State of Michigan</b>	Department of Treasury distributes State 911 fees quarterly. These revenues are generated based on a .25 cent post paid State 911 fee and a 5% fee on prepaid devices. 65% of the revenue generated is distributed to counties based on 60% per capita and 40% equally	<b>2911</b>	\$484,000	\$484,000	<b>\$484,000</b>
<b>State of Michigan</b>	State 9-1-1 Committee Training Funds - these funds are generated from the State 911 fee on post-paid and 5% fee on prepaid devices. 5.5% of the revenue generated is distributed to PSAPs that apply for training funds and have spent down all funds from at least two plus years ago	<b>2913</b>	\$44,000	\$45,000	<b>\$45,000</b>
<i>615.020 - Surcharge Revenue - Local 911</i>					
<b>Various Service Suppliers</b>	Local 911 fee (surcharge) of .42 cents	<b>2911</b>	\$1,120,000	\$1,120,000	<b>\$1,120,000</b>
<i>651.000 - Charges for Services - User Fees</i>					
<b>Consumers Energy</b>	License/Use fee for Consumers Energy to utilize the Kalamazoo MPSCS Simulcast Subsystem in accordance with the License Agreement with Consumers Energy	<b>2911</b>	\$0	\$15,960	<b>\$16,340</b>
<i>665.000 - Interest Earned</i>					
<b>Various Financial Institutions</b>	Interest earned from various investments and cash on hand	<b>2911</b>	\$13,000	\$141,000	<b>\$100,000</b>
<i>667.000 - Rent/Lease Revenue</i>					
<b>Consumers Credit Union</b>	Annual ATM Lease	<b>2911</b>	\$7,200	\$8,700	<b>\$8,700</b>
<i>671.000 - Miscellaneous Revenue</i>					
<b>Various</b>	FOIA Fees	<b>2911</b>	\$50	\$50	<b>\$50</b>
<i>676.000 - Other Revenues - Reimbursements</i>					
<b>Various</b>	Insurance Claim Reimbursements	<b>2911</b>	\$0	\$1,562	<b>\$0</b>
<b>TOTAL:</b>			<b>\$10,498,833</b>	<b>\$9,119,498</b>	<b>\$8,967,990</b>



# PERSONNEL SERVICES and BENEFITS

## POSITIONS/PERSONNEL PROPOSAL

KCCDA is currently in its second year of a Contract/Temporary Part-Time Pool (PT Pool) agreement with UAW Local 2290 which allowed for temporary Emergency Communication Officers to be hired outside the collective bargaining agreement. The PT Pool agreement will expire on March 14, 2024. The additional PT Pool employees and the Board of Directors allowing additional PT staff to be hired to fill vacant full-time positions have proven to be a key component in reducing overtime for our full-time staff. Therefore, this personnel proposal contains three additional part-time ECO positions which will total seven. All other position classifications remain the same as 2023. A summary of the organization's personnel proposal is as follows:



- 12 – Emergency Communications Officer I
- 36 – Emergency Communications Officer II
- 7 – PT Emergency Communications Officers
- 6 – Dispatch Supervisors
- 1 – Administrative Assistant
- 1 – Executive Administrative Assistant
- 2 – Systems Support Specialist
- 1 – Network and Systems Administrator
- 1 – Deputy Director
- 1 – Executive Director

The personnel proposal above equates to 61 full-time and 7 part-time positions for a total of 68. It should be noted that this proposal includes flexibility for administration to fill an otherwise vacant full-time emergency communication officer II position(s) with a part-time employee if the opportunity presents itself however, administration shall not exceed the overall total emergency communication officer II positions.

## SALARIES AND WAGES

The following is a list of the current wage and salary scales for each classification:

<b>2023</b>	<b>START</b>	<b>6 Mths</b>	<b>1-YR</b>	<b>2-YR</b>	<b>3-YR</b>	<b>4-YR</b>	<b>5-YR</b>	<b>6-YR</b>
<b>Position/Classification</b>	<b>Step 1A</b>	<b>Step 1B</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>
Emergency Comm. Ofcr. I	\$19.33	\$20.42	\$21.51	\$22.60	\$23.69	X	X	X
Emergency Comm. Ofcr. II	\$21.59		\$23.14	\$24.69	\$26.23	\$27.77	\$29.31	X
Dispatch Supervisor	\$30.09		\$31.19	\$32.28	\$33.38	\$34.47	\$35.57	X
Administrative Assistant	\$16.73		\$17.32	\$17.92	\$18.55	\$19.20	\$19.87	\$20.57
Executive Admin Assistant	\$24.38		\$25.24	\$26.11	\$27.03	\$27.97	\$28.95	\$29.97
Systems Support Specialist	\$61,051		\$63,188	\$65,400	\$67,689	\$70,058	\$72,510	\$75,048
Network & Systems Admin	\$75,958		\$78,616	\$81,368	\$84,216	\$87,163	\$90,214	\$95,627
Deputy Director	\$80,159		\$82,965	\$85,868	\$88,874	\$91,984	\$95,204	\$100,916
Executive Director	No Scale - Employment Agreement: \$128,904							

The 2024 salary and wage scale changes contained in this proposal vary from classification to classification primarily due to agreements with various employee groups where compensation is only one aspect of full economic packages agreed upon. The following are specific changes to wage and salary scales contained in this proposal and if approved, will take effect at the beginning of the first full pay period in 2024:



- Emergency Communication Officer I's – A 4.0% increase to the existing wage scale (existing CBA).
- Emergency Communication Officer II's – A 4.0% increase to the existing wage scale (existing CBA).
- PT Pool Emergency Communication Officers – 4.0% increase to existing wage scale(s).
- Dispatch Supervisors – A 4.0% increase to the existing wage scale (existing terms).
- Administrative Assistant – A 5.0% increase to the existing wage scale.
- Executive Administrative Assistant – A 5.0% increase to the existing wage scale.
- Systems Support Specialist – A 5.0% increase to the existing salary scale.
- Network & Systems Administrator – A 5.0% increase to the existing salary scale.
- Deputy Director – A 5.0% increase to the existing salary scale.

If the above increases are approved, the following will be the new wage and salary scales beginning January 7, 2024:

<b>2024</b>	<b>START</b>	<b>6 Mths</b>	<b>1-YR</b>	<b>2-YR</b>	<b>3-YR</b>	<b>4-YR</b>	<b>5-YR</b>	<b>6-YR</b>
<b>Position/Classification</b>	<b>Step 1A</b>	<b>Step 1B</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>
Emergency Comm. Ofcr. I	\$20.10	\$21.24	\$22.37	\$23.50	\$24.64	X	X	X
Emergency Comm. Ofcr. II	\$22.45		\$24.07	\$25.68	\$27.28	\$28.88	\$30.48	X
Dispatch Supervisor	\$31.30		\$32.44	\$33.58	\$34.71	\$35.85	\$36.99	X
Admin Assistant	\$17.57		\$18.18	\$18.82	\$19.48	\$20.16	\$20.86	\$21.59
Executive Admin Assistant	\$25.60		\$26.50	\$27.42	\$28.38	\$29.37	\$30.40	\$31.47
Systems Support Specialist	\$64,104		\$66,347	\$68,670	\$71,073	\$73,561	\$76,135	\$78,800
Network & Systems Admin	\$79,755		\$82,547	\$85,436	\$88,427	\$91,521	\$94,725	\$100,408
Deputy Director	\$84,167		\$87,113	\$90,161	\$93,317	\$96,583	\$99,964	\$105,962
Executive Director	No Scale - Employment Agreement: \$135,350							

## HEALTH, DENTAL, & VISION INSURANCE

KCCDA currently offers Blue Cross Blue Shield (BCBS) of Michigan health, dental, and vision plans to employees via a third-party administrative relationship with Burnham and Flower Insurance Group. KCCDA, with Burnham and Flower’s assistance, calculates composite rates to offer employees three primary enrollment categories for medical coverage and four categories for dental and vision. The composite illustrative rates are based on the following:

- Current Enrollment - number of employees enrolled in each plan and elective category. This is referenced as “enrollment category”.
- In each enrollment category, the average age is determined by participant category: employee, spouse or partner, and dependents (x2).
- The average age for each participant category is then referenced against the BCBS plan renewal rate sheets to determine the enrollment category composite illustrative rate for each plan.

### *HEALTH INSURANCE*

In 2024, KCCDA will continue to offer two Blue Cross Blue Shield of Michigan medical insurance plans for employees to choose from:

#### ➤ Simply Blue HSA PPO Gold

This is a standard high deductible plan with an associated health savings account (HSA). There is one major change to this plan for 2024 and that is the deductible increases from \$2,000 for single coverage to \$2,500 and for two or more persons, it increases from \$4,000 to \$5,000. In addition, the overall health plan premium rates are increasing 3.42% for next year.

Eighty-three percent (83%) of KCCDA employees who elect medical plan coverage participate in this plan. In the past, KCCDA contributed 70% of the employee’s deductible into the employee’s health savings account (HSA) after the first of the year.

In an attempt to offset the costs related to deductible changes and the plan's 2023 out-of-pocket maximum increases, this proposal includes increasing the employer contribution to the employee's HSA to 85% of the employee's deductible. Comparatively speaking, even with the HSA contribution increase, this plan is still less than the HMO plan(s) enrollment categories by approximately \$20,000.

➤ Blue Care Network HMO Platinum \$500/0%

This is a Health Maintenance Organization (HMO) plan which has a more restrictive provider network which the employee will have to coordinate medical services through a primary care physician. The plan has a \$500 deductible for a single, a \$1,000 deductible for dual or family, and has copays ranging from \$20 for primary care to \$150 for an emergency room visit. The rates for this plan are increasing by 7.32% for 2024 (see page 22).



It is recommended that KCCDA continues to charge full-time employees a ten percent (10%) cost share for health insurance premiums for calendar year 2024. The health insurance cost comparison is detailed on page 14 and provides a side-by-side rate comparison between 2023 and 2024 rates. This also includes a brief benefit summary, annual premiums, and a breakdown of employer and full-time employee costs.

KCCDA will also continue to offer health insurance to eligible participating part-time Emergency Communications Officers (ECOs) and their eligible dependents if the employee worked at least 1040 hours during the twelve (12) calendar month period preceding the open enrollment period. Part-time ECOs are only eligible if they have no Affordable Care Act or other qualified group health care coverage available through programs under which their spouse or dependents are eligible to participate. For eligible part-time ECO's who make such election, KCCDA will pay 50% of the cost of a single coverage plan and the employee is responsible for the remainder of the premium. The part-time employee health insurance cost analysis is provided on page 15.

If a full-time employee opts-out of KCCDA's health plans, the employee may be eligible for a payment in lieu of health insurance equal to \$75 – Single, \$125 – Dual or \$175 – Family; per pay period. Part-time employees are not eligible for payment in lieu.

KCCDA policy dictates the organization must be compliant with Michigan Public Act 152 of 2011 (last amended by Public Act 477 of 2018). This act sets annual cost limitations for public employer contributions to medical benefit plans. Page 16 is the memorandum issued by the State of Michigan Department of Treasury establishing the cost limitations for

calendar year 2024. There is a 4.1% increase to the limitations for next year equating to \$7,702.85 for single-person, \$16,109.06 for individual-plus-1, and \$21,007.83 for family coverage. Page 17 provides a compliance cost analysis with the act. If KCCDA adopts a 10% employee cost share as recommended herein, employer aggregate costs (based on current elections) are 3.96% below the limitations established by the State of Michigan.

#### *DENTAL INSURANCE*

KCCDA will continue to offer full-time employees the opportunity to participate in the Blue Dental PPO Plus 100/80/50 with a \$25/\$75 deductible. Annual composite premiums for 2024 are as follows: Employee - \$328.20, Employee + Child - \$582.30, Employee + Spouse - \$656.41 and Family - \$1,280.93. This equates to an increase of 1.41%. It is recommended that KCCDA implement a 10% cost share for all employees electing this plan. The employer and employee premiums are detailed further on page 18.

#### *VISION INSURANCE*

KCCDA will continue to offer full-time employees the opportunity to participate in Blue Vision VSP Choice Network 12/12/12. This plan is for Adults Only due to the recommended health plans including pediatric vision coverage for ages 0 - 18. Annual composite premiums for 2024 are as follows: Employee - \$75.46, Employee + Child - \$143.78, Employee + Spouse - \$150.92 and Family - \$219.24. This equates to a premium increase of 4.47%. It is recommended that KCCDA implement a 10% cost share for all employees. The employer and employee premiums are detailed further on page 18.

The complete BCBS of Michigan Health, Dental and Vision Insurance Renewal packet and rate tables are included as supporting documentation on pages 19 – 29.

#### DISABILITY INSURANCE

The Authority offers eligible full-time employees' short-term disability (sickness and accident) insurance. Covered employees who become totally disabled and are prevented by such disability from working for remuneration or profit and who are otherwise eligible under the insurer's regulations will be eligible to receive weekly insurance payments consisting of sixty-six-point six seven percent (66.67%) of basic weekly wage up to a maximum of \$600.

KCCDA's short term disability insurance provider is Unum. This cost ranges from \$488 to \$676 per year per employee depending on the employee's wage. Therefore, for the purposes of this proposal, personnel costs are factored using a composite average of \$660 annually per employee.

Disability insurance terms for the Executive Director are outlined in the Employment Agreement and are incorporated into the budget proposal.

## LIFE INSURANCE

KCCDA offers eligible full-time employees term life insurance in an amount equal to one (1) times the employee's annual salary rounded up to the nearest thousand, but in no case more than \$40,000, and a like amount for accidental death and dismemberment. Life insurance benefits do reduce, pursuant to the terms of the Policy, at the age of 65 on a graduated basis.



The cost of this benefit depends on the age of the employee. Therefore, for budgeting purposes, this proposal uses an average cost per employee per year of \$161; or \$13.41 per month.

Life insurance terms for the Executive Director are outlined in the Employment Agreement and are incorporated into the budget proposal.

## RETIREMENT PLANS

All full and part-time employees are required to participate in KCCDA's MERS Defined Contribution Retirement Plan which has a cliff-vesting period of two (2) years. As part of this plan, KCCDA will contribute five percent (5%) of an employee's gross wages and *will match* voluntary employee contributions up to a maximum of an additional three percent (3%). For the purposes of this budget proposal, employer costs are calculated at the maximum possible liability for all employees – eight percent (8%).

Furthermore, the Authority offers full and part-time emergency communications officers, and administrative support staff the opportunity to participate in a MERS Deferred Compensation (457) Plan with no match. The Deputy Director, Network and Systems Administrator and Dispatch Supervisors positions are required to participate in this plan and KCCDA contributes two percent (2%).

The Executive Director's retirement terms are outlined in the existing employment agreement and are incorporated.

## RETIREE HEALTH CARE SAVINGS PLAN

Eligible employees currently may qualify to participate in a MERS Health Care Savings Plan as an innovative way to help employees prepare for retirement healthcare costs. An Eligible full-time employee who enrolls in the plan and who is actively employed and paid a cumulative of at least 2000 hours (regular hours worked, PTO, comp time, and short-term disability) during

their previous year of employment (based on their anniversary date) will qualify for an employer contribution equal to two percent (2%) of the employee’s base salary/wage into their Health Care Savings Plan.



#### DEPENDENT CARE

This budget proposal includes a new line item (724.000) allocation for a dependent care assistance benefit for eligible full-time employees. Administration is evaluating the feasibility of various programs throughout the State including Michigan’s Tri-Share program through the Michigan Women’s Commission. Administration is requesting \$75,000 be allocated for a dependent care assistance program and, at a later date, the program will be presented to the Board.

#### PERSONNEL SERVICES and BENEFITS SUMMARY

All recommendations contained in this section – positions, compensation, benefits, and taxes – are illustrated in the Position Budgeting tables on pages 30 – 32. The table includes a column titled “Empl. ID or Vacant (V)”. If the position is currently filled, an employee ID number is listed in this column. If the position is currently vacant, it is labeled with a “V” followed by the number of months the position is budgeted to be filled during 2024.

# \*\*\*Full-Time Staff Members\*\*\*

## 2023 HEALTH PLAN COST

## 2024 HEALTH PLAN COST

Medical Plan Group	Plan Renewal Composite Total: <b>\$384,562.27</b>				Plan Renewal Composite Total: <b>\$62,552.52</b>				Current Plan Composite Total: <b>\$428,183.16</b>				Current Plan Composite Total: <b>\$67,123.56</b>			
Medical Plan Design	BCBS Simply Blue HSA PPO Gold \$2,000/\$4,000				BCBS Blue Care Network HMO Platinum \$500/0%				BCBS Simply Blue HSA PPO Gold \$2,500/\$5,000				BCBS Blue Care Network HMO Platinum \$500/0%			
	<i>Single</i>		<i>Family</i>		<i>Single</i>		<i>Family</i>		<i>Single</i>		<i>Family</i>		<i>Single</i>		<i>Family</i>	
<b>Deductible</b>	\$2,000		\$4,000		\$500		\$1,000		\$2,500		\$5,000		\$500		\$1,000	
Employee Coinsurance	0%		0%		0%		0%		0%		0%		0%		0%	
Out-of-Pocket Max	\$4,500		\$9,000		\$1,500		\$3,000		\$4,500		\$9,000		\$1,500		\$3,000	
Employer HSA Funding	-\$1,400		-\$2,800		\$0		\$0		-\$2,125		-\$4,250		\$0		\$0	
<b>Net Out-of-Pocket Max</b>	\$3,100		\$6,200		\$1,500		\$3,000		\$2,375		\$4,750		\$1,500		\$3,000	
EE Cost Share Prem	\$582		\$1,668		\$779		\$2,067		\$602		\$1,599		\$836		\$2,218	
<b>EE Maximum Cost</b>	\$3,682		\$7,868		\$2,279		\$5,067		\$2,977		\$6,349		\$2,336		\$5,218	
<b>MEDICAL COPAYS</b>	<b>Copay</b>				<b>Copay</b>				<b>Copay</b>				<b>Copay</b>			
Primary Care	\$0		\$0 after deductible		\$20		\$0 after deductible		\$0		\$0 after deductible		\$20		\$0 after deductible	
Specialty Care	\$0		\$0 after deductible		\$30		\$0 after deductible		\$0		\$0 after deductible		\$30		\$0 after deductible	
Urgent Care	\$0		\$0 after deductible		\$35		\$0 after deductible		\$0		\$0 after deductible		\$35		\$0 after deductible	
Emergency	\$0		\$0 after deductible		\$150		\$0 after deductible		\$0		\$0 after deductible		\$150		\$0 after deductible	
Out-Patient Hospital	\$0		\$0 after deductible		\$0		\$0 after deductible		\$0		\$0 after deductible		\$0		\$0 after deductible	
In-Patient Hospital	\$0		\$0 after deductible		\$0		\$0 after deductible		\$0		\$0 after deductible		\$0		\$0 after deductible	
<b>Rx</b>	Integrated with Medical				Integrated with Medical				Integrated with Medical				Integrated with Medical			
RX Tiers	\$20, \$60, <b>\$150</b> , 20%/\$300, 25%/\$500				\$4, \$15, \$40, \$80, 20% 20%				\$20, \$60, <b>\$150</b> , 20%/\$300, 25%/\$500				\$4, \$15, \$40, \$80, 20% 20%			
<b>CURRENT ENROLLMENT &amp; Illustrated Composite Rates</b>	<b>26</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>	<b>5</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>	<b>26</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>	<b>5</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>
		<b>PREM</b>	<b>ER</b>	<b>EE</b>		<b>PREM</b>	<b>ER</b>	<b>EE</b>		<b>PREM</b>	<b>ER</b>	<b>EE</b>		<b>PREM</b>	<b>ER</b>	<b>EE</b>
Employee Only	7	\$485.20	90%	10%	3	\$648.91	90%	10%	7	\$501.79	90%	10%	3	\$696.41	90%	10%
			\$436.68	\$48.52			\$584.02	\$64.89			\$451.61	\$50.18			\$626.77	\$69.64
<b>Enrollment Rates:</b>	<b>Per Pay Cost:</b>		<b>\$201.54</b>	<b>\$22.39</b>	<b>Per Pay Cost:</b>		<b>\$269.55</b>	<b>\$29.95</b>	<b>Per Pay Cost:</b>		<b>\$208.44</b>	<b>\$23.16</b>	<b>Per Pay Cost:</b>		<b>\$289.28</b>	<b>\$32.14</b>
Dual (Empl. + One)	8	\$1,153.86	90%	10%	1	\$1,543.19	90%	10%	8	\$1,193.32	90%	10%	1	\$1,656.15	90%	10%
			\$1,038.47	\$115.39			\$1,388.87	\$154.32			\$1,073.99	\$119.33			\$1,490.54	\$165.62
<b>Enrollment Rates:</b>	<b>Per Pay Cost:</b>		<b>\$479.30</b>	<b>\$53.26</b>	<b>Per Pay Cost:</b>		<b>\$641.02</b>	<b>\$71.22</b>	<b>Per Pay Cost:</b>		<b>\$495.69</b>	<b>\$55.08</b>	<b>Per Pay Cost:</b>		<b>\$687.94</b>	<b>\$76.44</b>
Family	11	\$1,288.14	90%	10%	1	\$1,722.79	90%	10%	11	\$1,332.19	90%	10%	1	\$1,848.25	90%	10%
			\$1,159.33	\$128.81			\$1,550.51	\$172.28			\$1,198.97	\$133.22			\$1,663.43	\$184.83
<b>Enrollment Rates:</b>	<b>Per Pay Cost:</b>		<b>\$535.07</b>	<b>\$59.45</b>	<b>Per Pay Cost:</b>		<b>\$715.62</b>	<b>\$79.51</b>	<b>Per Pay Cost:</b>		<b>\$553.37</b>	<b>\$61.49</b>	<b>Per Pay Cost:</b>		<b>\$767.73</b>	<b>\$85.30</b>
ER Total Premium Cost			\$289,406.05				\$56,297.27				\$299,302.34				\$60,411.20	
ER HSA Contribution	+		\$63,000.00		+		Not Applicable		+		\$95,625.00		+		Not Applicable	
<b>TOTAL COST - Employer (ER)</b>	<b>ER</b>	<b>\$352,406.05</b>			<b>ER</b>	<b>\$56,297.27</b>			<b>ER</b>	<b>\$394,927.34</b>			<b>ER</b>	<b>\$60,411.20</b>		
<b>TOTAL COST - Employee (EE)</b>	<b>EE</b>	<b>\$32,156.23</b>			<b>EE</b>	<b>\$6,255.25</b>			<b>EE</b>	<b>\$33,255.82</b>			<b>EE</b>	<b>\$6,712.36</b>		
											↑ 3.42%					↑ 7.32%



# \*\*\*Part-Time Staff Members\*\*\*

## 2023 HEALTH PLAN COST

## 2024 HEALTH PLAN COST

Medical Plan Group	Plan Renewal Composite Total:				Plan Renewal Composite Total:				Current Plan Composite Total:				Current Plan Composite Total:			
	\$0.00				\$0.00				\$0.00				\$0.00			
Medical Plan Design	BCBS Simply Blue HSA PPO Gold \$2,000/\$4,000				BCBS Blue Care Network HMO Platinum \$500/0%				BCBS Simply Blue HSA PPO Gold \$2,000/\$4,000				BCBS Blue Care Network HMO Platinum \$500/0%			
	Single		Family		Single		Family		Single		Family		Single		Family	
<b>Deductible</b>	\$2,000		\$4,000		\$500		\$1,000		\$2,500		\$5,000		\$500		\$1,000	
Employee Coinsurance	0%		0%		0%		0%		0%		0%		0%		0%	
Out-of-Pocket Max	\$4,500		\$9,000		\$1,500		\$3,000		\$4,500		\$9,000		\$1,500		\$3,000	
Employer HSA Funding	-\$1,400		-\$2,800		\$0		\$0		-\$2,125		-\$4,250		\$0		\$0	
<b>Net Out-of-Pocket Max</b>	\$3,100		\$6,200		\$1,500		\$3,000		\$2,375		\$4,750		\$1,500		\$3,000	
EE Cost Share Prem	\$2,911		\$12,547		\$3,893		\$16,780		\$3,011		\$12,976		\$4,178		\$18,001	
<b>EE Maximum Cost</b>	\$6,011		\$18,747		\$5,393		\$19,780		\$5,386		\$17,726		\$5,678		\$21,001	
<b>MEDICAL COPAYS</b>	<b>Copay</b>				<b>Copay</b>				<b>Copay</b>				<b>Copay</b>			
Primary Care	\$0		\$0	after deductible	\$20		\$0	after deductible	\$0		\$0	after deductible	\$20		\$0	after deductible
Specialty Care	\$0		\$0	after deductible	\$30		\$0	after deductible	\$0		\$0	after deductible	\$30		\$0	after deductible
Urgent Care	\$0		\$0	after deductible	\$35		\$0	after deductible	\$0		\$0	after deductible	\$35		\$0	after deductible
Emergency	\$0		\$0	after deductible	\$150		\$0	after deductible	\$0		\$0	after deductible	\$150		\$0	after deductible
Out-Patient Hospital	\$0		\$0	after deductible	\$0		\$0	after deductible	\$0		\$0	after deductible	\$0		\$0	after deductible
In-Patient Hospital	\$0		\$0	after deductible	\$0		\$0	after deductible	\$0		\$0	after deductible	\$0		\$0	after deductible
<b>Rx Tiers</b>	Integrated with Medical \$20, \$60, \$150, 20%/\$300, 25%/\$500				Integrated with Medical \$4, \$15, \$40, \$80, 20% 20%				Integrated with Medical \$20, \$60, \$150, 20%/\$300, 25%/\$500				Integrated with Medical \$4, \$15, \$40, \$80, 20% 20%			
<b>CURRENT ENROLLMENT &amp; Illustrated Composite Rates</b>	<b>0</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>	<b>0</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>	<b>0</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>	<b>0</b>	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>
		<b>PREM</b>	<b>ER</b>	<b>EE</b>		<b>PREM</b>	<b>ER</b>	<b>EE</b>		<b>PREM</b>	<b>ER</b>	<b>EE</b>		<b>PREM</b>	<b>ER</b>	<b>EE</b>
Employee Only	0	\$485.20	50%	50%	0	\$648.91	50%	50%	0	\$501.79	50%	50%	0	\$696.41	50%	50%
			\$242.60	\$242.60			\$324.46	\$324.46			\$250.90	\$250.90			\$348.21	\$348.20
<b>Enrollment Rates:</b>	<b>Per Pay Cost:</b>	<b>\$111.97</b>	<b>\$111.97</b>		<b>Per Pay Cost:</b>	<b>\$149.75</b>	<b>\$149.75</b>		<b>Per Pay Cost:</b>	<b>\$115.80</b>	<b>\$115.80</b>		<b>Per Pay Cost:</b>	<b>\$160.71</b>	<b>\$160.71</b>	
Dual (Empl. + One)	0	\$1,153.86	Max Single	Remainder	0	\$1,543.19	Max Single	Remainder	0	\$1,193.32	Max Single	Remainder	0	\$1,656.15	Max Single	Remainder
			\$242.60	\$911.26			\$324.46	\$1,218.74			\$250.90	\$942.43			\$348.21	\$1,307.95
<b>Enrollment Rates:</b>	<b>Per Pay Cost:</b>	<b>\$111.97</b>	<b>\$420.58</b>		<b>Per Pay Cost:</b>	<b>\$149.75</b>	<b>\$562.49</b>		<b>Per Pay Cost:</b>	<b>\$115.80</b>	<b>\$434.97</b>		<b>Per Pay Cost:</b>	<b>\$160.71</b>	<b>\$603.67</b>	
Family	0	\$1,288.14	Max Single	Remainder	0	\$1,722.79	Max Single	Remainder	0	\$1,332.19	Max Single	Remainder	0	\$1,848.25	Max Single	Remainder
			\$242.60	\$1,045.54			\$324.46	\$1,398.34			\$250.90	\$1,081.29			\$348.21	\$1,500.05
<b>Enrollment Rates:</b>	<b>Per Pay Cost:</b>	<b>\$111.97</b>	<b>\$482.56</b>		<b>Per Pay Cost:</b>	<b>\$149.75</b>	<b>\$645.39</b>		<b>Per Pay Cost:</b>	<b>\$115.80</b>	<b>\$499.06</b>		<b>Per Pay Cost:</b>	<b>\$160.71</b>	<b>\$692.33</b>	
ER Total Premium Cost			\$0.00				\$0.00				\$0.00				\$0.00	
ER HSA Contribution	+		\$0.00		+		Not Applicable		+		\$0.00		+		Not Applicable	
<b>TOTAL COST - Employer (ER)</b>	<b>ER</b>		<b>\$0.00</b>		<b>ER</b>		<b>\$0.00</b>		<b>ER</b>		<b>\$0.00</b>		<b>ER</b>		<b>\$0.00</b>	
<b>TOTAL COST - Employee (EE)</b>	<b>EE</b>		<b>\$0.00</b>		<b>EE</b>		<b>\$0.00</b>		<b>EE</b>		<b>\$0.00</b>		<b>EE</b>		<b>\$0.00</b>	



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

**March 21, 2023**

**PUBLIC EMPLOYER CONTRIBUTIONS TO MEDICAL BENEFIT PLANS  
ANNUAL COST LIMITATIONS – CALENDAR YEAR 2024**

For a medical benefit plan coverage year beginning on or after January 1, 2012, MCL 15.563, as last amended by 2018 Public Act 477, sets a limit on the amount that a public employer may contribute to a medical benefit plan.

For medical benefit plan coverage years beginning on or after January 1, 2013, MCL 15.563 provides that the dollar amounts that are multiplied by the number of employees with each coverage type be adjusted annually. Specifically, the dollar amounts shall be adjusted, by October 1 of each year after 2011 and before 2019, by the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available. By April 1 of each year after 2018, the dollar amounts shall be adjusted by the change in the medical care component of the U.S. consumer price index for the most recent 12-month period for which data are available. For calendar year 2023, the limit on the amount that a public employer may contribute to a medical benefit plan was set to the sum of the following:

- \$7,399.47 times the number of employees and elected public officials with single-person coverage
- \$15,474.60 times the number of employees and elected public officials with individual-and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$20,180.43 times the number of employees and elected public officials with family coverage.

The limits for 2024 equal the 2023 limits increased by **4.1 percent**. The 4.1 percent is the percentage change in the medical care component from the period March 2021-February 2022 to the period March 2022-February 2023.

Thus, for medical benefit plan coverage years beginning on or after January 1, 2024, the limit on the amount that a public employer may contribute to a medical benefit plan equals the sum of the following:

- \$7,702.85 times the number of employees and elected public officials with single-person coverage
- \$16,109.06 times the number of employees and elected public officials with individual -and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$21,007.83 times the number of employees and elected public officials with family coverage.

*Rachael Eubanks*

Rachael Eubanks  
State Treasurer

March 21, 2023

**PA 152 Public Employer Health Insurance Cost Analysis**  
**Public Employer Contributions to Medical Benefit Plans**  
**Annual Cost Limitations**

	BCBS Simply Blue HSA PPO Gold \$2,000/\$4,000			
	ER Monthly Premium	ER Annual Premium	HSA CONTR.	ER Total/Emp.
<b>Employee Only</b>	\$451.61	\$5,419.33	\$2,125.00	\$7,544.33
Enrollment:		<b>7</b>	<b>ER TOTAL:</b>	<b>\$52,810.32</b>
Treasury Allowance Per Election:		\$7,702.85	TOTAL:	\$53,919.95
		ER Total -vs- Treasury Total:		<b>-2.06%</b>
<b>Dual (Empl. + One)</b>	\$1,073.99	\$12,887.86	\$4,250.00	\$17,137.86
Enrollment:		<b>8</b>	<b>ER TOTAL:</b>	<b>\$137,102.85</b>
Treasury Allowance Per Election:		\$16,109.06	TOTAL:	\$128,872.48
		ER Total -vs- Treasury Total:		<b>6.39%</b>
<b>Family</b>	\$1,198.97	\$14,387.65	\$4,250.00	\$18,637.65
Enrollment:		<b>11</b>	<b>ER TOTAL:</b>	<b>\$205,014.17</b>
Treasury Allowance Per Election:		\$21,007.83	TOTAL:	\$231,086.13
		ER Total -vs- Treasury Total:		<b>-11.28%</b>

	BCBS Blue Care Network HMO Platinum \$500/0%			
	ER Monthly Premium	ER Annual Premium	HSA CONTR.	ER Total/Emp.
<b>Employee Only</b>	\$626.77	\$7,521.23	N/A	\$7,521.23
Enrollment:		<b>3</b>	<b>ER TOTAL:</b>	<b>\$22,563.68</b>
Treasury Allowance Per Election:		\$7,702.85	TOTAL:	\$23,108.55
		ER Total -vs- Treasury Total:		<b>-2.36%</b>
<b>Dual (Empl. + One)</b>	\$1,490.54	\$17,886.42	N/A	\$17,886.42
Enrollment:		<b>1</b>	<b>ER TOTAL:</b>	<b>\$17,886.42</b>
Treasury Allowance Per Election:		\$16,109.06	TOTAL:	\$16,109.06
		ER Total -vs- Treasury Total:		<b>11.03%</b>
<b>Family</b>	\$1,663.43	\$19,961.10	N/A	\$19,961.10
Enrollment:		<b>1</b>	<b>ER TOTAL:</b>	<b>\$19,961.10</b>
Treasury Allowance Per Election:		\$21,007.83	TOTAL:	\$21,007.83
		ER Total -vs- Treasury Total:		<b>0.00%</b>

Employer Total Cost for All Employees:	<b>\$455,338.55</b>
Department of Treasury Allowed Total Cost for All Employees:	\$474,104.00
COMPLIANCE:	<b>-3.96%</b> <b>YES</b>

## DENTAL

Blue Dental PPO Plus 100/80/50 SG - Non-voluntary \$25/\$75 deductible

ENROLLMENT	ANNUAL PREMIUMS		% Change	2023 - ER 90% & EE 10%				2024 - ER 90% / EE 10%			
	2023	2024		Mth Prem.	ER Mthly Cost-90%	EE Cost - 10%		Mth Prem.	ER Mthly Cost-90%	EE Cost - 10%	
						Per Mth	Per Pay			Per Mth	Per Pay
Employee	\$323.64	<b>\$328.20</b>	1.41%	\$26.97	\$24.27	\$2.70	<b>\$1.24</b>	\$27.35	\$24.62	\$2.74	<b>\$1.26</b>
Employee + Dependent	\$574.20	<b>\$582.30</b>		\$47.85	\$43.07	\$4.79	<b>\$2.21</b>	\$48.52	\$43.67	\$4.85	<b>\$2.24</b>
Employee + Spouse	\$647.28	<b>\$656.41</b>		\$53.94	\$48.55	\$5.39	<b>\$2.49</b>	\$54.70	\$49.23	\$5.47	<b>\$2.52</b>
Family	\$1,263.12	<b>\$1,280.93</b>		\$105.26	\$94.73	\$10.53	<b>\$4.86</b>	\$106.74	\$96.07	\$10.67	<b>\$4.93</b>

## VISION

Blue Vision VSP Choice Network 12/12/12 (Adults Only - Age 0-18 included in Medical/Health Rates)

	ANNUAL PREMIUMS		% Change	2023 - ER 90% & EE 10%				2024 - ER 90% / EE 10%			
	2023	2024		Mth Prem.	ER Mthly Cost-90%	EE Cost - 10%		Mth Prem.	ER Mthly Cost-90%	EE Cost - 10%	
						Per Mth	Per Pay			Per Mth	Per Pay
Employee	\$72.23	<b>\$75.46</b>	4.47%	\$6.02	\$5.42	\$0.60	<b>\$0.28</b>	\$6.29	\$5.66	\$0.63	<b>\$0.29</b>
Employee + Dependent	\$137.63	<b>\$143.78</b>		\$11.47	\$10.32	\$1.15	<b>\$0.53</b>	\$11.98	\$10.78	\$1.20	<b>\$0.55</b>
Employee + Spouse	\$144.46	<b>\$150.92</b>		\$12.04	\$10.83	\$1.20	<b>\$0.56</b>	\$12.58	\$11.33	\$1.26	<b>\$0.58</b>
Family	\$209.86	<b>\$219.24</b>		\$17.49	\$15.74	\$1.75	<b>\$0.81</b>	\$18.27	\$16.44	\$1.83	<b>\$0.84</b>

NOTE: The Dental and Vision premiums above are composite rates to be applied for all employees. The 2024 rates are based on the 2023 monthly premium and the recommended composite percentage increase provided by KCCDA's third party administrator (derived from the BCBSM renewal documents) was applied to each plan.



BLUE CROSS  
BLUE SHIELD  
OF MICHIGAN



# Small Group Renewal Package

for

## KCCDA-JEFF TROYER

Customer ID: 283894

For Renewal Period Beginning: January, 2024

Publication Date: 09/13/2023

## Rate Renewal Change

### KCCDA-JEFF TROYER

CID:	283894	Rate Effective:	1/1/2024
General Agency:	TGG Solutions		
Agent:	JOHN P SCHMITZ	Agency:	BURNHAM & FLOWER AGENCY

Total Rate Renewal Change	Current Premium <sup>1</sup>	Renewal Premium <sup>1</sup>
---------------------------	------------------------------	------------------------------

Total Billable Members <sup>2</sup>	101	101
Total Medical & Pharmacy Premium <sup>3</sup>	\$32,806.76	\$34,072.02
Total Dental Premium	\$2,823.73	\$2,863.51
Total Vision Premium	\$414.69	\$433.23
Total Monthly Premium	\$36,045.18	\$37,368.76
Total Annual Premium	\$432,542.16	\$448,425.12

<b>Projected Change in Monthly Premium</b>	<b>3.67%</b>
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1. Premiums are based on enrollment at the time of renewal development.

2. Count based on snapshot as of 9/11/2023.

3. Medical includes Pediatric Vision.

Blue Cross Blue Shield of Michigan and Blue Care Network reserve the right to adjust rates if any of the assumptions or calculations used to develop the rates are incorrect.

## Rate Renewal Change

### KCCDA-JEFF TROYER

CID:	283894	Rate Effective:	1/1/2024
General Agency:	TGG Solutions		
Agent:	JOHN P SCHMITZ	Agency:	BURNHAM & FLOWER AGENCY

## BCBSM Rate Renewal Change

### Current Premium<sup>1</sup>

### Renewal Premium<sup>1</sup>

Total Billable Members <sup>2</sup>	93	93
Total Medical & Pharmacy Premium <sup>3</sup>	\$29,162.11	\$30,160.67
Total Dental Premium	\$2634.24	\$2668.73
Total Vision Premium	\$378.01	\$396.50
Total Monthly Premium	\$32,174.36	\$33,225.90
Total Annual Premium	\$386,092.32	\$398,710.80

**Projected Change in Monthly Premium** **3.27%**

## BCBSM Components of Rate Change

Components	Medical <sup>3</sup> & Pharmacy	Dental	Vision
Index to Current rate	4.21%	0.80%	-2.41%
Aggregate Product Differences	-2.39%	-0.68%	5.22%
Area	-0.99%	0.00%	0.00%
Age	2.66%	1.17%	2.12%
Age Factor Change	0.00%	0.00%	0.00%
Dependent Cap	0.03%	0.02%	0.02%
<b>Total Rate Change</b>	<b>3.42%</b>	<b>1.31%</b>	<b>4.89%</b>

1. Premiums are based on enrollment at the time of renewal development.

2. Count based on snapshot as of 9/11/2023.

3. Medical includes Pediatric Vision.

4. The figures reflect commercial plans only.

5. Percent changes due to members aging out of pediatric dental, members aging into adult vision plans, and/or changes in Taxes & Fees are accounted for in the Aggregate Product Differences

Blue Cross Blue Shield of Michigan and Blue Care Network reserve the right to adjust rates if any of the assumptions or calculations used to develop the rates are incorrect.

## Rate Renewal Change

### KCCDA-JEFF TROYER

CID:	283894	Rate Effective:	1/1/2024
General Agency:	TGG Solutions		
Agent:	JOHN P SCHMITZ	Agency:	BURNHAM & FLOWER AGENCY

## BCN Rate Renewal Change

### Current Premium<sup>1</sup>

### Renewal Premium<sup>1</sup>

Total Billable Members <sup>2</sup>	8	8
Total Medical & Pharmacy Premium <sup>3</sup>	\$3,644.65	\$3,911.35
Total Dental Premium	\$189.49	\$194.78
Total Vision Premium	\$36.68	\$36.73
Total Monthly Premium	\$3,870.82	\$4,142.86
Total Annual Premium	\$46,449.84	\$49,714.32

## Projected Change in Monthly Premium

**7.03%**

## BCN Components of Rate Change

Components	Medical <sup>3</sup> & Pharmacy	Dental	Vision
Index to Current rate	4.63%	0.80%	-2.41%
Aggregate Product Differences	1.24%	0.82%	2.49%
Area	-0.02%	0.00%	0.00%
Age	1.34%	1.15%	0.12%
Age Factor Change	0.00%	0.00%	0.00%
Dependent Cap	0.00%	0.00%	0.00%
<b>Total Rate Change</b>	<b>7.32%</b>	<b>2.79%</b>	<b>0.14%</b>

1. Premiums are based on enrollment at the time of renewal development.

2. Count based on snapshot as of 9/11/2023.

3. Medical includes Pediatric Vision.

4. The figures reflect commercial plans only.

5. Percent changes due to members aging out of pediatric dental, members aging into adult vision plans, and/or changes in Taxes & Fees are accounted for in the Aggregate Product Differences

Blue Cross Blue Shield of Michigan and Blue Care Network reserve the right to adjust rates if any of the assumptions or calculations used to develop the rates are incorrect.



# Benefit Summary Description

## KCCDA-JEFF TROYER

DIV: 00283894\_0001\_0001

	Current Benefits	Renewal Compliant Benefit Conversion
<b>Medical</b>	<b>BCN HMO Platinum \$500/0%</b>	<b>2024 BCN Platinum</b>
Deductible (individual) <sup>1</sup>	\$500	\$500
Coinsurance <sup>1</sup>	0%	0%
Office Visit Copay <sup>1</sup>	20 Copay	20 Copay
Emergency Room Copay <sup>1</sup>	150 Copay	150 Copay
<b>Drug</b>	<b>\$4/\$15/\$40/\$80/20%/20%</b>	<b>\$4/\$15/\$40/\$80/20%/20%</b>
Metal Level <sup>1</sup>	Platinum	Platinum
<b>Dental</b>	<b>Blue Dental PPO Plus 100/80/50 SG \$1000</b>	<b>Blue Dental PPO Plus 100/80/50 1000 SG</b>
Annual Max <sup>1</sup>	\$1000	\$1000
Contribution Type	Non-Voluntary	Non-Voluntary
<b>Vision</b>	<b>Blue Vision 12/12/12 \$5/\$10</b>	<b>Blue Vision 12/12/12 \$5/\$10</b>
Contribution Type	Non-Voluntary	Non-Voluntary
<b>Total Monthly Premium</b>	<b>\$3,870.82</b>	<b>\$4,142.86</b>

For a more detailed description of benefits, please refer to the Agent Portal or contact your General Agency.<sup>2</sup>

1. BCBSM plans will display values to represent "in-Network"

2. BAAGs and SBCs can be found on the Agent Portal or by contacting your General Agency.

Reference Number: 185

Blue Cross Blue Shield of Michigan and Blue Care Network reserve the right to adjust rates if any of the assumptions or calculations used to develop the rates are incorrect.

# Benefit Summary Description

## KCCDA-JEFF TROYER

DIV: 007042855\_0000

	Current Benefits	Renewal Compliant Benefit Conversion
<b>Medical</b>	<b>Simply Blue HSA PPO Gold \$2000 (\$0)</b>	<b>2024 Simply Blue HSA PPO Gold Option 2</b>
Deductible (individual) <sup>1</sup>	\$2000	\$2500
Coinsurance <sup>1</sup>	0%	0%
Office Visit Copay <sup>1</sup>	100% after in-network deductible Copay	Deductible Copay
Emergency Room Copay <sup>1</sup>	100% after in-network deductible Copay	Deductible Copay
<b>Drug</b>	<b>Ded &amp; \$20/\$60/\$150/20%/25%</b>	<b>Ded &amp; \$20/\$60/\$150/20%/25%</b>
Metal Level <sup>1</sup>	Gold	Gold
<b>Dental</b>	<b>Blue Dental PPO Plus 100/80/50 SG \$1000</b>	<b>Blue Dental PPO Plus 100/80/50 1000 SG</b>
Annual Max <sup>1</sup>	\$1000	\$1000
Contribution Type	Non-Voluntary	Non-Voluntary
<b>Vision</b>	<b>Blue Vision 12/12/12 \$5/\$10</b>	<b>Blue Vision 12/12/12 \$5/\$10</b>
Contribution Type	Non-Voluntary	Non-Voluntary
<b>Total Monthly Premium</b>	<b>\$32,174.36</b>	<b>\$33,225.90</b>

For a more detailed description of benefits, please refer to the Agent Portal or contact your General Agency.<sup>2</sup>

1. BCBSM plans will display values to represent "in-Network"

2. BAAGs and SBCs can be found on the Agent Portal or by contacting your General Agency.

Reference Number: 160

Blue Cross Blue Shield of Michigan and Blue Care Network reserve the right to adjust rates if any of the assumptions or calculations used to develop the rates are incorrect.



BLUE CROSS  
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OF MICHIGAN  
AND  
BLUE CARE  
NETWORK  
OF MICHIGAN

# APPENDIX A

## Benefit & Rate Schedules



KCCDA-JEFF TROYER

CID: 283894 GROUP/DIVISION:007042855\_0000

Funding Type: Small Group Rated

Rating Area: J

Your benefit package has been renewed at the following rates and is effective from 01/01/2024 through 12/31/2024.

**Medical: 2024 Simply Blue HSA PPO Gold Option 2      Complementary Medical: BS 65 OPTION 1**

<b>DP-SOG-SG</b>	RIDER DP-SOG-SG - DOMESTIC PARTNERS SAME AND OPPOSITE GENDER	<b>BC-COMP</b>	GROUP MEDICARE PART A COMPLEMENTARY BENEFIT CERTIFICATE [N]
<b>SBD HSA SG</b>	SIMPLY BLUE HEALTH SAVINGS ACCOUNT GROUP BENEFITS CERTIFICATE WITH PRESCRIPTION DRUGS SG [N]	<b>BS 65 OPTION 1</b>	BLUE SHIELD 65, G-I BENEFIT CERTIFICATE (OPTION 1) [N]
<b>SBPPO HSA GOLD2</b>	RIDER SIMPLY BLUE HSA PPO GOLD Option 2 - 2024 SG [N]	<b>CMS SG</b>	ADMINISTRATIVE FORM SG - COMP MEDICAL SERVICES (placeholder) [Y]
		<b>GCP-D</b>	RIDER GCP-D [N]
		<b>GCP-SAT 2</b>	RIDER GPC- SAT-2 - SUBSTANCE ABUSE TREATMENT PROGRAM BENEFITS [N]
		<b>GPC-SAT-MHP-2</b>	RIDER GPC-SAT-MHP-2 - GROUP COMPLEMENTARY SUBSTANCE ABUSE TREATMENT MENTAL HEALTH PARITY [N]
		<b>HCR MS PCB</b>	RIDER HCR-MS-PCB - HEALTH CARE REFORM MEDICARE SUPPLEMENTAL PREVENTIVE CARE BENEFITS [N]
		<b>HCR-MS-WCB-ECS</b>	RIDER HCR-MS-WCB - HEALTH CARE REFORM MEDICARE SUPPLEMENTAL WOMENS CONTRACEPTIVE BENEFITS [N]

**Pharmacy:      Complementary Pharmacy: PDRX SG**

		<b>104080RX90MO3XS</b>	RIDER PD-TTC \$10/\$40/\$80 RX90MO3x-\$10 RXCM SG PRESCRIPTION DRUG TRIPLE TIER COPAYMENT WITH A COST MANAGEMENT PROGRAM[N]
		<b>ADM MOS816 RX</b>	ADMINISTRATIVE RIDER COMP BENEFITS - DRUG [Y]
		<b>PDRX SG</b>	PREFERRED RX PROGRAM CERTIFICATE SG [N]
		<b>RX-MC-ESN SG</b>	RIDER RX-MC-ESN SG - PRESCRIPTION DRUG MEDICARE COMPLIMENTARY EXCLUSIVE SPECIALTY NETWORK [N]
		<b>RX-MC-VCP SG</b>	RIDER RX-MC-VCP SG - PRESCRIPTION DRUG MEDICARE COMPLIMENTARY VARIABLE COST-SHARING PROGRAM [N]

**Dental: Blue Dental PPO Plus 100/80/50 1000 SG      Complementary Dental: BD-SG**

<b>100/80/50-1000</b>	RIDER BD PPO PLUS 100/80/50-1000-2022 SG BLUE DENTAL [N]	<b>100/80/50-1000</b>	RIDER BD PPO PLUS 100/80/50-1000-2022 SG BLUE DENTAL [N]
<b>BD-SG</b>	BLUE DENTAL GROUP BENEFITS CERTIFICATE SG [N]	<b>ADM MOS816 DNTL</b>	ADMINISTRATIVE RIDER COMP BENEFITS - DENTAL [Y]
		<b>BD-SG</b>	BLUE DENTAL GROUP BENEFITS CERTIFICATE SG [N]

**Vision: Blue Vision 12/12/12 \$5/\$10      Complementary Vision: BV-ADULT**

<b>BV-ADULT</b>	BLUE VISION ADULT-ONLY GROUP BENEFITS CERTIFICATE SG [N]	<b>ADM MOS816 VIS</b>	ADMINISTRATIVE RIDER COMP BENEFITS - VISION [Y]
<b>BV-PEDS</b>	BLUE VISION PEDIATRIC GROUP BENEFITS CERTIFICATE SG [N]	<b>BV-ADULT</b>	BLUE VISION ADULT-ONLY GROUP BENEFITS CERTIFICATE SG [N]
<b>BVFL SG</b>	RIDER BVFL-SG - BLUE VISION FREQUENCY LIMITS (12-12-12) [N]	<b>BVFL SG</b>	RIDER BVFL-SG - BLUE VISION FREQUENCY LIMITS (12-12-12) [N]

\*\*\*\*RATES ARE SUBJECT TO CHANGE BASED ON DEPT. OF INSURANCE & FINANCIAL SERVICES APPROVAL\*\*\*\*

To comply with new requirements in the Patient Protection and Affordable Care Act (PPACA) also referred to as health care reform groups may be required to make changes to their health insurance coverage. If necessary, this may result in an adjustment to the rates. To learn more about the PPACA, please visit our website: www.aetna.com/healthcarereform. You should also consult with your legal counsel. For any legal advice on how you may comply with the law and regulations and the applicability to your plan. BCBS of Michigan rates are guaranteed for the period stated above. However, BCBS reserves the right to adjust rates if any of the assumptions or calculations used to calculate the rates are incorrect. Please remember that BCBS is a licensed health plan and may be able to adjust rates before the date stated on your billing statement. If you have questions or wish to discuss other BCBS benefit plans, please contact your BCBS Regional Sales Office or Agent. We at BCBS appreciate your business and look forward to providing your continuing health benefit needs.



KCCDA-JEFF TROYER

CID: 283894 GROUP/DIVISION:007042855\_0000

Funding Type: Small Group Rated

Rating Area: J

Your benefit package has been renewed at the following rates and is effective from 01/01/2024 through 12/31/2024.

Age	Total	Medical + Pharmacy	Dental	Vision
0	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
1	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
2	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
3	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
4	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
5	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
6	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
7	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
8	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
9	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
10	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
11	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
12	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
13	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
14	\$ 302.53	\$ 272.28	\$ 30.25	\$ 0.00
15	\$ 326.73	\$ 296.48	\$ 30.25	\$ 0.00
16	\$ 335.99	\$ 305.74	\$ 30.25	\$ 0.00
17	\$ 345.24	\$ 314.99	\$ 30.25	\$ 0.00
18	\$ 355.20	\$ 324.95	\$ 30.25	\$ 0.00
19	\$ 361.69	\$ 334.92	\$ 21.32	\$ 5.45
20	\$ 372.01	\$ 345.24	\$ 21.32	\$ 5.45
21	\$ 382.61	\$ 355.92	\$ 21.32	\$ 5.37
22	\$ 382.73	\$ 355.92	\$ 21.51	\$ 5.30
23	\$ 382.88	\$ 355.92	\$ 21.72	\$ 5.24
24	\$ 383.08	\$ 355.92	\$ 21.96	\$ 5.20
25	\$ 384.72	\$ 357.34	\$ 22.21	\$ 5.17
26	\$ 392.08	\$ 364.46	\$ 22.47	\$ 5.15
27	\$ 400.88	\$ 373.00	\$ 22.73	\$ 5.15
28	\$ 415.06	\$ 386.89	\$ 23.02	\$ 5.15
29	\$ 426.75	\$ 398.27	\$ 23.32	\$ 5.16
30	\$ 432.80	\$ 403.97	\$ 23.64	\$ 5.19
31	\$ 441.69	\$ 412.51	\$ 23.96	\$ 5.22
32	\$ 450.61	\$ 421.05	\$ 24.30	\$ 5.26
33	\$ 456.36	\$ 426.39	\$ 24.67	\$ 5.30
34	\$ 462.47	\$ 432.09	\$ 25.03	\$ 5.35

Age	Total	Medical + Pharmacy	Dental	Vision
35	\$ 465.75	\$ 434.93	\$ 25.41	\$ 5.41
36	\$ 469.07	\$ 437.78	\$ 25.82	\$ 5.47
37	\$ 472.39	\$ 440.63	\$ 26.22	\$ 5.54
38	\$ 475.74	\$ 443.48	\$ 26.65	\$ 5.61
39	\$ 481.95	\$ 449.17	\$ 27.10	\$ 5.68
40	\$ 488.17	\$ 454.87	\$ 27.54	\$ 5.76
41	\$ 497.25	\$ 463.41	\$ 28.01	\$ 5.83
42	\$ 506.00	\$ 471.59	\$ 28.50	\$ 5.91
43	\$ 517.96	\$ 482.98	\$ 28.99	\$ 5.99
44	\$ 532.80	\$ 497.22	\$ 29.51	\$ 6.07
45	\$ 550.13	\$ 513.95	\$ 30.04	\$ 6.14
46	\$ 570.67	\$ 533.88	\$ 30.57	\$ 6.22
47	\$ 593.72	\$ 556.30	\$ 31.13	\$ 6.29
48	\$ 619.99	\$ 581.93	\$ 31.70	\$ 6.36
49	\$ 645.90	\$ 607.20	\$ 32.28	\$ 6.42
50	\$ 675.02	\$ 635.67	\$ 32.87	\$ 6.48
51	\$ 703.81	\$ 663.79	\$ 33.49	\$ 6.53
52	\$ 735.45	\$ 694.76	\$ 34.11	\$ 6.58
53	\$ 767.45	\$ 726.08	\$ 34.75	\$ 6.62
54	\$ 801.95	\$ 759.89	\$ 35.41	\$ 6.65
55	\$ 836.45	\$ 793.70	\$ 36.07	\$ 6.68
56	\$ 873.81	\$ 830.36	\$ 36.75	\$ 6.70
57	\$ 911.54	\$ 867.38	\$ 37.46	\$ 6.70
58	\$ 951.74	\$ 906.88	\$ 38.16	\$ 6.70
59	\$ 972.03	\$ 926.46	\$ 38.89	\$ 6.68
60	\$ 1012.26	\$ 965.97	\$ 39.63	\$ 6.66
61	\$ 1047.14	\$ 1000.14	\$ 40.38	\$ 6.62
62	\$ 1070.28	\$ 1022.56	\$ 41.15	\$ 6.57
63	\$ 1099.13	\$ 1050.68	\$ 41.94	\$ 6.51
64	\$ 1116.91	\$ 1067.76	\$ 42.72	\$ 6.43
65+	\$ 1116.81	\$ 1067.76	\$ 42.72	\$ 6.33

Medicare Supplemental Benefit Rates				
Age	Total	Medical + Pharmacy	Dental	Vision
All	\$ 1288.34	\$ 1239.29	\$ 42.72	\$ 6.33

\*\*\*RATES ARE SUBJECT TO CHANGE BASED ON DEPT. OF INSURANCE & FINANCIAL SERVICES APPROVAL\*\*\*

To comply with new requirements in the Patient Protection and Affordable Care Act (ACA) (also referred to as health care reform) groups may be required to make changes to their health insurance coverage. If necessary, this may result in an adjustment to the rates. To learn more about the ACA, please visit [www.actiononhealthcare.com](http://www.actiononhealthcare.com). You should also consult with your legal counsel. For any legal advice on how you may comply with the law, regulations and the applicability to your plan, BCBS of Michigan rates are presented for your information only. BCBS reserves the right to adjust rates if any of the assumptions or calculations used to calculate the rates are incorrect. Please remember that BCBS is a licensed health plan and may be required to file an act before the date stated on your billing statement. If you have questions or wish to discuss other BCBS benefit plans, please contact your BCBS Regional Sales Office or Agent. We at BCBS appreciate your business and look forward to providing your continuing health benefit needs.



**KCCDA-JEFF TROYER**

Group ID:00283894 Subgroup:0001 Class:0001

Subgroup Name:KCCDA Class Name:ACTIVE

Rating Area: J

Your benefit package has been renewed at the following rates and is effective from **01/01/2024** through **12/31/2024**.

**Medical: 2024 BCN Platinum Complementary Medical: BCN65**

<b>1500PM</b>	\$1,500/\$3,000 Out of Pocket Maximum Rider	<b>65E250</b>	\$250 Emergency Room Copay
<b>30RP</b>	\$30 Referral Physician Office Visit Copayment Rider	<b>65OV25</b>	\$25 Office Visit Copay
<b>AMB25</b>	\$25 ambulance copay	<b>65UR50</b>	\$50 Urgent Care Copay
<b>CLSSSM</b>	BCN Classic Certificate of Coverage for Small Groups	<b>BCN65</b>	Certificate of Coverage BCN65
<b>CO20</b>	\$20 Office Visit Copay	<b>MMHSAP</b>	Mental Health Parity Rider
<b>D500</b>	\$500 Individual \$1000 Family Deductible Rider	<b>ONVCW</b>	Online Office Visit Copayment Waiver Rider
<b>DSRCW</b>	Diabetic Supply Cost Sharing Waiver Rider		
<b>ER150</b>	\$150 Emergency Room Copay		
<b>IMG150</b>	Applies a \$150 copay or 50% of the approved amount to MRI, MRA, CAT and PET scans		
<b>ONVCW</b>	Online Office Visit Copayment Waiver Rider		
<b>PVSN</b>	Pediatric Vision - Small Groups		
<b>UR35</b>	Urgent Care \$35 Copay Rider		
<b>WDRPOV</b>	Deductible Waiver for Referral Physician Office Visit		

**Pharmacy: P415CS, 90D3X, RXVAR, 1500PM Complementary Pharmacy: 1040CS 65RXPM M2X\_65, RXVAR**

<b>P415CS, 90D3X, RXVAR, 1500PM</b>	\$4/\$15/\$40/\$80/20%/20% Prescription Drug Rider	<b>1040CS 65RXPM M2X_65, RXVAR</b>	\$10/\$40/\$80 Prescription Drug Rider, MOPD2X
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**Dental: Blue Dental PPO Plus 100/80/50 1000 SG Complementary Dental: BD-SG**

<b>100/80/50-1000</b>	RIDER BD PPO PLUS 100/80/50-1000-2022 SG BLUE DENTAL [N]	<b>100/80/50-1000</b>	RIDER BD PPO PLUS 100/80/50-1000-2022 SG BLUE DENTAL [N]
<b>BD-SG</b>	BLUE DENTAL GROUP BENEFITS CERTIFICATE SG [N]	<b>ADM MOS816 DNTL</b>	ADMINISTRATIVE RIDER COMP BENEFITS - DENTAL [Y]
		<b>BD-SG</b>	BLUE DENTAL GROUP BENEFITS CERTIFICATE SG [N]

**Vision: Blue Vision 12/12/12 S5/\$10 Complementary Vision: BV-ADULT**

<b>BV-ADULT</b>	BLUE VISION ADULT-ONLY GROUP BENEFITS CERTIFICATE SG [N]	<b>ADM MOS816 VIS</b>	ADMINISTRATIVE RIDER COMP BENEFITS - VISION [Y]
<b>BVFL SG</b>	RIDER BVFL-SG - BLUE VISION FREQUENCY LIMITS (12-12-12) [N]	<b>BV-ADULT</b>	BLUE VISION ADULT-ONLY GROUP BENEFITS CERTIFICATE SG [N]
		<b>BVFL SG</b>	RIDER BVFL-SG - BLUE VISION FREQUENCY LIMITS (12-12-12) [N]

\*\*\*\*RATES ARE SUBJECT TO CHANGE BASED ON DEPT. OF INSURANCE & FINANCIAL SERVICES APPROVAL\*\*\*\*

To comply with new requirements in the Patient Protection and Affordable Care Act (PPACA) also referred to as health care reform groups may be required to make changes to their health insurance coverage. If necessary, this may result in an adjustment to the rates. To learn more about the PPACA, please visit our website, www.bcnm.com/benefitsandcosts. You should also consult with your legal counsel for any legal advice on how you may comply with the law and regulations and the applicability to your plan. BCN's Michigan rates are guaranteed for the period stated above, however, BCN reserves the right to adjust rates if any of the assumptions or calculations used to calculate the rates are incorrect. Please remember that BCN is a group health plan and payment is due on or before the date noted on your billing statement. If you have questions or wish to discuss other BCN health plans, please contact your BCN Regional Sales Office or Agent. We at BCN appreciate your business and look forward to providing your continuing health benefit needs.



KCCDA-JEFF TROYER

Group ID:00283894 Subgroup:0001 Class:0001

Subgroup Name:KCCDA Class Name:ACTIVE

Rating Area: J

Your benefit package has been renewed at the following rates and is effective from 01/01/2024 through 12/31/2024.

Age	Total	Medical + Pharmacy	Dental	Vision
0	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
1	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
2	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
3	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
4	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
5	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
6	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
7	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
8	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
9	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
10	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
11	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
12	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
13	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
14	\$ 382.98	\$ 352.73	\$ 30.25	\$ 0.00
15	\$ 414.33	\$ 384.08	\$ 30.25	\$ 0.00
16	\$ 426.32	\$ 396.07	\$ 30.25	\$ 0.00
17	\$ 438.31	\$ 408.06	\$ 30.25	\$ 0.00
18	\$ 451.22	\$ 420.97	\$ 30.25	\$ 0.00
19	\$ 460.65	\$ 433.88	\$ 21.32	\$ 5.45
20	\$ 474.02	\$ 447.25	\$ 21.32	\$ 5.45
21	\$ 487.77	\$ 461.08	\$ 21.32	\$ 5.37
22	\$ 487.89	\$ 461.08	\$ 21.51	\$ 5.30
23	\$ 488.04	\$ 461.08	\$ 21.72	\$ 5.24
24	\$ 488.24	\$ 461.08	\$ 21.96	\$ 5.20
25	\$ 490.30	\$ 462.92	\$ 22.21	\$ 5.17
26	\$ 499.77	\$ 472.15	\$ 22.47	\$ 5.15
27	\$ 511.09	\$ 483.21	\$ 22.73	\$ 5.15
28	\$ 529.36	\$ 501.19	\$ 23.02	\$ 5.15
29	\$ 544.43	\$ 515.95	\$ 23.32	\$ 5.16
30	\$ 552.16	\$ 523.33	\$ 23.64	\$ 5.19
31	\$ 563.57	\$ 534.39	\$ 23.96	\$ 5.22
32	\$ 575.02	\$ 545.46	\$ 24.30	\$ 5.26
33	\$ 582.34	\$ 552.37	\$ 24.67	\$ 5.30
34	\$ 590.13	\$ 559.75	\$ 25.03	\$ 5.35

Age	Total	Medical + Pharmacy	Dental	Vision
35	\$ 594.26	\$ 563.44	\$ 25.41	\$ 5.41
36	\$ 598.42	\$ 567.13	\$ 25.82	\$ 5.47
37	\$ 602.58	\$ 570.82	\$ 26.22	\$ 5.54
38	\$ 606.77	\$ 574.51	\$ 26.65	\$ 5.61
39	\$ 614.66	\$ 581.88	\$ 27.10	\$ 5.68
40	\$ 622.56	\$ 589.26	\$ 27.54	\$ 5.76
41	\$ 634.17	\$ 600.33	\$ 28.01	\$ 5.83
42	\$ 645.34	\$ 610.93	\$ 28.50	\$ 5.91
43	\$ 660.67	\$ 625.69	\$ 28.99	\$ 5.99
44	\$ 679.71	\$ 644.13	\$ 29.51	\$ 6.07
45	\$ 701.98	\$ 665.80	\$ 30.04	\$ 6.14
46	\$ 728.41	\$ 691.62	\$ 30.57	\$ 6.22
47	\$ 758.09	\$ 720.67	\$ 31.13	\$ 6.29
48	\$ 791.93	\$ 753.87	\$ 31.70	\$ 6.36
49	\$ 825.30	\$ 786.60	\$ 32.28	\$ 6.42
50	\$ 862.84	\$ 823.49	\$ 32.87	\$ 6.48
51	\$ 899.93	\$ 859.91	\$ 33.49	\$ 6.53
52	\$ 940.72	\$ 900.03	\$ 34.11	\$ 6.58
53	\$ 981.97	\$ 940.60	\$ 34.75	\$ 6.62
54	\$ 1026.47	\$ 984.41	\$ 35.41	\$ 6.65
55	\$ 1070.96	\$ 1028.21	\$ 36.07	\$ 6.68
56	\$ 1119.15	\$ 1075.70	\$ 36.75	\$ 6.70
57	\$ 1167.81	\$ 1123.65	\$ 37.46	\$ 6.70
58	\$ 1219.69	\$ 1174.83	\$ 38.16	\$ 6.70
59	\$ 1245.76	\$ 1200.19	\$ 38.89	\$ 6.68
60	\$ 1297.66	\$ 1251.37	\$ 39.63	\$ 6.66
61	\$ 1342.63	\$ 1295.63	\$ 40.38	\$ 6.62
62	\$ 1372.40	\$ 1324.68	\$ 41.15	\$ 6.57
63	\$ 1409.56	\$ 1361.11	\$ 41.94	\$ 6.51
64	\$ 1432.39	\$ 1383.24	\$ 42.72	\$ 6.43
65+	\$ 1432.29	\$ 1383.24	\$ 42.72	\$ 6.33

Medicare Supplemental Benefit Rates				
Age	Total	Medical + Pharmacy	Dental	Vision
All	\$ 568.87	\$ 519.82	\$ 42.72	\$ 6.33

\*\*\*\*RATES ARE SUBJECT TO CHANGE BASED ON DEPT. OF INSURANCE & FINANCIAL SERVICES APPROVAL\*\*\*\*

To comply with new requirements in the Patient Protection and Affordable Care Act (PPACA) also referred to as health care reform groups may be required to make changes to their health insurance coverage. If necessary, this may result in an adjustment to the rates. To learn more about the PPACA, please visit our website: www.bcnm.com/bcnbenefits. You should also consult with your legal counsel for any legal advice on how you may comply with the law and regulations and its applicability to your plan. BCN's Medicare rates are guaranteed for the period stated above, however, BCN reserves the right to adjust rates if any of the assumptions or calculations used to calculate the rates are incorrect. Please remember that BCN is a prepaid health plan and payment is due on or before the date noted on your billing statement. If you have questions or wish to discuss other BCN benefit plans, please contact your BCN Regional Sales Office or Agent. We at BCN appreciate your business and look forward to providing your continuing health benefit needs.

## POSITION BUDGETING - Employee Compensation, Taxes & Benefits

#	Position/Title	Wage Line Item	Emp. ID or Vacant (V)	Regular Wages	Overtime	Holiday Premium	Allow & Comps	Longevity	Social Sec	Medicare	MERS DC	MERS 457	MERS HCSP	Work Comp	Medical Ins.	HSA Contr.	Dental	Vision	Life Ins.	Disab. Ins.
01	ECO-I	702.024	037	\$51,251		\$3,597	\$4,550	\$800	\$3,683	\$861	\$4,752		\$1,025	\$214	OptOut		\$1,153	\$197	\$161	\$660
02	ECO-I	702.024	045	\$51,251		\$3,597	\$4,550		\$3,683	\$861	\$4,752		\$1,025	\$214	OptOut		\$1,153	\$197	\$161	\$660
03	ECO-I	702.024	080	\$47,953		\$3,300			\$3,178	\$743	\$4,100		\$940	\$200	\$19,961		\$1,153	\$197	\$161	\$660
04	ECO-I	702.024	083	\$45,550		\$3,101			\$3,016	\$705	\$3,892		\$884	\$190	\$5,419	\$2,125	\$295	\$68	\$161	\$660
05	ECO-I	702.024	085	\$44,571		\$3,101			\$2,956	\$691	\$3,814		\$884	\$186	\$5,419	\$2,125	\$295	\$68	\$161	\$660
06	ECO-I	702.024	092	\$44,571		\$3,101			\$2,956	\$691	\$3,814		\$884	\$186	\$5,419	\$4,250	\$295	\$68	\$161	\$660
07	ECO-I	702.024	V-12	\$42,994		\$2,935			\$2,848	\$666	\$3,674		\$836	\$179	\$14,388	\$4,250	\$591	\$197	\$161	\$660
08	ECO-I	702.024	V-12	\$42,994		\$2,935			\$2,848	\$666	\$3,674		\$836	\$179	\$12,888	\$4,250	\$591	\$136	\$161	\$660
09	ECO-I	702.024	V-12	\$42,994		\$2,935			\$2,848	\$666	\$3,674		\$836	\$179	\$452	\$2,125	\$295	\$68	\$161	\$660
10	ECO-I	702.024	V-6	\$20,904		\$1,467			\$1,387	\$324	\$1,790		\$836	\$87	\$4,796	\$2,125	\$384	\$66	\$81	\$330
11	ECO-I	702.024	V-6	\$20,904		\$1,467			\$1,387	\$324	\$1,790		\$836	\$87	\$4,296	\$2,125	\$197	\$45	\$81	\$330
12	ECO-I	702.024	V-6	\$20,904		\$1,467			\$1,387	\$324	\$1,790		\$836	\$87	\$1,806	\$1,063	\$98	\$23	\$81	\$330
13	ECO-II	702.023	014	\$63,398		\$4,450		\$1,200	\$4,207	\$984	\$5,428		\$1,268	\$265	\$12,888	\$4,250	\$524	\$129	\$161	\$660
14	ECO-II	702.023	021	\$63,398		\$4,450	\$4,550	\$1,000	\$4,489	\$1,050	\$5,792		\$1,268	\$265	OptOut		\$1,153	\$136	\$161	\$660
15	ECO-II	702.023	022	\$63,398		\$4,450		\$1,000	\$4,207	\$984	\$5,428		\$1,268	\$265	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
16	ECO-II	702.023	023	\$63,398		\$4,450		\$1,000	\$4,207	\$984	\$5,428		\$1,268	\$265	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
17	ECO-II	702.023	024	\$63,398		\$4,450	\$4,550	\$1,000	\$4,489	\$1,050	\$5,792		\$1,268	\$265	OptOut		\$1,153	\$197	\$161	\$660
18	ECO-II	702.023	025	\$63,398		\$4,450		\$1,000	\$4,207	\$984	\$5,428		\$1,268	\$265	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
19	ECO-II	702.023	026	\$63,398		\$4,450		\$1,000	\$4,207	\$984	\$5,428		\$1,268	\$265	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
20	ECO-II	702.023	027	\$63,398		\$4,450		\$800	\$4,207	\$984	\$5,428		\$1,268	\$265					\$161	\$660
21	ECO-II	702.023	030	\$63,398		\$4,450		\$800	\$4,207	\$984	\$5,428		\$1,268	\$265	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
22	ECO-II	702.023	032	\$63,398		\$4,450		\$800	\$4,207	\$984	\$5,428		\$1,268	\$265	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
23	ECO-II	702.023	033	\$63,398		\$4,450		\$800	\$4,207	\$984	\$5,428		\$1,268	\$265	\$5,419	\$2,125	\$295	\$68	\$161	\$660
24	ECO-II	702.023	034	\$63,398		\$4,450		\$800	\$4,207	\$984	\$5,428		\$1,268	\$265	\$5,419	\$2,125	\$295	\$68	\$161	\$660
25	ECO-II	702.023	035	\$63,398		\$4,450	\$4,550	\$800	\$4,489	\$1,050	\$5,792		\$1,268	\$265	OptOut		\$295	\$68	\$161	\$660
26	ECO-II	702.023	049	\$58,684		\$3,983	\$4,550		\$4,167	\$975	\$5,377		\$1,174	\$244	OptOut		OptOut	OptOut	\$161	\$660
27	ECO-II	702.023	057	\$60,070		\$4,216	\$3,250		\$4,187	\$979	\$5,403		\$1,201	\$251	OptOut		OptOut	OptOut	\$161	\$660
28	ECO-II	702.023	059	\$54,246		\$3,749			\$3,596	\$841	\$4,640		\$1,085	\$226	\$5,419	\$2,125	\$295	\$68	\$161	\$660
29	ECO-II	702.023	061	\$54,246		\$3,749			\$3,596	\$841	\$4,640		\$1,085	\$226	\$17,886		\$591	\$136	\$161	\$660
30	ECO-II	702.023	062	\$54,246		\$3,749	\$4,550		\$3,878	\$907	\$5,004		\$1,085	\$226	OptOut		\$1,153	\$197	\$161	\$660
31	ECO-II	702.023	070	\$53,969		\$3,749	\$1,950		\$3,699	\$865	\$4,773		\$1,079	\$225	OptOut		OptOut	OptOut	\$161	\$660
32	ECO-II	702.023	075	\$50,903		\$3,514			\$3,374	\$789	\$4,353		\$1,018	\$212	\$12,888	\$4,250	\$591	\$136	\$161	\$660
33	ECO-II	702.023	064	\$50,066		\$3,514			\$3,322	\$777	\$4,286		\$1,001	\$209	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
34	ECO-II	702.023	078	\$49,504		\$3,278			\$3,272	\$765	\$4,223		\$990	\$206	\$5,419	\$2,125	\$295	\$68	\$161	\$660



## POSITION BUDGETING - Employee Compensation, Taxes & Benefits

#	Position/Title	Wage Line Item	Emp. ID or Vacant (V)	Regular Wages	Overtime	Holiday Premium	Allow & Comps	Longevity	Social Sec	Medicare	MERS DC	MERS 457	MERS HCSP	Work Comp	Medical Ins.	HSA Contr.	Dental	Vision	Life Ins.	Disab. Ins.
35	ECO-II	702.023	087	\$49,364		\$3,278			\$3,264	\$763	\$4,211		\$987	\$205	\$5,419	\$2,125	\$295	\$68	\$161	\$660
36	ECO-II	702.023	088	\$49,364		\$3,278			\$3,264	\$763	\$4,211		\$987	\$205	\$7,521		\$295	\$68	\$161	\$660
37	ECO-II	702.024	083	\$46,696		\$3,278			\$3,098	\$725	\$3,998		\$934	\$195	\$5,419	\$2,125	\$295	\$68	\$161	\$660
38	ECO-II	702.024	085	\$46,696		\$3,278	\$1,950		\$3,219	\$753	\$4,154		\$934	\$195	OptOut		OptOut	OptOut	\$161	\$660
39	ECO-II	702.024	V-12	\$46,696		\$3,278			\$3,098	\$725	\$3,998		\$934	\$195	\$12,888	\$4,250	\$591	\$136	\$161	\$660
40	ECO-II	702.023	V-12	\$46,696		\$3,278			\$3,098	\$725	\$3,998		\$934	\$195	\$12,888	\$4,250	\$591	\$136	\$161	\$660
41	ECO-II	702.023	V-6	\$23,348		\$3,278			\$1,651	\$386	\$2,130		\$467	\$104	\$2,710	\$1,063	\$148	\$34	\$81	\$330
42	ECO-II	702.023	V-6	\$23,348		\$3,278			\$1,651	\$386	\$2,130		\$467	\$104	\$2,710	\$1,063	\$148	\$34	\$81	\$330
43	ECO-II	702.023	V-6	\$23,348		\$3,278			\$1,651	\$386	\$2,130		\$467	\$104	\$6,444	\$2,125	\$295	\$68	\$81	\$330
44	ECO-II	702.023	V-6	\$23,348		\$3,278			\$1,651	\$386	\$2,130		\$467	\$104	\$6,444	\$2,125	\$295	\$68	\$81	\$330
45	ECO-II (filled w/PT-Pool)	702.023	063	\$26,707		\$1,233			\$1,732	\$405				\$109						
46	ECO-II (filled w/PT-Pool)	702.023	013	\$31,699		\$1,463			\$2,056	\$481				\$129						
47	ECO-II (filled w/PT-Pool)	702.023	029	\$15,850		\$732			\$1,028	\$240				\$65						
48	ECO-II (filled w/PT'er)	702.023	056	\$15,850		\$732			\$1,028	\$240	\$1,326			\$65						
49	ECO - Part Time	702.023	020	\$31,699		\$1,463			\$2,056	\$481	\$2,653			\$129						
50	ECO - Part Time	702.023	040	\$45,053		\$1,386			\$2,879	\$673	\$3,715			\$181						
51	ECO - Part Time	702.023	043	\$47,549		\$1,463			\$3,039	\$711	\$3,921			\$191						
52	ECO - Part Time	702.023	053	\$19,052					\$1,181	\$276	\$1,524			\$74						
53	*NEW* ECO - Part Time	702.023	V-12	\$28,880		\$1,386			\$1,877	\$439	\$2,421			\$118						
54	*NEW* ECO - Part Time	702.023	V-12	\$28,880		\$1,386			\$1,877	\$439	\$2,421			\$118						
55	*NEW* ECO - Part Time	702.023	V-12	\$28,880		\$1,386			\$1,877	\$439	\$2,421			\$118						
56	Dispatch Supv. - Shift	702.022	008	\$73,092	\$7,694	\$5,401			\$5,344	\$1,250	\$6,895	\$1,724	\$1,462	\$306	\$12,888	\$4,250	\$591	\$136	\$161	\$660
57	Dispatch Supv. - Shift	702.022	009	\$73,092	\$7,694	\$5,401			\$5,344	\$1,250	\$6,895	\$1,724	\$1,462	\$306	\$12,888	\$4,250	\$591	\$136	\$161	\$660
58	Dispatch Supv. - Shift	702.022	011	\$73,092	\$7,694	\$5,401			\$5,344	\$1,250	\$6,895	\$1,724	\$1,462	\$306	\$12,888	\$4,250	\$591	\$136	\$161	\$660
59	Dispatch Supv. - Shift	702.022	017	\$70,840	\$7,457	\$5,234			\$5,179	\$1,211	\$6,682	\$1,671	\$1,417	\$297	\$12,888	\$4,250	\$591	\$136	\$161	\$660
60	Dispatch Supv. - QA	702.022	010	\$65,697		\$4,570			\$4,357	\$1,019	\$5,621	\$1,405	\$1,314	\$274	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
61	Dispatch Supv. - Training	702.022	007	\$73,092		\$5,401	\$4,550		\$5,149	\$1,204	\$6,643	\$1,661	\$1,462	\$306	OptOut		\$1,153	\$197	\$161	\$660
62	Admin. Assistant	702.021	093	\$38,369					\$2,379	\$556	\$3,070		\$767	\$150	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
63	Exec. Admin. Assistant	702.021	004	\$65,458					\$4,058	\$949	\$5,237		\$1,309	\$255	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
64	Systems Support Spec.	702.021	003	\$73,146					\$4,535	\$1,061	\$5,852		\$1,463	\$285	\$14,388	\$4,250	\$1,153	\$197	\$161	\$660
65	Systems Support Spec.	702.021	076	\$67,702					\$4,198	\$982	\$5,416		\$1,354	\$264	\$7,521		\$295	\$68	\$161	\$660
66	Network/Systems Admin	702.010	005	\$100,408			\$4,550		\$6,507	\$1,522	\$8,397	\$2,099	\$2,008	\$392	OptOut		OptOut	OptOut	\$161	\$660
67	Deputy Director	702.010	002	\$105,962					\$6,570	\$1,536	\$8,477	\$2,119	\$2,119	\$413	\$12,888	\$4,250	\$524	\$129	\$161	\$660
68	Executive Director	702.010	001	\$134,606					\$8,884	\$2,078	\$13,461	\$5,732	\$4,038	\$525	\$14,388	\$4,250	\$1,153	\$197	\$1,361	\$4,110
Varies	OVERTIME	702.030	Various		\$325,000				\$20,150	\$4,713	\$26,000	\$3,000								

# POSITION BUDGETING - Employee Compensation, Taxes & Benefits

#	Position/Title	Wage Line Item	Emp. ID or Vacant (V)	Regular Wages	Overtime	Holiday Premium	Allow & Comps	Longevity	Social Sec	Medicare	MERS DC	MERS 457	MERS HCSP	Work Comp	Medical Ins.	HSA Contr.	Dental	Vision	Life Ins.	Disab. Ins.
<b>TOTALS:</b>				<b>\$3,500,511</b>	<b>\$355,539</b>	<b>\$201,170</b>	<b>\$56,783</b>	<b>\$12,800</b>	<b>\$255,068</b>	<b>\$59,653</b>	<b>\$324,903</b>	<b>\$22,858</b>	<b>\$66,075</b>	<b>\$14,437</b>	<b>\$447,239</b>	<b>\$132,813</b>	<b>\$34,265</b>	<b>\$6,588</b>	<b>\$9,814</b>	<b>\$38,760</b>
					702.030	706.000		714.000	721.000	722.000	725.010	725.020	725.030	719.000	720.010	720.060	720.020	720.030	720.040	720.070

Line Item Summary	
Salaries - Administration 702.010	<b>\$340,976</b>
Salaries/Wages - Regular 702.020	<b>\$3,072,896</b>

Line Item Summary	
712.000	<b>\$48,100</b>
715.010	<b>\$8,683</b>

Salaries/Wages - Regular Subclassifications

Administrative Support - 702.021	\$244,675
Dispatch Supervisors - 702.022	\$428,905
ECO II's - 702.023	\$1,922,475
ECO I's - 702.024	\$476,840

## CONTRACTUAL and PROFESSIONAL SERVICES

As part of the annual budget process, a list of contractual and professional services is presented for approval in accordance with KCCDA's fiscal policy 1.03 – Expenditure-Bill Pay. If approved, invoices for these services shall be processed for payment without further approval unless specifically requested from the Board of Directors.

Many of the services are existing contractual agreements but there are some minor changes for 2024. The items identified below are noteworthy modifications to existing and/or new services (correspond to line-item numbers on list) as part of this budget proposal:

- Line #11 – Roe Comm  
The Portage PD VHF system has been decommissioned therefore there is no need for this service contract moving forward.
- Line #12 – INdigital  
The INdigital contract is increasing approximately \$15,000 due to the addition of the enhanced version of Prepared Live. This solution allows KCCDA to receive video, pictures and text-to-911 in the same solution.
- Line #21 – Dell  
One of the Capital Projects proposed for 2024 is to replace the existing top-of-rack and network switches. The new switches will be under warranty during calendar year 2024 and this line item is not needed.
- Line #26 – ESET Endpoint Protection & Line #27 – Trellix  
KCCDA will be switching anti-virus protection and spam filtering vendors from ESET to Trellix in 2024.
- Line #28 – Cynamics & Line #29 – OTM  
KCCDA is considering changing our vendor for Network Security Monitoring. Cynamics has been very beneficial, but they do not offer immediate notification to IT staff of a threat. OTM's solution does, but it is going to be a significant increase in cost. We hope to have some of this cost covered by an MMRMA grant.



- Line #32 – Veeam, Line #33 – Trace3, & Line #34 – Metallic  
Metallic was KCCDA's back-up storage and software solution in 2023 but will be transitioning to Veeam and Trace3. Trace3 is the back-up storage hardware device and Veeam is the software that will run on the device.
- Line #43 – Crown Castle  
The Crown Castle Tower Lease is no longer necessary as equipment from this site has been relocated to our new Augusta Tower.
- Line #44 – Portage Public Safety  
The Romence Road Tower Lease has been terminated due to the decommissioning of the Portage PD VHF radio system.
- Line #64 – To Be Determined  
KCCDA is currently evaluating two local companies to handle professional services for targeted advertising and social media management services. Administration recommends \$15,000 be allocated to these services.
- Line 65 – Kzoom  
KCCDA is trying to boost its social media and website presence. This involves a complete redesign/overhaul of our website which is a project we are planning to start in late 2023 but it will carry forward into 2024.
- Line 80 – Electric Service  
Electric service from various vendors is increasing by 17% due to the four new Kalamazoo MPSCS Subsystem tower sites brought online in 2023.

The following two pages provide a detailed list of contractual and professional services recommended for the 2024 fiscal year. Each row with a bullet (●) at the end, indicates an associated note above.

# CONTRACTUAL and PROFESSIONAL SERVICES

Business Unit: 2911 - General Operations

#	Vendor	Description	Line Item	2022 Original Budget	2023 Original Budget	Proposed 2024
1	Mercantile Bank	Applicant Tracking, HR, Payroll, Tax, & Transaction Management Software Services	801.010	\$12,000	\$13,000	\$14,000
2	QuickBooks Online Plus	Financial Management Software	801.010	\$800	\$1,000	\$1,900
3	Pace Scheduler	Scheduling Software/Application	801.010	\$5,300	\$4,800	\$5,040
4	Agency 360	Training Software/Application	801.010	\$2,997	\$3,180	\$3,387
5	Frontline Public Safety Solutions	QA/QI Evaluation Software/Policy Tracker Software	801.010	\$3,000	\$3,150	\$5,985
6	Transunion Risk & Data Solutions	TLO Software/Application	801.010	\$3,600	\$3,600	\$4,020
7	GoDaddy	Domain Host & Website Builder Tool	801.010	\$1,500	\$1,500	\$2,000
8	Motorola	MCC7500 Consoles Support	801.010	\$27,137	\$27,925	\$30,997
9	Roe Comm	METRO Fire Simulcast System	801.010	\$10,000	\$10,000	\$11,500
10	Roe Comm	COUNTY Fire Simulcast System	801.010	\$19,000	\$19,000	\$21,500
11	Roe Comm	Portage PD VHF System	801.010	\$5,000	\$2,500	X
12	Indigital	9-1-1/CPE System & MEVO Go-Kits Suport	801.010	\$86,415	\$86,841	\$99,387
13	Equature	Recording System Support	801.010	\$29,995	\$34,000	\$34,000
14	Tyler Technologies	CAD and Mobile System Support	801.010	\$115,763	\$119,986	\$125,985
15	Absolute	NetMotion VPN Support	801.010	\$5,500	\$5,500	\$4,992
16	Identity Automation	Rapid Identity - Two Factor Authentication	801.010	\$1,250	\$1,250	\$1,250
17	Hi-Tech - S2 Security	S2 Controller Software and Support Plan	801.010	\$850	\$1,000	\$1,000
18	ESRI	ESRI Map Editor Support	801.010	\$1,500	\$1,500	\$1,500
19	Dell EMC	Data Center VxRail System Support	801.010	\$9,000	\$8,608	\$8,608
20	VMWare	VxRail Vsphere Licensing	801.010	x	\$5,100	\$6,000
21	Dell	Mission Critical Support for Network Switches (4)	801.010	\$8,153	\$10,107	X
22	Office 365 Licensing (Insight)	MS Office 365 Annual Software/Application	801.010	\$10,500	\$11,250	\$12,000
23	Keeper Password Manager	Password Management Tool	801.010	\$1,000	\$700	\$1,000
24	Global Sign	Secure Sockets Layer (SSL) Certificate	801.010	\$500	\$500	\$500
25	VMWare Horizon Apps (Insight)	VM Virtual Applications Platform	801.010	\$1,000	\$1,000	\$1,000
26	Eset Endpoint Protection (Insight)	Anti-Virus Protection and Spam Filter	801.010	\$1,548	\$1,548	X
27	Trellix (Insight)	Anti-Virus Protection and Spam Filter	801.010	x	x	\$4,200
28	Cynamics	Network Security Monitoring Application	801.010	\$5,000	\$5,000	X
29	OTM	Network Security Monitoring Application	801.010	x	x	\$18,000
30	Palo Alto (Insight)	Firewall Subscription Licensing & Support	801.010	x	\$3,698	\$3,698
31	HP Aruba Access Points	Licensing renewal and support	801.010	\$436	\$500	\$500
32	Veeam	Backup software maintenance and support	801.010	x	x	\$2,600
33	Trace3	Backup storage hardware support	801.010	x	x	\$7,000
34	Metallic	Backup storage and software	801.010	\$12,000	\$15,000	x
35	Core Technologies (Caliber)	MultiBridge & Talon Support	801.010	\$3,151	\$4,289	\$4,821
36	MPSCS (DTMB)	MPSCS Tower Monitoring	801.010	\$35,000	\$65,500	\$65,000
37	MSP - CJIS Division	VPN Tunnel Connection	801.010	\$1,550	\$1,550	\$1,750
38	Active911	Account for partner notifications	801.010	\$1,000	\$1,000	\$2,000
39	Rave Mobile Safety	Smart911	801.010	\$43,850	\$43,850	\$44,727
40	Eaton Corporation	UPS Maintenance/Service	801.010	\$6,400	\$7,180	\$7,610
41	Michigan Critical Power	PM - Primary PSAP Generator	801.010	\$1,500	\$2,000	\$2,000
42	Michigan Critical Power	PM - Tower Site Generators	801.010	\$8,000	\$8,000	\$5,000
43	Crown Castle	Richland Tower Lease	801.010	\$6,688	\$6,889	X
44	Portage Public Safety	Romence Tower Lease (Reimburse)	801.010	\$20,754	\$10,584	X
45	Antenna Designs	Alamo Tower Lease	801.010	\$8,526	\$8,696	\$8,870
46	Kalamazoo Township PD	Ravine Tower Lease (Reimburse)	801.010	\$19,793	\$20,585	\$21,409
47	City of Kalamazoo	License Agreement for Tower - 2740 N. 6th St.	801.010	\$1,200	\$1,200	\$1,200
48	City of Portage	License Agreement for Tower - 12th St.	801.010	\$2,400	\$2,400	\$2,400
49	Village of Augusta	License Agreement for Tower - W. Jefferson St.	801.010	\$2,400	\$2,400	\$2,400

50	Bel Aire Heating and Air Conditioning	Service Contract for 11 HVAC Units & 2 Mini-Splits	801.010	X	\$2,827	<b>\$3,000</b>	
51	Williams Building Services	Facility Janitorial Services	801.010	\$29,000	\$29,000	<b>\$30,000</b>	
52	Dixon Lawn Care	Snow Removal - Facility and Remote Sites	801.010	\$8,000	\$10,000	<b>\$12,000</b>	
53	Dixon Lawn Care	Lawncare/Landscape Management Services	801.010	\$6,000	\$7,000	<b>\$5,000</b>	
54	Kalamazoo County	Cost Share for GIS Technician position	801.010	\$15,000	\$15,000	<b>\$15,000</b>	
55	Republic Services	Waste and Recycling Service	801.010	\$1,600	\$2,460	<b>\$3,750</b>	
56	Carl Clatterbuck Agency	Background Investigations for New Hires	801.010	\$5,000	\$5,000	<b>\$5,000</b>	
57	DirecTV	DirecTV Service for PSAP	801.010	\$1,200	\$1,560	<b>\$1,680</b>	
58	Burnham & Flowers	COBRA Administration	801.010	\$650	\$650	<b>\$650</b>	
59	HelpNet	Employee Assistance Program	801.010	\$1,500	\$1,500	<b>\$1,500</b>	
60	Otis Elevator Company	Preventative Maintenance on PSAP Elevator	801.010	\$1,500	\$1,900	<b>\$1,900</b>	
61	Rose Pest Solutions	Pest/Rodant Control Services	801.010	\$1,350	\$1,350	<b>\$1,350</b>	
62	Sohn Linen Service	Entry Mats/Runners	801.010	\$1,200	\$1,200	<b>\$1,200</b>	
63	DL Gallivan Office Solutions	Copy/Printer/Fax machines - Admin & LEIN	801.010	\$3,790	\$10,000	<b>\$2,800</b>	
64	TBD	Targeted Advertising and Social Media Management Services	801.010	x	x	<b>\$15,000</b>	
65	Kzoom	Website Design/Development Support	801.010	x	x	<b>\$8,000</b>	
66	<i>MULTIPLE VENDORS</i>	Time and Materials Support/Contracted Services	801.010	\$25,000	\$25,000	<b>\$25,000</b>	
67	Siegfried Crandall PC	Financial Audit Services	805.010	\$7,100	x	<b>x</b>	
68	Krugger Lawton CPA	Financial Audit Services	805.010	x	\$6,500	<b>\$6,600</b>	
69	Kalamazoo County Treasurer	Surcharge Receipt and Distribution	810.000	\$3,600	\$3,600	<b>\$3,600</b>	
70	Cohl, Stoker, & Toskey, PLC	General Corporation Counsel	813.000	\$22,000	\$20,000	<b>\$15,000</b>	
71	Language Line	Interpreter Services	820.010	\$4,800	\$5,000	<b>\$12,000</b>	
72	CTS/MetroNet	Admin SIP Trunk and Fax Lines for Primary PSAP	850.010	\$11,000	\$11,000	<b>\$12,000</b>	
73	FirstNet - AT&T	Administrative Cell Phones	850.010	\$3,750	\$3,500	<b>\$4,500</b>	
74	CTS/MetroNet	Internet Service, LGNet and Tower Site EPL's	850.020	\$32,000	\$36,000	<b>\$36,000</b>	
75	PFN	Back-up Internet Service provider	850.020	\$4,740	\$4,740	<b>\$10,000</b>	
76	PFN	Radio Console Connectivity	850.020	\$24,500	\$22,880	<b>\$10,280</b>	
77	AT&T	Portage Tower Site Connections	850.020	\$32,000	\$32,000	<b>\$15,600</b>	
78	FirstNet - AT&T	Sierra Modem, Backup CPE IP, and Ipad connections	850.020	\$2,950	\$3,300	<b>\$3,300</b>	
79	<i>MULTIPLE VENDORS</i>	Natural Gas and Propane for PSAP and Tower Sites	920.010	\$8,000	\$8,000	<b>\$8,000</b>	
80	<i>MULTIPLE VENDORS</i>	Electric service for PSAP and Tower Sites	920.020	\$55,000	\$65,000	<b>\$76,000</b>	
81	<i>MULTIPLE VENDORS</i>	Water and Sewer for facilities	920.030	\$4,000	\$4,000	<b>\$5,000</b>	
82	MMRMA	Property & Liability Insurance Provider	958.010	\$65,000	\$60,000	<b>\$60,000</b>	
<b>TOTAL:</b>					<b>\$924,185</b>	<b>\$988,833</b>	<b>\$1,013,446</b>

**Business Unit: 2911 - General Operations**

**LINE ITEM TOTALS:**

SUMMARY: Line Item Name	Line Item	2022	2023	2024
<b>Contractual Services</b>	<b>801.010</b>	643,745	703,313	<b>\$735,566</b>
<b>Professional Services - Audit</b>	<b>805.010</b>	7,100	6,500	<b>\$6,600</b>
<b>Administrative Fees</b>	<b>810.000</b>	3,600	3,600	<b>\$3,600</b>
<b>Legal Fees</b>	<b>813.000</b>	22,000	20,000	<b>\$15,000</b>
<b>Interpreter Fees</b>	<b>820.010</b>	4,800	5,000	<b>\$12,000</b>
<b>Telephone Service</b>	<b>850.010</b>	14,750	14,500	<b>\$16,500</b>
<b>Internet Service</b>	<b>850.020</b>	96,190	98,920	<b>\$75,180</b>
<b>Utilities - Gas</b>	<b>920.010</b>	8,000	8,000	<b>\$8,000</b>
<b>Utilities - Electricity</b>	<b>920.020</b>	55,000	65,000	<b>\$76,000</b>
<b>Utilities - Water &amp; Sewer</b>	<b>920.030</b>	4,000	4,000	<b>\$5,000</b>
<b>Insurance Premiums</b>	<b>958.010</b>	65,000	60,000	<b>\$60,000</b>

## **2024 PROPOSED GENERAL FUND LINE-ITEM BUDGET**

The following three pages incorporate the recommendations contained herein into a line-item budget including all general fund revenues and expenditures for fiscal year 2024. This provides a comparative analysis with KCCDA's two previous years' budgets – 2022 Revision II and 2023 Revision II.

There is one major change in this line-item budget compared to year's past. Previously, KCCDA accounted for capital projects in its general fund but moving forward, these expenditures will be kept in a separate fund – the Capital Projects Fund (401). Therefore, the General Fund has very few expenditures in the Equipment and Capital Outlay categories (970 through 989) and one new line-item in Transfers Out & Other Financing Uses (995.010 – Transfers Out – Capital Projects Fund). This line item is specific to the allocation of monies to the Capital Projects Fund for the fiscal year.

Anticipated revenues are expected to exceed expenditures in this General Fund proposal leaving a surplus at year's end equal to \$48,361.

## Kalamazoo County Dispatch Authority 2024 Proposed General Fund Line-Item Budget

	<u>2911 - General Operations</u>			<u>2913 - Training</u>			<b>2024 TOTAL BUDGET</b>
	2022 Revision II	2023 Revision II	<b>2024 Budget</b>	2022 Revision II	2023 Revision II	<b>2024 Budget</b>	
<b>REVENUE</b>							
400.000 Use of Fund Balance	2,318,366	162,019	0				0
402.000 Property Taxes	6,137,822	6,249,500	6,597,500				6,597,500
528.000 Federal Grants	374,395	295,307	0				0
569.000 State Grants	0	0	0				0
573.000 Local Community Stabilization Share	0	596,400	596,400				596,400
615.010 Surcharge Revenue - State 911	484,000	484,000	484,000	44,000	45,000	45,000	529,000
615.020 Surcharge Revenue - Local 911	1,120,000	1,120,000	1,120,000				1,120,000
651.000 Charges for Services - User Fees	0	15,960	16,340				16,340
665.000 Interest Earned	13,000	141,000	100,000				100,000
667.000 Rent/Lease Revenue	7,200	8,700	8,700				8,700
671.000 Miscellaneous Revenue	50	50	50				50
676.000 Other Revenue - Reimbursements	0	1,562	0				0
<b>TOTAL REVENUE</b>	<b>10,454,833</b>	<b>9,074,498</b>	<b>8,922,990</b>	<b>44,000</b>	<b>45,000</b>	<b>45,000</b>	<b>8,967,990</b>
<b>EXPENSES</b>							
<b>700 thru 718 Personnel Services</b>							
702.010 Salaries - Administration	293,643	316,346	340,976				340,976
702.020 Wages - Regular	2,623,156	3,034,517	3,072,896	12,000	22,000	13,000	3,085,896
702.030 Wages - Overtime	365,787	365,976	355,539				355,539
702.050 CTO Pay	23,000	25,000	25,000				25,000
706.000 Wages - Holiday Premium	126,869	155,311	201,170				201,170
712.000 Payment in Lieu of Benefits	52,650	55,300	48,100				48,100
714.000 Longevity	0	13,200	12,800				12,800
715.010 Auto Allowance	8,683	8,683	8,683				8,683
<b>Total Personnel Services</b>	<b>3,493,788</b>	<b>3,974,333</b>	<b>4,065,163</b>	<b>12,000</b>	<b>22,000</b>	<b>13,000</b>	<b>4,078,163</b>
<b>719 thru 725 Benefits and Taxes</b>							
719.000 Workers Comp Insurance	10,716	12,645	14,437				14,437
720.010 Medical/Health Insurance	316,037	351,508	447,239				447,239
720.020 Dental Insurance	26,799	29,000	34,265				34,265



	<u>2911 - General Operations</u>			<u>2913 - Training</u>			<u>2024 TOTAL BUDGET</u>
	2022 Revision II	2023 Revision II	2024 Budget	2022 Revision II	2023 Revision II	2024 Budget	
720.030 Vision Insurance	6,049	5,354	6,588				6,588
720.040 Life Insurance	8,058	8,945	9,814				9,814
720.050 Unemployment	9,000	9,000	9,000				9,000
720.060 HSA Contributions	71,400	75,633	132,813				132,813
720.070 Short-Term Disability Insurance	28,332	31,744	38,760				38,760
721.000 Social Security	215,198	244,608	255,068				255,068
722.000 Medicare	50,329	57,207	59,653				59,653
724.000 Dependent Care			75,000				75,000
725.010 Retirement - MERS DC	255,216	286,101	324,903				324,903
725.020 Retirement - MERS 457	8,736	19,839	22,858				22,858
725.030 Retirement - MERS HCSP	53,529	46,566	66,075				66,075
<b>Total Benefits and Taxes</b>	<b>1,059,399</b>	<b>1,178,150</b>	<b>1,496,473</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,496,473</b>
<b>726 thru 799 Supplies</b>							
727.000 Office Supplies	15,000	15,000	15,000				15,000
730.000 Maintenance Supplies	6,000	6,000	6,000				6,000
740.000 Uniform Supplies	8,000	8,000	8,000				8,000
760.000 Kitchen Supplies	1,750	1,750	1,750				1,750
764.000 Food Supplies	1,750	1,750	1,750				1,750
<b>Total Supplies</b>	<b>32,500</b>	<b>32,500</b>	<b>32,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>32,500</b>
<b>800 thru 969 Services &amp; Other Charges</b>							
801.010 Contractual Services	639,956	727,313	735,566				735,566
805.010 Professional Services - Audit	7,100	6,500	6,600				6,600
810.000 Administrative Fees	3,600	3,600	3,600				3,600
813.000 Legal Fees	15,000	15,000	15,000				15,000
820.010 Interpreter Fees	4,800	10,000	12,000				12,000
835.010 Medical Services - Physical Exams	2,500	2,500	2,500				2,500
835.020 Medical Services - Drug Testing	1,500	1,500	1,500				1,500
850.010 Telephone Service	14,750	17,500	16,500				16,500
850.020 Internet Service	96,190	95,920	75,180				75,180
850.030 Copying	2,500	2,500	2,500				2,500
850.040 Mailing	3,000	3,000	3,000				3,000
870.010 Travel - Training/Registration	6,000	8,000	12,000	24,000	15,000	24,000	36,000

	<b>2911 - General Operations</b>			<b>2913 - Training</b>			<b>2024 TOTAL BUDGET</b>
	2022 Revision II	2023 Revision II	2024 Budget	2022 Revision II	2023 Revision II	2024 Budget	
870.020 Travel - Lodging	11,500	11,500	15,000	2,500	2,500	2,500	17,500
870.030 Travel- Meals/Food	6,000	5,000	8,000	2,500	2,500	2,500	10,500
870.040 Travel - Mileage	5,000	5,000	5,000	2,500	2,500	2,500	7,500
870.050 Travel - Other	8,500	8,500	12,000	500	500	500	12,500
871.010 Education Expense	2,000	2,000	2,000				2,000
900.000 Printing	2,000	2,000	2,000				2,000
905.000 Advertising	5,500	5,500	20,000				20,000
915.000 Dues & Subscriptions	9,000	9,000	10,000				10,000
920.010 Utilities - Gas	8,000	8,000	8,000				8,000
920.020 Utilities - Electricity	55,000	65,000	76,000				76,000
920.030 Utilities - Water & Sewer	4,000	5,000	5,000				5,000
934.010 Repair & Maintenance - Equipment	25,000	28,000	28,000				28,000
955.000 Miscellaneous Operating	20,000	20,000	20,000				20,000
958.010 Insurance Premium	52,307	51,000	60,000				60,000
<b>Total Services &amp; Other Charges</b>	<b>1,010,703</b>	<b>1,118,833</b>	<b>1,156,946</b>	<b>32,000</b>	<b>23,000</b>	<b>32,000</b>	<b>1,188,946</b>
<b>970 thru 989 Equipment &amp; Capital Outlay</b>							
976.000 Project Costs	150,000	45,000	15,000				15,000
980.000 Equipment/Software - Capital	2,461,005	564,856	0				0
980.010 Equipment/Software - Small	40,000	25,000	25,000				25,000
980.020 Facility - Capital	45,745	146,402	0				0
980.030 Land - Capital	35,033	0	0				0
<b>Total Equipment, Projects &amp; Capital Outlay</b>	<b>2,731,783</b>	<b>781,258</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>
<b>990 thru 994 Debt Service</b>							
991.010 Loans - Principal	1,208,598	1,238,692	1,269,536				1,269,536
991.020 Loans - Interest	124,949	94,854	64,011				64,011
<b>Total Debt Service</b>	<b>1,333,547</b>	<b>1,333,546</b>	<b>1,333,547</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,373,547</b>
<b>995 Transfers Out &amp; Other Financing Uses</b>							
995.010 Transfers Out - Capital Projects Fund	0	0	750,000				750,000
<b>Total Transfers Out &amp; Other Financing Uses</b>	<b>0</b>	<b>0</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>750,000</b>
<b>TOTAL EXPENDITURES</b>	<b>9,661,720</b>	<b>8,418,620</b>	<b>8,874,629</b>	<b>44,000</b>	<b>45,000</b>	<b>45,000</b>	<b>8,919,629</b>
<b>NET:</b>	<b>793,113</b>	<b>655,878</b>	<b>48,361</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,361</b>

# **TEN-YEAR GENERAL FUND BUDGETARY and** **FUND BALANCE FORECAST**

Page 43 is a long-term categorical forecast for KCCDA's General Fund. This takes into consideration the current fiscal year budget (2023 Revision II), this proposed budget for 2024, and forecasted budget for each year through 2032. All revenues and expenditures are forecasted estimates based on the following assumptions:

## **REVENUES**

- Property tax revenues from the 911 millage began in 2021 and have slightly increased each year but, as a conservative approach, this forecast projects this revenue remaining constant/flat. As a side note, the 911 millage will expire at the end of 2030 and a renewal should be considered in 2029.
- All other revenue sources are anticipated to remain constant/flat.

## **EXPENDITURES**

- Personnel Services illustrate a four percent (4%) increase for 2025 and a three percent (3%) thereafter.
- Benefits and Taxes are increased by three percent (3%) annually.
- Supplies and Services & Other Charges are forecasted to increase annually by three percent (3%) beginning in 2025.
- KCCDA's Debt Service will remain at \$1,333,547 through 2025 due to the Motorola Lease Purchase Agreement. In 2026, KCCDA will be debt free.
- \$750,000 is earmarked each year for the Capital Projects Fund (Transfers Out).



At the bottom of the forecast is the fund balance analysis which assumes KCCDA will begin fiscal year 2024 with an estimated General Fund unassigned balance of 1,680,858 and a Capital Project Fund balance of \$2,500,000.

Budgetary forecasts from previous years anticipated KCCDA running a deficit during the last couple years of the debt service payments (2024 – 2025). However, this forecast only

anticipates a small budgetary deficit in 2025 while earmarking \$750,000 each year for capital projects.

## Ten Year General Fund Budgetary and Fund Balance Forecast

### GENERAL FUND:

	2023 Revision II	2024 Proposed Budget	2025	2026	2027	2028	2029	2030 Millage Expires 12/31/30	2031	2032
<b>REVENUES</b>										
Use of Fund Balance	\$162,019	\$0								
Property Taxes	\$6,249,500	\$6,597,500	\$6,597,500	\$6,597,500	\$6,597,500	\$6,597,500	\$6,597,500	\$6,597,500	\$6,597,500	\$6,597,500
Grants	\$295,307	\$0								
Local Community Stabilization Share	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400	\$596,400
Surcharge Revenue - State	\$484,000	\$529,000	\$529,000	\$529,000	\$529,000	\$529,000	\$529,000	\$529,000	\$529,000	\$529,000
Surcharge Revenue - Local	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000
Charges for Services - User Fees	\$15,960	\$16,340	\$16,340	\$16,340	\$16,340	\$16,340	\$16,340	\$16,340	\$16,340	\$16,340
Interest Earned	\$141,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Rent/Lease Revenue	\$8,700	\$8,700	\$8,700	\$8,700	\$8,700	\$10,200	\$10,200	\$10,200	\$10,200	\$10,200
Miscellaneous & Other Revenue	\$1,612	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
<b>REVENUE TOTALS:</b>	<b>\$9,074,498</b>	<b>\$8,967,990</b>	<b>\$8,967,940</b>	<b>\$8,967,940</b>	<b>\$8,967,940</b>	<b>\$8,969,440</b>	<b>\$8,969,440</b>	<b>\$8,969,440</b>	<b>\$8,969,440</b>	<b>\$8,969,440</b>
<b>EXPENDITURES</b>										
Personnel Services	\$3,974,333	\$4,078,163	\$4,241,289	\$4,368,528	\$4,499,584	\$4,634,571	\$4,773,608	\$4,916,817	\$5,064,321	\$5,216,251
Benefits & Taxes	\$1,178,150	\$1,496,473	\$1,541,367	\$1,587,608	\$1,635,236	\$1,684,293	\$1,734,822	\$1,786,867	\$1,840,473	\$1,895,687
Supplies	\$32,500	\$32,500	\$33,475	\$34,479	\$35,514	\$36,579	\$37,676	\$38,807	\$39,971	\$41,170
Services & Other Charges	\$1,103,833	\$1,188,946	\$1,224,614	\$1,249,107	\$1,274,089	\$1,299,571	\$1,325,562	\$1,352,073	\$1,379,115	\$1,406,697
Equipment & Capital Outlay	\$781,258	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Debt Service	\$1,333,546	\$1,333,547	\$1,333,547							
Transfers Out (Capital Project Fund)	\$0	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
<b>EXPENDITURE TOTALS:</b>	<b>\$8,403,620</b>	<b>\$8,919,629</b>	<b>\$9,164,293</b>	<b>\$8,029,722</b>	<b>\$8,234,423</b>	<b>\$8,445,014</b>	<b>\$8,661,669</b>	<b>\$8,884,564</b>	<b>\$9,113,880</b>	<b>\$9,349,805</b>
Revenue Grand Totals:	9,074,498	8,967,990	8,967,940	8,967,940	8,967,940	8,969,440	8,969,440	8,969,440	8,969,440	8,969,440
Expenditure Grand Totals:	(8,403,620)	(8,919,629)	(9,164,293)	(8,029,722)	(8,234,423)	(8,445,014)	(8,661,669)	(8,884,564)	(9,113,880)	(9,349,805)
<b>NET:</b>	<b>670,878</b>	<b>48,361</b>	<b>(196,353)</b>	<b>938,218</b>	<b>733,517</b>	<b>524,426</b>	<b>307,771</b>	<b>84,876</b>	<b>(144,440)</b>	<b>(380,365)</b>
Unassigned Fund Balance 1/1/23:	3,509,980									
<b>General Fund: Unassigned Balance:</b>	<b>\$1,680,858</b>	<b>\$1,729,219</b>	<b>\$1,532,867</b>	<b>\$2,471,085</b>	<b>\$3,204,602</b>	<b>\$3,729,028</b>	<b>\$4,036,799</b>	<b>\$4,121,675</b>	<b>\$3,977,235</b>	<b>\$3,596,870</b>
Capital Projects Fund (401) - Allocation	\$2,500,000									



# Capital Projects Fund

# CAPITAL PROJECTS FUND REQUESTS

The following are the requested equipment, projects and/or capital requests for funding in 2024.

#	Project and/or Equipment Name:	Description	Line Item	Project Total
1	<b>Primary PSAP UPS Battery Replacement</b>	Eaton PowerWare UPS Battery Replacement - PSAP UPS batteries are six years old and should be replaced every five/six years. Eaton quote attached - pages 46 & 47.	980.000	\$60,000
2	<b>CAD and Mobile Computing System</b>	CAD and Mobile Computing System Software Agreement resulting from Request for Proposal. This is a general allocation request.	980.000	\$1,250,000
		Dell VXRail Environment Upgrade (additional nodes and software licensing) for the additional CAD and Mobile Computing System Environment and a Disaster Recovery Environment. This is a general allocation request.	980.000	\$500,000
3	<b>Multi-Factor Authentication Project</b>	Multi-factor authentication process for all computers accessing CJIS informaiton; including dispatch center devices. This is a general allocation request.	980.000	\$20,000
4	<b>Dispatch Console Monitor Replacement Project</b>	Dispatch workstation monitors are over five years old. This project will replace monitors at primary call-taker and dispatch workstations. The monitors removed will be repurposed for the back-up dispatch center. This is a general allocation request.	980.000	\$30,000
5	<b>Top of Rack and Network Switches</b>	The top of rack and main network switches in KCCDA's environment (four total) will be replaced. The switches removed will be repurposed for the back-up dispatch center. This is a general allocation request.	980.000	\$75,000
6	<b>Back-Up Center Improvements</b>	Equipment/Software for Back-up Center. This is a general allocation request.	980.000	\$75,000
		Architectural and Renovation Costs. This is a general allocation request.	980.020	\$250,000
7	<b>Primary PSAP Electric/Lighting Upgrades</b>	LED lighting project at the primary PSAP facility. This includes administrative level common areas (hall ways, restrooms, front lobby, and vestibule) and the lower level dispatch staff walk way lighting. Estimate attached (page 18)	980.020	\$30,000

### 2024 Line Item Subtotals

Equipment/Software Capital:	980.000	\$2,010,000
Facility - Capital:	980.020	\$280,000



**Eaton UPS Service Cart: 392904-2**  
**Cart Date:** 09/07/2023  
 (Effective until 10/07/2023)  
 L-3627201

**Dragos Botez,**  
**Eaton Corporation**  
**8609 Six Forks Rd**  
**Raleigh, NC 27615**  
**919-971-3343**  
**Email: DragosCBotez@eaton.com**

**Prepared For:**

Billing Contact: Jeff Troyer,  
 Billing Company: Kalamazoo County  
 7040 Stadium Dr, Consolidated Dispatch Auth  
 Kalamazoo, MI 49009  
 269-718-2195  
 Email: jtroyer@kccda911.org

**For Covered Equipment at Site:**

Site Contact: Jeff Troyer,  
 Site Company: Kalamazoo County  
 7040 Stadium Dr, Consolidated Dispatch Auth  
 Kalamazoo, MI 49009  
 269-718-2195  
 Email: jtroyer@kccda911.org

We are pleased to provide the following services proposal for your power quality equipment. Please refer to the Scopes of Work (SOW) for descriptions of service coverage and exclusions. Eaton Corporation terms and conditions (Eaton Corp. Service Agreement T-0 attachment) govern this proposal, and any purchase order submitted to Eaton pursuant thereto. Additional or different terms proposed by Buyer, whether in its purchase order or otherwise, shall not be binding upon Eaton Corporation and are hereby rejected unless expressly agreed to in writing by Eaton Corporation. Eaton Corporation cannot be held liable, and Buyer shall not be entitled to any damages and/or indemnifications, in case Eaton Corporation is prevented, hindered or delayed from or in performing any of its obligations resulting from the impact of the outbreak of COVID-19 for reasons not attributable to Eaton Corporation. This quote includes multiple alternates for comparing various service solutions; please specify which alternate you are ordering.

Serial Number	New/Renewal	Model Description	Battery Type, Quantity	Coverage Type
EM274UJJ12	N	93PM-60-100	VRLA Sealed, 80	Battery Labor Adder

**Quantity 1, Eaton 93PM-60-100, VRLA Sealed, 80**

**Coverage Start Date:** 9/7/2023    **Coverage End Date:** 9/6/2026    **Term:** 3 Years

	Unit List Price	Extended Net Price
<b>PWHR12540W4FR, Corrective Labor Coverage extended from 1 to 3-yrs (BL07CBXX)</b>	\$1,978.00	\$1,780.20
<ul style="list-style-type: none"> <li>N/A Response Time</li> <li>EOSL Status Active</li> </ul>		
<b>Battery Replacement Items</b>		
<ul style="list-style-type: none"> <li>1x PWHR12540W4FR, 5x8 Battery Replacement, 80 Jars ( 153700004-002 )</li> </ul>	\$67,048.00	\$54,308.88
<b>Supporting Documents: T-0, R-9, W-1, R-11, R-13</b>		

	List Price	Discounted (5x8) Price
<b>Grand Total Price:</b>	<b>\$69,026.00</b>	<b>\$56,089.08</b>
<b>Dollars Saved<sup>1</sup>:</b>	<b>\$12,936.92</b>	

<sup>1</sup> Applicable Discounts: Multi Battery Replacement, 10.00% Negotiated

**Did you know?** Eaton has PredictPulse remote monitoring and a suite of professional assessment and testing services (Load Bank, IR Scan, PQ Meter) that take traditional preventive maintenance to the next level by proactively identifying issues for greater peace of mind. Learn more at [Eaton.com/UPSservices](http://Eaton.com/UPSservices)





<b>Serial Number</b> EM274UJJ12	<b>New/Renewal</b> N	<b>Model Description</b> 93PM-60-100	<b>Battery Type, Quantity</b> VRLA Sealed, 80	<b>Coverage Type</b> Battery Labor Adder
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**Quantity 1, Eaton 93PM-60-100, VRLA Sealed, 80**

**Coverage Start Date:** 9/7/2023    **Coverage End Date:** 9/6/2026    **Term:** 3 Years

	<b>Unit List Price</b>	<b>Extended Net Price</b>
<b>PWHR12540W4FR, Corrective Labor Coverage extended from 1 to 3-yrs (BL07CBXX)</b>	<b>\$1,978.00</b>	<b>\$1,780.20</b>
<ul style="list-style-type: none"> <li>• N/A Response Time</li> <li>• EOSL Status Active</li> </ul>		

**Battery Replacement Items**

- 1x PWHR12540W4FR, 7x24 Battery Replacement, 80 Jars ( 153700004-002 )    \$73,752.80    \$59,739.77

**Supporting Documents: T-0, R-9, W-1, R-11, R-13**

	List Price	Discounted (7x24) Price
<b>Grand Total Price:</b>	<b>\$75,730.80</b>	<b>\$61,519.97</b>
<b>Dollars Saved<sup>1</sup>:</b>	<b>\$14,210.83</b>	

**<sup>1</sup> Applicable Discounts: Multi Battery Replacement, 10.00% Negotiated**

- Contract Payment Terms: Net 30 days, Billing Cycle: Payment Upfront
- Non Contract Payment Terms: Net 30 days, Billing Cycle: Upon Completion
- Please specify which alternate you are ordering on your purchase order or mark and attach this quote.
- Important Tax Notice: Tax is not included in the above purchase price. All orders will be subject to all applicable sales tax unless a current tax exemption certificate is on file covering the state shown in the ship-to address or service equipment location.
- To purchase (renew) your service contract, please sign and date below.
- Return all attachments with purchase order to:
  - Eaton Corporation, 8609 Six Forks Road, Raleigh, NC 27615, Tel 800/843-9433, Fax 800/228-1899.
  - Make Payments for Eaton products to: Eaton Corporation, 29085 Network Place, Chicago, IL 60673-1290

**Please check which of the following options you would like:**

- Option 1: Kalamazoo - (5x8) Battery Upgrade 2023 - EM274UJJ12 (\$56,089.08)**
- Option 2: (7x24) Battery Upgrade (\$61,519.97)**

---

Accepted By:	Name	Title	Date	Purchase Order Number
Print Name:				

**Did you know?** Eaton has PredictPulse remote monitoring and a suite of professional assessment and testing services (Load Bank, IR Scan, PQ Meter) that take traditional preventive maintenance to the next level by proactively identifying issues for greater peace of mind. Learn more at [Eaton.com/UPSservices](http://Eaton.com/UPSservices)

October 3, 2023

**Project:**

Kalamazoo County Dispatch Authority  
7040 Stadium Dr, Kalamazoo MI 49009

Jeff Troyer  
[Jtroyer@kccda911.org](mailto:Jtroyer@kccda911.org)

Per your request, I would like to offer the following quote for your review.

**Qualifications:**

- All work will be done per the NEIS, NEC and local codes and standards.
- Permit fees are included where applicable.
- Sales or Use Taxes have been included when applicable
- Quote is valid for 30 days.
- All work will be coordinated with the owner's representative.
- No overtime included.

**Scope of work:**

Hi-Tech Electric will supply all supervision, safety equipment, labor, tools, and materials to complete the following electrical work.

Provide and install 19 2x2 LED light fixtures throughout office areas.

Provide and install 17 2x4 LED light fixtures throughout office areas.

Provide and install 2 LED pendant fixtures in front entryway.

Provide and install 8 LED pathway lights @ rear sidewalk.

Firm Price                \$12,500.00

I would like to thank you for the opportunity to bid this work and respectfully submit this quotation. Should you have any questions or need any clarifications on any of the above items I can be reached by any of the followings means listed below.

Thank you,

Keith Baird  
Project Manager  
Hi-Tech Electric Co.  
P.269-323-1111  
C.269-312-4201  
F.269-323-7956  
[mail.kbaird@hi-techelectric.net](mailto:mail.kbaird@hi-techelectric.net)

**Kalamazoo County Dispatch Authority  
2024 Proposed Capital Project Fund Line-Item Budget**

*Capital Projects Fund - Beginning Balance:      \$2,500,000*

	2022 Revision II	2023 Revision II	<b>2024 Budget</b>
<b>REVENUE</b>			
699.000 Transfers In	0	0	<b>750,000</b>
<b>TOTAL REVENUE</b>	0	0	<b>750,000</b>
<b>EXPENSES</b>			
<i>970 thru 989 Equipment &amp; Capital Outlay</i>			
980.000 Equipment/Software - Capital	0	0	<b>2,010,000</b>
980.020 Facility - Capital	0	0	<b>280,000</b>
980.030 Land - Capital	0	0	<b>0</b>
<b>TOTAL EXPENDITURES</b>	0	0	<b>2,290,000</b>

*Capital Projects Fund - Ending Balance:      \$960,000*



# KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

## Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name:  Agency:

Phone Number:  Length of Time Needed:  Agenda Item #:

Topic:

**Brief Description:**

Attached are the proposed 2024 Board of Directors regular meeting dates.

**Proposed Motion:**

Motion to approve the 2024 meeting dates as presented.

Agenda Request Approved:  Meeting Date:  Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to [admin@kccda911.org](mailto:admin@kccda911.org). If you have any questions regarding this form, please feel free to contact KCCDA’s administrative office at (269) 488-8911.



# Kalamazoo County Consolidated Dispatch Authority



## 2024 Board of Directors Regular Meeting Dates

All meetings of the Kalamazoo County Consolidated Dispatch Authority Board of Directors will be held at 3:30 p.m. at the Kalamazoo County Consolidated Dispatch Authority (7040 Stadium Drive, Kalamazoo, MI) in the Chief Switalski Meeting Room unless statutorily permitted to be held electronically due to the ongoing COVID-19 pandemic.

Regular meetings will occur on the second (2<sup>nd</sup>) Thursday every other month unless otherwise noted. The following are meeting dates for 2023:

<b>January 11<sup>th</sup></b>	<b>March 14<sup>th</sup></b>
<b>May 9<sup>th</sup></b>	<b>July 11<sup>th</sup></b>
<b>September 12<sup>th</sup></b>	<b>November 14<sup>th</sup></b>

Persons and/or agencies requesting to be placed on or have a topic added to the meeting agenda must complete an agenda request form. This form can be found on our website at [www.kccda911.org](http://www.kccda911.org) under the Board of Directors Meetings. Completed agenda request forms shall be accompanied by information that substantiates and justifies the request. Lack of this information may cause for a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the meeting date. Completed forms should be emailed to the KCCDA Administrative Office at [admin@kccda911.org](mailto:admin@kccda911.org).

If you have any questions, please feel free to contact KCCDA's Administrative Office at (269) 488-8911.