



NOTICE and AGENDA for

Kalamazoo County Consolidated Dispatch Authority

BOARD OF DIRECTORS

July 9, 2026 – Regular Meeting

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, July 9, 2026** at 3:30 p.m. for consideration of items, namely, on this Agenda.

ITEM 1 – CALL TO ORDER

ITEM 2 – ROLL CALL

Western Michigan University <i>Jan VanDerKley, Chair</i> (Alt. C. Ghiringhelli)	City of Portage <i>Vacant</i> (Alt. A. Herringa)	
Western Michigan University <i>Scott Merlo</i> (Alt. T. Unangst)	City of Portage <i>Nicole Miller</i> (Alt. P. Randall)	
City of Kalamazoo <i>Vacant</i> (Alt. R. Tibbets)	Township of Kalamazoo <i>Tracie Moored, Treasurer</i> (Alt. D. Combs)	
City of Kalamazoo <i>Matt Huber</i> (Alt. D. Boysen)	Township of Kalamazoo <i>Darien Smith</i> (Alt. D. Combs)	
Kalamazoo County Board of Commissioners <i>Dale Deleeuw</i> (Alt. J. Heppler)	Kalamazoo County Fire Chiefs Association <i>Greg McComb</i> (Alt. S. Smith)	
Kalamazoo County Sheriff <i>Richard Fuller, Clerk</i> (Alt. M. Greenlee)	Michigan State Police <i>Scott Ernstes</i> (Alt. D. Hinz)	
Kalamazoo County Medical Control Authority <i>William Fales</i> (Alt. M. Bentley)		

ITEM 3 – APPROVAL OF MEETING MINUTES

- A. May 14, 2026 – Regular Meeting (pages 1-4)

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 or raise your hand. Please wait for the Chairperson to confirm you. Once acknowledged, please state your full name and address for the record, followed by your comments. Each member of the public is limited to four minutes or less.

ITEM 5 – FOR CONSIDERATION

A. Executive Director Reports

1. Administrative Monthly Report (page 5-17)
2. May and June Reconciliation Reports (page 18-25)
3. Year-to-Date Budget Performance Reports
 - a. 2026 General Operations and Training Fund (page 26-28)
 - b. 2026 Capital Projects Fund (page 29)
4. Correspondence
 - a. Township of Kalamazoo – Board of Directors Appointment and Finance, Personnel, & TAC Appointment Recommendations (page 30 – **requires approval**)
 - b. KCFA TAC Appointment Recommendation (page 31 – **requires approval**)

B. Committee Reports

1. Executive Committee – Jan Van Der Kley
 - a. Back-Up Emergency Communications Center Space Lease Agreement with Construction with the Township of Kalamazoo (page 32-40)

- b. Agreement to Amend and Terminate – Back-Up Emergency Communications Center Space Lease Agreement with Construction with the City of Portage (page 41-42)
 - c. Resolution 2026-01 Appointing Nulty Insurance Agency as Benefits and Insurance Agent of Record (page 43-45)
 - 2. Personnel Committee – Matt Huber
 - 3. Technical Advisory Committee – Scott Ernstes
 - a. DRAFT Minutes for July 1st Regular Meeting (page 46-49 – Information Only)
 - b. REVISED MPSCS Agreements – Member Subscriber and Integration Agreements (page 50-107)
 - 4. Finance Committee – Tracie Moored
- C. Old Business
- D. New Business
 - 1. Organizational Item – Election of Vice-Chair (page 108)

ITEM 6 – OTHER ITEMS

- A. Announcements and Member Comments
- B. Next regular scheduled meeting – September 10, 2026 (Chief Switalski Meeting Room)

ITEM 7 – ADJOURNMENT

KCCDA meetings are open to all without regard to religion, race, color, national origin, sex, sexual orientation, gender identity or expression, height, weight, familial status, marital status, disability, or any other legally protected class. 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 KCCDA by emailing admin@kccda911.org or calling (269) 488-8911.



MINUTES

REGULAR MEETING

May 14, 2026

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Secretary Rick Fuller at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, May 14, 2026.

ITEM 2 – ROLL CALL

Members Present: Scott Merlo, Ryan Tibbets, Matt Huber, Nicole Miller, Tracie Moored, Dale Deleeuw, Rick Fuller, Scott Smith, Scott Ernstes, Mike Bentley

Others Present: Jeff Heppler, Jeff Troyer, Victoria Rose, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

“Motion by Mr. Huber, second by Ms. Moored to approve the meeting minutes of the March 12, 2026, 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 stated the report was included in the packet. He noted the extraordinary number of calls that were handled during the recent windstorm event. He also noted that in the accolades and complaints portion there is ongoing communications with a complainant.

2. March and April Reconciliation Reports

Mr. Troyer stated the reconciliation reports were included in the packet. He noted that on April 6 there was a significant number of entries from MERS/Empower. This was due to MERS having a blackout during the switch-over to Empower and once everything was converted, all pending payroll contributions were made.

3. Year-to-date Budget Performance Reports
 - a. 2026 General Operations and Training Fund
 - b. 2026 Capital Projects Fund

Mr. Troyer stated the reports were included in the packet and there were no anomalies.

4. Correspondence
 - a. MMRMA Letter Reference Distribution of Excess Net Assets
 - b. Kalamazoo County Fire Chiefs Association – Finance Committee Representatives
 - c. Township of Kalamazoo Police Department – Technical Advisory Committee Representatives
 - d. Kalamazoo County Sheriff's Office – Technical Advisory Committee Alternate Representative

"Motion by Mr. Huber, second by Mr. Merlo to approve the proposed agenda items 5. A. 4. b, c and d – Finance Committee Representative from the Kalamazoo County Fire Chief's Association and Technical Advisory Committee Representatives from the Township of Kalamazoo Police Department and the Kalamazoo County Sheriff's Office as presented."

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

B. Committee Reports

1. Executive Committee – Jeff Troyer
 - a. DRAFT minutes for May 5 Regular Meeting
 - b. Back-up Emergency Communications Center Update

Mr. Troyer stated the committee draft minutes were included in the packet. He also provided an update on the backup center, noting that the draft lease is almost done and provided a brief estimate for the buildout.

2. Personnel Committee – Matt Huber

Mr. Huber stated the Committee had not met and there was nothing to report.

3. Technical Advisory Committee – Scott Ernstes
 - c. DRAFT Minutes for May 6 Regular Meeting

Mr. Ernstes stated they had approved four requests for access to KCCDA talkgroups.

4. Finance Committee – Tracie Moored

a. DRAFT Minutes for April 28th Regular Meeting

Ms. Moored stated the minutes were included in the packet.

b. 2025 Financial Audit Presentation

Mr. Troyer introduced Alex Schaffer of Kruggel Lawton who presented the 2025 Financial Audit.

“Motion by Mr. Huber, second by Mr. Ernestes to accept and place on file the 2025 Financial Audit as presented.”

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

c. 2026 General Fund Budget Amendment – REVISION I

Mr. Troyer provided an overview of the proposed General Fund Budget Amendment REVISION I.

“Motion by Ms. Miller, second by Ms. Moored to approve the 2026 General Fund Budget Amendment – REVISION I as presented.”

On a roll call vote, YES – 10, NO – 0. **MOTION CARRIED.**

d. 2026 Capital Projects Fund Budget Amendment – REVISION I

Mr. Troyer presented an overview of the proposed Capital Projects Fund Budget Amendment REVISION I.

“Motion by Ms. Moored, second by Ms. Miller to approve the 2026 Capital Projects Fund Budget Amendment – REVISION I as presented.”

On a roll call vote, YES – 10, NO – 0. **MOTION CARRIED.**

C. Old Business

There was none.

D. New Business

1. Stadium Drive Facility Renovation Project – General Contractor Recommendation and AIA Contracts

Mr. Troyer presented recommendations for a general contractor to facilitate the building renovations, noting there was only one bid received. He stated the recommendation also authorizes the Executive Director to sign the contracts.

“Motion by Mr. Huber, second by Mr. Tibbets to approve Kalleward Group as the General Contractor for all work included in the Base Proposal, Alternate Bid #1, and Alternate Bid #2 totaling \$548,544. Furthermore, the Board authorizes the Executive Director to execute AIA Contract forms A101, A201, and project change orders not to exceed \$93,252.”

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

ITEM 7 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Deleeuw stated he attends the Alamo Township meetings and they are extremely grateful they could get new radios for their fire department with KCCDA’s Radio Readiness Program. He stated they are a small department and would not have been able to afford the radios otherwise.

Ms. Moored announced that Chief Scott Jackson retired and Darien Smith was Kalamazoo Township’s new police chief effective May 11, 2026.

Mr. Heppler stated he appreciated the hard work dispatch was doing and they did a great job during the storms.

Mr. Fuller stated the water at the jail is currently not drinkable. He stated that when the issue was discovered, his office started bringing in bottled water. He stated there were five water distributions per day to ensure everyone was getting at least five bottles per day, with more available if requested. He stated the water was turned on so inmates could shower and the kitchen could cook. He stated the process had been cleared through the Department of Health and Human Services. He stated there were no illnesses and the medical team reported less symptoms and more water consumption.

B. Next regular scheduled meeting – July 9, 2026 (Chief Switalski Meeting Room)

ITEM 8 - ADJOURNMENT

The meeting was adjourned at 4:00 p.m.

Chris McComb
Deputy Clerk of KCCDA Board of Directors

KCCDA Administrative Report

June 2026

(Completed July 6, 2026)

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:

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

Tasks and/or Projects

The following are tasks carried out by the KCCDA Administration during this period.

- **2026 CAPITAL IMPROVEMENT PROJECTS**

The following is a list of Capital Improvement Projects approved for the current budget year:

- ***#1 – Back-Up ECC (Budget: \$900,000 = \$250k equip. & 650k Buildout/Architectural)***
Administration is working on a Back-up Emergency Communications Center lease agreement for space at the lower level of the new Township of Kalamazoo PD and Administration building. The agreement is in DRAFT form and has gone thru legal counsel review. The Back-up ECC Agreement is in it's final form and will be presented to the Executive Committee on Tuesday, July 7th.
- ***#2 – 7040 Stadium Drive Facility Upgrades (Budget: \$1,100,000)***
On May 16th, the AIA contract documents were executed with Kalleward Group for the renovations/modifications. Kalleward has obtained the performance and payment bonds for the project and received the building permit from Oshtemo Township on Thursday, July 2nd. Renovations will begin in the coming weeks.
- ***#3 – Kalamazoo MPSCS Subsystem Tower Work (Budget: \$36,120)***
KCCDA subsystem tower foundations will be cleaned, cracks repaired with Elephant Armor, sealed with Elephant Shield, and a topcoat of Vetrofluid applied this summer. Pyramid completed this work at the end of May beginning of June.
- ***#4 – Radio Readiness Program (Budget: \$4,000,000)***
The Radio Readiness Program is going very well. To date, 20 agencies/entities have executed MOU's for the program totaling \$3.945 million in reserved funding. There are six agencies without fully executed MOU's. Administration will provide an updated cost analysis to the KCCDA Finance Committee at their meeting August 25th and the Committee will report to the Board of Directors on September 10th.

- *2025 #6 / 2026 #5 – VHF Radio Communications Monitoring System Upgrade (2025 Budget: \$34,670 / 2026 Budget: 29,225)*

This project was started in 2025 and is recommended to be carried forward into 2026 in Revision I of the 2026 Capital Projects Fund. The new Tait Enable System server was configured and the new monitoring software has been fully registered with Tait. We will continue to work with Roe Comm on finalizing the configuration of the new system.

- **RAVINE ROAD (5109) TOWER**

At the beginning of June, MPSCS radio technicians arrived at the Ravine Road tower site to investigate high temperature alarms to find that someone stole inner equipment out of the Marvair AVP3600 HVAC System attached to the tower shelter as well as numerous grounding straps for welded to the tower and associated equipment. Below is snapshot of the damaged Marvair unit:



An insurance claim was submitted on June 3rd and we contacted BelAire to get a quote for a replacement unit. MPSCS site technicians installed a temporary unit to keep the equipment cool because the replacement Marvair was ten days out. BelAire had the installation scheduled for June 30th and on June 16th, we were informed that Marvair meant 10 weeks instead of 10 days lead time. Alternatives were evaluated and in coordination with MPSCS technicians and BelAire, the decision was made to install a 3-ton mini-split unit which was in-stock and the install was completed on July 1st. Administration will file final claims paperwork with the carrier after all invoices are received.

- **KCCDA STAFFING**

The following is a snapshot of KCCDA staffing levels as of July 6, 2026:

POSITION/TITLE	POSITIONS Budgeted	POSITIONS Filled	NOTES
ECO – I	16	11	
ECO – II	32	25	
PT ECO's	7	5	
Dispatch Supervisor	6	6	
TOTAL:	61	47	

CONGRATULATIONS to ECO-I Donovan for completing her training on June 16th and we anticipate ECO-I Krohn will be released in the coming days. We will be opening the ECO application process at 8 a.m. on Tuesday, July 7th and we will close it at 4 p.m. the following day. This will be another condensed hiring process, and we have ECO Prospect Days (two sessions each day) currently scheduled for July 20th and 22nd.

Interviews were conducted on July 6th for the Dispatch Shift Supervisor (Flex) position. Five candidates were interviewed and a special thanks to F/Lt. Scott Ernstes and Chief Greg McComb for assisting on the oral board panel.

- **PUBLIC BUSINESS OFFICE HOURS**

KCCDA's Public business office hours are currently Monday through Thursday 8 a.m. – 4 p.m. and on Friday 8 a.m. to 3 p.m. After conversing with Board leadership, we will be modifying the public hours to Monday through Thursday 8 a.m. to 4 p.m. and we will be closed to the public on Fridays. This will allow administrative staff the opportunity to work on the backlog of day-to-day tasks without interruptions and alleviates the need on Fridays to maintain a minimum of three people on-site to be open to the public. This will not reduce administrative staff work hours but gives us additional flexibility for staff who wish to work different hours Monday – Thursday if they choose.

- **MONTH END FINANCIALS**

The Michigan Class investment account and Mercantile General Business Checking were reconciled against the general ledger on July 6, 2026.

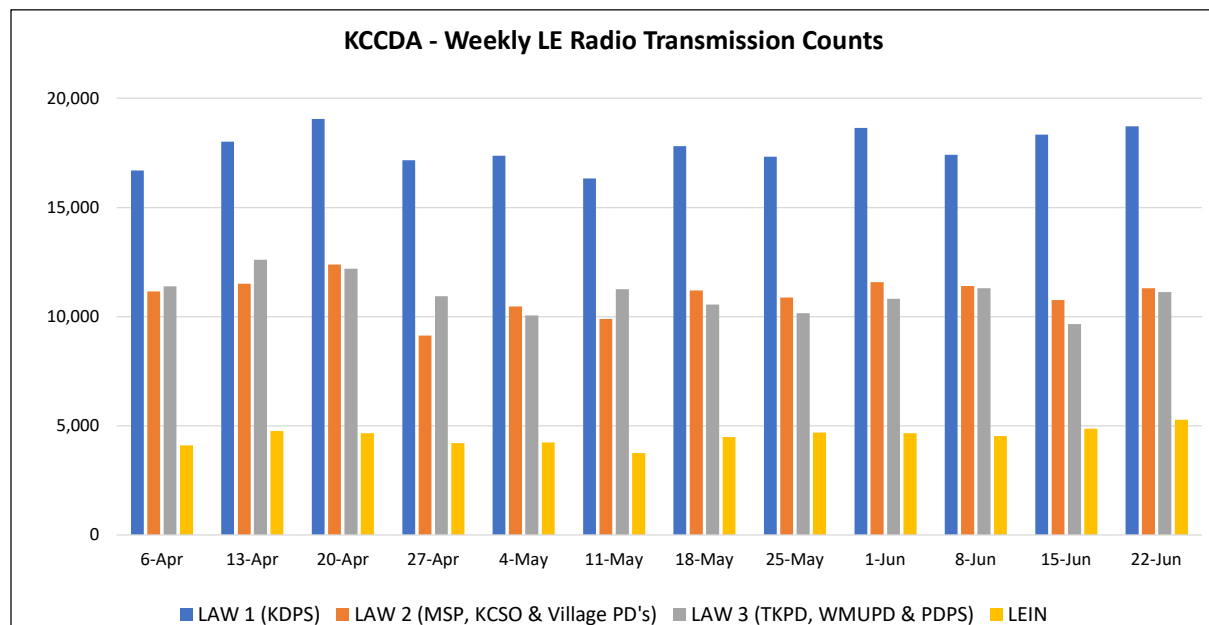
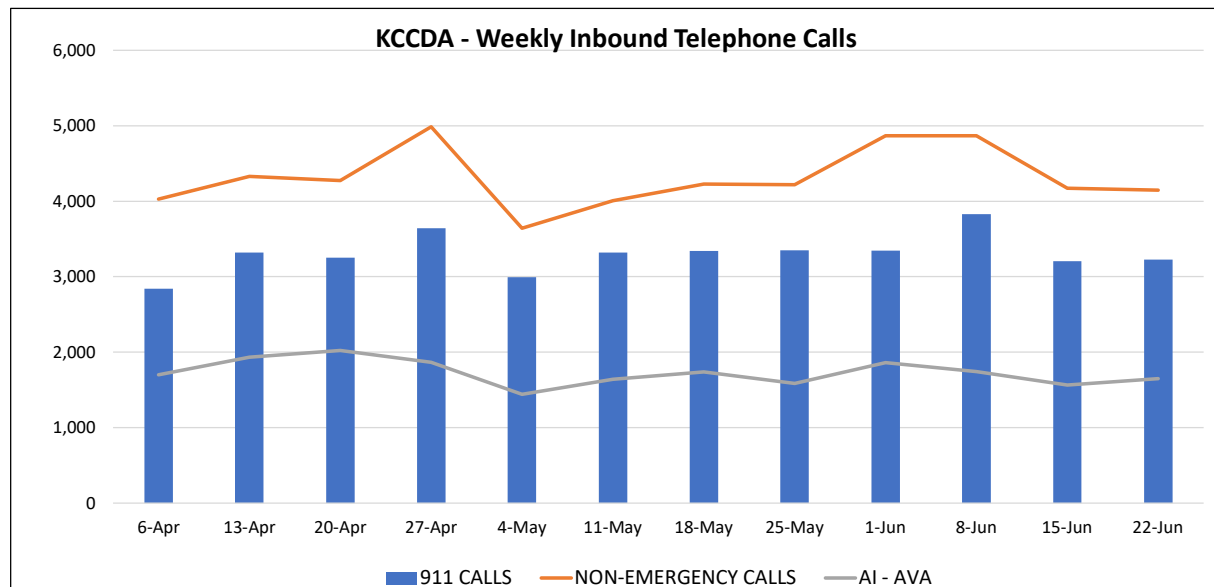
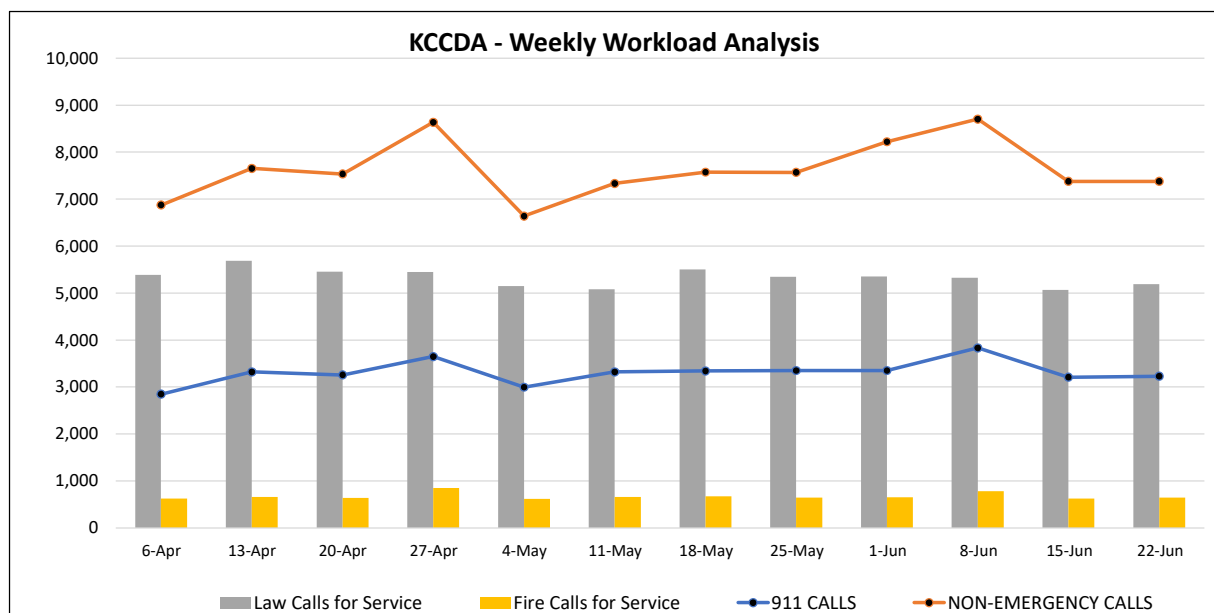
- **STATISTICS & METRICS**

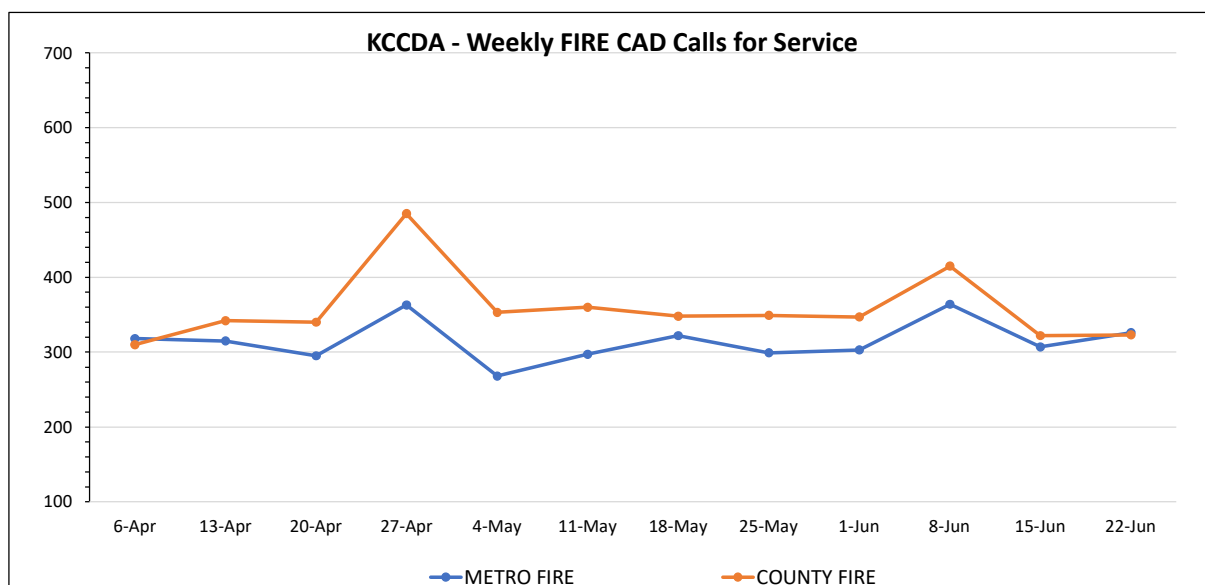
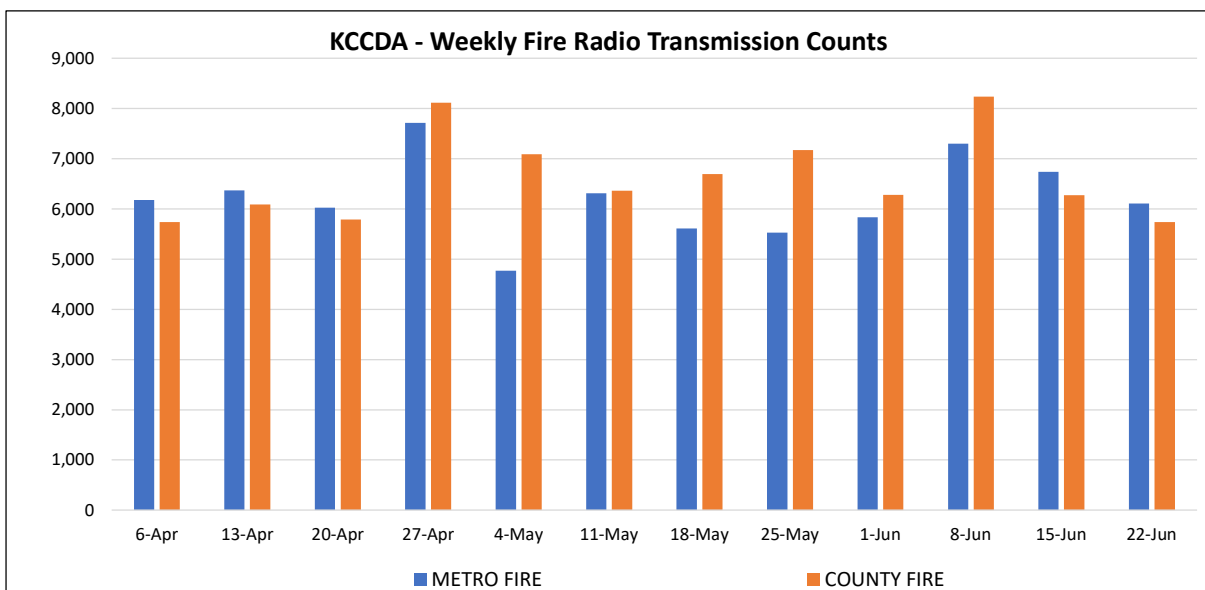
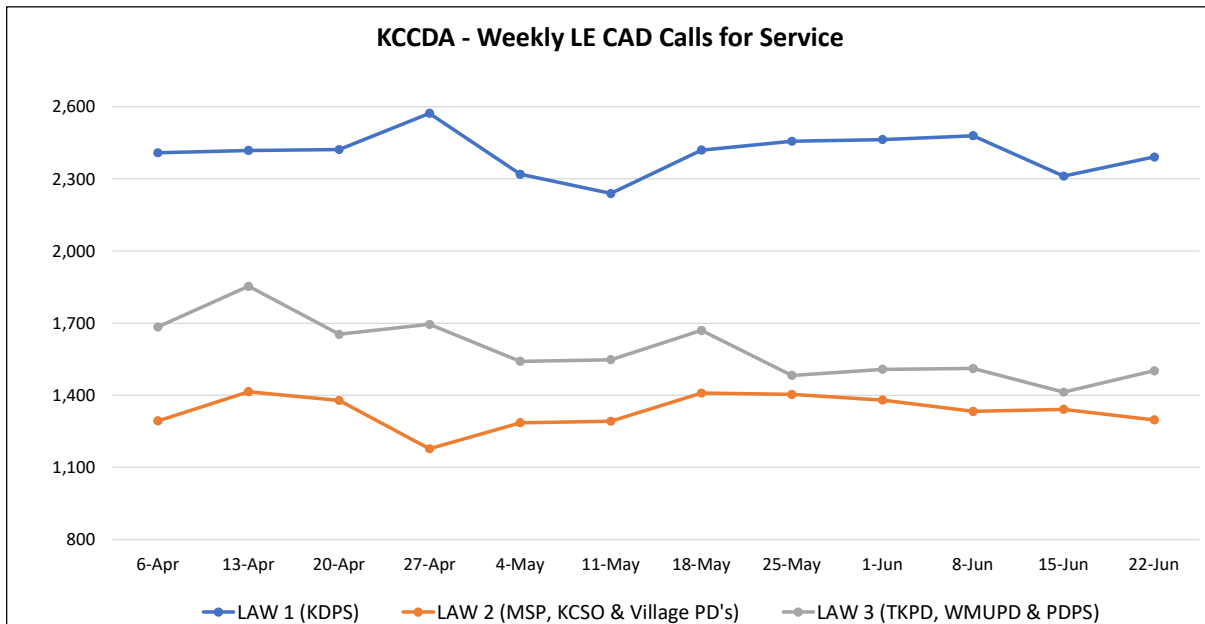
Attached are several different statistical and performance metrics reports:

- ✓ Monthly Accolades, Complaints, and Suggestions
- ✓ Weekly Workload Graphs
- ✓ 2026 and 2025 Monthly workload statistics
- ✓ Emergency Call Wait Time Report
- ✓ Aurelian AI Non-Emergency Call Handling Statistics & External Feedback

June 2026 - 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)
6/16/2026		Citizen John Stears	CFS #5991	6/16/2026	Mr. Stears contacted KCCDA to find out why we would send so many apparatus to this medical incident.	Investigation revealed that this call initiated as a P1 Medical and was upgraded to a P1-ECHO. Pavillion FD was retuned for the full arrest and a short while later, personnel on scene requested SKCFA for manpower.	Mr. Stears was advised that KCCDA dispatches the agencies/departments but we do not determine how or what they respond in/with. No further actions necessary.
6/17/2026	KDPS	Lt. Pittlekow	CFS #8875	6/16/2026	Lt. Pittlekow voiced concerns that critical officer safety information was added to the notes but not over the radio. not relayed to officers over the radio.	At 2226, the calltaker added a critical narrative that stipulated "Suspect has a gun out – on the other side of the police" and at 2228 another critical narrative was added "A gun is pointed at the officers backs – because they aren't turned around". The calltaker also advised the ECO verbally of the critical narratives.	Appropriate corrective action will be taken with ECO that failed to relay the officer safety information.
6/17/2026	KDPS	Captain VanderEnde	CFS #8637	6/7/2026	Request to review the incident as a concern was raised that dispatch did not relay critical officer safety information to officers over the radio.	Incident was a domestic incident. A critical narrative was added to the incident stating the suspect had a gun. 19 seconds after the narrative was added, officers stated over the radio they read notes that the suspect had a gun and to send additional officers. An additional note was added to the narrative (not a critical narrative) that the suspect was outside in the driveway holding the gun. This was never relayed to officers enroute to the scene.	Appropriate corrective action will be taken with ECO that failed to relay the officer safety information.





2026 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>
<u>Primary Dispatch:</u>													
LAW 1	66,253	65,764	76,437	76,244	75,729	77,800							438,227
LAW 2	47,609	42,581	47,622	47,439	46,177	48,144							279,572
LAW 3	44,052	41,891	47,368	50,613	46,759	45,928							276,611
METRO FIRE	28,962	23,545	26,414	27,692	25,087	27,880							159,580
COUNTY FIRE	33,178	24,322	27,202	27,395	29,550	28,853							170,500
LEIN	14,747	17,011	19,518	18,704	18,845	20,295							109,120
<u>Tactical Channels:</u>													
800-TAC 1	6,236	5,291	5,346	6,501	9,030	6,256							38,660
800-TAC 2	1,294	816	637	1,410	888	682							5,727
800-TAC 3	2,038	700	1,501	2,118	883	1,505							8,745
800-TAC 4	550	613	1,932	1,351	1,272	1,877							7,595
800-TAC 5	1,406	7,497	3,767	5,487	5,470	6,026							29,653
800-TAC 6	5	68	50	500	67	115							805
800-TAC 7	0	0	59	4	82	354							499
800-TAC 8	21	3	4	0	10	13							51
TOTAL:	246,351	230,102	257,857	265,458	259,849	265,728	0	0	0	0	0	0	1,525,345
<i>Compared to 2025:</i>	<i>-1.03%</i>	<i>5.97%</i>	<i>-0.30%</i>	<i>1.55%</i>	<i>-4.99%</i>	<i>-1.94%</i>							

2026 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>
KCCDA PHONE CALLS:													
911 CALLS	12,867	10,966	12,776	13,980	14,293	14,670							79,552
NON-EMERGENCY	17,397	14,908	16,865	18,759	17,661	19,486							105,076
VOICE CALL TOTAL:	30,264	25,874	29,641	32,739	31,954	34,156	0	0	0	0	0	0	184,628
<i>Compared to 2025:</i>	<i>-0.68%</i>	<i>-1.87%</i>	<i>-8.97%</i>	<i>6.86%</i>	<i>-11.69%</i>	<i>0.78%</i>							
AI - AVA PROCESSED:	6,608	6,086	7,320	7,718	7,094	7,350							42,176

2026 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<u>DISPATCH POSITION:</u>	<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	10,359	9,513	10,361	10,362	10,459	9,700							60,754
LAW 2	5,179	4,781	5,661	5,642	5,808	5,356							32,427
LAW 3	6,096	6,567	6,907	7,337	6,917	5,971							39,795
METRO FIRE	1,373	1,153	1,373	1,340	1,343	1,305							7,887
COUNTY FIRE	1,643	1,334	1,331	1,554	1,549	1,411							8,822
TOTAL:	24,650	23,348	25,633	26,235	26,076	23,743	0	0	0	0	0	0	149,685
<i>Compared to 2025:</i>	<i>5.86%</i>	<i>4.18%</i>	<i>-2.33%</i>	<i>2.73%</i>	<i>-0.86%</i>	<i>-4.90%</i>							

2025 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>
<u>Primary Dispatch:</u>										No Radio Recording Oct 10-14			
LAW 1	65,625	62,252	80,213	76,824	81,754	84,888	86,024	79,529	79,490	59,817	68,313	61,086	885,815
LAW 2	46,481	38,959	43,957	44,590	47,716	49,501	51,864	49,620	47,594	34,745	43,529	46,730	545,286
LAW 3	51,781	44,828	52,683	54,064	51,437	50,040	50,197	52,806	51,200	40,523	45,579	46,382	591,520
METRO FIRE	28,194	22,388	26,509	27,077	29,311	27,719	29,403	29,065	25,863	22,431	23,762	26,556	318,278
COUNTY FIRE	28,503	23,272	22,461	26,778	30,469	26,650	26,138	32,479	27,713	24,298	28,352	32,325	329,438
LEIN	16,629	15,938	20,074	19,887	19,869	19,101	21,765	20,506	21,021	14,103	16,611	14,526	220,030
<u>Tactical Channels:</u>													
800-TAC 1	5,313	4,458	4,861	4,925	6,766	7,032	4,372	5,440	4,880	4,069	4,862	4,485	61,463
800-TAC 2	1,095	811	1,035	1,008	1,075	629	1,192	736	1,381	1,536	1,915	1,075	13,488
800-TAC 3	1,862	1,611	2,466	2,687	1,797	2,285	1,678	1,747	704	801	1,529	1,361	20,528
800-TAC 4	407	177	557	445	593	410	361	243	376	282	230	115	4,196
800-TAC 5	2,876	1,671	3,332	2,939	1,994	2,363	3,637	2,013	4,906	990	1,614	957	29,292
800-TAC 6	61	7	15	41	24	12	1	53	443	1,956	208	19	2,840
800-TAC 7	54	1	455	20	12	94	6	100	712	66	0	1	1,521
800-TAC 8	17	1	9	69	2	150	485	25	2	322	17	43	1,142
TOTAL:	248,898	216,374	258,627	261,354	272,819	270,874	277,123	274,362	266,285	205,939	236,521	235,661	3,024,837
<i>Compared to 2024:</i>	<i>-4.38%</i>	<i>-20.08%</i>	<i>-2.79%</i>	<i>1.61%</i>	<i>-7.30%</i>	<i>-8.98%</i>	<i>-5.08%</i>	<i>-5.62%</i>	<i>-5.41%</i>	<i>-32.03%</i>	<i>-8.19%</i>	<i>-3.61%</i>	

2025 TELEPHONE CALLS

KCCDA PHONE 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>
911 CALLS	11,992	10,486	13,394	12,912	15,908	14,742	14,898	15,095	14,355	13,968	12,566	12,466	162,782
NON-EMERGENCY	18,478	15,873	18,906	17,581	19,780	19,149	19,362	18,733	17,758	17,635	16,271	16,007	215,533
VOICE CALL TOTAL:	30,470	26,359	32,300	30,493	35,688	33,891	34,260	33,828	32,113	31,603	28,837	28,473	378,315
<i>Compared to 2024:</i>	<i>-10.73%</i>	<i>-17.14%</i>	<i>-4.56%</i>	<i>-13.15%</i>	<i>-11.79%</i>	<i>-18.74%</i>	<i>-11.77%</i>	<i>-13.75%</i>	<i>-18.60%</i>	<i>-16.62%</i>	<i>-13.54%</i>	<i>-9.30%</i>	
AI - AVA PROCESSED:	6,832	5,495	6,859	6,854	7,371	7,556	8,659	7,458	7,614	7,408	6,610	6,340	85,056

2025 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<u>DISPATCH POSITION:</u>	<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	8,929	9,072	10,570	10,140	10,952	10,474	11,044	8,641	10,417	10,259	9,505	8,968	118,971
LAW 2	5,096	4,779	5,769	5,160	5,547	5,397	5,580	4,486	5,571	5,534	5,273	5,280	63,472
LAW 3	6,352	5,909	6,790	7,484	6,593	6,153	6,868	5,382	6,726	6,986	6,157	6,121	77,521
METRO FIRE	1,340	1,257	1,536	1,392	1,488	1,441	1,539	1,219	1,379	1,419	1,345	1,350	16,705
COUNTY FIRE	1,488	1,355	1,565	1,344	1,721	1,442	1,465	1,217	1,319	1,541	1,514	1,581	17,552
TOTAL:	23,205	22,372	26,230	25,520	26,301	24,907	26,496	20,945	25,412	25,739	23,794	23,300	294,221
<i>Compared to 2024:</i>	<i>2.46%</i>	<i>-2.47%</i>	<i>10.77%</i>	<i>4.38%</i>	<i>1.89%</i>	<i>-2.91%</i>	<i>1.46%</i>	<i>-26.45%</i>	<i>-0.40%</i>	<i>1.22%</i>	<i>2.15%</i>	<i>1.91%</i>	

Emergency Call Wait Time Range

For (Month)



Creation Date: 07/07/2026 02:00:09 PM

Grouping: Month

Date Range: 06/01/2026 12:00:00 AM - 06/30/2026 11:59:59 PM

Filter Criteria: Please, refer to the last page.

Detail Information

Month		None	0 - 10	11 - 20	21 - 30	31 - 40	41 - 50	51 - 60	>= 61	Total
Jun	Call Count	108	12,850	1,230	277	91	39	23	35	14,653
	Cumulative Percentage		88 %	97 %	99 %	99 %	100 %	100 %	100 %	
Total	Call Count	108	12,850	1,230	277	91	39	23	35	14,653
	Cumulative Percentage		88 %	97 %	99 %	99 %	100 %	100 %	100 %	

Emergency Call Wait Time Range

For (Month)



Creation Date: 07/07/2026 02:00:09 PM

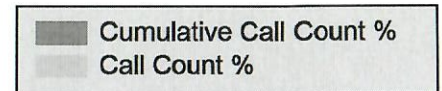
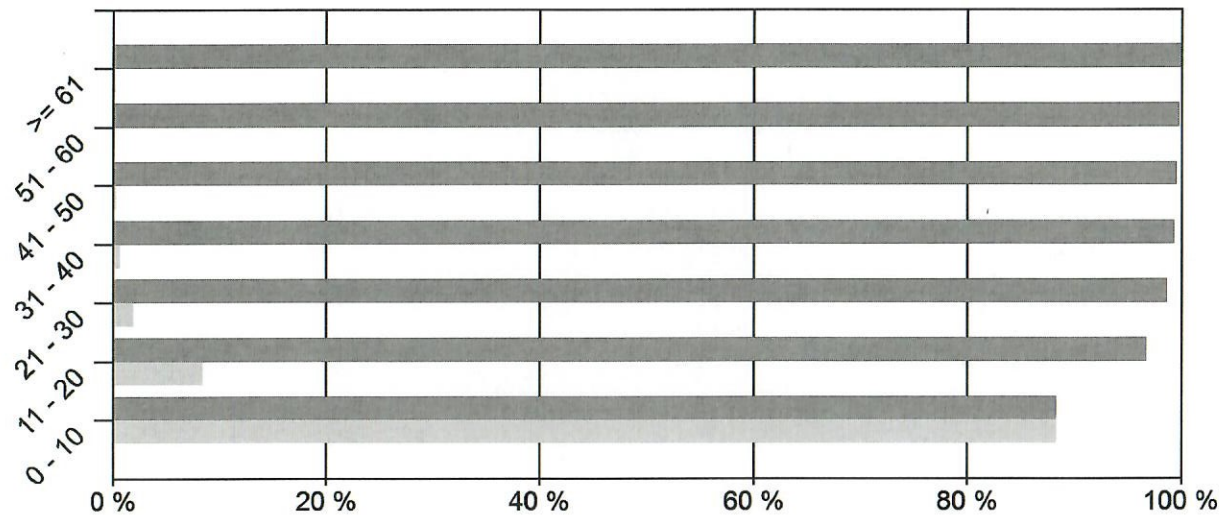
Grouping: Month

Date Range: 06/01/2026 12:00:00 AM - 06/30/2026 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: 07/07/2026 02:00:09 PM

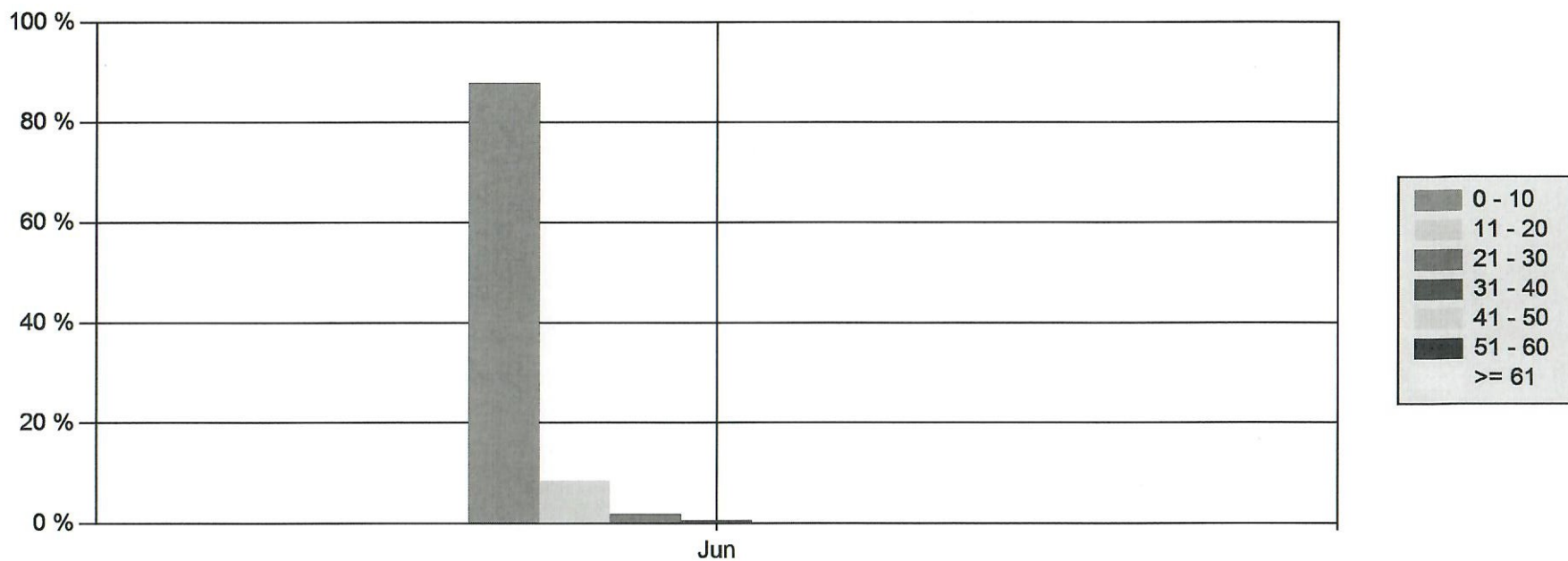
Grouping: Month

Date Range: 06/01/2026 12:00:00 AM - 06/30/2026 11:59:59 PM

Filter Criteria: Please, refer to the last page.

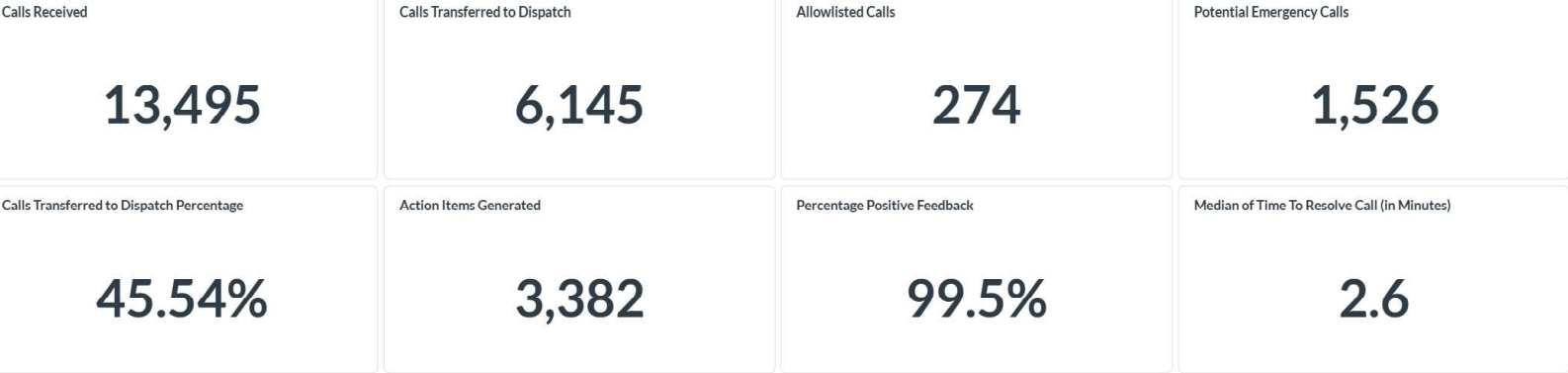
Detail Chart

Call Count % by Wait Time (Month)

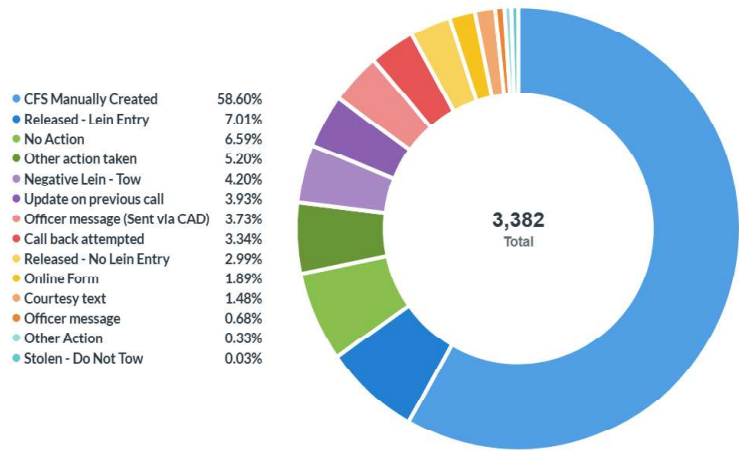


Performance V2 - Kalamazoo County MI

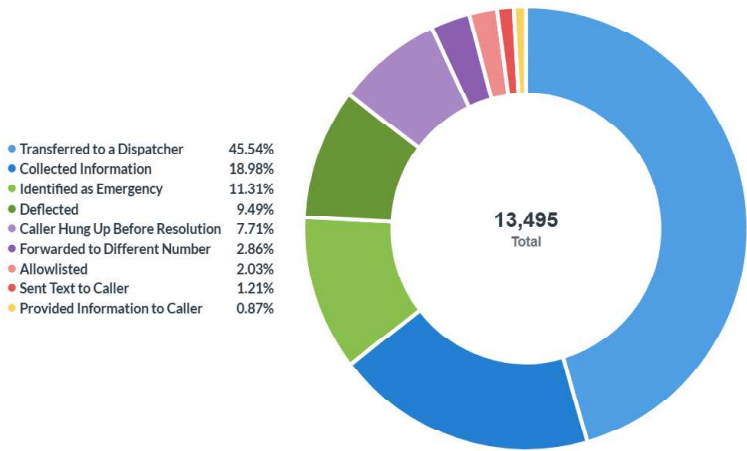
Time Range: June 1, 2026 - June 30, 2026



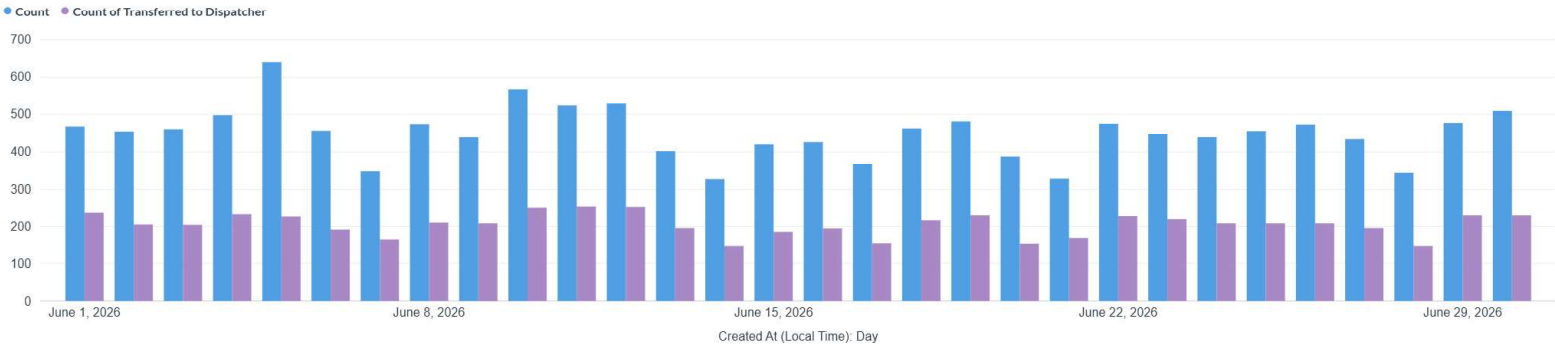
Action Items By Resolution Type



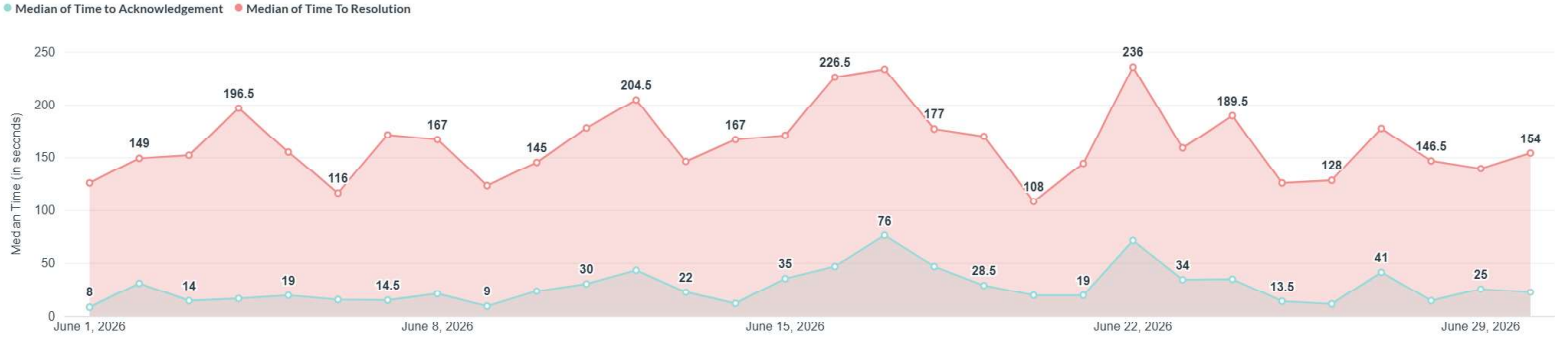
Call Outcome



Total Calls Handled & Calls Transferred to Dispatch



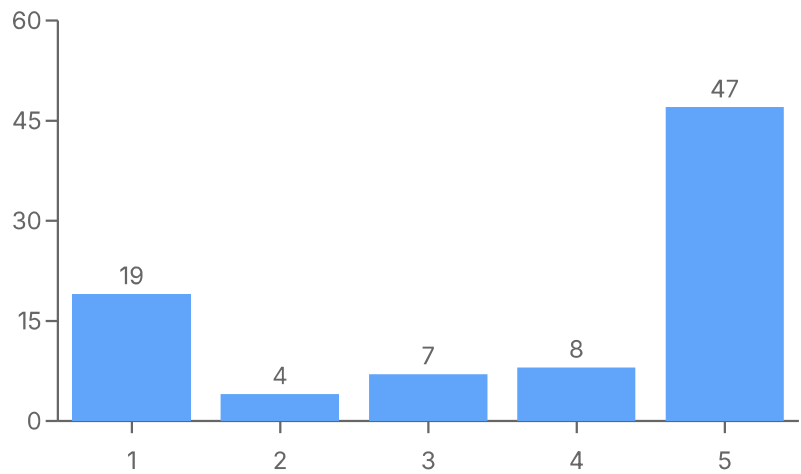
Median Time to Acknowledgement & Resolution





Question 1

How would you rate your call experience?



Total responses: 85

85 responses

Kalamazoo County Dispatch Authority

Mercantile General Busn. Checking, Period Ending 05/29/2026

RECONCILIATION REPORT

Reconciled on: 06/03/2026

Reconciled by: Jeff Troyer

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

Summary

USD

Statement beginning balance.....	2,523,665.75
Checks and payments cleared (57).....	-700,621.98
Deposits and other credits cleared (4).....	144,774.20
Statement ending balance.....	<u>1,967,817.97</u>

Uncleared transactions as of 05/29/2026.....	-6,954.54
Register balance as of 05/29/2026.....	1,960,863.43
Cleared transactions after 05/29/2026.....	0.00
Uncleared transactions after 05/29/2026.....	1,704,488.99
Register balance as of 06/03/2026.....	<u>3,665,352.42</u>

Details

Checks and payments cleared (57)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/20/2026	Bill Payment	4979	Burnham & Flower Insurance ...	-120.00
04/20/2026	Bill Payment	4985	Houseman, Michael	-198.74
04/20/2026	Bill Payment	4991	Absolute Software, Inc.	-5,250.96
04/20/2026	Bill Payment	4995	Oshtemo Township	-255,820.00
04/20/2026	Bill Payment	4976	Justice Fence Co.	-750.00
05/02/2026	Expense	050126	MERS - Empower	-505.00
05/02/2026	Expense	050126	MERS - Empower	-5,339.53
05/02/2026	Expense	050126	MERS - Empower	-560.35
05/02/2026	Expense	050126	MERS - Empower	-15,905.55
05/04/2026	Bill Payment	5005	Felicia Gorang	-321.28
05/04/2026	Bill Payment	5006	Trace3	-3,988.50
05/04/2026	Bill Payment	5007	Heart of West Michigan Unite...	-1,200.06
05/04/2026	Bill Payment	5008	Sohn Linen Service	-48.02
05/04/2026	Bill Payment	5009	Clear Choice Headsets & Tec...	-468.80
05/04/2026	Bill Payment	5018	Travelers - RMD	-57.00
05/04/2026	Bill Payment	5011	Williams Building Services LLC	-2,460.00
05/04/2026	Bill Payment	5012	Standard Insurance Company	-1,191.11
05/04/2026	Bill Payment	5013	DirectTV	-2.01
05/04/2026	Bill Payment	5014	Insight Direct USA	-4.36
05/04/2026	Bill Payment	5015	Peninsula Fiber Network	-1,385.00
05/04/2026	Bill Payment	5017	Rose Pest Solutions	-110.00
05/04/2026	Bill Payment	5016	NENA	-920.00
05/04/2026	Bill Payment	5019	Insight Public Sector, Inc.	-1,127.54
05/04/2026	Bill Payment	4998	Consumers Energy	-506.32
05/04/2026	Bill Payment	4999	Target Solutions Learning	-6,598.47
05/04/2026	Bill Payment	5000	Republic Services	-494.99
05/04/2026	Bill Payment	5001	Besco	-72.00
05/04/2026	Bill Payment	5002	AT&T Mobility	-546.19
05/04/2026	Bill Payment	5003	Zachary Sackrider	-436.40
05/04/2026	Bill Payment	5004	INdigital	-17,838.51
05/14/2026	Bill Payment	5024	Consumers Energy	-534.87
05/14/2026	Bill Payment	5020	MACNLOW Associates	-750.00
05/14/2026	Bill Payment	5021	Kearstan Nast	-337.50
05/14/2026	Bill Payment	5023	Dixon Lawn Care	-1,577.00
05/14/2026	Bill Payment	5025	Michigan Chapter of APCO	-2,225.00
05/14/2026	Bill Payment	5026	Schley Nelson Architects, Inc.	-1,847.23
05/14/2026	Bill Payment	5027	DL Gallivan Office Solutions	-38.19
05/14/2026	Bill Payment	5028	Besco	-65.25
05/14/2026	Bill Payment	5029	Sohn Linen Service	-48.02
05/14/2026	Bill Payment	5030	Martin Ftacek	-157.11

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/14/2026	Bill Payment	5031	Language Line Services, Inc	-547.64
05/14/2026	Bill Payment	5032	Bronson Healthcare Group	-879.00
05/14/2026	Bill Payment	5035	Jefferson Koch	-526.54
05/14/2026	Bill Payment	5036	Kalamazoo City Treasurer	-314.99
05/14/2026	Bill Payment	5037	VISA - Mercantile Bank of Mic...	-3,976.48
05/14/2026	Bill Payment	5038	Travelers - RMD	-57.00
05/15/2026	Expense		Mercantile Bank of Michigan	-60.00
05/15/2026	Expense	051526	PAYROLL	-138,421.02
05/16/2026	Expense	051526	MERS - Empower	-560.35
05/16/2026	Expense	051526	MERS - Empower	-5,117.22
05/16/2026	Expense	051526	MERS - Empower	-505.00
05/16/2026	Expense	051626	MERS - Empower	-15,016.83
05/20/2026	Expense	HSA June 2026	Blue Cross Blue Shield of Mic...	-46,615.23
05/20/2026	Expense	May 26	Metronet	-4,242.47
05/20/2026	Expense	HMO June 26	Blue Cross Blue Shield of Mic...	-4,127.06
05/20/2026	Expense	June 26	Consumers Life Insurance Co...	-1,156.01
05/29/2026	Expense	06.01.26	PAYROLL	-146,692.28
Total				-700,621.98

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/18/2026	Deposit		Kalamazoo County - Surcharg...	117,515.00
05/20/2026	Deposit		Danielle Mayo	20.07
05/28/2026	Deposit		State of Michigan - Dept of Tr...	26,382.00
05/29/2026	Deposit		Mercantile Bank of Michigan	857.13
Total				144,774.20

Additional Information

Uncleared checks and payments as of 05/29/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/17/2025	Expense	111425 Special	MERS - Alerus Financial	-43.93
05/04/2026	Bill Payment	5010	Principal Life Insurance Comp...	-3,388.93
05/14/2026	Bill Payment	5033	Big Sky Communications	-617.00
05/14/2026	Bill Payment	5034	Environmental Systems Rese...	-3,150.00
05/14/2026	Bill Payment	5022	Cohl, Stoker & Toskey, P.C.	-88.00
Total				-7,287.86

Uncleared deposits and other credits as of 05/29/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/06/2025	Deposit		Snow, Chelsea Adele	333.32
05/20/2026	Deposit		Danielle Mayo	0.00
Total				333.32

Uncleared checks and payments after 05/29/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/30/2026	Expense	052926	MERS - Empower	-15,811.78
05/30/2026	Expense	052926	MERS - Empower	-560.35
05/30/2026	Expense	052926	MERS - Empower	-505.00
05/30/2026	Expense	052926	MERS - Empower	-5,308.88
06/02/2026	Bill Payment	5039	Township of Kalamazoo - Fire ...	-344,250.00
06/02/2026	Bill Payment	5040	City of Parchment	-16,875.00
Total				-383,311.01

Uncleared deposits and other credits after 05/29/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/03/2026	Deposit		Kalamazoo County - Millage &...	2,087,800.00
Total				2,087,800.00

Kalamazoo County Dispatch Authority

Mercantile General Busn. Checking, Period Ending 06/30/2026

RECONCILIATION REPORT

Reconciled on: 07/06/2026

Reconciled by: Jeff Troyer

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

Summary

USD

Statement beginning balance.....	1,967,817.97
Checks and payments cleared (73).....	-1,209,379.30
Deposits and other credits cleared (4).....	2,094,233.64
Statement ending balance.....	<u>2,852,672.31</u>

Uncleared transactions as of 06/30/2026.....	-73,814.61
Register balance as of 06/30/2026.....	2,778,857.70

Details

Checks and payments cleared (73)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/04/2026	Bill Payment	5010	Principal Life Insurance Comp...	-3,388.93
05/14/2026	Bill Payment	5022	Cohl, Stoker & Toskey, P.C.	-88.00
05/30/2026	Expense	052926	MERS - Empower	-505.00
05/30/2026	Expense	052926	MERS - Empower	-5,308.88
05/30/2026	Expense	052926	MERS - Empower	-560.35
05/30/2026	Expense	052926	MERS - Empower	-15,811.78
06/02/2026	Bill Payment	5039	Township of Kalamazoo - Fire ...	-344,250.00
06/02/2026	Bill Payment	5040	City of Parchment	-16,875.00
06/03/2026	Bill Payment	5069	Midwest Energy and Commun...	-366.07
06/03/2026	Bill Payment	5073	Insight Public Sector, Inc.	-1,127.54
06/03/2026	Bill Payment	5066	Imprivata	-5,730.52
06/03/2026	Bill Payment	5068	Kim Kiggans	-133.17
06/03/2026	Bill Payment	5070	Victoria Rose	-178.35
06/03/2026	Bill Payment	5072	Travelers - RMD	-57.00
06/03/2026	Bill Payment	5042	AT&T - Box 5019	-1,622.94
06/03/2026	Bill Payment	5043	Justice Fence Co.	-650.00
06/03/2026	Bill Payment	5044	Consumers Energy	-4,675.67
06/03/2026	Bill Payment	5045	Republic Services	-494.99
06/03/2026	Bill Payment	5046	Printmill	-1,524.68
06/03/2026	Bill Payment	5047	Schley Nelson Architects, Inc.	-1,416.57
06/03/2026	Bill Payment	5048	Kruggel, Lawton & Company, ...	-600.00
06/03/2026	Bill Payment	5049	Besco	-256.25
06/03/2026	Bill Payment	5071	Rose Pest Solutions	-110.00
06/03/2026	Bill Payment	5051	Sohn Linen Service	-48.02
06/03/2026	Bill Payment	5052	Otis Elevator Company	-175.00
06/03/2026	Bill Payment	5053	Language Line Services, Inc	-416.74
06/03/2026	Bill Payment	5055	Williams Building Services LLC	-2,460.00
06/03/2026	Bill Payment	5056	Nicole Face	-144.21
06/03/2026	Bill Payment	5057	DirecTV	-149.99
06/03/2026	Bill Payment	5058	Standard Insurance Company	-1,392.06
06/03/2026	Bill Payment	5059	VISA - Mercantile Bank of Mic...	-6,383.23
06/03/2026	Bill Payment	5060	Insight Direct USA	-4.36
06/03/2026	Bill Payment	5061	Peninsula Fiber Network	-1,385.00
06/03/2026	Bill Payment	5062	Roto-Rooter	-461.95
06/03/2026	Bill Payment	5063	NENA	-830.00
06/03/2026	Bill Payment	5064	DL Gallivan Office Solutions	-179.53
06/03/2026	Bill Payment	5065	AT&T Mobility	-546.19
06/05/2026	Bill Payment	5074	TransUnion Risk and Alternati...	-640.00
06/05/2026	Bill Payment	5075	Alamo Township Fire Departm...	-150,850.00
06/05/2026	Bill Payment	5076	Ross Township	-169,907.00
06/09/2026	Bill Payment	5080	Besco	-78.00
06/09/2026	Bill Payment	5077	Dixon Lawn Care	-356.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/09/2026	Bill Payment	5078	Consumers Energy	-1,160.07
06/09/2026	Bill Payment	5081	Kyle Cummins	-387.33
06/09/2026	Bill Payment	5082	DL Gallivan Office Solutions	-85.72
06/09/2026	Bill Payment	5083	Chelsea Snow	-130.65
06/09/2026	Bill Payment	5084	Complete Team Outfitter	-1,495.00
06/09/2026	Bill Payment	5085	D&D Printing	-916.90
06/09/2026	Bill Payment	5086	Sohn Linen Service	-48.02
06/09/2026	Bill Payment	5087	HelpNet	-750.00
06/09/2026	Bill Payment	5088	Language Line Services, Inc	-750.79
06/09/2026	Bill Payment	5090	Prudential - New Life Business	-945.00
06/09/2026	Bill Payment	5091	Midwest Energy and Commun...	-373.39
06/12/2026	Expense	061226	PAYROLL	-155,086.11
06/13/2026	Expense	061226	MERS - Empower	-560.35
06/13/2026	Expense	061226	MERS - Empower	-16,817.41
06/13/2026	Expense	061226	MERS - Empower	-505.00
06/13/2026	Expense	061226	MERS - Empower	-5,450.56
06/15/2026	Expense		Mercantile Bank of Michigan	-60.00
06/18/2026	Expense	HMO July 26	Blue Cross Blue Shield of Mic...	-4,127.06
06/18/2026	Expense	June 26	Metronet	-4,201.28
06/18/2026	Expense	July 26	Consumers Life Insurance Co...	-963.74
06/18/2026	Expense	HSA July26		-46,106.59
06/24/2026	Bill Payment	5092	MACNLOW Associates	-275.00
06/24/2026	Bill Payment	5102	Sohn Linen Service	-48.02
06/24/2026	Bill Payment	5108	Schoolcraft Police Department	-47,464.00
06/24/2026	Bill Payment	5094	Cohl, Stoker & Toskey, P.C.	-814.00
06/25/2026	Bill Payment	5113	Heart of West Michigan Unite...	-400.02
06/26/2026	Expense	06.26.26	PAYROLL	-154,105.43
06/27/2026	Expense	062626	MERS - Empower	-560.35
06/27/2026	Expense	062626	MERS - Empower	-16,815.07
06/27/2026	Expense	062626	MERS - Empower	-505.00
06/27/2026	Expense	062626	MERS - Empower	-5,332.47

Total -1,209,379.30

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/03/2026	Deposit		Kalamazoo County - Millage &...	2,087,200.00
06/04/2026	Deposit			5,174.46
06/17/2026	Deposit			535.72
06/30/2026	Deposit		Mercantile Bank of Michigan	1,323.46

Total 2,094,233.64

Additional Information

Uncleared checks and payments as of 06/30/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/17/2025	Expense	111425 Special	MERS - Alerus Financial	-43.93
05/14/2026	Bill Payment	5033	Big Sky Communications	-617.00
05/14/2026	Bill Payment	5034	Environmental Systems Rese...	-3,150.00
06/03/2026	Bill Payment	5050	Laura Heckelman	-19.57
06/09/2026	Bill Payment	5089	Principal Life Insurance Comp...	-3,388.93
06/09/2026	Bill Payment	5079	Michael Gordon	-8.34
06/18/2026	Expense	HSA July 27	Blue Cross Blue Shield of Mic...	-46,106.59
06/24/2026	Bill Payment	5110	Rose Pest Solutions	-110.00
06/24/2026	Bill Payment	5112	Insight Public Sector, Inc.	-6,640.34
06/24/2026	Bill Payment	5093	AT&T - Box 5019	-3,270.22
06/24/2026	Bill Payment	5095	Hi-Tech Electric Company	-297.65
06/24/2026	Bill Payment	5096	Consumers Energy	-4,674.08
06/24/2026	Bill Payment	5097	Kruggel, Lawton & Company, ...	-425.00
06/24/2026	Bill Payment	5098	Left Coast Open Pit LLC	-1,230.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/24/2026	Bill Payment	5099	Besco	-145.00
06/24/2026	Bill Payment	5100	DL Gallivan Office Solutions	-152.63
06/24/2026	Bill Payment	5101	AT&T Mobility	-546.19
06/24/2026	Bill Payment	5103	Roe Comm	-1,275.00
06/24/2026	Bill Payment	5104	CertaSite, LLC	-250.99
06/24/2026	Bill Payment	5105	Nicole Face	-907.37
06/24/2026	Bill Payment	5106	Portage Public Safety Founda...	-250.00
06/24/2026	Bill Payment	5107	DirecTV	-161.99
06/24/2026	Bill Payment	5109	Midwest Energy and Commun...	-13.83
06/24/2026	Bill Payment	5111	Victoria Rose	-463.28

Total -74,147.93

Uncleared deposits and other credits as of 06/30/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/06/2025	Deposit		Snow, Chelsea Adele	333.32
05/20/2026	Deposit		Danielle Mayo	0.00

Total 333.32

Kalamazoo County Dispatch Authority
Michigan CLASS, Period Ending 05/31/2026

RECONCILIATION REPORT

Reconciled on: 06/03/2026

Reconciled by: Jeff Troyer

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

Summary	USD
Statement beginning balance.....	7,081,326.99
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	22,375.84
Statement ending balance.....	<u>7,103,702.83</u>
Register balance as of 05/31/2026.....	7,103,702.83

Details				
Deposits and other credits cleared (1)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/31/2026	Deposit		Michigan CLASS	22,375.84
Total				22,375.84

Kalamazoo County Dispatch Authority
Michigan CLASS, Period Ending 06/30/2026

RECONCILIATION REPORT

Reconciled on: 07/06/2026
Reconciled by: Jeff Troyer

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

Summary	USD
Statement beginning balance.....	7,103,702.83
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	21,884.81
Statement ending balance.....	<u>7,125,587.64</u>
Register balance as of 06/30/2026.....	7,125,587.64

Details				
Deposits and other credits cleared (1)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2026	Deposit		Michigan CLASS	21,884.81
Total				21,884.81



Kalamazoo County Consolidated Dispatch Authority

Budget vs. Actuals: 2026 General Fund Budget - REV I

January - December 2026

	2911 - GENERAL OPERATIONS				2913 - TRAINING				TOTAL	
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	
Income										
402.000 Property Taxes	3,826,305.50	7,651,262.00	3,824,956.50				\$3,826,305.50	\$7,651,262.00	\$3,824,956.50	
573.000 Local Community Stabilization Share	348,694.50	697,389.00	348,694.50				\$348,694.50	\$697,389.00	\$348,694.50	
615.010 Surcharge Revenue - State 911	117,515.00	468,000.00	350,485.00	26,382.00	52,000.00	25,618.00	\$143,897.00	\$520,000.00	\$376,103.00	
615.020 Surcharge Revenue - Local 911	72.87	1,150,000.00	1,149,927.13				\$72.87	\$1,150,000.00	\$1,149,927.13	
651.000 Charges for Services - User Fees	16,340.00	18,750.00	2,410.00				\$16,340.00	\$18,750.00	\$2,410.00	
665.000 Interest Earned	137,477.72	250,000.00	112,522.28				\$137,477.72	\$250,000.00	\$112,522.28	
667.000 Rent/Lease Revenue	10,200.00	10,200.00	0.00				\$10,200.00	\$10,200.00	\$0.00	
671.000 Miscellaneous Revenue	8,339.96	4,397.00	(3,942.96)				\$8,339.96	\$4,397.00	\$ (3,942.96)	
Total Income	\$4,464,945.55	\$10,249,998.00	\$5,785,052.45	\$26,382.00	\$52,000.00	\$25,618.00	\$4,491,327.55	\$10,301,998.00	\$5,810,670.45	
GROSS PROFIT	\$4,464,945.55	\$10,249,998.00	\$5,785,052.45	\$26,382.00	\$52,000.00	\$25,618.00	\$4,491,327.55	\$10,301,998.00	\$5,810,670.45	
Expenses										
700 thru 718 Personnel Services							\$0.00	\$0.00	\$0.00	
702.010 Salaries - Administration	158,440.15	368,896.00	210,455.85		15,000.00	15,000.00	\$158,440.15	\$368,896.00	\$210,455.85	
702.020 Wages - Regular							\$0.00	\$15,000.00	\$15,000.00	
702.021 Administrative Support	116,567.78	276,939.00	160,371.22				\$116,567.78	\$276,939.00	\$160,371.22	
702.022 Dispatch Supervisors	170,745.77	506,033.00	335,287.23				\$170,745.77	\$506,033.00	\$335,287.23	
702.023 ECO II's	728,327.74	1,929,633.00	1,201,305.26				\$728,327.74	\$1,929,633.00	\$1,201,305.26	
702.024 ECO I's	298,193.18	638,149.00	339,955.82				\$298,193.18	\$638,149.00	\$339,955.82	
702.026 Bereavement	1,633.92		(1,633.92)				\$1,633.92	\$0.00	\$ (1,633.92)	
Total 702.020 Wages - Regular	1,315,468.39	3,350,754.00	2,035,285.61	15,000.00	15,000.00	15,000.00	\$1,315,468.39	\$3,365,754.00	\$2,050,285.61	
702.030 Wages - Overtime		382,263.00	382,263.00				\$0.00	\$382,263.00	\$382,263.00	
702.031 Administrative Support	295.82		(295.82)				\$295.82	\$0.00	\$ (295.82)	
702.032 Dispatch Supervisors	37,495.92		(37,495.92)				\$37,495.92	\$0.00	\$ (37,495.92)	
702.033 ECO II's	69,069.99		(69,069.99)				\$69,069.99	\$0.00	\$ (69,069.99)	
702.034 ECO I's	16,887.44		(16,887.44)				\$16,887.44	\$0.00	\$ (16,887.44)	
Total 702.030 Wages - Overtime	123,749.17	382,263.00	258,513.83				\$123,749.17	\$382,263.00	\$258,513.83	
702.050 CTO Pay	10,132.93	27,000.00	16,867.07				\$10,132.93	\$27,000.00	\$16,867.07	
706.000 Wages - Holiday Premium	69,114.48	208,201.00	139,086.52				\$69,114.48	\$208,201.00	\$139,086.52	
712.000 Payment in Lieu of Benefits	21,975.00	49,350.00	27,375.00				\$21,975.00	\$49,350.00	\$27,375.00	
714.000 Longevity		14,050.00	14,050.00				\$0.00	\$14,050.00	\$14,050.00	
715.010 Auto Allowance	4,344.00	8,688.00	4,344.00				\$4,344.00	\$8,688.00	\$4,344.00	
Total 700 thru 718 Personnel Services	1,703,224.12	4,409,202.00	2,705,977.88	15,000.00	15,000.00	15,000.00	\$1,703,224.12	\$4,424,202.00	\$2,720,977.88	
719 thru 725 Benefits and Taxes							\$0.00	\$0.00	\$0.00	
719.000 Workers Comp Insurance	2,354.34	15,444.00	13,089.66				\$2,354.34	\$15,444.00	\$13,089.66	
720.010 Medical/Health Insurance	566,275.19	493,847.00	(72,428.19)				\$566,275.19	\$493,847.00	\$ (72,428.19)	
720.020 Dental Insurance	15,630.55	45,559.00	29,928.45				\$15,630.55	\$45,559.00	\$29,928.45	
720.030 Vision Insurance	2,260.44	5,438.00	3,177.56				\$2,260.44	\$5,438.00	\$3,177.56	



Kalamazoo County Consolidated Dispatch Authority

Budget vs. Actuals: 2026 General Fund Budget - REV I

January - December 2026

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL	
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET
720.040 Life Insurance	12,495.15	9,793.00	(2,702.15)				\$12,495.15	\$9,793.00
720.050 Unemployment		9,000.00	9,000.00				\$0.00	\$9,000.00
720.060 HSA Contributions	109,968.75	122,719.00	12,750.25				\$109,968.75	\$122,719.00
720.070 Short-Term Disability Insurance	15,788.13	22,940.00	7,151.87				\$15,788.13	\$22,940.00
721.000 Social Security	101,240.48	271,697.00	170,456.52				\$101,240.48	\$271,697.00
722.000 Medicare	23,677.22	63,542.00	39,864.78				\$23,677.22	\$63,542.00
724.000 Dependent Care Assistance Program		30,000.00	30,000.00				\$0.00	\$30,000.00
724.010 DCAP Tri-Share	3,306.82		(3,306.82)				\$3,306.82	\$0.00
Total 724.000 Dependent Care Assistance Program	3,306.82	30,000.00	26,693.18				\$3,306.82	\$30,000.00
725.010 Retirement - MERS DC	154,176.73	350,576.00	196,399.27				\$154,176.73	\$350,576.00
725.020 Retirement - MERS 457	12,696.86	21,927.00	9,230.14				\$12,696.86	\$21,927.00
725.030 Retirement - MERS HCSP		77,199.00	77,199.00				\$0.00	\$77,199.00
Total 719 thru 725 Benefits and Taxes	1,019,870.66	1,539,681.00	519,810.34				\$1,019,870.66	\$1,539,681.00
726 thru 799 Supplies							\$0.00	\$0.00
727.000 Office Supplies	614.87	15,000.00	14,385.13				\$614.87	\$15,000.00
730.000 Maintenance Supplies	1,577.82	6,000.00	4,422.18				\$1,577.82	\$6,000.00
740.000 Uniform Supplies		8,000.00	8,000.00				\$0.00	\$8,000.00
760.000 Kitchen Supplies		1,750.00	1,750.00				\$0.00	\$1,750.00
764.000 Food Supplies		1,750.00	1,750.00				\$0.00	\$1,750.00
Total 726 thru 799 Supplies	2,192.69	32,500.00	30,307.31				\$2,192.69	\$32,500.00
800 thru 969 Services & Other Charges							\$0.00	\$0.00
801.010 Contractual Services	768,346.30	1,032,233.00	263,886.70				\$768,346.30	\$1,032,233.00
805.010 Professional Services - Audit	1,400.00	9,000.00	7,600.00				\$1,400.00	\$9,000.00
810.000 Administrative Fees		3,600.00	3,600.00				\$0.00	\$3,600.00
813.000 Legal Fees	1,408.00	15,000.00	13,592.00				\$1,408.00	\$15,000.00
820.010 Interpreter Fees	3,906.18	10,000.00	6,093.82				\$3,906.18	\$10,000.00
835.010 Medical Services - Physical Exams	671.00	3,500.00	2,829.00				\$671.00	\$3,500.00
835.020 Medical Services - Drug Testing	208.00	1,500.00	1,292.00				\$208.00	\$1,500.00
850.010 Telephone Service	4,660.84	19,500.00	14,839.16				\$4,660.84	\$19,500.00
850.020 Internet Service	40,322.18	84,780.00	44,457.82				\$40,322.18	\$84,780.00
850.030 Copying		2,500.00	2,500.00				\$0.00	\$2,500.00
850.040 Mailing	360.54	3,000.00	2,639.46				\$360.54	\$3,000.00
870.010 Travel - Training/Registration	5,849.00	19,000.00	13,151.00	18,704.00	29,000.00	10,296.00	\$24,553.00	\$48,000.00
870.020 Travel - Lodging	2,298.14	20,000.00	17,701.86	5,286.56	2,500.00	(2,786.56)	\$7,584.70	\$22,500.00
870.030 Travel- Meals/Food	3,851.55	8,000.00	4,148.45	883.87	2,500.00	1,616.13	\$4,735.42	\$10,500.00
870.040 Travel - Mileage	2,131.45	5,000.00	2,868.55	1,522.15	2,500.00	977.85	\$3,653.60	\$7,500.00
870.050 Travel - Other	1,061.70	12,000.00	10,938.30	862.79	500.00	(362.79)	\$1,924.49	\$12,500.00
871.010 Education Expense	431.24	5,000.00	4,568.76				\$431.24	\$5,000.00
900.000 Printing	1,698.38	4,000.00	2,301.62				\$1,698.38	\$4,000.00



Budget vs. Actuals: 2026 General Fund Budget - REV I

January - December 2026

	2911 - GENERAL OPERATIONS				2913 - TRAINING			TOTAL	
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
905.000 Advertising	4,905.63	16,000.00	11,094.37				\$4,905.63	\$16,000.00	\$11,094.37
915.000 Dues & Subscriptions	3,767.98	12,000.00	8,232.02				\$3,767.98	\$12,000.00	\$8,232.02
920.010 Utilities - Gas	1,681.30	8,000.00	6,318.70				\$1,681.30	\$8,000.00	\$6,318.70
920.020 Utilities - Electricity	28,808.95	76,000.00	47,191.05				\$28,808.95	\$76,000.00	\$47,191.05
920.030 Utilities - Water & Sewer	2,982.72	7,400.00	4,417.28				\$2,982.72	\$7,400.00	\$4,417.28
934.010 Repair & Maintenance - Equipment	5,362.78	33,000.00	27,637.22				\$5,362.78	\$33,000.00	\$27,637.22
955.000 Miscellaneous Operating	2,355.81	20,000.00	17,644.19				\$2,355.81	\$20,000.00	\$17,644.19
958.010 Insurance Premium	50,890.59	60,000.00	9,109.41				\$50,890.59	\$60,000.00	\$9,109.41
Total 800 thru 969 Services & Other Charges	939,360.26	1,490,013.00	550,652.74	27,259.37	37,000.00	9,740.63	\$966,619.63	\$1,527,013.00	\$560,393.37
970 thru 989 Equipment & Capital Outlay							\$0.00	\$0.00	\$0.00
976.000 Project Costs		20,000.00	20,000.00				\$0.00	\$20,000.00	\$20,000.00
980.010 Equipment/Software - Small	7,072.34	50,000.00	42,927.66				\$7,072.34	\$50,000.00	\$42,927.66
Total 970 thru 989 Equipment & Capital Outlay	7,072.34	70,000.00	62,927.66				\$7,072.34	\$70,000.00	\$62,927.66
990 thru 994 Debt Service		100.00	100.00				\$0.00	\$0.00	\$0.00
992.010 Lease - Facility		100.00	100.00				\$0.00	\$100.00	\$100.00
Total 990 thru 994 Debt Service		100.00	100.00				\$0.00	\$100.00	\$100.00
Total Expenses	\$3,671,720.07	\$7,541,496.00	\$3,869,775.93	\$27,259.37	\$52,000.00	\$24,740.63	\$3,698,979.44	\$7,593,496.00	\$3,894,516.56
NET OPERATING INCOME	\$793,225.48	\$2,708,502.00	\$1,915,276.52	\$ (877.37)	\$0.00	\$877.37	\$792,348.11	\$2,708,502.00	\$1,916,153.89
Other Expenses									
995 thru 999 Transfers Out & Other Financing Uses		2,250,000.00	2,250,000.00				\$0.00	\$0.00	\$0.00
995.010 Transfer Out - Capital Projects Fund		2,250,000.00	2,250,000.00				\$0.00	\$2,250,000.00	\$2,250,000.00
Total 995 thru 999 Transfers Out & Other Financing Uses		2,250,000.00	2,250,000.00				\$0.00	\$2,250,000.00	\$2,250,000.00
Total Other Expenses	\$0.00	\$2,250,000.00	\$2,250,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,250,000.00	\$2,250,000.00
NET OTHER INCOME	\$0.00	\$ (2,250,000.00)	\$ (2,250,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$ (2,250,000.00)	\$ (2,250,000.00)
NET INCOME	\$793,225.48	\$458,502.00	\$ (334,723.48)	\$ (877.37)	\$0.00	\$877.37	\$792,348.11	\$458,502.00	\$ (333,846.11)

Board Packet - Page #28



Kalamazoo County Dispatch Authority
Budget vs. Actuals: 2026 Capital Projects Fund - REV I
January - December 2026

	2930 - CAPITAL PROJECTS FUND					TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
699.000 Other Financing - Transfers In		2,250,000.00	-2,250,000.00		\$0.00	\$2,250,000.00	\$ -2,250,000.00	0.00%
Total Income	\$0.00	\$2,250,000.00	\$ -2,250,000.00	0.00%	\$0.00	\$2,250,000.00	\$ -2,250,000.00	0.00%
GROSS PROFIT	\$0.00	\$2,250,000.00	\$ -2,250,000.00	0.00 %	\$0.00	\$2,250,000.00	\$ -2,250,000.00	0.00 %
Expenses								
800 thru 969 Services & Other Charges					\$0.00	\$0.00	\$0.00	0.00%
934.010 Repair & Maintenance - Equipment	750.00		750.00		\$750.00	\$0.00	\$750.00	0.00%
Total 800 thru 969 Services & Other Charges	750.00		750.00		\$750.00	\$0.00	\$750.00	0.00%
970 thru 989 Equipment & Capital Outlay					\$0.00	\$0.00	\$0.00	0.00%
980.000 Equipment/Software - Capital	1,282,466.00	4,315,345.00	-3,032,879.00	29.72 %	\$1,282,466.00	\$4,315,345.00	\$ -3,032,879.00	29.72 %
980.020 Facility - Capital	59,266.19	1,750,000.00	-1,690,733.81	3.39 %	\$59,266.19	\$1,750,000.00	\$ -1,690,733.81	3.39 %
Total 970 thru 989 Equipment & Capital Outlay	1,341,732.19	6,065,345.00	-4,723,612.81	22.12 %	\$1,341,732.19	\$6,065,345.00	\$ -4,723,612.81	22.12 %
Total Expenses	\$1,342,482.19	\$6,065,345.00	\$ -4,722,862.81	22.13 %	\$1,342,482.19	\$6,065,345.00	\$ -4,722,862.81	22.13 %
NET OPERATING INCOME	\$ -1,342,482.19	\$ -3,815,345.00	\$2,472,862.81	35.19 %	\$ -1,342,482.19	\$ -3,815,345.00	\$2,472,862.81	35.19 %
NET INCOME	\$ -1,342,482.19	\$ -3,815,345.00	\$2,472,862.81	35.19 %	\$ -1,342,482.19	\$ -3,815,345.00	\$2,472,862.81	35.19 %

From: [Tracie Moored](#)
To: [Jeff Troyer](#)
Cc: [Darien Smith](#); supervisor@ktwp.org
Subject: KCCDA Appointments
Date: Tuesday, May 26, 2026 19:41:59
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Executive Director Troyer,

At the Township of Kalamazoo Board of Trustees meeting on May 26, 2026, Police Chief Darien Smith was appointed to the following KCCDA Board and Committees (replacing former Chief Jackson):

Board of Directors, Finance Committee, Personnel Committee, and Technical Advisory Committee.

Please let me know if anything additional is needed.

Take care,

Tracie L. Moored
Superintendent
Charter Township of Kalamazoo
1720 Riverview Dr.
Kalamazoo, MI 49004





Kalamazoo County Fire Chief's Association Agenda



June 30, 2026

Jeffery Troyer
Executive Director
Kalamazoo County Consolidated Dispatch Authority
7040 Stadium Drive
Kalamazoo, MI 49009

Dear Director Troyer,

On behalf of the Kalamazoo County Fire Chief's Association, this letter confirms the Association's recommendation for the fire service representatives to the Technical Advisory Committee.

The Kalamazoo County Fire Chief's Association recommends Battalion Chief Chip Everett to serve as the Primary TAC representative and Assistant Chief Todd Kowalski to serve as the Alternate TAC representative.

This recommendation reflects the consensus of the Kalamazoo County Fire Chiefs Association and is provided for the Kalamazoo County Consolidated Dispatch Authority's records and consideration.

Please let me know if any additional information is needed.

Respectfully,

Gregory A. McComb
President
Kalamazoo County Fire Chiefs Association
Fire Chief, Oshtemo Township Fire Department



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Executive Committee

Agency: KCCDA

Phone Number:

Length of Time Needed: 3 mins

Agenda Item #: 5B-1A

Topic: Back-Up Emergency Communications Center Space Lease Agreement with Construction w/KTWP

Brief Description:

Administration presented the attached Back-Up ECC Space Lease Agreement with Construction with Kalamazoo Township to the Executive Committee at the meeting on July 7th. The Agreement was approved by Kalamazoo Township on June 8th.

The Executive Committee supports the agreement and recommends approval by the Board of Directors.

Proposed Motion:

Motion to approve the Back-Up Emergency Communications Center Space Lease Agreement with Construction with the Township of Kalamazoo.

Agenda Request Approved: 07/07/26

Meeting Date: 07/09/26

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. 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
BACK-UP EMERGENCY COMMUNICATIONS CENTER SPACE LEASE AGREEMENT
WITH CONSTRUCTION WITH THE CHARTER TOWNSHIP OF KALAMAZOO**

This Lease is made and entered into this ____ day of 2026 by and between the Charter Township of Kalamazoo whose address is 1720 Riverview Drive, Kalamazoo, Michigan 49004, ("Lessor") and the Kalamazoo County Consolidated Dispatch Authority, whose address is 7040 Stadium Drive, Kalamazoo, Michigan ("Lessee.").

Recitals

WHEREAS, Lessor is constructing a new facility located at 3476 Douglas Avenue, Kalamazoo, Michigan; and

WHEREAS, Lessee desires to lease from the Lessor space at the facility for the purpose of serving as the Lessee's designated back-up Emergency Communications Center and Public Safety Answering Point for Kalamazoo County; and

WHEREAS, Lessor agrees to lease the same under the terms and conditions provided herein.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Charter Township of Kalamazoo and the Kalamazoo County Consolidated Dispatch Authority agree as follows:

Terms

1. **LEASED PREMISES.** The Lessor hereby leases to the Lessee approximately five thousand, two hundred (5,200) square feet of dedicated office space ("the Premises") in the lower level (see exhibit "A") of the facility to be located at 3476 Douglas Avenue, Kalamazoo, Michigan ("the Building"). In addition, the Lessor agrees to allow the Lessee the following:

- a. Utilization of restrooms and breakrooms located in the Police Department section of the Building.
- b. Lessor shall grant Lessee an easement on which to erect, install, access and utilize a communications tower on the Property not to exceed one hundred fifty (150) feet in height. The communications tower shall be constructed at Lessee's sole expense and shall be located at a mutually agreed upon location. Easement automatically terminates upon lease termination, unless mutually agreed.
- c. Lessor will not provide phone or internet services for Lessee.
- d. Lessee shall have access and use of the Property's secure, uncovered, parking areas for parking and common areas for ingress and egress for Lessee's employees.
- e. Lessee invitees shall be permitted access to general parking areas and escorted access for ingress and egress to the Lessee's designated space in the Building.

2. **PROJECT.** The "Project" as referred to herein is the construction of a back-up emergency communications center on the Premises in the Building.

3. PLANS. The “Plans” as referred to herein are the plans and specifications for completion and construction of the Project.

4. TERM. The lease term shall commence upon issuance of the Certificate of Occupancy and continue for twenty-five (25) years (the initial term). Thereafter, this lease shall automatically renew for successive one (1) year periods (each a renewal term) subject to termination by either party upon 180 days written notice. At the expiration of the Initial Term, or upon termination of this Lease during or after a Renewal Term, Lessee agrees to surrender and deliver to Lessor the Leased Premises, including any Project or other improvements as then constituted and in as good condition as received, normal wear and tear excepted.

5. CONSTRUCTION. Lessee agrees that it will, in conjunction with the Lessor’s approved architect, act as the Lessee’s Construction Manager for the Project, in accordance with the mutually agreed upon Plans. Lessee will manage the construction of the Project and will make all payments due for the Project. Any changes made to the Plans shall be mutually agreed upon by both parties and shall be the responsibility of the Lessee. Furthermore, changes to the Plans to accommodate construction shall not affect, change, or invalidate this Lease. Lessee shall be responsible for all costs associated with the Project, including cost overruns related to Lessee-requested improvements. The Project shall be constructed in a good and workmanlike manner, free of all liens, and in accordance with all applicable laws, statutes, ordinances, building codes, rules and regulations of any governmental agency having jurisdiction thereof then in effect. Lessee will assign any warranties, as applicable, for any items identified by the parties pursuant to section 18 as Personal Property. Lessor does not provide any warranty for Lessee relative to the Leased Premises other than:

- a. the Lessor’s warranty that it has fee simple title to the Property and Leased Premises and that the Leased Premises shall be declared as free and clear of all claims, obligations, mortgages, assessments, liens and encumbrances of any nature whatsoever; and
- b. Lessor covenants that Lessee, upon performing its covenants and agreements herein set forth, shall and may peacefully and quietly have, hold and enjoy said Leased Premises during the term of this Lease.
- c. Lessor shall require approval for any building penetrations due to equipment or technology.

6. SETTLEMENT OF CONSTRUCTION DISPUTES. Any disagreement or dispute which may arise between Lessor and Lessee with reference to the work to be performed with respect to the Project shall be submitted to the Project’s approved Construction Manager for facilitation, but both parties retain dispute resolution rights.

7. USE. The Leased Premises are to be used for the operation of a back-up emergency communications center for Kalamazoo County Consolidated Dispatch Authority or any authorized successor entity, and for related office and equipment space. Lessee shall not use the Leased Premises nor permit the Leased Premises to be used in a manner that constitutes a violation of any applicable law, order, ordinance or regulation or that may be dangerous; nor shall Lessee commit any waste, permit objectionable noise or odor, or permit actions tending to create a nuisance or disruption to others. Lessee may also have non-exclusive use of the common areas of the building for the purposes for which they were designed.

Lessee’s use of the Premises is subject to Criminal Justice Information Security (CJIS) policies and the Lessor understands that right of entry to Leased Premises is restricted to Lessee staff and Lessor information technology staff members who have executed a System Access and Management and Control Agreement with the Lessee. For the purpose of maintaining the premises or for other lawful purposes, the Lessee shall permit

authorized representatives of Lessor the right to enter and inspect the Leased Premises upon 24 hours written notice to the Lessee, except in emergencies involving life safety or structural damage. The Lessee agrees to escort unauthorized representatives for general maintenance and inspection purposes. If the Lessor has an emergency repair which requires emergency access to the Premises, the Lessor shall notify the Lessee's Executive Director or Deputy Director.

8. RENT. In recognition of the fact the Lessee agrees to pay according to Appendix A as finalized towards the base and finalized construction of the lower level of the Building (proportion of Leased Premises to total lower level space) being constructed at 3476 Douglas Avenue, Kalamazoo, MI 49004, it is agreed by the Parties the Lessee shall pay rent in the amount of \$1.00 per year to Lessor for the Leased Premises, such rent to be payable in advance, without any setoffs or deductions. At the Lessee's option, rent for multiple years or the entire Initial Term may be paid in advance.

9. UTILITIES AND MAINTENANCE. The Lessor shall furnish to the Lessee during the occupancy of said premises under the terms of this lease as part of the rental consideration, the following services: emergency back-up UPS and generator power, sewer, gas, water, heating and air conditioning, and maintenance of all such systems. Standard landline electricity shall be metered separately and invoiced directly to the Lessee from the provider. Lessor shall not provide janitorial service, phone service, or computer service for the Premises.

10. IMPROVEMENTS, ALTERATIONS, FIXTURES. After the completion of construction, Lessee shall not make any alterations, additions, or improvements ("Alterations") to the Premises without the prior written consent of the Lessor. Lessor will not unreasonably withhold its consent with respect only to nonstructural Alterations which do not modify the exterior of the building or do not involve any demolition work or which do not change the character or use of the Premises. All Alterations made by either Lessor or Lessee to the Premises shall become the property of Lessor, subject to the provisions of section 19 below regarding personal property, and shall remain upon and be surrendered with the Premises at the termination of the lease, without molestation or injury, unless Lessor consents in writing to Lessee's removal of such alterations and Lessee repairs any damage or injury caused thereby in a good and workmanlike manner. The repair obligations of Lessee hereunder shall survive the termination of this lease.

11. REPAIR AND MAINTENANCE. The Lessor shall, unless herein specified to the contrary, maintain the walls, floors, ceiling, and roof of the Premises in good repair and in tenantable condition during the continuance of this Lease; however, Lessee shall be responsible for damages arising from the negligence its agents, employees, or assigns.

Lessor covenants to operate and maintain the parking areas and sidewalks in good repair. Lessor shall be responsible for trash removal, lawn maintenance, landscaping and snow removal at the Leased Premises. Special trash pickups or special services requested by the Lessee will be billed to the Lessee.

Lessee shall be responsible for all repair and maintenance of phone systems, computer systems, or any other equipment associated with the operation of the back-up emergency communications center.

12. PROPERTY TAXES. The Parties acknowledge Lessor and Lessee are tax exempt. Lessee shall not be responsible for property taxes (as hereinafter defined) so long as Lessee is an entity exempt from property taxes. Lessor agrees not to take any action or undertake any conveyance of the Leased Premises which may jeopardize the tax-exempt status of the Leased Premises without prior notice to the Lessee

13. SUBLEASE OR ASSIGNMENT. Lessee shall have the authority to transfer, assign or subcontract its interest in the Premises and in this Lease to any entity or successor entity without the consent of

Lessor so long as it is for or in furtherance of the permitted back-up emergency communications center use. Assignment or subcontract for other than/in furtherance of the permitted back-up emergency center use is not permitted without the express written consent of the Landlord. Lessee shall provide Lessor at least 60 days written notice of intended subcontract or assignment and shall identify the party or parties that will be operating the backup emergency center. In no event shall additional space, parking spaces or other amenities outside of those outlined in this agreement be added without the Lessor's consent and approval.

14. DEFAULT. If the Lessee defaults in the payment of rent for ten (10) days after receipt of notice from the Lessor, or if the Lessee is in substantial and continuing default of their respective obligations and fails to cure within thirty (30) days after receipt of notice from the Lessor specifying the default, Lessor may terminate this lease, re-enter the premises and resume possession thereof, and recover from Lessee all amounts owed to the date of termination.

If Lessor is in default and fails to timely cure, Lessee shall have the right, at its option, after notice to Lessor, to directly undertake to cure such breach at the Lessor's expense; or Lessee may terminate this Lease, and upon vacating and surrendering the Leased Premises shall have no further liability or obligation unless otherwise specified within this Lease.

15. LIABILITY INSURANCE. Lessee shall procure and keep in effect during the Lease Term, for the benefit of the Lessor general public and property damage insurance, including blanket contractual coverage in the amount of One Million Dollars (\$1,000,000.00) for personal injury or death resulting from one occurrence and the sum of Five Hundred Thousand Dollars (\$500,000.00) for property damage resulting from any one occurrence. In addition, Lessee shall maintain excess insurance or "umbrella" coverage in the amount of One Million Dollars (\$1,000,000.00). Such insurance policies shall name Lessor as additional insured by specific endorsement. Said insurance policies shall contain provisions satisfactory to Lessor prohibiting cancellation, alterations, changes, amendments, modifications deletions, or reductions in coverage either at the instance of Lessee or the insurance company issuing the policy, without at least thirty (30) days prior written notice having been given to Lessor at the address provided herein. Copies of such insurance policies and all renewals thereof, together with receipts evidencing payment in full of the premiums thereon, shall be delivered promptly to Lessor and in no event less than thirty (30) days prior to expiration of such insurance.

16. INDEMNIFICATION. Each party shall, to the extent possible under Michigan law, indemnify and hold the other party harmless from all loss, costs, including reasonable attorney fees, expense, damage or other liability arising out of death and or injury or claim of injury to persons or property whatsoever, occurring in or about the premises, the building and grounds, caused by failure of such party to perform its obligation under this Lease or by the negligence of such party, its agents, employees, or assigns.

17. DESTRUCTION OR EMINENT DOMAIN. If the Improvements on the Leased Premises shall be damaged or destroyed by fire or other casualty, Lessee may, but is not required to, reconstruct the Improvements or make necessary alterations, repairs and/or replacements to such Improvements. If Lessee elects, in its sole judgment, to not reconstruct or make alterations, repairs or replacement, then Lessee may, by written notice to Lessor, cancel this Lease as of the date of such damage, with insurance proceeds being paid to Lessee. However, in such event, it shall be the responsibility of Lessee to, and Lessee shall bear the sole costs of, demolition, dismantling and removal of the Improvements from the Leased Premises.

If the whole or a portion of the Leased Premises shall be appropriated or condemned under power of eminent domain or by any competent authority for any public or quasi-public use or purpose during the Term of this Lease, or any renewal or extension hereof, Lessee reserves unto itself the right to prosecute its claim for an award for damages for the termination of this Lease and its loss of its interest under that Lease caused by such

appropriation or taking, together with damages based on the value of fixtures and Improvements erected or installed on the Leased Premises and other damages Lessee may sustain for removal, relocation and replacement costs and expenses caused by such appropriation or taking. Such claim by Lessee shall not impair any rights of Lessor for such appropriation and taking of, or the injury to, the Lessor's interest in this Lease and/or to Lessor's remainder interest in the Property. In such event, this Lease shall terminate when Lessee can no longer use the Leased Premises.

18. PERSONAL PROPERTY. The parties acknowledge that Lessee will be installing systems and various types of personal property that will be affixed to the Premises such that a disagreement could arise over whether or not those items were fixtures. The Parties agree that, upon completion of the Project, the Parties will jointly prepare and keep updated on a regular basis an itemized list of personal property specifying the personal property which is the property of Lessee which may be removed by Lessee, pursuant to section 10 of the Lease, at the termination or early termination of the Lease. Lessee will be solely responsible for maintaining all personal property so identified. Lessee shall be responsible for obtaining and maintaining any insurance relative to the identified personal property.

Lessor shall not be liable for any damage to persons or property sustained by Lessee or other persons due to personal property Lessee brings onto or permits to be brought onto the Leased Premises. Lessor shall not be responsible for damage to Lessee's personal property caused by the bursting or leaking of water, gas, sewer, or steam pipes by the failure of electrical wiring, nor caused by any acts of negligence of Lessee, Lessee's agents, guests, invitees, other occupants, or any other person. Lessee is responsible for personal property taxes if applicable.

19. REMOVAL OF EQUIPMENT. Upon expiration or termination of this Agreement, the Lessee shall, within 180 days of the effective termination date, remove any personal property from the Leased Premises, to include the communications tower unless the Township agrees in writing to assume the tower, and vacate the leased space occupied under the provisions of this Agreement. Unless the parties agree to an extension, any equipment remaining in the leased space after the expiration of said 180 days shall become the property of the Lessor. Lessee shall be responsible for any costs incurred by the Lessor in removing Lessee's equipment from the leased space. In removing its equipment, the Lessee shall not disturb the Lessor's owned equipment and shall leave the leased space in a clean, good condition.

20. WAIVER. The waiver by a party of any default in performance by the other party of any of the terms, covenants or conditions contained herein shall not be deemed a continuing waiver of that default or any subsequent default.

21. AMENDMENT. No amendment or modification of this Agreement shall be valid or binding unless expressed in writing and executed by the parties in the same manner as this Agreement.

22. TERMINATION. Lessee may terminate this Lease for any reason upon one hundred eighty (180) calendar days' written notice to Lessor. In the event of such early termination, the Lessor's sole and exclusive remedy for such early termination shall be the Lessee's surrender of the Leased Premises to the Lessor in as good condition as received, normal wear and tear excepted.

23. RELATIONSHIP OF PARTIES. No partnership or joint venture is created by this Agreement. The relationship between the parties shall be construed to be that of landlord and tenant and licensee and licensor only.

24. SUCCESSORS AND ASSIGNS. If this Agreement is assigned, then it will bind and benefit the successors and assigns of the parties.

25. THIRD PARTIES. This Agreement confers no rights or remedies on any third party, other than the parties to this Agreement and their respective successors and permitted assigns.

26. SEVERABILITY. Each provision of this Agreement shall be interpreted in a way that is valid under applicable law. If any provision is held invalid, the remainder of the Agreement shall remain in effect.

27. APPLICABLE LAW. This Agreement shall be construed in accordance with the laws of the State of Michigan.

28. NOTICES. All required notices shall be in writing and shall be considered given when delivered by registered or certified mail, return receipt requested, addressed as follows (or any other address that is specified in writing by either party):

If to Charter Township of Kalamazoo (Lessor):

Township of Kalamazoo
ATTN: Township Superintendent
1720 Riverview Drive
Kalamazoo, MI 49004

If to Kalamazoo County Dispatch Authority (Lessee):

Kalamazoo County Dispatch Authority
ATTN: Executive Director
7040 Stadium Drive
Kalamazoo, MI 49009

29. ENTIRE AGREEMENT. This writing contains the entire agreement of the parties regarding the subject matter of this Agreement and may be modified only upon the subsequent written agreement signed by all parties.

30. COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which is an original, and all of which constitute only one agreement between the parties.

By the signatures set forth below, the parties agree to the terms of this Agreement and the signatories represent that they each have been duly authorized to execute this Agreement on behalf of the party for which they have signed.

CHARTER TOWNSHIP OF KALAMAZOO

KALAMAZOO COUNTY DISPATCH AUTHORITY

BY: _____

BY: _____

PRINTED NAME: Tracie Moored

PRINTED NAME: Jeff Troyer

TITLE: Township Superintendent

DATE: _____

TITLE: Executive Director

DATE: _____

APPENDIX A

PROJECT: COMMUNITY CAMPUS KCCDA SPACE
OWNER: KALAMAZOO TOWNSHIP
ARCHITECT: WILLIAMS ARCHITECTS
DATE: 6/12/2026



DIV	DESCRIPTION		50% CD ESTIMATE
	<u>SHELL BUDGET</u>		
003-100	CONCRETE		\$ 16,729
004-200	MASONRY		\$ 48,944
005-100	STRUCTURAL STEEL / MISC. METAL		\$ 160,992
021-100	FIRE PROTECTION		\$ 27,820
023-100	MINIMUM CODE MECHANICAL		\$ 15,600
026-100	MINIMUM CODE ELECTRICAL		\$ 34,320
	SUB-TOTAL SHELL BUDGET		\$ 304,405
	<u>BUILD-OUT BUDGET</u>		
006-400	CASEWORK		\$ 5,265
006-800	GENERAL TRADES		\$ 7,200
008-100	DOORS, FRAMES, AND HARDWARE		\$ 21,750
008-400	GLASS AND ALUMINUM		\$ 3,360
009-250	DRYWALL, METAL STUDS, CEILING TILES		\$ 100,897
009-600	FLOORING		\$ 30,116
009-900	PAINT		\$ 8,532
022-100	PLUMBING		\$ 2,650
023-100	MECHANICAL		\$ 52,600
026-100	ELECTRICAL		\$ 147,380
	SUB-TOTAL BUILD-OUT BUDGET		\$ 379,750
	CONSTRUCTION SUB-TOTAL		\$ 684,155
	PROJECT MANAGEMENT TECHNOLOGY	0.15%	\$ 1,026
	PROFESSIONAL & LIABILITY INSURANCE	0.65%	\$ 4,447
	DESIGN/ESTIMATE /ESCALATION CONTINGENCY	2.5%	\$ 17,104
	CONSTRUCTION CONTINGENCY	2.5%	\$ 17,104
	CONSTRUCTION MANAGEMENT OH AND FEE	2.0%	\$ 13,683
	DESIGN / ENGINEERING FEE	8.0%	\$ 54,732
	CONSTRUCTION TOTAL		\$ 792,251

CLARIFICATIONS
THIS ESTIMATE IS BASED ON THE 50% CD DRAWINGS ISSUED ON 5/7/2026
ASSUMES NETWORK EQUIPMENT & UPS WILL BE FURNISHED AND INSTALLED BY KCCDA
ASSUMES DATA CABLING IS FURNISHED AND INSTALLED BY KCCDA
ASSUMES PRORATED COST OF BACKUP GENERATOR BASED ON 100 KW
ASSUMES COST TO BRING FIBER TO BUILDING WILL BE COVERED BY KCCDA
BUILDOUT COSTS SUBJECT TO CHANGE PER FINAL BID COSTS, SHELL COST IS FIXED
KTWP TO COVER COSTS FOR ADDITIONAL (20) PARKING SPACES (NOT INCLUDED IN THIS ESTIMATE)
KTWP TO COVER COSTS ASSOCIATED WITH TORNADO SHELTER (NOT INCLUDED IN THIS ESTIMATE)
KTWP TO COVER COSTS FOR WIRELESS ACCESS WITHIN KCCDA SPACE (NOT INCLUDED IN THIS ESTIMATE)
KTWP TO COVER COSTS FOR WATER LEAK DETECTION SYSTEM (NOT INCLUDED IN THIS ESTIMATE)
EXCLUDES PREVAILING WAGES
ASSUMES PAYMENT AND PERFORMANCE BONDS NOT REQUIRED



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Executive Committee

Agency: KCCDA

Phone Number:

Length of Time Needed: 3 mins

Agenda Item #: 5B-1b

Topic: Agreement to Amend and Terminate – Back-Up ECC Lease Agreement with the City of Portage

Brief Description:

Administration presented the attached Agreement to Amend and Terminate the existing Back-Up Emergency Communications Center Space Lease Agreement with Construction with the City of Portage to the Executive Committee on July 7th. The original lease agreement with the City of Portage was entered into December 2024.

The Executive Committee supports the Agreement to Amend and Terminate and recommends approval by the Board of Directors.

Proposed Motion:

Motion to approve the Agreement to Amend and Terminate the Back-Up Emergency Communications Center Space Lease Agreement with Construction with the City of Portage.

Agenda Request Approved: 07/07/26

Meeting Date: 07/09/26

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. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.

MUTUAL LEASE TERMINATION AGREEMENT

THIS MUTUAL LEASE TERMINATION AGREEMENT is made this 16th day of June, 2026 by and between the following:

**Kalamazoo County Dispatch Authority
("Lessee")**

ATTN: Executive Director
7040 Stadium Drive
Kalamazoo, MI 49009

**City of Portage
("Lessor")**

ATTN: City Manager
7900 S. Westnedge Ave.
Portage, MI 49002

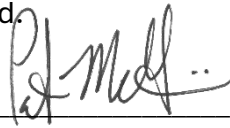
WHEREAS pursuant to Sections 22 and 23 of the Backup Emergency Communications Center Space Lease Agreement with Construction dated December 9, 2024 (the "Lease"), the Parties desire to mutually terminate the Lease and all rights and obligations of the Parties under the Lease, effective immediately.

NOW THEREFORE, in consideration of the mutual promises and provisions herein contained, the Parties agree that:

1. Lessor and Lessee terminate fully the Lease effective as of the date of the execution of this Mutual Lease Termination Agreement.
2. Lessor and Lessee affirmatively waive the one hundred and eighty day written notice provision of Section 23 of the Lease.
3. Lessor and Lessee shall each be fully and unconditionally released and discharged of any and all rights and obligations arising from or connected with the provisions of the Lease. This Mutual Lease Termination Agreement shall fully and finally settle any current or future demands, charges, claims, accounts or causes of action arising out of or in connection with the Lease.

By the signatures set forth below, the parties agree to the terms of this Mutual Lease Termination Agreement and the signatories represent that they each have been duly authorized to execute this Agreement on behalf of the party for which they have signed.

Jeff Troyer, Executive Director
Kalamazoo County Dispatch Authority
Date: _____



Pat McGinnis, City Manager
City of Portage
Date: June 16, 2026



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Executive Committee

Agency: KCCDA

Phone Number:

Length of Time Needed: 3 mins

Agenda Item #: 5B-1c

Topic: Resolution 2026-01 Appointing Nulty Insurance Agency as Benefits and Insurance AOR

Brief Description:

The attached resolution 2026-01 Appointing Nulty Insurance Agency as Benefits and Insurance Agent of Record was reviewed by the Executive Committee on July 7th. We have had the same Agent of Record since creation – Burnham and Flower Insurance Group. Approximately two years ago, Acrisure acquired Burnham and Flower and since that acquisition, the quality of service has deteriorated. Approximately a year ago, administration began researching which agent other municipalities/organizations were using and met with representatives from Nulty Insurance Agency.

The resolution will change KCCDA's Agent of Record to Nulty Insurance Agency and authorize the Executive Director and staff to take all other actions necessary to implement the transition. It should be noted while the resolution is effective immediately, some benefit services may continue with the existing administrator until the end of year.

The Executive Committee supports this resolution and recommends approval by the Board of Directors.

Proposed Motion:

Motion to approve Resolution 2026-01 Appointing Nulty Insurance Agency as Benefits and Insurance Agent of Record and Authorizing the Executive Director to Execute Related Documents.

Agenda Request Approved: 07/07/26

Meeting Date: 07/09/26

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. 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 2026-01

RESOLUTION APPOINTING NULTY INSURANCE AGENCY AS BENEFITS AND INSURANCE AGENT OF RECORD AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE RELATED DOCUMENTS

WHEREAS, the Kalamazoo County Consolidated Dispatch Authority ("Authority") purchases and maintains various employee benefit and insurance coverages necessary for its operations; and

WHEREAS, the Authority currently utilizes Burnham & Flower Insurance Group, now operating as part of Acrisure, as its Benefits and Insurance Agent of Record; and

WHEREAS, the Board of Directors has determined that it is in the best interests of the Authority to designate Nulty Insurance Agency as the Authority's Benefits and Insurance Agent of Record for purposes of assisting with the procurement, renewal, servicing, and administration of employee benefit and insurance programs; and

WHEREAS, such designation will permit Nulty Insurance Agency to represent the Authority in connection with future insurance and benefit renewals and negotiations and to act as the Authority's Agent of Record as permitted by applicable carriers and service providers.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. Appointment of Agent of Record.** The Kalamazoo County Consolidated Dispatch Authority hereby appoints Nulty Insurance Agency as its Benefits and Insurance Agent of Record effective upon completion of all required Agent of Record letters, carrier acknowledgments, and other transition documentation.
- 2. Authorization of Executive Director.** The Executive Director is authorized and directed to execute any Agent of Record letters, carrier forms, authorizations, notices, and other documents necessary to effectuate the transition of insurance and benefit representation from the current Agent of Record to Nulty Insurance Agency.
- 3. No Immediate Change in Coverage.** This designation is intended to change the Authority's Agent of Record and does not, by itself, authorize or require any immediate change to existing insurance policies, benefit plans, coverages, carriers, or renewal terms.
- 4. Further Actions.** The Executive Director and staff are authorized to take all other actions reasonably necessary to implement this Resolution and carry out its intent.



Kalamazoo County Consolidated Dispatch Authority



5. **Effective Date.** This Resolution shall take effect immediately upon adoption, but it's understood some benefit services may continue with the existing administrator until the end of year.

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 _____, 2026, at which meeting a quorum was present.

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:

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. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



MEETING MINUTES

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE

July 1, 2026 – Regular Meeting

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee was called to order by Lt. Scott Ernstes at 10:00 a.m. on Wednesday, July 1, 2026, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

ITEM 2 –ROLL CALL

Members Present: Scott Ernstes (MSP), Scott Merlo (WMUPD), Matt Huber (KDPS), Logan Bishop (KCSO), Darien Smith (KTPD), Bryan Mayhew (PDPS), Mike Bentley (KCMCA), Chip Everett (KCFCA)

Others Present: Ryan McGregor, Jeff Heppler, Jaius Baird, Scott Smith, Chris Franks, Scott Sanderson, Kacey Coffey, Jeff Troyer, Jon Moored, Marty Ftacek, Justin Johnson and Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. May 6– Regular Meeting

“Motion by Mr. Merlo, second by Mr. Huber to approve the minutes for the May 6, 2026, Regular Meeting 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 report would be completed and distributed soon, as today was the first of the month.

B. Old Business

Mr. Troyer stated that Item 5.B.2. was removed from the agenda.

1. Radio Readiness Program Updates

Mr. Troyer stated the program was going well. All agencies had been notified that the 2026 funding allocation limit had been reached through executed MOUs. The Finance Committee will consider whether they will proceed with an additional allocation in 2026. He stated the remaining potential allocation would use nowhere close to the \$8 million cap for the two-year project. The additional allocation to take care of the remaining agencies would be \$1.65 million.

C. New Business

1. Revised MPSCS Agreements – Member Subscriber and Integration Agreements

Mr. Troyer stated these agreements were the result of a two-year update of member subscriber agreement. All agencies have these agreements, though dispatch has part one and two integration agreements because of towers. Administration is recommending approval and Board recommendation.

“Motion by Mr. Huber, second by Mr. Merlo to approve and recommend Board approval of the Revised MPSCS Agreements – Member Subscriber and Integration Agreements as presented.”

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

2. Automated Emergency Alert Guidelines

Mr. Troyer stated the draft guidelines were presented for consideration. Administration has been contacted by schools, private organizations, and religious centers that are using third party alerts for emergencies, and they would like to send it directly to the center by text. Notifications need to come in as a priority call and text to 911 is limited. We have obtained a number that these calls can go to, and the number will remain confidential, but it needs to be limited to active assailants and threats. The number cannot be used for medicals or any other situation. Recommending approval so guidelines are in place prior to acceptance of outside agencies. The system must identify the exact location of the incident, so third parties will need to work on that. This is step 1 in the process.

“Motion by Mr. Merlo, second by Mr. Everett to approve the Automated Emergency Alert Guidelines as presented with a special note about the importance of still calling 911.”

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

3. Radio ID's and Alias Updates

Mr. Troyer stated staff was trying to clean up the alias database. If we do not have an alias associated to a radio, the radio consoles will just show the subscriber unit id. The alias helps KCCDA staff identify who the user is. He stated he sent out a request for agencies to update their users and reiterated that request.

4. Rave Alert System (contract expires end of 2026)

Mr. Troyer stated that Dispatch holds the Rave contract for the county and it expires at the end of 2026. He asked if there was any interest in evaluating other systems. He stated that since other agencies use the system, he wanted to make sure no one would like to explore options. There was agreement that everyone was satisfied with the service and supported the renewal of the contract with Rave.

ITEM 6 – **OTHER ITEMS**

A. Election of TAC Chair and/or Vice-Chair

Mr. Ernstes announced that he would be stepping back to Trooper and relocating to Wayland. Mr. Hinz will be taking over at Paw Paw and will arrange for the appointment of an alternate.

“Motion by Mr. Merlo, second by Mr. Huber for Mr. Merlo to move up to Chair and Mr. Huber to serve as Vice Chair for the remainder of year.”

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

B. Announcements and Member Comments

Mr. Troyer thanked Mr. Ernstes for his service and wished him good luck in Wayland.

C. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, September 2, 2026, 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**

The meeting adjourned at 10:38 a.m.



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Technical Advisory Committee

Agency: KCCDA

Phone Number:

Length of Time Needed: 3 mins

Agenda Item #: 5B-3b

Topic: REVISED MPSCS Member Subscriber and Integration Agreements (Part I and II)

Brief Description:

The MPSCS reached out to administration in 2024 and requested execution of three REVISED agreements: 1) Member Subscriber Agreement, 2) Integration Agreement Part I, and 3) Integration Agreement Part II. Administration and KCCDA legal counsel have had several meetings over the past year and a half with MPSCS officials and their legal counsel about the revisions before agreeing to the attached versions.

Administration presented the Agreements to the Technical Advisory Committee on July 1st. TAC unanimously recommends to the Board of Directors approval of the MPSCS Member Subscriber Agreement and the Integration Agreements (Part I and Part II).

Proposed Motion:

Motion to approve the MPSCS Member Subscriber Agreement and the Integration Agreements Part I and Part II.

Agenda Request Approved: 07/01/26

Meeting Date: 07/09/26

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. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



Michigan's Public Safety Communications System (MPSCS)
Michigan Department of Information Technology
7150 Harris Drive
P.O. Box 30631
Lansing, Michigan 48909

39-042

Phone: (517) 284-4100

Fax: (517) 284-4066

Web: www.michigan.gov/mpscs

MICHIGAN'S PUBLIC SAFETY COMMUNICATIONS SYSTEM (MPSCS) MEMBER SUBSCRIBER AGREEMENT

This Michigan's Public Safety Communications System Member Subscriber Agreement is between _____, whose address is: _____ (**Member**), and the State of Michigan, Department of Technology, Management and Budget, Office of the Michigan's Public Safety Communications System (**DTMB-MPSCS**), whose address is: 7150 Harris Drive, P.O. Box 30631, Lansing, Michigan 48909-8131, for membership in the Michigan's Public Safety Communications System.

I. DEFINITIONS

- A. Agreement**—means this MPSCS Member Subscriber Agreement between the DTMB-MPSCS, and the Member, setting forth the MPSCS services provided to the Member and the terms and conditions under which the services are provided and, includes its exhibits, attachments, and any renewals or amendments.
- B. Bricked**—means a Member radio no longer functionable on MPSCS due to severe physical damage, a serious misconfiguration, corrupted firmware, or a hardware problem.
- C. Data**—means any MPSCS Data Service offering.
- D. Department of Technology, Management and Budget (DTMB-MPSCS)**—means the Michigan Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System, which is the State of Michigan Department that manages and operates the MPSCS.
- E. Disable**—means to have a Member unit radio ID turned off on the MPSCS.
- F. Emergency Alert**—means the System feature, which allows eligible MPSCS Members to transmit emergency alerts.
- G. Exhibit A**—Names the Member Liaison Officer, billing contact for Member fee payment, and Member's primary dispatch center contact information.
- H. Good Standing**—means the Member is in compliance with the MPSCS Member Subscriber Agreement's member obligations.

- I. Lost or Stolen (LOS)**—means a Member radio reported lost or stolen.
- J. Member Liaison Officer**—means the contact person named by Member in **Exhibit A** to perform the duties set forth in Section III below.
- K. Michigan’s Public Safety Communications System (MPSCS or System)**—means the Michigan’s Public Safety Communications System, established under 1929 PA 152 for public safety communications; and includes all the real and personal property, towers, equipment shelters, equipment and other related facilities and fixtures necessary for the operation and maintenance of the System and its management within DTMB.
- L. MI Login**—means the State of Michigan single sign-on application that will be used to access the RMS portal. Each Member Liaison Officer is required to create its own MI Login to be used for accessing the RMS portal.
- M. MPSCS Member (Member)**—means a public safety agency or a governmental entity (federal, state, local or tribal), together with its officers, agents and employees, paid or volunteer; or a non-public safety and/or non-governmental entity providing direct support to public safety responses or is a critical infrastructure provider authorized to hold membership with MPSCS.
- N. MPSCS Motion 360 Radio Management System (RMS)**—means the State of Michigan application portal customer agencies will use to request programming activations, disabling, reenabling, bricking, or changes for mobiles, portables, and console radios, as well as, keep contact information updated.
- O. Network Communications Center (NCC)**—means the MPSCS operation and Communications center, which manages the technical operation of the System on a 24/7 basis.
- P. Radio Equipment (Radio)**—means the Member's voice and data communications equipment, including control stations, consolettes, base stations, mobile or portable radios, or any other data or radio frequency interface, which has a unique MPSCS identification number.
- Q. Radio Programming Unit (RPU)**—means the MPSCS unit responsible for assignment of identification numbers; Template programming and reprogramming; all necessary database maintenance; and assignment of Talkgroups.
- R. Re-enable**—means to have a LOS Member unit ID turned back on in the MPSCS.
- S. Service Provider**—means the entity under contract with the Member to service and maintain Member's Radios.

- T. State of Michigan**—means the owner of MPSCS.
- U. System Management**—means the MPSCS’s responsibilities in the administration of MPSCS operations and selection of the MPSCS services provided under this Agreement including, upgrades and enhancements.
- V. Talkgroup**—means a configurable, pre-programmed, voice pathway in the System by which properly programmed Radios can communicate with each other.
- 1. Non-Proprietary Talkgroup**—means a Talkgroup established by the MPSCS for the benefit and good of several Members. The MPSCS administration grants access to these talkgroups by proper request and with demonstrated need.
 - 2. Proprietary Talkgroup**—means a Talkgroup assigned exclusively to a MPSCS Member for use during their duties. This Talkgroup may be shared between MPSCS Members with the written approval of the agency that established the Talkgroup.
 - 3. Proprietary Radio System**—means a non-MPSCS radio system that may be programmed into a MPSCS Member's radio for the purpose of interoperability. The MPSCS does support programming of non-MPSCS proprietary radio systems.
- W. Template**—means the Radio software, which controls the Radio’s Talkgroup functions and communication capabilities.
- X. Template Design Unit (TDU)** —means the MPSCS unit responsible for development of Templates that will be programmed into a Member's radio. This includes defining a Member's communications plan; the establishment or reuse of Talkgroups; providing direction for concurrence of Talkgroups between agencies, and documenting Templates for construction by the RPU section.
- Y. Twenty-four/Seven (24/7)** —means 24 hours a day, 7 days a week.

II. MPSCS COMMUNICATIONS SERVICES

- A. Template Design**—If requested by the Member via the RMS portal, TDU will work with and prepare a needs assessment for the Member, based on the Member's current and ongoing communication needs and priorities. Template programming by the RPU will commence once the Member approves the needs assessment. The RPU will prepare the primary Template for each Radio if requested by the Member. The RPU will correct any

Template programming error(s) attributable to the RPU. A Member may request one primary Template change per year at no charge. The initial Template will be programmed into the Radio by one of two options. Either by MPSCS personnel or a serial specific file will be provided by the RPU to the Member or the Member's Service Provider. These options will be paid by Member. Refer to the MPSCS Fee Structure.

- B. System Management**—includes MPSCS' responsibility for the following:

 - 1. Assignment of Talkgroups' use priorities;
 - 2. Management of Talkgroups to assure appropriate use of the System;
 - 3. Enforcement of MPSCS guidelines, procedures, and protocols;
 - 4. Generate and use statistical data and reports concerning Member's Talkgroups, call durations, call types, busy signals, and other data analyses and reports; and
 - 5. Grade of service.
- C. Training**—Member's employees and other personnel must receive MPSCS approved Radio user training and/or "train the trainer" training.
- D. NCC Services** —The NCC operates and manages the System on a 24/7 basis. The NCC provides Member with emergency or planned activation of special-event Talkgroups. The NCC, upon Member's request, provides radio checks for unresponsive Radios; inhibits lost or stolen Radios; and provides communications troubleshooting.
- E. MPSCS Mobile Radios Performance**—MPSCS provides tested mobile radio communication coverage to the Member, subject to the Member's compliance with MPSCS recommended optimal performance standards for equipment, antenna installation, and maintenance. If the Member detects possible MPSCS network infrastructure malfunctions or radio communication coverage loss below the tested coverage, the Member should first contact its Service Provider for an evaluation of the problem. If the Member's Service Provider determines the problem does not originate from the Member's Radios, equipment installation or maintenance, the Member should notify the NCC. The NCC will investigate and take appropriate corrective action to alleviate the coverage loss or network infrastructure malfunction and report the corrective action to the Member.
- F. MPSCS Portable Radio Coverage**—Portable radio coverage is not guaranteed and will vary from location to location. The Member is encouraged to conduct its own portable radio communications coverage test to determine the expected coverage level in Member's desired coverage areas.
- G. Emergency Alerts Availability**—If Member has a 24-hour dispatch center capable of receiving control data associated with all its Talkgroups, and Member can verify to MPSCS that it has the capacity to monitor and supervise the Emergency Alerts feature, Member may have the Emergency Alerts feature activated at no additional charge during a

template reprogram. See MPSCS Emergency Alert and Emergency Call Policy 1.1.3. When this feature is activated, the Member must keep their RCM logged in and respond to Emergency Alerts in a timely manner. Additionally, Member must obtain, at its own expense, a license to operate its Radio Control Manager (**RCM**) from its equipment vendor in order to have this feature activated. The NCC cannot serve as back-up for monitoring Emergency Alerts if the Member chooses this feature. If Member changes primary dispatching responsibilities to a PSAP or center that does not have RCM functionality, Member is responsible for contacting RPU to have Emergency Alert (EA) function removed from their radios.

- H. **Private Calling Availability**—Private calling permits properly programmed Radios to engage in "one-on-one" conversations. Only the initiating and target Radios are able to communicate. Private calling can tie—up System resources. Member may choose to avail itself of Private Calling after a determination of the need and potential impact on the System.
- I. **Performance Standards; Monitoring; Electronic and Infrastructure Maintenance** — The System utilizes automated performance standards and automated diagnostics, which are monitored 24/7 to ensure a timely reactive response to System component outages or other System deficiencies. MPSCS provides complete monitoring, inspection, and maintenance for all MPSCS tower sites and System infrastructure that meets or exceeds manufacturers' recommendations. The MPSCS also maintains a preventative maintenance system for all major components.
- J. **MPSCS Emergency Management Plan**—The MPSCS maintains an Emergency Management Plan for the System. The Emergency Management Plan provides for an alternate source of electrical power for uninterrupted service, separate computer resources, and back-up equipment.
- K. **MPSCS Infrastructure Upgrades and Enhancements**— "**Upgrades**" are changes made to the System's infrastructure to assure compliance, or to improve existing features and operations, of the MPSCS. "**Enhancements**" are modifications made to MPSCS services or systems that add functions or features not originally part of the MPSCS. Benefits of the Upgrades are currently provided to Members at no additional charge. However, for a Member to access the new features and or enhancements, it may be necessary for the Member to upgrade its Radios after the appropriate MPSCS system upgrade is completed.

III. MEMBER OBLIGATIONS

A. **Fees**—Fees are governed by MPSCS's policy on fee structure. Changes to fees are at the sole discretion of State of MI, MPSCS, upon **twelve (12) months** prior written notice to MPSCS Members.

1. **Exhibit A** – Names the Member Liaison Officer, billing contact for Member fee payment, Member's primary dispatch center contact information, and DTMB-MPSCS's contact information for notices.

B. **Member's Radios**—Member may only use MPSCS-approved Radios, with authorized and validated serial numbers, Talkgroups and Radio ID's. A list of approved Radios is available from the TDU or the MPSCS website. Before programming any Templates, the Member must provide the RPU a list of the Member's Radios, each identified by: vendor/Service Provider, manufacturer, model number, serial number and flash or operating version.

Non-Public Safety and/or Non-Governmental Users –

Except for Michigan public utility companies, any non-public safety and/or non-governmental users providing direct support to public safety responses that are not eligible to hold authorizations in the Public Safety Pool pursuant to 47 CFR § 90.20, must meet the below requirements in order to be permitted to utilize the Michigan's Public Safety Communications System (MPSCS):

1. Member must have established procedures controlling access to Radio's and strictly prohibiting any use of Radio's for any routine operations or not in support of a qualifying public safety event.
2. Any Radio's must be securely stored when not in use.
3. Any volunteer having access to or utilizing Radio's must be background checked through the State of Michigan ICHAT public facing portal.
 - a. The results of those background checks must be retained for inspection.
 - b. All volunteers having access to Radios must be background checked on an annual basis.
 - c. A roster of all current volunteers must be maintained.
 - d. If a volunteer is employed by a public safety agency (police, fire or EMS) verification of their employment will satisfy the background check requirement.
4. When assisting on public safety matters those activations must be documented including:
 - a. Time, date, location, name of agency assisting.
 - b. Name of volunteer(s) utilizing Radios
 - c. What Radios were used
 - d. What talkgroups were utilized
 - e. These records must be retained for a period of thirty-six months (36)
5. Member will be provided access to event zones F, G, H, I (law enforcement only), J, K, and L (must have AES encryption). For any talkgroups not owned by Member, the Member must have an MOU with the talkgroup owner.
6. The above records must be provided to MPSCS upon request for review.

- C. **MPSCS Motion 360 Radio Management System**—application will be accessed using a MI Login. Member is required to keep its contact and radio asset information in the application current and report any changes to DTMB-MPSCS within 24 hours. In addition, before Member's Service Provider may access the application, Member must have a Memorandum of Understanding (MOU) in place with its Service Provider to maintain confidentiality and protect any application information from unauthorized disclosure.
- D. **MPSCS RMS Portal**—MPSCS is utilizing the RMS portal which is accessed using a MI Login. This portal replaces all email and phone requests for radio programming changes and/or additions to radios. Member's will only be allowed access to its own account and users unless a MOU is provided for additional access. Any Member that is provided access to an account that does not belong to them must report the matter immediately to DTMB-MPSCS so the error can be corrected.
- E. **Radios' Maintenance and Repair**—Member is responsible for maintenance and repair of its Radios in accordance with manufacturer's specifications.
- F. **Template Modifications**—The Member or the Member's Service Provider may make Template modifications if the modification does not adversely impact the operation and integrity of the System. Template modifications are not permitted for MPSCS radio zones: E, F, G, H, I, J, K and L. Template modifications must be made in strict compliance with RPU's standards and only upon **thirty (30) days** advance notice via the RMS portal to the RPU. MPSCS reserves the right to audit the Member's Templates at any time to confirm compliance with these requirements. Failure to comply with MPSCS Template modification standards is cause for termination of this Agreement. The MPSCS is not responsible for the installation or reprogramming of a modified Template into a Radio. An archive file will be provided to the Member for reprogramming of the Radio when possible. Some models of Radios cannot be programmed in the field due to programming security limitations and those Radios must be reprogrammed by the MPSCS. All costs associated with the MPSCS programming of Radios with modified Templates will be the responsibility of the Member.
- G. **System Prohibited Use**—The Parties acknowledge that the Network is for public safety communication purposes consistent with FCC licensing requirements. Use of the Network by Member for anything other than Land Mobile Radio (**LMR**) voice and data traffic must be approved by DTMB-MPSCS. No commercial, personal or non-public safety related business may be conducted through the System by the Member, its authorized users or Service Provider.
- H. **Compliance with Federal and State Laws**—Member must comply with all Federal and Michigan laws, rules, and regulations.

- I. System Management**—Member must comply with MPSCS' System Management requirements.
- J. Trained Personnel**—Member must not permit any personnel to use Radios until they have received approved MPSCS Radio user training.
- K. Member Liaison Officer**—Member must name its Member Liaison Officer. The Member Liaison Officer will be responsible for authorization of Template modifications, coordination of new Radios onto the System, and providing necessary data to the RPU for record keeping purposes. The Member Liaison Officer will also be the Member's representative for MPSCS billing purposes unless otherwise designated in **Exhibit A**.

Member Liaison Officer must report any changes within 24 hours when a user is deemed no longer authorized access to the MPSCS or the RMS portal by the Member so permissions can be updated immediately.

In addition, in order to protect the integrity of the MPSCS, the Member Liaison Officer will notify the NCC within 24 hours of knowledge of any of the following status changes to radios (see MPSCS website, Forms tab for the appropriate submittal documentation):

- Lost
- Stolen
- Bricked or otherwise compromised
- Re-enable

Member Liaison Officer will notify the MPSCS of any Radio ID's that are no longer in use and of any changes in ownership of Radios to update the point of contact by e-mailing MPSCS-Bus@michigan.gov.

- L. Compliance with MPSCS Guidelines, Procedures, and Protocols:**
1. Member must comply with all MPSCS guidelines, procedures, and protocols.
 2. In order to protect the integrity, security, safety, and efficient operation of the System for all MPSCS Members, Member must take appropriate corrective action against any of its employees who violate MPSCS standards, guidelines, procedures and, protocols, or this Agreement.
 3. Software, configurations and usage may be limited to ensure integrity of the network as required by MPSCS security and maintenance policies.
 4. Violation of MPSCS standards, guidelines, procedures, protocols, or violation of this Agreement may result in termination of this Agreement.

IV. DURATION, CANCELLATION & TERMINATION

Membership in the MPSCS will remain in effect until canceled or terminated by MPSCS, upon **twelve (12) months** prior written notice to Member as long as the Member stays in good

standing. The Agreement may be terminated by MPSCS for violations of the terms and conditions of this Agreement upon **thirty (30) days** written notice to the Member. Membership in the MPSCS will remain in effect until canceled or terminated by Member, upon **ninety (90) days** prior written notice to MPSCS.

V. AUTHORITY TO CONTRACT

Member represents that it has the requisite power to enter into this Agreement and that the person signing the Agreement has the authority to bind Member to its obligations in the Agreement.

VI. MISCELLANEOUS

- A. Waiver**—The failure of a party to insist upon strict adherence to any term of this Agreement must not be considered a waiver or deprive the party of the right to later insist to the strict adherence to that term of the Agreement.
- B. Modification**—MPSCS general membership terms may be modified by the MPSCS upon **ninety (90) days** advance written notice to MPSCS Members. Terms in this Agreement that are specific to Member may be modified by a written amendment signed by both parties.
- C. Governing Law**—This Agreement is governed by, and must be construed in accordance with the laws of the State of Michigan.
- D. Headings**—The headings given to the sections and paragraphs of this Agreement are for convenience and are not to be construed as part of this Agreement or as a limitation of the scope of the particular sections or paragraphs to which the heading refers.
- E. Independent Contractor Relationship**—The relationship between the parties is that of an independent contractor and client. No agent, employee, or servant of the MPSCS may be deemed to be an employee, agent, or servant of the Member. The Member will be solely responsible for its acts and the acts of its agents, employees, servants, subcontractors, and volunteers during the performance of this Agreement.
- F. Effective Date**—This Agreement is effective as of the date of the last signature, and this Agreement once effective will supersede and replace any prior Member Services Agreement entered into between the parties.
- G. Counterparts**—This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which taken together will constitute one and the same instrument. The exchange of copies of this Agreement and of signature pages by facsimile or electronic transmission will constitute effective execution and

delivery of this Agreement by the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted by facsimile or electronic transmission will be deemed to be their original signatures for any purpose whatsoever.

VII. NOTICES

All notices given under this Agreement, except for emergency service requests, must be made in writing. All notices will be sent to the Member at the addresses provided in **Exhibit A** and all notices to DTMB-MPSCS will be sent to the applicable address below. An address change will be effective **seven (7) business days** after the notice of change is received.

MPSCS-RPU-TDU

DTMB-MPSCS

Radio Programming Unit/Template Design

(517) 333-2720 Work

MPSCS-RPU@michigan.gov

PO Box 30631

Lansing, MI 48909-8131

7150 Harris Drive

Dimondale, MI 48821

MPSCS BILLING SUPPORT

DTMB-MPSCS

Business Unit DTMB

(517) 284-4070 Work

(989) 640-2882 Mobile

MatsonM@michigan.gov

ParsonsR3@michigan.gov

SIGNATURE PAGES FOLLOW

MEMBER:

(Name of Agency)

(Signature of Contact)

By:

(Print/Type Name of Contact)

Its:

(Title of Contact)

Date:

STATE OF MICHIGAN

MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET:

Michigan's Public Safety Communications System

By: Bradley A. Stoddard

Its: MPSCS Director

Date: _____

Please send signed Member Subscriber Agreement to:

Department of Technology, Management and Budget

Michigan's Public Safety Communications System

7150 Harris Drive

Dimondale, MI 48821

Attention: MPSCS Director

Exhibit A

Member Liaison Officer and Billing Contact for MPSCS's Invoice and Fee Payments (Please print or type clearly)

Member Liaison Officer (See Section III)

*Required fields:

*Name: _____

*Title: _____

*Address: _____

Cell: _____

*Ofc Phone: _____

*Email: _____

Primary Dispatch Center

Name: _____

24x7 Phone: _____

Email: _____

Activated Emergency Alert radios - Receiving Radio Control Manager (RCM):

Agency Name: _____

Serial No.: _____

Member Invoice Contact (*required if different name and address from Liaison):

*Name: _____

*Title: _____

*Address: _____

Cell: _____

*Ofc Phone: _____

*Email: _____

**MICHIGAN'S PUBLIC SAFETY COMMUNICATIONS SYSTEM
AMENDED AND RESTATED INTEGRATION AGREEMENT
WITH
KALAMAZOO COUNTY CONSOLIDATED DISPATCH
AUTHORITY**

This Michigan's Public Safety Communications System Amended and Restated Integration Agreement (Agreement), amends and replaces the November 10, 2022 Integration Agreement between the State of Michigan (State), by its Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System (DTMB-MPSCS), and Kalamazoo County Consolidated Dispatch Authority (Member or KCCDA) and is comprised of a Pre-Integration Section ("Part I") for console and full integration, and if applicable, a Final Integration Section ("Part II") for full integration preventative maintenance responsibilities. DTMB-MPSCS and Member together are referred to as the "Parties".

**PART I
PRE-INTEGRATION AGREEMENT**

WHEREAS, DTMB-MPSCS manages and operates the Michigan's Public Safety Communications System (MPSCS), a statewide public safety communications system;

WHEREAS, the Member is implementing a communications system by acquiring new equipment for existing communications facilities which will be integrated into the MPSCS for interoperability;

WHEREAS, the Member has independently evaluated mobile and portable radio communication coverage options and believes that it can enhance its mobile and portable radio coverage and/or capacity by integrating into the MPSCS;

WHEREAS, DTMB-MPSCS desires to obtain enhanced MPSCS radio coverage and/or capacity, for portable and mobile communications, within the Member's coverage areas;

WHEREAS, the Parties agree that Part I is an independent agreement until, and if applicable, Part II will be entered into for a full integration, at which time the Parties agree that the terms and conditions of both Part I and II will be integrated into one controlling agreement as of Part II's effective date.

THEREFORE, the Parties agree to commence the technical process prerequisites to integrate into the MPSCS (collectively "the Network"), including if applicable, co-location of Member's Communications Equipment on MPSCS facilities in accordance with a MPSCS Co-location License Agreement between the Parties, for interoperable and enhanced communications coverage as follows:

1. **DEFINITIONS FOR PURPOSES OF PART I OF THIS AGREEMENT.**

A. 9-1-1 Dispatch Center—means a public safety radio communication center operated by the Member for emergency public safety dispatch purposes and integrated into the MPSCS for dispatching purposes.

B. Agreement—means this Integration Agreement, comprised of Parts I and if applicable Part II, including exhibits, attachments, renewals, or amendments.

C. Agreement Part I—means Part I of this Agreement, including its exhibits, attachments, renewals, or amendments.

D. Agreement Part II—if applicable, means Part II of this Agreement, including its exhibits, attachments, renewals, or amendments.

E. Backhaul—means the Backhaul Network infrastructure used to transport radio system data between two or more MPSCS or Member Sites. This infrastructure includes the MPLS routers, point-to-point microwave radios, microwave dishes, and microwave waveguide. (This definition excludes any services such as fiber optic lines owned or leased by the user as well as any point-to-point microwave equipment maintained by the user).

F. Best Efforts—means the contractual obligation of the Parties to meet all the terms and conditions of this Agreement using every reasonable means available.

G. Communications Equipment— means the equipment located at the MPSCS or Member's Sites, comprised of towers; electronics equipment; ancillary equipment; equipment shelters; consoles and dispatch operations; and supporting facilities.

H. Catastrophic Event—means a sudden failure of the Communications Equipment due to natural, manufacturer's defect, or other man-made force or event.

I. Dispatch Console System— means the physical Site that comprises a dispatch operating position, including but not limited to, computers that run dispatch software and interfaces that allow operators to access the network, control local auxiliary functions, a voice processor module, site controller, network switching and access equipment recorder all operated by the Member and integrated into the MPSCS.

J. DDP—means the Detailed Design Plan approved by DTMB-MPSCS and incorporated by reference into this Agreement.

K. DTMB-MPSCS—means the Michigan Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System, which is the State of Michigan Department that manages and operates the MPSCS.

L. Equipment Shelter—means the physical structure that houses the equipment that supports the operation of the Communications Equipment.

M. Exhibit—means the attachments to Part I of this Agreement, which are incorporated into this Agreement and specify additional obligations as follows:

1. **Exhibit 1.A**—means Detailed Design Plan (DDP) Required Information.
2. **Exhibit 1.B**—means Integrated Equipment Approval for Use Requirements.
3. **Exhibit 1.C**—means Integration Project Closeout Requirements.
4. **Exhibit 1.D**—means the Notice to Proceed emailed to Member and its Service Provider documenting DTMB-MPSCS's approval with the submitted DDP proposed system design.
5. **Exhibit 1.E**—means Member's MPSCS Member Subscriber means Agreement(s) incorporated by reference. If applicable, each of Member's user agencies will sign a MPSCS Member Subscriber Agreement (MSA). Exhibit 1.E may be amended from time to time to update the applicable MSA's under the Agreement.
6. **Exhibit 1.F**—means DTMB-MPSCS's Additional Terms and Payment Schedule for monitoring the connection of the Dispatch Consoles. (Applicable to Console only integrations, see Part II for full integration preventative maintenance, repair and monitoring responsibilities and additional terms.)

N. FCC Licenses—means the radio broadcast licenses issued by the FCC to the State or the Member, as Licensees, and used for the MPSCS and/or the Member's Sites.

O. Insurable Event—means events not excluded from insurance coverage under any insurance maintained by the Member.

P. Interoperability—means an essential communication link within public safety and public service communications systems that permits units from two or more different entities to interact with one another, and to exchange information according to a prescribed method to achieve predictable results.

Q. Member—means KCCDA, a Michigan political subdivision and includes its agencies, instrumentalities, boards, and commissioners, together with its officers, agents and employees, paid or volunteer.

R. Monitoring—means MPSCS actively monitoring the operational readiness of the Member's Sites integrated into the Network on a 24/7 basis via the NCC.

S. Motorola—means Motorola Solutions, Inc. the company that designed and constructed the MPSCS pursuant to its December 8, 1994 contract with the State.

T. MPSCS—means the Michigan’s Public Safety Communications System, a statewide public safety communications system.

U. MPSCS Member Subscriber Agreement—means the agreement between DTMB-MPSCS and the Member, granting it MPSCS member status. The MPSCS Member Subscriber Agreement specifies the MPSCS services provided to MPSCS members and the terms and conditions under which services are provided.

V. MPSCS Standards—means the standards for design, construction, and performance, as specified in the contract between the State and Motorola; the MPSCS Emergency Management Plan; and the MPSCS Preventative Maintenance Schedule and the MPSCS Book of Technical Standards.

W. Multicast Site—means a Multicast public safety communications system infrastructure, comprised of a tower, electronic equipment, ancillary equipment, equipment shelter, and supporting facility.

X. Simulcast—means a Simulcast public safety communications system infrastructure, comprised of towers, electronics equipment, ancillary equipment, equipment shelters and supporting facilities.

Y. Network—means the MPSCS and the Member’s Sites when working together to support the integrated radio operations requirements of the Parties.

Z. NCC—means the MPSCS Network Communication Center, that controls and monitors the MPSCS.

AA. Radio(s)—means control stations, consolettes, mobile, or portable radios, or any other radio frequency transmitter interface, to include 9-1-1 dispatch consoles all of which has a unique identification number programmed and operating on the System.

BB. Radio Trouble Report—means a form used to communicate radio or system problems or issues to the MPSCS.

CC. Seamless Roaming—means the ability of MPSCS members' Radios to roam through the integrated Systems.

DD. Service Provider—means the contractor(s) retained by the Member to construct and/or maintain all or a portion of its Communications Equipment.

EE. Site(s)—means either MPSCS’ or Member’s radio communications system and dispatch console system which will be integrated into the MPSCS for interoperability.

FF. State—means the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents.

GG. Systems—means the MPSCS and the Member's Sites, each individually owned and operated by the State and the Member, respectively, and that together support the Parties' integrated radio operations.

HH. Systems' Grade of Service—means level of busies.

II. Talkgroup—means a group of radio users that can share calls and messages as a group; a talkgroup comprises a group of users who have a need to communicate with each other.

JJ. Talkgroup Prioritization Policy—means the MPSCS policy implemented to assure that at all times there is an appropriate prioritization of use on the Systems so that public safety users are given priority over general government users at times when either or both Systems experience an unacceptable level of busies.

KK. Testing—means all Acceptance Test Plans (ATPs) listed in this agreement, or the Detailed Design Review documentation.

LL. Tower(s)—means the communication towers owned by either the MPSCS or Member; or the space on communication towers leased or licensed by the Member.

2. CONSIDERATION.

In consideration of the mutual covenants and benefits of Interoperability and Seamless Roaming for MPSCS members, the Parties agree to integrate the Members' Sites into the MPSCS, as an MPSCS enhancement, as provided in this Agreement.

3. TERM.

Upon execution of this Amended and Restated Integration Agreement Part I, the Parties agree that the Term of this Agreement is for ten (10) years and will automatically renew for successive ten (10) year periods unless either party provides the other party with written notice of termination as provided for in this Agreement.

4. RELATIONSHIP OF THE PARTIES.

This Agreement is not intended to, and will not constitute, create, or give rise to a joint venture, partnership or formal business association, organization or relationship of any kind between the Parties. No employee, agent, or servant of either party will be deemed to be an employee, agent or servant of the other. Nothing in this Agreement will be construed to express or imply that either party assumes any of the other party's obligations as owner of its Communication Equipment, or in any manner waives governmental immunity.

5. **MEMBERS' SITES CONSTRUCTION AND MAINTENANCE SPECIFICATIONS.**

In addition to the attached Exhibits, the following documents are incorporated by reference into Part I of this Agreement.

A. The MPSCS Standards. Construction and maintenance of the Member's Sites will comply with the most current MPSCS Book of Technical Standards. The Member agrees to obtain a formal exception (if needed) from DTMB-MPSCS before installation or implementation of any design, configuration, equipment, or system to Members' Sites.

6. **COMMUNICATIONS EQUIPMENT REQUIREMENTS.**

A. MPSCS Standards. The Member represents that the construction of its Sites will meet or exceed MPSCS standards in the MPSCS Book of Technical Standards, and in all respects the Member's Communications Equipment will be compatible and configured in a similar manner with MPSCS' Communications Equipment. The Member agrees to obtain a formal exception from DTMB-MPSCS before installation or implementation of any design, configuration, equipment, or system of its Communications Equipment.

B. Portable Radio Coverage. DTMB-MPSCS makes no representations or makes any guarantees, or other assurances, that the Systems will enhance portable radio coverage based on the Member's benchmark test results.

C. Third Party Interference. The Parties acknowledge that actual RF coverage reliability from either of the Systems may become degraded on an intermittent basis, or over time, due to third party interference beyond the reasonable control of either party. The Parties agree to use their Best Efforts, working cooperatively, to document, address and eliminate third party interference through the use of applicable FCC dispute resolution processes.

D. Integration.

1. Network Use Limitation. The Parties acknowledge that the Radio Sites and MPSCS are for general government communication, including but not limited to, public safety communication purposes consistent with FCC licensing requirements. Use of the Network by Member for anything other than Land Mobile Radio (LMR) voice and data traffic must be approved by DTMB-MPSCS.
2. Integration Cost. Each party shall pay its own costs for integration and separation.
3. Multicast Site and/or Simulcast modifications and/or additions Costs. Member will have the option to provide for Multicast Site and/or Simulcast modifications and/or additions at the Members

cost. Non-public safety/non-governmental members integrated on the System pursuant to an FCC Waiver, such as utility companies, that are impacted by a public safety/governmental member's Multicast Site and/or Simulcast modifications and/or additions will be responsible for their portion of costs required to accommodate its use and provided that non-public safety radio spectrum is available in the area implementing the modification and/or addition. DTMB-MPSCS shall provide the non-public safety/non-governmental member with 12 months advanced notification of any planned modification and/or addition whenever possible. Such notification shall include at a minimum: i.) Summary of project initiative with explanation of required changes; ii.) The number of channels identified as the non-public safety/non-governmental member's portion; and iii.) The data and calculations used to identify the non-public safety/non-governmental member's impact. This would include the identification of the aggregate of public safety loading calculation and the Member's loading calculation.

The non-public safety/non-governmental member will work with applicable third-party Service Provider to obtain a cost estimate and upon MPSCS approval of the pre-sale DDP, execute the required contract documents for the project deliverables and facilitate payment of the non-public safety/non-governmental member's portion of costs.

As soon as available, DTMB-MPSCS will provide non-public safety/non-governmental members with a proposed timeline of desired project start, key milestones and anticipated go-live.

Upon request, DTMB-MPSCS will use its best efforts to provide non-public safety/non-governmental members with any reasonably available additional supporting documentation or information as may be needed for non-public safety/non-governmental members to justify a rate case to secure funding.

In the event funding cannot be committed within 12 months after notification, then the non-public safety/non-governmental member's support, services, or radio coverage cannot be guaranteed in the impacted area.

The costs related to any modification and/or addition initiated by anyone other than non-public safety/non-governmental member shall not exceed \$1,000,000.00 (one million dollars) during any calendar year. However, if such costs exceed \$1,000,000.00 in any calendar year and the non-public safety/non-governmental member is unable to fund the additional costs, then the planned modification and/or additions for public safety purposes would continue forward

and the non-public safety/non-governmental member will be at risk of impacted communications in the area.

Any equipment already provided by the non-public safety/non-governmental member at the affected Multicast Sites and/or Simulcast will be reused to the extent possible.

4. **System Grade of Service.** The Parties acknowledge that the communications on the MPSCS can be degraded by the addition of users or talkgroup traffic that exceeds the Systems' capabilities and cause an unacceptable increase to the Grade of Service. Each party agrees to evaluate the Member's increased radio traffic in addition to the Member's prospective users' impact to the MPSCS to avoid overloading. In the event there is potential for overloading due to Member's increased radio traffic or Member's prospective users', the Parties will use their Best Efforts to determine the required solution. If in order to resolve overloading, additional infrastructure and components (upgrades) are required to be added to the Systems, the Parties agree that the Member shall have the option to provide for the upgrades at the Members sole cost.
5. **Dispute Resolution.** In the event that there is a dispute regarding any proposed modification and/or upgrade, or the portion of cost allocated to Member, the Parties shall work in good faith to resolve. If the Parties are unable to resolve the dispute, then the Parties will mutually agree on a resolution following the appropriate escalation process of both Parties.

7. THE MEMBER'S RESPONSIBILITIES.

A. Required Integration Project Deliverables. The Member will provide all system integration proposals and DDP's to DTMB-MPSCS as received through system integration engineering process.

DTMB-MPSCS will promptly acknowledge receipt of the detailed design/proposal and will use its best efforts to review each within ten (10) business days. If the Member is not included as part of the DDP (e.g. a utility is integrating), MPSCS will notify the Member of the integration if impacting to their sub-system. If proposed design or specific equipment does not meet MPSCS system standards or has the potential to negatively impact MPSCS system or users, DTMB-MPSCS will work with Member and system integrator Service Provider to resolve issues. DTMB-MPSCS will provide Member a Notice to Proceed (see Exhibit 1.D. example), when it approves the DDP proposed system design. The Member will not integrate equipment that does not meet MPSCS standards or minimum requirements. The Member may choose to have the Service Provider submit deliverables to DTMB-MPSCS

provided the Member has reviewed and consented to that which is being submitted.

1. Pre-Integration Review

The Member is responsible for obtaining and delivery of the final completed Pre-sale DDP proposals from system integrator and Service Providers providing equipment and services for integration. The pre-sale documents will include all parts and equipment related to the system integration project. The Member will resubmit any proposals that are revised. The Member agrees to provide or facilitate additional details for clarification of the proposals if requested by DTMB-MPSCS. DTMB-MPSCS and Member will mutually and reasonably agree with all system design criteria. Any delays or costs incurred due to procurement of equipment or service for integration that has not been approved by the MPSCS are at the sole responsibility of the requesting member. A Notice to Proceed for this deliverable indicates DTMB-MPSCS's approval of the Pre-sale DDP system design and for the Member's Service Provider to proceed with installation.

2. Detailed Design Review

The Member is responsible for delivery of a Post-sale DDP that provides details of the project implementation plan, design, connections, equipment, and configuration. The Member agrees to provide or facilitate additional details for clarification of the DDP if requested by DTMB-MPSCS. Information that a DDP should contain is described in Exhibit 1.A. A Notice to Proceed for this deliverable indicates DTMB-MPSCS's approval of the final system design and for the Member's Service Provider to proceed with installation of the final design.

3. System Staging Testing and Acceptance

The Member is responsible for delivery of completed system staging acceptance testing documentation if applicable.

4. Go-Live Documentation and Acceptance

The Member is responsible for delivery of all documentation listed in Exhibit 1.B., so that the integrated Systems and equipment can be properly maintained and supported as required for a live public safety communications system.

5. Final System As-Built Documentation

The Member is responsible for delivery of all documentation listed in Exhibit 1.C. prior to project close-out and/or final contractual payment to its Service Provider for the project.

6. Project Changes

The Member agrees that the contract with its Service Provider will prohibit the Service Provider from proceeding with any work or design that has not been agreed to by DTMB-MPSCS. If changes are required for previously approved system designs or project plans, the Member will submit the proposed changes for DTMB-MPSCS review and acceptance and issuance of a Notice to Proceed.

B. Federal and State Licensing Requirements.

1. The Member will obtain all appropriate approvals, registrations, permits, or primary licenses for operation of the Communications Equipment and frequency licenses, from the requisite agencies, including but not limited to, the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC), and the Regional Frequency Coordination Committee.
2. Both parties recognize the frequencies may change due to FCC mandates or optimization of MPSCS or Member.
3. The state-wide frequencies allocated by the MPSCS for use on any Member Tower(s) that are licensed to the State prior to this Agreement, will remain licensed in the name of the State of Michigan. All FCC licenses obtained for this Agreement will be licensed in the name of the State of Michigan for the duration of this integration.
4. The Member will comply with all applicable pre-construction federal regulatory environmental requirements necessary to obtain approvals, permits or licenses as required pursuant to applicable FCC Regulations, including but not limited to, any National Environmental Policy Act (NEPA) requirements. Member is solely responsible for the resolution and correction of any regulatory omission or violation.

C. Decision to Rebuild. In the event of a Catastrophic Event, Member may, at its sole discretion, build, relocate, change or abandon all or part of its Sites at its sole cost. Member must issue a written notice to DTMB-MPSCS within thirty (30) days of a Catastrophic Event, summarizing the impact on the Member's Sites. Within ninety (90) days of the Catastrophic Event, Member must notify DTMB-MPSCS of its decision to either rebuild or abandon all or part of the Member's Sites.

D. Suitability, Insurance, and Indemnification.

1. DTMB-MPSCS makes no representations as to the suitability of the integrated Systems for the Member's use or that DTMB-MPSCS maintains any insurance to insure Member, its employees, agents, contractors, subcontractors, or service providers against any claims,

demands, actions, suits, or causes of action, and judgments, settlements, or recoveries, for bodily injury or property damage arising out of the condition of the Systems or any other equipment or facilities operated by DTMB-MPSCS or anything contained in this Agreement. DTMB-MPSCS is not obligated under this Agreement to obtain any insurance for Member's benefit. All insurance coverage provided relative to this Agreement is primary and non-contributing to any comparable liability insurance (including self-insurances) carried by the State.

2. Member must purchase and maintain insurance during the term of this Agreement to protect against claims which may arise out of, or result from its operations, under this Agreement as follows:

i. Member must carry Commercial General Liability coverage. This coverage must include bodily injury, personal injury, property damage, and contractual liability subject to limits of not less than \$1,000,000 each occurrence and when applicable, \$1,000,000 annual aggregate. This coverage must include the State of Michigan, its departments, divisions, agencies, offices, boards, commissions, officers, employees and agents as additional insured, only as respects liability directly arising from this Agreement.

ii. Member must have insurance for benefits payable under Michigan's Workers' Disability Compensation Law, including coverage for bodily injury, occupational sickness or disease, or death of Member's employees.

iii. Member must carry Commercial Motor Vehicle insurance, including hired and none owned coverage or its equivalent subject to limits of liability of not less than \$1,000,000 per occurrence for bodily injury and property damage combined.

iv. If Member fails to pay any premium for required insurance, or if any insurer cancels or significantly reduces any required insurance without the DTMB-MPSCS's written consent, at DTMB-MPSCS's election (but without any obligation to do so) after DTMB-MPSCS has given Member at least thirty (30) days prior written notice, DTMB-MPSCS may pay such premium or procure similar insurance coverage from another company or companies and Member must pay the entire cost upon DTMB-MPSCS's demand.

v. Member's compliance with the insurance requirements will not relieve Member of its obligations under its indemnification or other obligations under this Agreement.

vi. Member must provide insurance from an insurance company or municipal self-insurance organization authorized to do business in the State of Michigan.

vii. Insurance Certificates.

a. Members must provide DTMB-MPSCS within thirty (30) days following the effective date of this Agreement (Part I) and before any work commences and every year after while this Agreement is in effect, certificate(s) of insurance verifying liability coverage and listing the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents as additional insured.

b. The insurance certificate(s) must provide that the policies of insurance will not be modified, cancelled, or allowed to expire without first giving thirty (30) days prior written notice to DTMB-MPSCS.

3. Waiver of Subrogation.

Each Party releases the other Party from any claim for recovery for any loss or damage which is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance.

4. Indemnification and Apportionment of Liability. The Parties acknowledge that each is legally precluded from indemnifying the other against any liabilities related to or in support of their systems' integration. Each party shall be solely and entirely responsible for its acts and the acts of its employees, agents, servants, contractors, subcontractors, and volunteers during the Term of this Agreement. Liability for any losses, liabilities, penalties, fines, damages, and claims (including taxes), and all related costs and expenses (including reasonable attorneys' fees and disbursements and costs of investigation, litigation, settlement, judgments, interest and penalties), arising from or in connection with any claim, demand, action, citation or legal proceeding arising out of or resulting from activities related to or in support of their systems' integration shall be determined in accordance with applicable law.

E. Radio Interference. Member will not do anything in its operation of the Member's Sites that would cause any unreasonable interference with the MPSCS, Network or Communications Equipment. Member will give DTMB-MPSCS thirty (30) day prior written notice of its desire to install or locate Member's Communications Equipment and will provide DTMB-MPSCS with an interference study(s) that shows that the additional Member's Communications Equipment will not cause interference with the existing

MPSCS' Communications Equipment. In the event the existing Communications Equipment experiences interference as a result of the additional Member's Communications Equipment, Member will use Best Efforts to correct the problem within ninety (90) days.

F. Relocation of Communications Equipment. Member will not relocate the Communications Equipment unless such relocation will be conducive to the overall effective operation of the Network and approved by DTMB-MPSCS.

G. Approved Software and Programming. Only software approved for the MPSCS may be installed on the Communications Equipment, Network equipment or other interconnected devices. A written request will be submitted to DTMB-MPSCS and approved by DTMB-MPSCS prior to any requested changes in Communications Equipment programming, hardware, software, or other functions of the System. No Talkgroups may be added or deleted from the Communications Equipment without the prior written approval of DTMB-MPSCS.

H. Interconnecting the Communications Equipment to other networks or equipment. The Communications Equipment will not be wired or wirelessly interconnected to any external equipment, networks, or other facilities without DTMB-MPSCS's prior written approval.

I. Security.

1. MPSCS Towers:

DTMB-MPSCS will permit unescorted Member access to the MPSCS tower site for installation, repair, maintenance, or removal of the Member's Communications Equipment provided Member and its authorized contractors fully comply with the current MPSCS Co-location Tower Site Access Policy. The Member's Communications Equipment will be installed in a secure location limiting access to only personnel approved by Member. Member will limit its activity to the normal use and maintenance of the Communications Equipment and immediately associated Network equipment. Other than the foregoing, Member does not have permission to access any other parts of the Network. The passwords provided for the operation of the Communications Equipment will remain secured within Member's organization. If passwords or accounts are breached as a result of Member's employees or representatives, Member will be responsible for any costs associated with the remediation of the security breach.

2. Member Towers:

Member will facilitate DTMB-MPSCS access to the Member's Sites for installation, repair, maintenance, or removal of the Member's Communications Equipment. The Member's Communications Equipment will be installed in a secure location limiting access to only

personnel approved by Member. DTMB-MPSCS will limit its activity to the normal use and maintenance of the Communications Equipment and immediately associated Network equipment. The Member does not have permission to access any other parts of the MPSCS network, databases, or other systems integrated into the MPSCS. The passwords provided for the operation of the Communications Equipment will remain secured within the Member's organization. If passwords or accounts are breached as a result of the Member's employees or representatives, the Member will be responsible for any costs associated with the remediation of the security breach.

Member will be responsible for its compliance with the most current federal Criminal Justice Information Services (CJIS) Security Policy, and any future versions, including but not limited to: maintaining user, training, and access lists.

Member will keep an updated CJIS compliant list of all Member related staff and contractors that will access the MPSCS Network or physical locations, to include names, Live Scan Fingerprint Transaction Control Number (TCN), purpose of access and locations of access. Member will provide the updated list to DTMB-MPSCS on an annual basis, and when any deletions, additions or changes in status occur. Member will designate one Point of Contact (hereby referred to as POC) for the MPSCS to work through and notify the MPSCS ten (10) business days prior to that POC changing. All communications will be sent to DTMB-MPSCS, MPSCS-Security-Access@michigan.gov or as otherwise required by DTMB-MPSCS, in writing.

J. Members' Communications Equipment Maintenance. Member is responsible for its Communications Equipment repairs needed while under warranty, except for the Backhaul which will be maintained by DTMB-MPSCS. After the Equipment warranty expires, Member may choose to retain DTMB-MPSCS to manage, maintain and repair the Member's Sites Communications Equipment according to the terms provided in Part II of this Agreement, if applicable. Additionally, Member is responsible for the maintenance of the Member's dispatch consoles, recording equipment and connectivity into the MPSCS Tower. If DTMB-MPSCS Technicians are required to assist troubleshooting the Network connection at the applicable Member's Site(s), the Member will be charged the standard MPSCS Time & Materials rate for labor. The Member will also reimburse DTMB-MPSCS for reasonable fees associated with responding to connectivity outages.

K. End of Warranty Preventative Maintenance. Member or its Service Provider will provide a yearly Preventative Maintenance (PM) on all ASR Multicast and/or Simulcast sites if the system is under warranty for more than one year. Additionally, a PM will be performed on all sites at the end of the

warranty period prior to the MPSCS taking over the maintenance (“End of Warranty PM”). This End of Warranty PM will also be conducted by the Member or its Service Provider responsible for servicing the system during the warranty period, along with a Radio Technician and a Tower technician, if needed, from the MPSCS who will sign off on the results of the PM. The PM will be performed to the specifications and standards defined by the MPSCS, using existing documents that the MPSCS currently utilizes during all site PM’s Statewide. The End of Warranty PM will include the radio communications equipment, the backup generator, transfer panel and HVAC units.

Additionally, any equipment spares located at sites will be tested at the site by placing them into service as part of the End of Warranty PM to verify that the spares are in a working condition.

L. Radio Users. Member is responsible for maintenance of the Member’s radios and Member will use its best efforts to maintain its user’s equipment to MPSCS and the radios’ manufacturer specifications. Member will encourage its users to submit written MPSCS system Radio Trouble Reports to the person or persons coordinating radio communications for Member on forms provided by DTMB-MPSCS. Member will investigate and, to the extent feasible, provide solutions in response to its user’s Radio Trouble Reports. Member will periodically report to DTMB-MPSCS on the status and disposition of its users’ Radio Trouble Reports. In the event, Member determines that the Radio Trouble Report is related to the MPSCS and not a Member user’s radio; it will immediately forward the Radio Trouble Report to the NCC for remedial action or resolution.

M. NCC. Member will use the NCC as its single point of contact regarding the operation of the Member’s Sites and its Communications Equipment. NCC’s monitoring service costs will be billed in the year following the service, prorated from the beneficial use start date. Time and material costs associated to Member Towers for break fix, trouble shooting, and/or maintenance will be billed in the year following the service. In the event that Member decides at the end of the term to be mutually agreed upon by the Parties in the Agreement Part II, to retain another service provider for the maintenance and repair of the Member’s Sites, it will adopt an Emergency Management Plan and Preventative Maintenance Schedule similar to plan and standards in the MPSCS Standards prior to the start date of the new service provider.

N. Patches and updates.

- i. NCC will periodically push patches and updates to equipment directly connected to the MPSCS. It is the Members responsibility for re-booting equipment on a weekly basis to implement latest updates and patches. Some equipment, such as Logging Recorders, have a specific re-boot process. See MPSCS Operating

Systems and Software Patch Requirements Policy 4.1.14 for specific re-booting information.

- ii. If applicable, it is the Members responsibility to patch, update and reboot any equipment remotely connected to the MPSCS through a Member's controlled network, whether Member owned or Member supported equipment/devices. Equipment remotely connected to the MPSCS must meet MPSCS Standards. DTMB-MPSCS reserves the right to validate all equipment connected to the MPSCS through outside channels. See MPSCS Policy 4.1.14.

O. Emergency Alert Monitoring.

- i. Members who want to implement the Emergency Mode option must comply with the MPSCS Emergency Alert and Emergency Call Policy 1.1.3.
- ii. To utilize the Emergency Mode, the requesting member agency must have the ability to monitor the incoming Emergency Alert or an agreement with another agency that has this ability.
- iii. The monitoring responsibility must be prearranged prior to implementing this option. This assures a proper emergency response as well as facilitates acknowledgment and management of the alarm condition. The MPSCS Network Communications Center (NCC) observes all Emergency Alerts on their diagnostic terminals but is not liable to respond to such emergencies.
- iv. Alerts must be deactivated by the responsible agency once the emergency situation is over.

P. Tower Leasing/Licensing. Member retains the right to license or lease its Tower(s) to third-parties. However, DTMB-MPSCS will only maintain Member Electronic Equipment on any Tower(s) with third-party co-locations and will not maintain the physical steel nor any third-party equipment. Upon Member entering into the first license or lease of a Member owned tower to a third-party, DTMB-MPSCS's maintenance and repair obligations for the Tower(s) and shelter will at DTMB-MPSCS's option terminate upon the Member entering into the first license or lease of a Member owned tower to a third party. The Member will give DTMB-MPSCS thirty (30) day's prior written notice that it has entered into a license or lease, and that it assumes responsibility for the maintenance and repair, or has retained a qualified Service Provider for the maintenance and repair of the licensed or leased Tower. Additionally, the Member will submit to DTMB-MPSCS for approval a proposed Emergency Management Plan and Preventative Maintenance schedule that is consistent with the MPSCS Standards before the Service Provider's start date.

8. **DTMB-MPSCS'S RESPONSIBILITIES.**

A. Communications Equipment Maintenance Notifications. DTMB-MPSCS will notify the Member, through the Member's associated dispatch center, of any Communications Equipment scheduled or emergency service requirement. (The Member will only be notified if scheduled maintenance is system impacting.)

B. MPSCS Management and Operations. DTMB-MPSCS will manage, monitor, and keep the MPSCS in good working condition. DTMB-MPSCS will provide preventative maintenance in accordance with the MPSCS Preventative Maintenance Schedule and respond to Systems' outages pursuant to the MPSCS Emergency Plan.

C. Upgrade and Enhancements Costs to the MPSCS Platform. An MPSCS upgrade that negatively affects the Network that supports the integrated radio operations requirements of the Parties will be totally at the expense of the State conditional on the allocation of funds from the State Legislature. Network enhancements may be covered by the State on the allocation of funds from the State Legislature, or at the Member's expense if it agrees to purchase the enhancement and pay for associated costs.

D. Decision to Rebuild. In the event of a Catastrophic Event, DTMB-MPSCS will have the sole option and responsibility, to build or abandon all or part of the MPSCS at its sole cost, subject to the allocation of funds from the State Legislature authorizing the expenditure. DTMB-MPSCS will provide a written notice to the Member within thirty (30) days of such event, summarizing the impact to the MPSCS and Member's Sites. Within ninety (90) days of a Catastrophic Event DTMB-MPSCS will notify the Member of its decision to either rebuild or abandon all or part of MPSCS. In the event DTMB-MPSCS elects not to rebuild, the Parties will cooperate to request the FCC to assign to the Member FCC Licenses with sufficient channels to permit the continued operation of the Member's Sites at a comparable Grade of Service as the Member enjoyed prior to integration of the Member's Sites into the MPSCS

E. Site Interruptions. DTMB-MPSCS will use its Best Efforts to manage the System so as to not disrupt the Member's public safety/government agency service operations. In the event that non-emergency repairs, upgrades, modifications, or enhancements to the Communications Equipment require temporary shutdown of MPSCS and/or the Sites' Communications Equipment, DTMB-MPSCS will provide the Member with twenty-four (24) hours advance notice via the NCC.

F. Regulatory Requirements. DTMB-MPSCS may obtain and maintain all appropriate RF licenses for operation of the Communications Equipment.

9. NONDISCRIMINATION.

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., and Executive Directive 2019-09, The Parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The Parties further agree that every subcontract entered into for the performance of the Agreement will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each subcontractor. Any breach of this Section will constitute a material breach of the Agreement.

10. UNFAIR LABOR PRACTICES.

DTMB-MPSCS may void this Agreement, if the Member or any of its contractors, subcontractors, manufactures, or suppliers appear in the register compiled pursuant to 1980 PA 278, as amended, MCL 423.321 *et seq.* (Employers Engaging in Unfair Labor Practices Act).

11. TERMINATION.

A. Notice. Either party may terminate this Agreement for any reason by giving the other party thirty (30) months written notice of its intent to terminate this Agreement.

B. Best Efforts. In the event of termination each party will have the obligation to use its Best Efforts to reasonably assist the other party to separate the Systems into independent systems during the thirty (30) month notice period, but will have no obligation to pay any costs, fees, compensation or damages of any kind to the other party resulting from the termination. Notwithstanding this right of termination, DTMB-MPSCS agrees that it will not terminate integrated operations of the Communications Equipment until the Member obtains, installs, and successfully tests the operation of any additional equipment so that the Member can operate an independent radio system and the Parties will cooperate to request the FCC to assign to the Member FCC Licenses with sufficient 800 MHz channels to permit the continued operation of the Member's Sites at a comparable Grade of Service as the Member enjoyed prior to integration of the Member's Sites into the MPSCS.

C. FCC Frequencies. In the event that the Parties elect to separate into two independent systems, any existing Statewide or locally allocated frequencies will revert to the original allocation or licensee.

D. Terminated Obligations. Upon termination of this Agreement by either party, any obligations of the other party for maintenance and/or repair services or upgrades will be terminated at such time that the Parties' systems

become operationally independent of each other, or at the end of the thirty (30) months termination period, whichever occurs first.

12. NOTICES.

All written notices required under this Agreement will be delivered by U.S. certified mail, return receipt requested. All notices will be sent to the Parties as follows:

To: Member

Kalamazoo County Consolidated Dispatch Authority
7040 Stadium Drive
Kalamazoo, MI 49009
Attn: Executive Director

To: DTMB-MPSCS

MPSCS
2nd Floor, Wing A
7150 Harris Drive
Dimondale, MI 48821
Attn: Director MPSCS

13. FORCE MAJEURE.

The time of performing any duty or obligation of the State or the Member must be extended for the period during which performance was delayed or impeded by reason of riots, insurrections, war, fire, casualty, earthquake, acts of nature, governmental action or other reasons of a like nature not the fault or, in the case of governmental action, not reasonably within the control of the party required to perform such duty or obligation.

14. GOVERNING LAW.

This Agreement will be governed by, and construed in accordance with, the laws of the State of Michigan.

15. AMENDMENTS.

This Agreement may not be amended except by a written agreement of the Parties.

16. NO WAIVER OF DEFAULT.

The failure of a party to insist upon strict adherence to any term of this Agreement will not be considered a waiver, or deprive the party of the right to later insist on the strict adherence to that term of the Agreement.

17. ENTIRE AGREEMENT AND ORDER OF PRIORITY.

This Amended and Restated Integration Agreement Part I (including if applicable, the Integration Agreement Part II), MPSCS Member Subscriber

Agreement and MPSCS Co-location License Agreement (together the “Agreements”), represent the entire agreement between the Parties and supersede all proposals, prior agreements (oral or written), and all other communications between the Parties relating to matters covered in the Agreements. The Agreements will be read to be consistent with one another.

18. AGREEMENT PART I EFFECTIVE DATE.

This Agreement Part I's effective date is the date it is signed by the DTMB-MPSCS Director.

19. HEADINGS.

Section headings in this Agreement are for convenience and will not be used to construe or interpret the scope or intent of this Agreement or in any way affect the same.

20. SEVERANCE.

If any provision of this Agreement, or its application to any person or circumstance, will to any extent be invalid or unenforceable, the remainder of the Agreement will not be affected and will remain valid and enforceable.

21. AGREEMENT NEGOTIATION.

This Agreement has been negotiated by both Parties and should not be construed against either party as “drafter”.

22. VALIDITY.

In the event any provision of the Agreement is found to be invalid or unenforceable, such finding must not affect the validity and enforceability of the remaining provisions of this Agreement.

23. COUNTERPARTS.

This Agreement may be signed in counterparts, each of which has the force of an original, and all of which constitute one document.

The duly authorized representatives of the Parties approved and executed this Amended and Restated Agreement Part I on the date below each signature.

SIGNATURE PAGES FOLLOW

MEMBER:

Kalamazoo County Consolidated Dispatch Authority

By: Jan Van Der Kley

Its: Chairperson, KCCDA Board of Directors

Date: _____

By: Richard Fuller

Its: Clerk, KCCDA Board of Directors

Date: _____

STATE OF MICHIGAN:
Department of Technology, Management, and Budget,
Office of the Michigan's Public Safety Communications System

By: Bradley A. Stoddard,
Its: Director MPSCS

Date: _____

EXHIBIT 1.A

DETAILED DESIGN PLAN (DDP) REQUIRED INFORMATION

The information in this exhibit is intended to show design details of the system, equipment, and services purchased by the Member in the approved DDP proposal. This process is intended to ensure consensus on the details of the integration between the Member, DTMB-MPSCS, and the service provider. The following lists information that should be included in the DDP, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- A. Statement of Work
- B. System Descriptions
- C. Site Coordinates, Addresses, and MPSCS Assigned Site Numbers
- D. Design of Land Mobile Radio System
 - 1. IP Address Plan
 - 2. Coverage Details and Requirements
 - 3. RF Link Budgets including antenna system details
 - 4. Channel Count Calculations
- E. Design of Console System
 - 1. Included Console Features
 - 2. Logging Recorder
 - 3. IP Address Plan
 - 4. Storm Plan Equipment (Backup Communications Equipment)
- F. Design of Backhaul System:
 - 1. Microwave system description
 - 2. Microwave network maps
 - 3. Microwave path analysis for each hop
 - 4. Microwave traffic engineering and IP network plan
 - 5. MPLS configuration plan
 - 6. IP traffic plan
 - 7. Traffic cutover plan
- G. LMR and Microwave Frequency Plans
- H. Equipment Lists to include production and spare equipment
- I. Drawings, as applicable:
 - 1. Site Layout Drawings
 - 2. Site Floor Plan Drawings
 - 3. Tower Elevation / Antenna Placement Diagrams
 - 4. Antenna System Diagrams, Including Combiners, Tower Top Amplifiers and Receiver Multicoupler Systems
 - 5. Rack Elevation Drawings
 - 6. System Block and Network Diagrams

- 7. Single Line Drawings showing equipment interconnections
 - 8. System Topology Drawings
- J. Site Equipment Information:
 - 1. Power Consumption Data
 - 2. HVAC BTU
- K. Design of Backup Power System
 - 1. Power calculations
 - 2. Generator design
 - 3. DC Power System Design
 - 4. Inverter Power System Design
- L. Facility Plans and/or Modifications
- M. Alarm and Control Design
 - 1. Alarm matrix
- N. Software Licensing Requirements (Motorola, Nokia, etc.)
- O. Encryption Requirements
- P. Existing Infrastructure Usage and/or Changes
- Q. Acceptance Test Plans (ATP's) to be Performed
 - 1. Land Mobile Radio System Factory Acceptance Test Plans
 - 2. Backhaul System Factory Acceptance Test Plans
 - 3. Functional Acceptance Test Plans
 - 4. Functional and Operational System Test Plans
 - 5. Land Mobile Radio System Field Installation, Inspection and Test Plans
 - 6. Console System Field Test Plans
 - 7. Backhaul System Field Test Plans
 - 8. Power System Field Test Plans
 - 9. Alarm and Control Field Test Plans
 - 10. Civil Test Plans
- R. R56 Inspection Plans
- S. Staging Plans
- T. Implementation Schedule
- U. Implementation Plan
- V. Cutover Plans
- W. Included Training
- X. Subcontractor List
- Y. Warranty/Post Warranty Service and Maintenance Plan
- Z. Requested Exceptions to MPSCS Standards

EXHIBIT 1.B

INTEGRATED EQUIPMENT APPROVAL FOR USE REQUIREMENTS (for purposes other than testing)

The information in this exhibit is required prior to placing integrated systems and equipment into use. The gathering of the following information is intended to ensure that the agreed upon integrated systems and equipment have been successfully installed, configured, and tested and will be reliable for Public Safety use. The following lists information that should be included as part of this deliverable, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- A. All Required FAA and State of Michigan Tall Structures / Obstruction Documentation including but not limited to: Antenna Site Registrations, 2C Letters, Form 7460-2 Supplemental Notice, No Hazard Determination, and Michigan Tall Structures Permits.
- B. All required FCC Licenses and Applications including but not limited to: Frequency coordination documents, submitted applications, and granted licenses.
- C. System Configuration Tracking Documentation. Examples include but are not limited to: Alarm and Control Configuration, IP Address Table for all networked devices, etc.
- D. System Administrator Documentation and System Programming Parameters
- E. Software Licenses
- F. Microwave path survey report with evidence of field validation of paths
- G. AC electrical distribution as-built drawings
- H. DC distribution as-built drawings
- I. Fire detection system as-built drawings
- J. Tower light controller wiring details
- K. Finalized Site Coordinates, Addresses, and Site Numbers
- L. Tower design as-built drawings (Tower, Tower foundations, Structural analysis)
- M. Configuration files for all installed or modified hardware / software. Equipment includes but is not limited to, routers, switches, site controllers, microwave radios, radio base stations, comparators, and any other equipment integrated into the system. Copies of the files will need to be left on site (or location) with the associated equipment so that in the event of a failure, equipment can be restored to operation.
- N. Equipment Inventory with all original manufacturer serial numbers. Note: Reseller serial numbers will not be accepted.
- O. Site and System Block, Network, and interconnect drawings.
- P. Completed, Passed, and Signed Acceptance Test Plans
- Q. Project Punch List including test item failures and required corrective action or resolution.
- R. Customer Support Plan

EXHIBIT 1.C

INTEGRATION PROJECT CLOSEOUT REQUIREMENTS

The information in this exhibit is required prior to project closeout. The gathering of the following information is intended to ensure that the Member and the DTMB-MPSCS can properly facilitate maintenance, operation, and future changes of the agreed upon integrated systems and equipment. The following lists information that should be included as part of this deliverable, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- A. Site grounding system drawings
- B. Building elevation detail drawings with foundations
- C. Building and shelter as-built drawings
- D. Fence Installation details
- E. Foundation details for Shelter and LPG tank
- F. Site Lighting details
- G. Soil Analysis / Geotech
- H. Site Surveys
- I. Equipment/ rack as-built drawings showing rack dimensions on all equipment and their location in the rack.
- J. Rack Footprint/Floor Plan Layout As-Built Drawings
- K. Console operator position layout drawings (floor plan)
- L. RF Link Budgets including antenna system as-built details
- M. Resolved Punch List with corrective action results and MPSCS inspection sign off

EXHIBIT 1.D

NOTICE TO PROCEED (Example email)

This email is to provide Member and its Service Provider with Notice to Proceed with installation of the _____ DDP for the _____ project. This Notice to Proceed is limited to the DDP submitted for review on the date noted below and the subsequent changes and information reviewed and agreed to prior to this notice, see attached. Any aspects of the design still under review that will be resolved at a later date are summarized below. Please note that any future changes to the reviewed design must be reviewed by MPSCS and documented prior to proceeding. Any delays or costs incurred due to procurement of equipment or service for integration that has not been approved by the MPSCS are at the sole responsibility of the requesting member and/or its Service Provider. Thank you for your time and efforts and please feel free to contact us with any questions.

Project Name: _____

DDP Submission Date: _____

Submitted design items requiring modification or additional information: _____

Open Design Items Pending Consent:

EXHIBIT 1.E

**MEMBER'S MPSCS MEMBER SUBSCRIBER AGREEMENT(S)
INCOPORATED BY REFERENCE**

1. 39-042 KAZOO-CO-DISP-AUTH (KCCDA)
 First entered into on April 19, 2018
 Signed by: Jeffery Troyer, Executive Director

EXHIBIT 1.F

DTMB-MPSCS'S ADDITIONAL TERMS AND PAYMENT SCHEDULE FOR MONITORING THE CONNECTION OF THE DISPATCH CONSOLES

(Applicable to Console only integrations, see Part II for full integration preventative maintenance, repair and monitoring responsibilities and additional terms.)

Commencing on the beneficial use of the Dispatch Consoles System;

- A. Consistent with the Integration Agreement, Member retains DTMB-MPSCS to monitor Member's network connection into the MPSCS.
- B. DTMB-MPSCS's Services will be compensated as follows:
 - 1. Member will reimburse DTMB-MPSCS for the replacement costs of Spare Parts, Materials, and Supplies used in the repair and maintenance of the Dispatch Consoles interface into the MPSCS.
 - 2. Member will reimburse DTMB-MPSCS for its labor costs related to Service Providers' or manufacturers' warranty service.
 - 3. Member will reimburse DTMB-MPSCS for its labor costs related to DTMB-MPSCS provided maintenance and repair of the member's network interconnection to the MPSCS.
 - 4. Member will be billed in arrears for Member's share of the proportionate time and materials costs related to MPSCS's labor or maintenance of Member's Dispatch Consoles network connection.
 - 5. Member will submit payment for DTMB-MPSCS services, within thirty (30) days from DTMB-MPSCS's invoice date. Invoices not paid within ninety (90) days of the invoice date will be referred to the MPSCS Director for review. Non-payment is a material breach of this Agreement, cause for termination of DTMB-MPSCS's Services, and termination of this Agreement.
 - 6. Payments will be directed to DTMB-MPSCS at the address shown on the invoice and will be made payable to the State of Michigan.
 - 7. For any questions regarding DTMB-MPSCS invoices, please contact MPSCS Billing Support at MPSCS-Bus@michigan.gov. If you are not receiving invoices, please update the Member's Invoice Contact information in Exhibit A of the Member Subscriber Agreement and submit to DTMB-MPSCS at MPSCS-Bus@michigan.gov.

PART II AMENDED AND RESTATED FINAL INTEGRATION AGREEMENT

This Amended and Restated Michigan's Public Safety Communications System Integration Agreement Part II is entered between the State of Michigan, by its Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System (DTMB-MPSCS), and Kalamazoo County Consolidated Dispatch Authority (Member or KCCDA). DTMB-MPSCS and Member together are referred to as the "Parties".

WHEREAS, the Parties agree that the requirements of Part I of the Agreement have been satisfied and that the integration of the Member's Sites and MPSCS may be implemented; And agree that Part I and Part II are integrated into one Agreement as of the effective date of Part II.

THEREFORE, the Parties agree to maintain the Network as provided in the Agreement for interoperable and enhanced communications coverage and performance in certain geographic locations within Member's corporate boundaries as follows subject to the following additional terms.

1. ADDITIONAL DEFINITIONS FOR PURPOSES OF PART II.

Exhibit—means the attachments to Part II of this Agreement, which are incorporated into this Agreement and specify additional obligations as follows:

- i. **Exhibit 2.A**—means DTMB-MPSCS's schedule for preventative maintenance, repair and monitoring responsibilities with additional terms and payment schedule. Exhibit 2.A may be amended from time to time to update the applicable preventative maintenance responsibilities under the Agreement.

2. ADDITIONAL CONSIDERATION.

The Member retains DTMB-MPSCS to monitor the Member's Communications Equipment in accordance with the terms and payment schedule provided in Exhibit 2.A.

3. DTMB-MPSCS'S RESPONSIBILITIES.

A. Communications Equipment Maintenance. DTMB-MPSCS agrees to monitor, maintain, and repair the Member's Communications Equipment on behalf of the Member in accordance with this Part II Agreement.

4. MEMBER'S RESPONSIBILITIES.

A. Cyber Incident and Physical Security Breach Notification.

- i. In the event of a cyber incident, affecting the MPSCS or Member, the Party affected by the cyber incident must notify the other party as soon as practicable but no later than 24 hours of becoming aware of the cyber incident.
- ii. In the event of a physical security breach, where any unauthorized entry into a facility that contains MPSCS connected equipment or where MPSCS network connectivity resides, the Member will notify MPSCS of the physical security breach as soon as practicable but no later than 24 hours of becoming aware of the physical security breach.

B. Decommissioned Equipment. The Member is responsible for sanitizing any MPSCS decommissioned equipment immediately when no longer in use.

5. ADDITION OF NON-PUBLIC SAFETY USERS AFTER EFFECTIVE DATE.

DTMB-MPSCS shall give prior notice to Member of applications for membership in the MPSCS by applicants who are not a public body corporate within the State of Michigan and who are not public safety providers (law enforcement, fire and EMS agencies) where such membership would have access to the Kalamazoo Simulcast System. Membership shall not be granted unless agreed to in writing by Member and shall be subject to prior system overload evaluation described in the Integration Agreement. Member reserves the right to negotiate cost recovery with a non-public body and non-public safety user applicant.

6. EFFECTIVE DATE.

The effective date of this Amended and Restated Part II is the date it is signed by DTMB-MPSCS.

The duly authorized representatives of the Parties approved and executed this Agreement Part II on the date below each signature.

SIGNATURE PAGES FOLLOW

MEMBER:

Kalamazoo County Consolidated Dispatch Authority

By: Jan Van Der Kley

Its: Chairperson, KCCDA Board of Directors

Date: _____

By: Richard Fuller

Its: Clerk, KCCDA Board of Directors

Date: _____

STATE OF MICHIGAN:
Department of Technology, Management, and Budget,
Office of the Michigan's Public Safety Communications System

By: Bradley A. Stoddard,
Its: Director MPSCS

Date: _____

EXHIBIT 2.A
**SCHEDULE FOR PREVENTATIVE MAINTENANCE, REPAIR AND
MONITORING RESPONSIBILITIES WITH ADDITIONAL TERMS
AND PAYMENT SCHEDULE**

- A.** Consistent with the Integration Agreement, Member retains DTMB-MPSCS to provide Monitoring, maintain and repair the Tower, Microwave, 700/800 MHz and supporting electronics equipment at the Tower Sites as listed..
- B.** Any work not specified in the below maintenance procedures is the responsibility of the Member.
- C.** The MPSCS reserves the right to perform work or hire a subcontractor to perform work that is not being performed by Member and bill back the associated costs not to exceed \$9,999. Any communications equipment or project cost exceeding \$9,999 must first be approved and authorized by the Member, with the exception of work necessary to repair an outage of the MPSCS.
- D.** The maintenance steps listed in any of the below maintenance procedures may be modified or changed based upon improvements in the maintenance and testing process or changes in technology or manufacturer's specifications without written notice or modification of this Agreement. Any changes will be in accordance with established MPSCS Book of Technical Standards.
- E.** Member may request a different combination of repair and maintenance services from DTMB-MPSCS, at any time during the initial term or any renewal term, by sending a sixty (60) day advance written request to DTMB-MPSCS. Upon receipt of the request, DTMB-MPSCS will determine whether it can support the changes by the date requested. DTMB-MPSCS reserves the right to require longer than sixty (60) days to implement Member's changes if the request would substantially impact DTMB-MPSCS operations, such as requiring additional staffing to support the new repair and maintenance services to be managed DTMB-MPSCS. Reimbursement to DTMB-MPSCS will be adjusted to reflect this requested change based on the MPSCS Service Fees schedule in place at the time of the request.
- F.** DTMB-MPSCS's Services will be compensated as follows:
 - 1. Member will reimburse DTMB-MPSCS for the replacement costs of Spare Parts, Materials, and Supplies, and will also be reimbursed for Member's integrated site equipment at the incurred labor costs. Any communications equipment or project cost exceeding \$9,999 must first be approved and authorized by the Member, with the exception of work necessary to repair an outage of the MPSCS.

2. DTMB-MPSCS will also be reimbursed for its labor costs incurred, related to Service Providers' or manufacturers' warranty service; and in the performance end of its maintenance and repair of the Member's Sites.
3. DTMB-MPSCS will be reimbursed time and deployment of the forestry cutter for the removal of overgrowth when Member's Site is not properly maintained. Member will be billed for the forestry cutter deployment cost for each day at the Member's Site and also the MPSCS technician's hourly cost for actual time spent maintaining Member's Site. The forestry cutter deployment cost and MPSCS technician's hourly cost may be found on the MPSCS Service Fees Schedule.
4. DTMB-MPSCS will be reimbursed for the labor costs incurred during the NCC's Monitoring of the Member's Sites. These costs are included in the DTMB-MPSCS Tower Site Monitoring fee. The parties agree the fee is a foreseeable cost and will not exceed a maximum five percent (5%) increase from the previous year's fee.

The DTMB-MPSCS will recommend annually to the Michigan's Public Safety Communications Interoperability Board the planned Tower Site Monitoring fee increase for the next fiscal year. The Michigan's Public Safety Communications Interoperability Board will be tasked with reviewing the recommendation and approving the Tower Site Monitoring fee increase for the next fiscal year. The Michigan's Public Safety Communications Interoperability Board also has the capability to reduce the recommended Tower Site Monitoring fee if the Board sees reason to do so.

5. Member will be billed in arrears for time and materials costs related to preventative maintenance, repair and monitoring of Member's Sites, including expenses, payroll, benefits, and other overhead on an annual basis.
6. Member will submit payment for DTMB-MPSCS services, within thirty (30) days from DTMB-MPSCS's invoice date. See MPSCS Voice, Data and Fire Paging Fee Structure Policy 1.1.1. If Members account is not paid within thirty (30) days, any template programming requests will be held until payment has been received and processed. Invoices not paid within ninety (90) days of the invoice date will be referred to the MPSCS Director for review. Non-payment is a material breach of this Agreement; cause for termination of DTMB-MPSCS's Services, and termination of this Agreement useful life and/or manufacturer support.
7. Payments will be directed to DTMB-MPSCS at the address shown on the invoice and will be made payable to the State of Michigan.

8. For any questions regarding DTMB-MPSCS invoices, please contact MPSCS Billing Support at MPSCS-Bus@michigan.gov. If you are not receiving invoices, please update the Member's Invoice Contact information in Exhibit A of the Member Subscriber Agreement and submit to DTMB-MPSCS at MPSCS-Bus@michigan.gov.
- G.** The Parties will use their Best Efforts to negotiate a mutually acceptable service period and rate for the continuation of DTMB-MPSCS Services. In the event DTMB-MPSCS's services are not continued, Member agrees it will retain the services of a qualified contractor approved by DTMB-MPSCS to maintain and repair the Member's Site.

**Preventative Maintenance Tasks
RESPONSIBILITIES TABLE**

(see following pages)

Maintenance Item with Responsible Party		5104 - Adams Park-MPSCS	5108 - Lamont - Sheriff Bldg	5109 - Ravine Road - Diesel	5111 - Oshtemo - Propane	5112 - WMU - Nat Gas	5113 - Portage - Nat Gas	5114 - Augusta - Nat Gas	5102 MW Paw Paw-MPSCS	5704 MW Battle Creek-MPSCS	5103 Dispatch
Member = M											
DTMB-MPSCS = D											
Motorola or Service Provider = SP											
Tower Owner = T											
Not Applicable = N/A											
*Green Lettering=SOM Owned											
*Yellow Highlight=No Channel Add Needed											
Quarterly Tower Inspection and Maintenance											
1	Conduct a visual inspection of tower	D	D	D	D	D	D	D	D	D	N/A
2	Inspect anchor foundations	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
3	Inspection tower foundation	D	D	N/A	D	D	D	D	D	D	N/A
4	Inspect guy wires, turnbuckles, thimbles, safety cables, safety clamps and ice clips	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Inspect and test tower lighting photocell operation and alarm reporting system (FAA mandated)	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
6	Inspect tower grounding system	D	D	D	D	D	D	D	D	D	N/A
7	Inspect RF cable surge suppression devices and grounding on all outside cables	D	D	D	D	D	D	D	D	D	N/A
8	Inspect dehydrator and verify pressure on each pressurized feedline.	D	N/A	N/A	D	D	D	D	D	D	N/A
9	o Record the dehydrator meter reading	D	N/A	N/A	D	D	D	D	D	D	N/A
Annual Tower Inspection and Maintenance											
	Every One (1) Year										
10	Includes all items listed in the quarterly inspection	D	D	D	D	D	D	D	D	D	N/A
11	Inspect ice bridge	D	D	D	D	D	D	D	D	D	N/A
12	Inspect cathodic grounding systems (Anchorguard)	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13a	Test alarming tower lighting with NCC	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
13b	Test dehydrator systems with NCC	D	N/A	N/A	D	D	D	D	D	D	N/A
	Every Three (3) Years										
14	Tower Climb Inspection Every three (3) Years unless Annual or Quarterly Visual Inspection Issues Identified	D	D	D	D	D	D	D	D	D	N/A
15	Inspect all lighting fixtures and junction boxes and cable on the tower every three (3) years	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
16	Inspect lighting controller box every three (3) years	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
17	Replace side marker lamps (when recommended by manufacturer)	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
18	Replace strobe lamps (when recommended by manufacturer to meet FAA requirements)	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
19	Inspect tower bolts during climb every three (3) years	D	D	N/A	D	D	D	D	D	D	N/A
20	Inspect all 700/800 MHz antennas every three (3) years	D	D	D	D	D	D	D	D	D	N/A
21	Inspect all microwave antennas every three (3) years	D	N/A	D	D	D	D	D	D	D	N/A
22	Inspect antenna feedline clamps every three (3) years	D	D	D	D	D	D	D	D	D	N/A
	Every Five (5) Years										
23	Measure and adjust as required all guy wires tension specifications to meet manufacturer's recommendation every five (5) years	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
24	Verify tower is plumb every five (5) years	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Quarterly Grounds Inspection and Maintenance											
25	Inspect and clear all guy wire lanes for brush and debris	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
26	Inspect and remove or cut up fallen trees on property	D	N/A	N/A	D	D	D	D	D	D	N/A
27	Inspect and mowing of grass at property	D	N/A	N/A	D	D	D	D	D	D	N/A
28	Inspect roads and ditches for integrity	D	N/A	N/A	D	D	D	D	D	D	N/A
29	Inspect LP tank foundation	D	N/A	N/A	D	N/A	N/A	N/A	N/A	D	N/A
30	Inspect the power and telephone pedestals for integrity	D	N/A	N/A	D	D	D	D	D	D	N/A
31	Inspect and adjust the roadway gate	D	N/A	N/A	D	D	D	D	D	D	N/A
32	Inspect, adjust and repair all site fencing for integrity	D	N/A	N/A	D	D	D	D	D	D	N/A
33	Verify appropriate signage is on fencing and property	D	D	D	D	D	D	D	D	D	N/A
Annual Grounds Inspection and Maintenance											

Maintenance Item with Responsible Party		5104 - Adams Park-MPSCS	5108 - Lamont - Sheriff Bldg	5109 - Ravine Road - Diesel	5111 - Oshtemo - Propane	5112 - WMU - Nat Gas	5113 - Portage - Nat Gas	5114 - Augusta - Nat Gas	5102 MW Paw Paw-MPSCS	5704 MW Battle Creek-MPSCS	5103 Dispatch
Member = M DTMB-MPSCS = D *Green Lettering=SOM Owned Motorola or Service Provider = SP Tower Owner = T Not Applicable = N/A *Yellow Highlight=No Channel Add Needed											
Every One (1) Year											
34	Includes all items in the Quarterly Grounds Inspection and Maintenance	D	N/A	N/A	D	D	D	D	D	D	N/A
35	Hire an approved contractor to apply vegetation herbicide as appropriate within the compound, immediately outside the compound, driveway, and turn around area	D	N/A	N/A	D	D	D	D	D	D	N/A
36	Mow along the driveway, outside the tower compound, and the guy wire lanes	D	N/A	N/A	D	D	D	D	D	D	N/A
37	Inspect property for overgrown vegetation and deploy the forestry cutter to remove when needed (this may result in added infrastructure charges if not properly maintained by the owner)	D	N/A	N/A	D	D	D	D	D	D	N/A
Quarterly Building Inspection and Maintenance											
38	Inspect shelter foundation	D	N/A	N/A	D	D	D	D	D	D	N/A
39	Inspect weather proof seals on all feedlines into the shelter	D	D	D	D	D	D	D	D	D	N/A
40	Inspect building exterior for weather damage or degradation	D	N/A	D	D	D	D	D	D	D	N/A
41	Inspect building roof for ice damage or other leaks	D	N/A	D	D	D	D	D	D	D	N/A
42	Inspect walls and floor for damage	D	D	D	D	D	D	D	D	D	N/A
43	Inspect and verify all exterior door locks for proper operation	D	D	D	D	D	D	D	D	D	N/A
44	Inspect and verify all AC voltage surge protection devices are operating properly	D	D	D	D	D	D	D	D	D	N/A
45	Inspect grounding system for lightning damage	D	D	D	D	D	D	D	D	D	N/A
46	Test Emergency Exit lamps	D	D	D	D	D	D	D	D	D	N/A
47	Replace as necessary all lamps and bulbs inside and outside of shelter	D	N/A	D	D	D	D	D	D	D	N/A
48	Inspect fire extinguishers for proper pressure	D	D	D	D	D	D	D	D	D	N/A
49	Inspect all safety equipment stored in building	D	D	D	D	D	D	D	D	D	N/A
50	Confirm appropriate safety signage is posted or available within shelter	D	D	D	D	D	D	D	D	D	N/A
51	Verify appropriate signage is on fencing and property	D	D	D	D	D	D	D	D	D	N/A
52	Clean building as appropriate	D	D	D	D	D	D	D	D	D	N/A
Annual Building Inspection and Maintenance											
Every One (1) Year											
53	Includes all items in the Quarterly Building Inspection and Maintenance	D	D	D	D	D	D	D	D	D	N/A
54	Paint exterior surfaces as required	D	N/A	N/A	D	D	D	D	D	D	N/A
55	Seal roof and exterior as required by sealant manufacturer	D	N/A	N/A	D	D	D	D	D	D	N/A
56	Inspect all concrete flatwork	D	D	D	D	D	D	D	D	D	N/A
57	Inspect and test smoke detection systems. Replace batteries as required	D	N/A	D	D	D	D	D	D	D	N/A
58	Test outside GFCI outlets	D	N/A	D	D	D	D	D	D	D	N/A
59	Inspect cable ladder systems for tightness	D	D	D	D	D	D	D	D	D	N/A
60	Clean building as appropriate	D	D	D	D	D	D	D	D	D	N/A
61	Test all building alarms(door, smoke) with the NCC	D	D	D	D	D	D	D	D	D	N/A
62	Smoke Detector backup batteries must be replaced yearly	D	N/A	D	D	D	D	D	D	D	N/A
63	Smoke Detector backup batteries must be replaced yearly for sites that are non-notifier alarmed	D	N/A	D	D	D	D	D	D	D	N/A
Every Three (3) Years											
64	Smoke Detector batteries (notifier system) every three (3) years	D	N/A	D	D	D	D	D	D	D	N/A
Every Five (5) Years											

Maintenance Item with Responsible Party		5104 - Adams Park-MPSCS	5108 - Lamont - Sheriff Bldg	5109 - Ravine Road - Diesel	5111 - Oshtemo - Propane	5112 - WMU - Nat Gas	5113 - Portage - Nat Gas	5114 - Augusta - Nat Gas	5102 MW Paw Paw-MPSCS	5704 MW Battle Creek-MPSCS	5103 Dispatch
Member = M											
DTMB-MPSCS = D											
Motorola or Service Provider = SP											
Tower Owner = T											
Not Applicable = N/A											
*Green Lettering=SOM Owned											
*Yellow Highlight=No Channel Add Needed											
65	Fire Extinguisher Recharge every five (5) years	D	D	D	D	D	D	D	D	D	N/A
Quarterly HVAC Inspection and Maintenance (Approved MPSCS units)											
66	Inspect HVAC covers and ice diverters for damage or leaks	D	N/A	D	D	D	D	D	D	D	N/A
67	Verify cooling mode is working correctly	D	N/A	D	D	D	D	D	D	D	N/A
68	Verify heating mode is working correctly	D	N/A	D	D	D	D	D	D	D	N/A
69	Verify economizer mode is working correctly	D	N/A	D	D	D	D	D	D	D	N/A
70	Listen to the unit while operating to verify normal sounds	D	N/A	D	D	D	D	D	D	D	N/A
71	Verify proper lead/lag operation of the controller	D	N/A	D	D	D	D	D	D	D	N/A
72	Verify thermostat is set at proper ranges	D	N/A	D	D	D	D	D	D	D	N/A
73	Inspect and verify temperature and humidity alarms	D	N/A	D	D	D	D	D	D	D	N/A
74	Inspect and replace HVAC air filters as necessary	D	N/A	D	D	D	D	D	D	D	N/A
Annual HVAC Inspection and Maintenance (Approved MPSCS units)											
	Every One (1) Year										
75	Includes all items in the HVAC quarterly inspection and maintenance	D	N/A	D	D	D	D	D	D	D	N/A
76	Clean coils	D	N/A	D	D	D	D	D	D	D	N/A
77	Clean air cabinets	D	N/A	D	D	D	D	D	D	D	N/A
78	Test operation of the FCC switch	D	N/A	D	D	D	D	D	D	D	N/A
79	Check refrigerant charge level	D	N/A	D	D	D	D	D	D	D	N/A
80	Inspect bearings and belts and replace as necessary	D	N/A	D	D	D	D	D	D	D	N/A
81	Lubricate appropriate bearings and shafts	D	N/A	D	D	D	D	D	D	D	N/A
82	Inspect fan blades for wear	D	N/A	D	D	D	D	D	D	D	N/A
83	Inspect dampers, actuators, and other air regulating devices	D	N/A	D	D	D	D	D	D	D	N/A
84	Verify proper voltage to motor and current draw	D	N/A	D	D	D	D	D	D	D	N/A
85	Inspect heating elements and current draw	D	N/A	D	D	D	D	D	D	D	N/A
86	Verify proper temperature rise on heat	D	N/A	D	D	D	D	D	D	D	N/A
87	Verify proper temperature fall on cooling	D	N/A	D	D	D	D	D	D	D	N/A
88	Verify proper economizer mode	D	N/A	D	D	D	D	D	D	D	N/A
89	Inspect drains and clean as required	D	N/A	D	D	D	D	D	D	D	N/A
90	Inspect unit for signs of wear, overheating or other trouble	D	N/A	D	D	D	D	D	D	D	N/A
91	Listen to the unit while operating to verify normal sounds	D	N/A	D	D	D	D	D	D	D	N/A
92	Inspect cabinet for rust or other degradation	D	N/A	D	D	D	D	D	D	D	N/A
93	Verify HVAC shut down with smoke alarm	D	N/A	D	D	D	D	D	D	D	N/A
94	HVAC alarming testing with NCC	D	N/A	D	D	D	D	D	D	D	N/A
Quarterly Generator Inspection and Maintenance (Approved MPSCS generators)											
95	Inspect all fluid levels and top off as necessary	D	N/A	D	D	D	D	D	D	D	N/A
96	Inspect battery terminals and connecting cables	D	N/A	D	D	D	D	D	D	D	N/A
97	Inspect all clamps and hoses for leaks	D	N/A	D	D	D	D	D	D	D	N/A
98	Inspect exhaust system	D	N/A	D	D	D	D	D	D	D	N/A
99	Inspect battery charger for proper operation	D	N/A	D	D	D	D	D	D	D	N/A
100	Inspect block heater for proper operation	D	N/A	D	D	D	D	D	D	D	N/A
101	Inspect generator panel for proper alarm and meter functions	D	N/A	D	D	D	D	D	D	D	N/A
102	o Record the generator hour meter reading	D	N/A	D	D	D	D	D	D	D	N/A
103	Inspect Generator transfer panel	D	N/A	D	D	D	D	D	D	D	N/A
104	o Verify the clock has the correct time	D	N/A	D	D	D	D	D	D	D	N/A
105	o Perform a fast test transfer	D	N/A	D	D	D	D	D	D	D	N/A
106	o Listen for unusual noise or vibration	D	N/A	D	D	D	D	D	D	D	N/A
107	Inspect fuel system	D	N/A	D	D	D	D	D	D	D	N/A

Maintenance Item with Responsible Party		5104 - Adams Park-MPSCS	5108 - Lamont - Sheriff Bldg	5109 - Ravine Road - Diesel	5111 - Oshtemo - Propane	5112 - WMU - Nat Gas	5113 - Portage - Nat Gas	5114 - Augusta - Nat Gas	5102 MW Paw Paw-MPSCS	5704 MW Battle Creek-MPSCS	5103 Dispatch
Member = M DTMB-MPSCS = D Motorola or Service Provider = SP Tower Owner = T Not Applicable = N/A *Green Lettering=SOM Owned *Yellow Highlight=No Channel Add Needed											
108	o External LP fuel tank	D	N/A	N/A	D	N/A	N/A	N/A	N/A	D	N/A
109	o External diesel fuel tank	N/A	N/A	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A
110	o Diesel day tank (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
111	o Natural gas meter and fittings	N/A	N/A	N/A	N/A	D	D	D	D	N/A	N/A
112	o Fuel lines between tank and generator	D	N/A	D	D	D	D	D	D	D	N/A
113	o Record and notify NCC of the fuel levels	D	N/A	D	D	N/A	N/A	N/A	N/A	D	N/A
Annual Generator Inspection and Maintenance (Approved MPSCS generators)											
	Every One (1) Year										
114	Includes all items in the generator quarterly inspection and maintenance	D	N/A	D	D	D	D	D	D	D	N/A
115	Load test generator battery	D	N/A	D	D	D	D	D	D	D	N/A
116	Inspect generator air filter for dirt	D	N/A	D	D	D	D	D	D	D	N/A
117	Inspect generator room air dampers for proper operation	D	N/A	D	D	D	D	D	D	D	N/A
118	Inspect room air filters for dirt	D	N/A	D	D	D	D	D	D	D	N/A
119	Inspect generator panel for proper alarm and meter functions	D	N/A	D	D	D	D	D	D	D	N/A
120	o Verify oil pressure shutdown alarm	D	N/A	D	D	D	D	D	D	D	N/A
121	o Verify coolant level alarm	D	N/A	D	D	D	D	D	D	D	N/A
122	o Verify overcrank alarm	D	N/A	D	D	D	D	D	D	D	N/A
123	o Verify generator not in auto alarm	D	N/A	D	D	D	D	D	D	D	N/A
124	Inspect Generator transfer panel	D	N/A	D	D	D	D	D	D	D	N/A
125	o Calibrate the in-phase board	D	N/A	D	D	D	D	D	D	D	N/A
126	o Calibrate the utility voltage sensing circuit board	D	N/A	D	D	D	D	D	D	D	N/A
127	o Replace the clock battery	D	N/A	D	D	D	D	D	D	D	N/A
128	o Verify generator transfer alarm	D	N/A	D	D	D	D	D	D	D	N/A
129	Inspect fuel system	D	N/A	D	D	D	D	D	D	D	N/A
130	o External LP fuel tank	D	N/A	N/A	D	N/A	N/A	N/A	N/A	D	N/A
131	o External diesel fuel tank	N/A	N/A	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A
132	o Diesel day tank (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
133	o Natural gas meter and fittings	N/A	N/A	N/A	N/A	D	D	D	D	N/A	N/A
134	o Fuel lines between tank and generator	D	N/A	D	D	D	D	D	D	D	N/A
135	o Record and notify NCC of the fuel levels	D	N/A	D	D	N/A	N/A	N/A	N/A	D	N/A
136	o Verify low fuel alarm	D	N/A	D	D	N/A	N/A	N/A	N/A	D	N/A
137	Start Generator and place on-line for thirty (30) minutes	D	N/A	D	D	D	D	D	D	D	N/A
		D	N/A	D	D	D	D	D	D	D	N/A
138	o Verify voltage, current and frequency parameters during operation	D	N/A	D	D	D	D	D	D	D	N/A
139	o Inspect for leaks during generator run	D	N/A	D	D	D	D	D	D	D	N/A
140	o Verify normal operating temperature and pressures	D	N/A	D	D	D	D	D	D	D	N/A
	Every Two (2) Years										
141	Drain and replace oil and filter every two (2) years	D	N/A	D	D	D	D	D	D	D	N/A
142	Replace Diesel Fuel filter with oil changes every two (2) years	N/A	N/A	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Every Three (3) Years										
143	Pressure Test of the LP Gas Lines every three (3) years	D	N/A	N/A	D	N/A	N/A	N/A	N/A	D	N/A
144	Replace generator battery every three (3) years	D	N/A	D	D	D	D	D	D	D	N/A
	Every Four (4) Years										
145	Load test generator every four (4) years	D	N/A	D	D	D	D	D	D	D	N/A
146	Drain and flush coolant system every four (4) years	D	N/A	D	D	D	D	D	D	D	N/A
	Every Eight (8) Years										

Maintenance Item with Responsible Party		5104 - Adams Park-MPSCS	5108 - Lamont - Sheriff Bldg	5109 - Ravine Road - Diesel	5111 - Oshtemo - Propane	5112 - WMU - Nat Gas	5113 - Portage - Nat Gas	5114 - Augusta - Nat Gas	5102 MW Paw Paw-MPSCS	5704 MW Battle Creek-MPSCS	5103 Dispatch
Member = M DTMB-MPSCS = D *Green Lettering=SOM Owned Motorola or Service Provider = SP Tower Owner = T Not Applicable = N/A *Yellow Highlight=No Channel Add Needed											
147	Replace belts and hoses every eight (8) years	D	N/A	D	D	D	D	D	D	D	N/A
Monthly Microwave Radio Performance											
148	NCC trends the path performance of each microwave radio path	D	N/A	D	D	D	D	D	D	D	N/A
Annual 700/800 MHz Radio Site Maintenance											
149	Ensure transmitter power meets manufacturer and FCC specifications	D	D	D	D	D	D	D	D	D	N/A
		D	D	D	D	D	D	D	D	D	N/A
150	Ensure transmitter frequency error meets manufacturer and FCC specifications	D	D	D	D	D	D	D	D	D	N/A
151	Ensure transmitter modulation meets manufacturer specifications	D	D	D	D	D	D	D	D	D	N/A
		D	D	D	D	D	D	D	D	D	N/A
152	Ensure transmitter combiner insertion loss meets manufacturer specifications	D	D	D	D	D	D	D	D	D	N/A
153	Ensure receiver sensitivity meets manufacturer specifications	D	D	D	D	D	D	D	D	D	N/A
		D	D	D	D	D	D	D	D	D	N/A
154	Ensure receiver RF amplification and distribution systems are meeting manufacturer specifications	D	D	D	D	D	D	D	D	D	N/A
155	Ensure transmit and receive antenna systems meet industry standards	D	D	D	D	D	D	D	D	D	N/A
Semi-Annual General Radio Network Infrastructure (RNI) Maintenance											
156	Visually inspect all equipment	D	D	D	D	D	D	D	D	D	N/A
157	Clean equipment as needed	D	D	D	D	D	D	D	D	D	N/A
158	Replace parts as needed	D	D	D	D	D	D	D	D	D	N/A
159	Configurations of RNI equipment are backed up and stored	D	D	D	D	D	D	D	D	D	N/A
Semi-Annual Power Plant Maintenance											
160	Ensure battery terminal connections are tight and without corrosion	D	D	D	D	D	D	D	D	D	N/A
161	Load test RNI power system batteries, record and analyze values	D	D	D	D	D	D	D	D	D	N/A
162	Verify RNI power systems are functioning optimally	D	D	D	D	D	D	D	D	D	N/A

Maintenance Item with Responsible Party		5104 - Adams Park-MP	5108 - Lamont - Sheriff	5109 - Ravine Road - Di	5111 - Oshtemo - Prop	5112 - WMU - Nat Gas	5113 - Portage - Nat Ga	5114 - Augusta - Nat G	5102 MW Paw Paw-MP	5704 MW Battle Creek	5103 Dispatch
Member = M											
DTMB-MPSCS = D											
Motorola or Service Provider = SP											
Tower Owner = T											
Not Applicable = N/A											
*Green Lettering=SOM Owned											
*Yellow Highlight=No Channel Add Needed											
Alarm Point Service Contacts (responsible for servicing, responding to, or investigating)											
1	AC Arrestor	D	D	D	D	D	D	D	D	D	M
2	AC Arrestor2	D	D	D	D	D	D	D	D	D	M
3	AC Fail	D	D	D	D	D	D	D	D	D	M
4	APM	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Building Smoke Alarm	D	D	D	D	D	D	D	D	D	
6	Cabinet Door	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Day Tank	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8	Dehydrator	D	N/A	N/A	D	D	D	D	D	D	N/A
9	Dehydrator2	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Equipment Room Door	D	D	D	D	D	D	D	D	D	M
11	Equipment Room Smoke Alarm	D	M	D	D	D	D	D	D	D	M
12	FCI Panel Trouble	D	M	D	D	D	D	D	D	D	M
13	Generator Coolant Temperature	D	M	D	D	D	D	D	D	D	M
14	Generator Disabled	D	M	D	D	D	D	D	D	D	M
15	Generator Fail	D	M	D	D	D	D	D	D	D	M
16	Generator Fuel	D	M	D	D	D	D	D	D	D	M
17	Generator Low Oil Pressure	D	M	D	D	D	D	D	D	D	M
18	Generator Not Auto	D	M	D	D	D	D	D	D	D	M
19	Generator Room Door	D	M	D	D	D	D	D	D	D	M
20	Generator Room Smoke Alarm	D	M	D	D	D	D	D	D	D	M
21	Generator Running	D	M	D	D	D	D	D	D	D	M
22	Generator Transfer	D	M	D	D	D	D	D	D	D	M
23	Generator Warning	D	M	D	D	D	D	D	D	D	M
24	GPS	D	D	D	D	D	D	D	D	D	M
25	Ground Theft	N/A	N/A	N/A	D	D	D	D	N/A	N/A	N/A
26	Humidity	D	N/A	D	D	D	D	D	D	D	N/A
27	Hydrogen Alarm	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
28	Interior Entry Door	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
29	Lower Side Lights	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
30	Main Entry Door	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
31	Main Tank	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
32	Mid Strobe 1 (Legacy)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
33	Mid Strobe 2 (Legacy)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
34	NCC Key Box	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
35	RX Multicoupler 2	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
36	RX Multicoupler	D	D	D	D	D	D	D	D	D	N/A
37	Server Room Door	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
38	Side Lights	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
39	Strobes (Dialight)	D	N/A	N/A	N/A	N/A	N/A	N/A	D	D	N/A
40	Suppression Discharge	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
41	Temperature - Low	N/A	N/A	N/A	D	D	D	D	N/A	N/A	N/A
42	Temperature -High	D	D	D	D	D	D	D	D	D	N/A
43	Temperature	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
44	Top Strobe (Legacy)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
45	Top Strobe-minor (Legacy)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
46	Tower Top Amplifier ("TTA") (RFI Dual-A)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
47	TTA (RFI Dual-B)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
48	TTA (RFI)	D	D	D	D	D	D	D	D	D	N/A
49	TTA 2 (RFI)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
50	TTA 2 Major	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

51	TTA 2 Minor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
52	TTA 3 (RFI)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
53	TTA Major	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
54	TTA Minor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
55	Underground Sensor	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
56	Upper Side Lights	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
57	UPS Fail	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
58	UPS Run (delayed)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
59	UPS Running	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
60	Water High Manhole	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Maintenance Item with Responsible Party		5104 - Adams Park-MP	5108 - Lamont - Sheriff	5109 - Ravine Road - D	5111 - Oshemo - Prop	5112 - WMU - Nat Gas	5113 - Portage - Nat Ga	5114 - Augusta - Nat Ga	5102 MW Paw Paw-MP	5704 MW Battle Creek	5103 Dispatch
Member = M											
DTMB-MPSCS = D											
Motorola or Service Provider = SP											
Tower Owner = T											
Not Applicable = N/A											
*Green Lettering=SOM Owned											
*Yellow Highlight=No Channel Add Needed											
Major Components Break/Fix											
1	700/800 MHz RF Sub-system	D	D	D	D	D	D	D	D	D	D
2	Console Sub-system	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	M
3	Nokia Microwave System	D	D	D	D	D	D	D	D	D	N/A
4	Cambium Point-to-Point	N/A	N/A	D	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Fiber Connectivity	N/A	M	N/A	N/A	N/A	N/A	N/A	N/A	N/A	M
6	Nokia SAR	D	D	D	D	D	D	D	D	D	D
7	Generator	D	M	D	D	D	D	D	D	D	M
8	Tower	D	D	D	D	D	D	D	D	D	N/A
9	Shelter	D	N/A	D	D	D	D	D	D	D	N/A
10	DC Plant	D	D	D	D	D	D	D	D	D	N/A
11	Batteries	D	D	D	D	D	D	D	D	D	N/A
12	Inverter	D	D	D	D	D	D	D	D	D	N/A
13	VHF Paging	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
14	HVAC/AC	D	M	D	D	D	D	D	D	D	M
15	Fire suppression	D	D	D	D	D	D	D	D	D	M
16	UPS	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
17	Site upkeep (access road, weeds, rodents, plow)	D	M	M	D	D	D	D	D	D	M
18	Refueling (propane, diesel)	D	M	M	M	M	M	M	D	D	M



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Board of Directors

Agency: KCCDA

Phone Number:

Length of Time Needed: 3 mins

Agenda Item #: 5D-1

Topic: Organizational Item – Election of Vice-Chair

Brief Description:

Due to Portage City Manager Pat McGinnis's retirement, the KCCDA Board Officer position of Vice-Chair is vacant.

1. The presiding officer will open and accept nominations for the Vice-Chair position.

NOTE: Each nomination must be made by a member and supported by another member. If this occurs, the nomination is considered accepted.

2. After all nominations, the presiding officer will close nominations.

3. Election of Vice-Chair:

- a. If a single nomination is received, the presiding officer will entertain a motion(s) to elect the individual nominated as Vice-Chair.
- b. If multiple members are nominated, the presiding officer will entertain a motion to elect one of the nominees for Vice-Chair. Each motion shall be voted on by roll call vote until a successful motion is passed and the Vice-Chair is elected.

If an existing officer is elected as Vice-Chair, then it is up to the Board if they wish to fill the vacated officer position immediately or wait until the next meeting.

Proposed Motion:

Agenda Request Approved: 07/02/26

Meeting Date: 07/09/26

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. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.