



Agenda

Regular Meeting of the City Commission

City of Kalamazoo

Monday, October 5, 2015

7:00 PM

City Commission Chambers, 241 W. South Street

A. CALL TO ORDER/ROLL CALL

B. OPENING CEREMONY

1. Invocation: **Pastor Dave Barringer, Kalamazoo First Assembly of God**
2. Pledge of Allegiance
3. Introduction of Guests
 - a. Presentation on the Central County Transportation Authority (CCTA) Transition Agreement (Sean McBride, CCTA Executive Director)
4. Proclamations
 - a. Cooperative Business Week, October 11-17, 2015

C. ADOPTION OF FORMAL AGENDA

D. COMMUNICATIONS

1. Calendar of Upcoming Meetings

E. PUBLIC HEARINGS

1. Adoption of Resolution #4 for the purpose of approving the 2014 Kalamazoo Mall Sidewalk Maintenance Assessment at a per front foot cost of \$15.164. **(Action: Motion to adopt the resolution)**

F. CONSENT AGENDA

(Action: Motion to approve Items "1-3 " and authorize the City Manager to sign all documents on behalf of the City)

1. Acceptance of the 2015 Justice Assistance Grant award from the U.S. Justice Department in the amount of \$63,456.
2. Acceptance of the 2015 Community Oriented Policing Services Hiring Program award from the U.S. Department of Justice in the amount of \$1,250,000.
3. Approval of a recommendation to the Kalamazoo County Board of Commissioners that Greg Rosine be reappointed as one of the three City representatives on the Central County Transportation Authority.

- G. REGULAR AGENDA**
- H. REPORTS AND LEGISLATION**
 - 1. City Manager's Report
- I. UNFINISHED BUSINESS**
- J. POLICY ITEMS**
- K. NEW BUSINESS**
- L. CITIZEN COMMENTS**
- M. MISCELLANEOUS COMMENTS AND CONCERNS BY COMMISSIONERS**
- N. CLOSED SESSION**
- O. ADJOURNMENT**

ADDITIONAL INFORMATION

Get news, information, and alerts from the City of Kalamazoo. Sign up at www.kalamazoocity.org/connect, follow @KalamazooCity on Twitter, and search for The City of Kalamazoo on Facebook.

Questions regarding agenda items may be answered prior to the meeting by contacting the City Manager's Office at 269.337.8047.

Persons with disabilities who need accommodations to effectively participate in City Commission meetings should contact the City Clerk's Office at 337-8792 a week in advance to request mobility, visual, hearing or other assistance.

Agendas for the regular meetings of the Kalamazoo City Commission are available on the Internet at: www.kalamazoocity.org

The Kalamazoo City Commission meetings are held on the first and third Mondays at 7:00 p.m. and are shown live on the Public Media Network (channel 190 for Charter customers, channel 99 for U-Verse customers). The meetings are rebroadcast on Tuesdays at 8:00 a.m., Wednesdays, at 1:00 a.m., and Thursdays at 3:00 p.m.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Anderson, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

PREPARED BY: Sean McBride, Transportation Director

DATE: 9/29/2015

SUBJECT: Presentation on the Central County Transportation Authority (CCTA)
Transition Agreement

INFORMATIONAL ITEMS

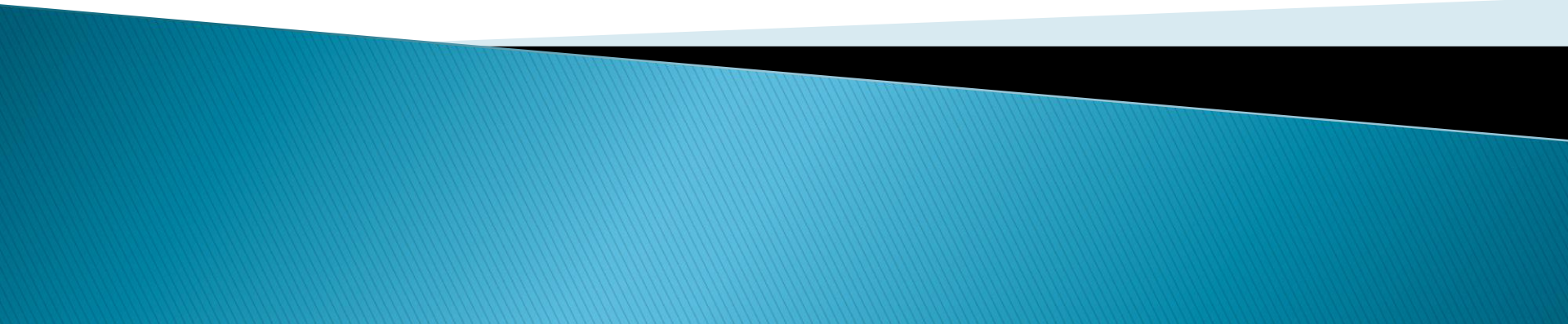
Attached are the PowerPoint slides from a presentation entitled *Comprehensive Transfer Agreement, October 5, 2015*, which was delivered by Transportation Director Sean McBride at the Regular City Commission Business Meeting on October 19, 2015.

ATTACHMENTS:

Type	Description
□	Presentation Comprehensive Transfer Agreement, October 5, 2015

Comprehensive Transfer Agreement

October 5, 2015



Regionalization & Cooperation



TAB
Transportation Authority Board

Path to Regionalization

- ▶ *2002* – Regionalization Discussions Commence
 - Disagreement of funding split between Kalamazoo County and City of Kalamazoo
 - Kalamazoo Area Transportation Study (KATS)
 - Stabilize local funding for public transit
 - Consolidate public transit
 - Regionalize public transit

- ▶ *2005* – Creation of Kalamazoo County Transportation Authority (KCTA) by Kalamazoo County Board of Commissioners

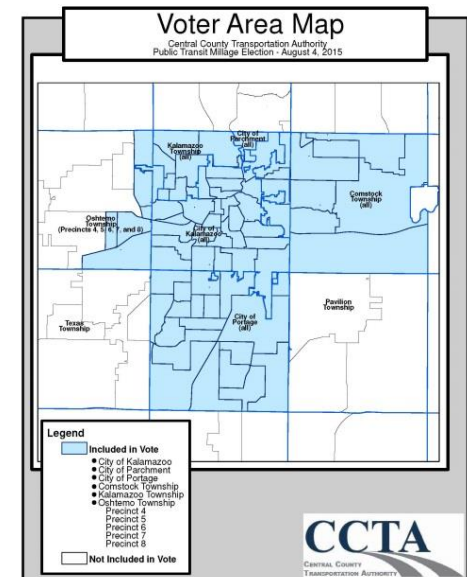
Path to Regionalization

- ▶ *2006, 2009, 2013* – KCTA Regional Millage Vote Approvals
- ▶ *2008* – Vote for Single Countywide Millage Failed
 - Regionalization efforts stalled
- ▶ *2011* – State Legislation to allow for two transit authority millage districts that overlap
- ▶ *2012* – Creation of Public Transit Transition Leadership Team

Transition Leadership Team	
City of Kalamazoo	City of Portage
Kalamazoo County	Comstock Township
Kalamazoo Township	Oshtemo Township
KATS	KCTA
Kalamazoo Transportation Authority Board	

Path to Regionalization

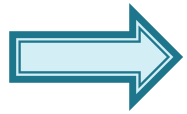
- ▶ **2013** – Single Executive Director of KCTA and Metro Transit
- ▶ **2014** – Creation of Central County Transportation Authority (CCTA) by Kalamazoo County Commission
 - Established authority boundaries:
 - Board includes representatives from:
 - City of Kalamazoo (3)
 - City of Portage (2)
 - Comstock Township
 - Kalamazoo Township
 - Oshtemo Township
 - Kalamazoo County (2 rural & 1 urban)
- ▶ **2015** – CCTA Regional Millage Approved
 - Includes funding for expanded services to include Sunday and later night service
 - Replaces City of Kalamazoo millage



Comprehensive Transfer Agreement (CTA)

- ▶ Public transit system will be transferred from City of Kalamazoo to CCTA on October 1, 2016
- ▶ Comprehensive Transfer Agreement identifies steps, requirements and obligations to make this happen by October 1, 2016
- ▶ Parties to CTA are:
 - City of Kalamazoo
 - City of Kalamazoo Transit Authority Board
 - Kalamazoo County Transportation Authority
 - Central County Transportation Authority

CTA – Consideration Timeline



July, August, September

Joint meetings of CCTA, KCTA, and TAB



September 25, 2015

Presented to Transit Authority Board (TAB)



September 28, 2015

Joint meeting of CCTA, KCTA, and TAB



October 5, 2015

Presented to Kalamazoo City Commission



October 19, 2015

Consideration by CCTA, KCTA, and TAB



October 19, 2015

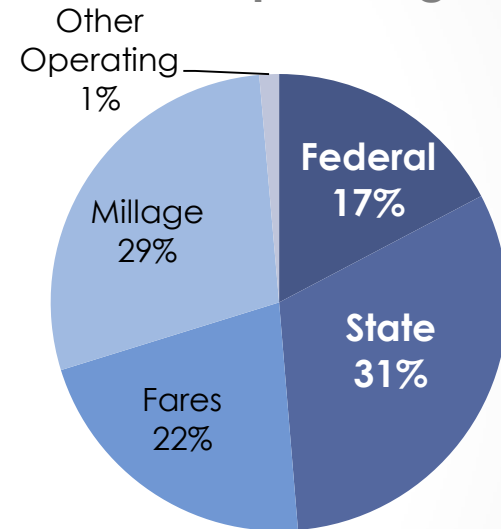
Consideration by Kalamazoo City Commission

Public Transit Funding Overview

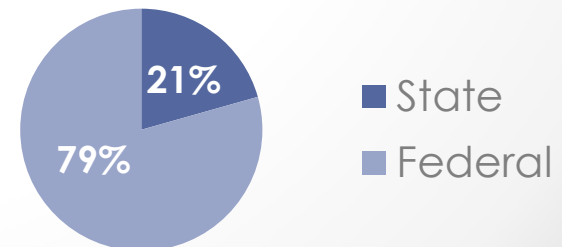
Source	Operating Revenue
Federal	\$2,496,737
State	\$4,532,953
Fares	\$3,108,931
Millage	\$4,100,709
Other Operating	\$200,864
Total Revenue	\$14,440,194

Source	Capital
Federal	\$1,883,220
State	\$489,113
Total Capital	\$2,372,333

2014 Audited Operating Revenue



2014 Capital



CTA – Financial

- ▶ Metro Transit functions as Department/Enterprise Fund of City
- ▶ CCTA will assume assets and liabilities of transit system
- ▶ CCTA will become Designated Recipient of State and Federal Grants

Financial Statement – December 31, 2014	
Net Position	\$28,509,212
Unrestricted Fund Balance	\$3,734,420
Net Pension Assets	\$134,352

CTA – Employee Items

- ▶ Metro Transit employees become CCTA employees **October 1, 2016**
- ▶ Existing compensation and benefits packages will be provided by CCTA
 - CCTA will partner with COK for provision of pension, retiree healthcare, and healthcare plan
 - CCTA directly obtain other benefits
 - *Dental, deferred compensation, life insurance*
 - Terms of collective bargaining agreements (CBA) will be met for the remaining duration of existing contracts and to the extent required by applicable law during negotiations for new CBA.

CTA – Facilities

▶ Lease Agreement

- Administration Building
 - Kalamazoo Transportation Center
 - Two Parking Lots
- ▶ \$1.00 per year for 25 years, with renewal options
 - ▶ CCTA responsible for operating and capital upkeep
 - ▶ Rents from Amtrak, concessionaire, and others paid to CCTA to partially offset operating costs



CTA – Other Capital Assets

- ▶ City of Kalamazoo transfer to CCTA:
 - Fleet
 - Equipment
 - Information Technology



CTA – Support Services Agreement

CCTA Contract with City of Kalamazoo

Accounts Payable	Document Storage
Pension & Retiree Health Care	Human Resources
Annual Financial Reporting	Purchasing
General Ledger	Risk Management
Treasury	Facilities Management
Information Technology	

**Three-year term at \$500,628 per year from October 1, 2016
September 30, 2019**

Regionalization & Cooperation



TAB
Transportation Authority Board



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Anderson, and City Commissioners

FROM: Scott A. Borling, City Clerk

DATE: 9/10/2015

SUBJECT: Calendar of Upcoming Meetings

INFORMATIONAL ITEMS

Attached is the calendar of upcoming board, commission, and committee meetings for the period October 6th - October 19th.

ATTACHMENTS:

	Type	Description
▢	Meeting Schedule	20151005 Calendar of Meetings



Calendar of Upcoming Meetings

City of Kalamazoo

City Commission (next 30 days)

Regular Business Meetings – 7:00 p.m. in the City Commission Chambers

October 19th and November 9th

Regular Neighborhood Meetings – 6:00 p.m. in the Community Room at City Hall

October 19th

Advisory Boards, Commissions and Committees (next two weeks)

The **Parks and Recreation Advisory Board** will meet on Tuesday, October 6, 2015 at 5:20 p.m., in the Parks and Recreation Community Room at Mayors' Riverfront Park, located at 251 Mills Street.

The **Friends of Recreation Board** will meet on Thursday, October 8, 2015 at 11:30 a.m., in the Parks and Recreation Community Room at Mayors' Riverfront Park, located at 251 Mills Street.

The **Traffic Board** will meet on Thursday, October 8, 2015 at 2:00 p.m., in the Public Services Conference Room, located at 415 Stockbridge Avenue.

The **Community Development Act Advisory Committee** will meet on Thursday, October 8, 2015 at 6:30 p.m., in the Community Room at City Hall.

The **Zoning Board of Appeals** will meet on Thursday, October 8, 2015 at 7:00 p.m., in the City Commission Chambers at City Hall.

The **Kalamazoo Historic Preservation Commission** will meet on Tuesday, October 13, 2015 at 7:00 p.m., in the Community Room at City Hall.

The **Economic Development Corporation** will meet on Thursday, October 15, 2015 at 7:30 a.m., in the Community Room at City Hall. The **Brownfield Redevelopment Authority** will meet immediately following.

The **Building Board of Appeals** will meet on Thursday, October 15, 2015 at 2:00 p.m., in the Commission Chambers at City Hall.

The **Kalamazoo Municipal Golf Association** will meet on Thursday, October 15, 2015 at 5:30 p.m., in the clubhouse at Milham Park Golf Course, located at 4200 Lovers Lane.

The **Downtown Development Authority** will meet on Monday, October 19, 2015 at 3:00 p.m., in the Community Room at City Hall.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Anderson, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: Sue Foune, Public Services Managing Director

PREPARED BY: Scott A. Borling, City Clerk

DATE: 10/2/2015

SUBJECT: 2014 Kalamazoo Mall Maintenance Assessment

RECOMMENDATION

It is recommended that the City Commission adopt Resolution #4 for the purpose of approving the 2014 Kalamazoo Mall Sidewalk Maintenance Assessment at a per front foot cost of \$15.164.

BACKGROUND

Historically, property owners on the Kalamazoo Mall have been assessed a per front foot cost to cover expenses associated with annual sidewalk maintenance activities performed by the City of Kalamazoo. This cost varies from year to year mainly due to snow removal activities associated with the snow melt system on the Mall. The 2014 assessment reflects higher natural gas costs associated with the Mall's snow melt system.

This assessment was originally designed to cover expenses for general sidewalk maintenance which also includes sweeping and cleaning, litter control, and brick repair. Please note that this assessment does not cover expenses for turf maintenance, lighting, flower plantings, crosswalk area maintenance or holiday decorations.

COMMUNITY RESOURCES CONSULTED

In 1999, the City of Kalamazoo, property owners and Downtown Kalamazoo Incorporated, (DKI), reached an agreement designed to protect property owners from significant increases due to weather conditions as well as to ensure that the City of Kalamazoo recovers the true cost of performing this work. The agreement included the following:

1. There will be one rate for mall maintenance, rather than one rate for those properties fronting on the snow melt system and those without snow melt.
2. The assessed rate will be an average of the last three years of actual costs to perform this work or the actual cost for the year being assessed, should it be lower than the three year average.
3. If the actual cost for the year being assessed is greater than the three year average, DKI will cover the "shortfall", up to \$15,000. The 2014 assessment will require a subsidy from DKI of \$13,712.24.

FISCAL IMPACT

Per front foot costs and averages for Kalamazoo Mall sidewalk maintenance for the last three years are as follows:

	Actual Cost	Three Year Average
2012	\$12.726	\$13.167
2013	\$12.874	\$13.117
2014	\$19.892	\$15.164

Following the public hearing, assessment notices will be distributed in the amount of \$15.164 per front foot for a total of \$43,979.04.

This assessment will reimburse the General Fund for Mall maintenance activities performed during the 2014 season. It should be noted that this assessment roll represents only 18.49% of the 2014 Kalamazoo Mall Maintenance budget of \$237,701.

ATTACHMENTS:

Type	Description
□ Resolution	Mall Maintenance Resolution #4
□ Assessment Roll	Mall Maintenance Roll #44
□ Survey Responses	Survey Response Cards

CITY OF KALAMAZOO, MICHIGAN

#4

RESOLUTION NO. 15-

**RESOLUTION NO. 4 RE: IMPROVEMENT PROJECT
2014 KALAMAZOO MALL MAINTENANCE PROGRAM**

Minutes of a regular meeting of the City Commission of the City held on October 5, 2015, at or after 7:00 p.m., local time, at Kalamazoo City Hall, 241 W. South Street, Kalamazoo, Michigan.

PRESENT, Commissioners:

ABSENT, Commissioners:

The following preamble and resolution was offered by _____ and supported by _____.

WHEREAS, the City Commission has met in a public hearing, as resolved and noticed for the purpose of reviewing a special assessment roll prepared for the purpose of defraying the private property share of expenses of the above-entitled project; has heard all persons desiring to be heard with respect to the expenses, necessity, and assessment thereof, orally or in writing; and has made all corrections thereto as were necessary to order construction of the project;

BE IT RESOLVED:

(1) That the undertaking of said improvement project is hereby determined to be necessary, that the benefits to adjoining property exceed the assessments, and the work is hereby approved and ordered done;

(2) That the following designated special assessment roll, namely Maintenance Roll No. 44 shall be divided, be payable, bear interest and penalty fees, and be subject to such other terms as appear in said roll or were provided in prior resolutions in this series, except as amended as follows:

[There are no amendments.]

(3) That said assessment roll is confirmed in the amount of \$43,979.04 which will be assessed to property owners.

(4) That the special assessments upon the above project shall be collected directly from the special assessment roll herein confirmed, and the City Clerk is hereby directed to attach a warrant to the same, commanding the City Treasurer to collect from each of the persons or parcels assessed the amount of money assessed to such person or parcel in the manner provided in accordance with the City Charter, including interest and penalty fees, and the same shall be a lien upon said parcel from and after this date in favor of the City.

(5) The special assessment to be imposed shall be paid on November 2, 2015 and there shall be charged from such date a penalty of one-half (1/2) of one percent (1%) per month or major fraction thereof upon any sums not paid within thirty (30) days after the same shall become due and payable.

The above resolution was offered by _____ and supported by _____.

AYES, Commissioners:

NAYS, Commissioners:

ABSTAIN, Commissioners:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kalamazoo at a regular meeting held on October 5, 2015. Public notice was given and the meeting was conducted in full compliance with the Michigan Open Meetings Act (PA 267, 1976). Minutes of the meeting will be available as required by said Act.

Scott A. Borling
City Clerk

**STATE OF MICHIGAN
CITY OF KALAMAZOO
COUNTY OF KALAMAZOO**

IN THE NAME OF THE PEOPLE OF THE STATE OF MICHIGAN

**TO THE CITY TREASURER OF THE CITY OF KALAMAZOO, IN
THE COUNTY OF KALAMAZOO, AND THE STATE OF MICHIGAN,
AND HIS SUCCESSOR IN OFFICE:**

In accordance with a resolution adopted by the City Commission of the City of Kalamazoo, and in accordance with the provisions of the Charter of said City, you will find attached a copy of Mall Maintenance Roll No. 44, together with a copy of the resolution adopted on October 5, 2015, and you or your successor in office are hereby commanded to levy and collect from the persons, firms, and corporations named in said roll the taxes herein set forth in accordance with the provisions of said Charter and the statute in such case and provided that if any person, firm, or corporation shall neglect or refuse to pay any tax assessed to him or them, as provided in the City Charter and the statutes of the State of Michigan in such case made and provided, then you shall collect the same by seizing the personal property of such person, firm, or corporation to an amount sufficient to pay such tax, fees, and charges for subsequent sale whenever the same may be found in the state and from which seizure no property shall be exempt as provided by law, and for doing so this shall be your sufficient warrant.

Given under my hand in accordance with the resolution and order of the City Commission and the Charter of the City of Kalamazoo this 5th day of October, 2015.

Scott A. Borling, City Clerk

CITY OF KALAMAZOO, MICHIGAN

CERTIFICATE OF CITY ASSESSOR - IMPROVEMENT PROJECT

**2014 KALAMAZOO MALL MAINTENANCE PROGRAM
MAINTENANCE ROLL #44**

I hereby certify that this assessment roll was prepared pursuant to a resolution of the City Commission, and that in making the assessments herein, I have, according to my best judgment, conformed in all respects to the directions contained in said resolution and to the Charter and ordinances of the City of Kalamazoo.



Andrew Falkenberg
Deputy City Assessor

2014 MALL MAINTENANCE ROLL #44 NORTH END RATE PER FRONT FOOT \$15.164				
Parcel Number & Address	Taxpayer	Send Bill to (if applicable)	Front Feet	Cost
06-15-376-005 132 N. Kalamazoo Mall	Kalamazoo Valley Community College 6767 West O Avenue Kalamazoo, MI 49009		264.00	\$ 4,003.31
06-15-375-004 100 W. Michigan Avenue	Catalyst Development Co., L.L.C. 100 West Michigan Avenue, Suite 300 Kalamazoo, MI 49007		269.94	\$ 4,093.38
06-15-346-301 222 N. Kalamazoo Mall, #300 Unit 1 - Arcadia Condominiums	Matthew Mark Ross 222 N. Kalamazoo Mall, #300 Kalamazoo, MI 49007		3.91	\$ 59.29
06-15-346-302 222 N. Kalamazoo Mall, #310 Unit 2 - Arcadia Condominiums	Ronald A. Cleveland 222 N. Kalamazoo Mall, #310 Kalamazoo, MI 49007		2.95	\$ 44.73
06-15-346-303 222 N. Kalamazoo Mall, #320 Unit 3 - Arcadia Condominiums	Carol L. Hodges 222 N. Kalamazoo Mall, #320 Kalamazoo, MI 49007		4.31	\$ 65.36
06-15-346-304 222 N. Kalamazoo Mall, #330 Unit 4 - Arcadia Condominiums	David S. & Virginia H. Antoniotti 1215 Walnut Tree Terrace Portage, MI 49024		2.89	\$ 43.82
06-15-346-305 222 N. Kalamazoo Mall, #340 Unit 5 - Arcadia Condominiums	Nabil & Hessen Ghazal 222 N. Kalamazoo Mall, #340 Kalamazoo, MI 49007		3.66	\$ 55.50
06-15-346-306 222 N. Kalamazoo Mall, #350 Unit 6 - Arcadia Condominiums	Lawrence J. Bruck 422 Lauder Lane Inverness, IL 60067		4.19	\$ 63.54
06-15-346-307 222 N. Kalamazoo Mall, #360 Unit 7 - Arcadia Condominiums	Dorothy L. & Peter L. Vreeland 2974 Captiva Gardens Drive Sarasota, FL 34231	Troff & Denning, Inc. c/o Wendy Denning 522 1/2 South Burdick Street Kalamazoo, MI 49007	2.91	\$ 44.13
06-15-346-308 222 N. Kalamazoo Mall, #370 Unit 8 - Arcadia Condominiums	Patrick M. Halpin 222 N. Kalamazoo Mall, #370 Kalamazoo, MI 49007		3.58	\$ 54.29
06-15-346-309 222 N. Kalamazoo Mall, #380 Unit 9 - Arcadia Condominiums	David Edwards 222 N. Kalamazoo Mall, #380 Kalamazoo, MI 49007		2.84	\$ 43.07
06-15-346-310 222 N. Kalamazoo Mall, #390 Unit 10 - Arcadia Condominiums	Whitney Kemerling 222 N. Kalamazoo Mall, #390 Kalamazoo, MI 49007		3.01	\$ 45.64
06-15-346-311 222 N. Kalamazoo Mall, #200 Unit 11 - Arcadia Condominiums	Brian & Narda Beauchamp 222 N. Kalamazoo Mall, #200 Kalamazoo, MI 49007		3.89	\$ 58.99
06-15-346-312 222 N. Kalamazoo Mall, #210 Unit 12 - Arcadia Condominiums	William Service 222 N. Kalamazoo Mall, #210 Kalamazoo, MI 49007		2.95	\$ 44.73

2014 MALL MAINTENANCE ROLL #44 NORTH END RATE PER FRONT FOOT \$15.164				
Parcel Number & Address	Taxpayer	Send Bill to (if applicable)	Front Feet	Cost
06-15-346-313 222 N. Kalamazoo Mall, #220 Unit 13 - Arcadia Condominiums	Elizabeth Q. Posluszny 222 N. Kalamazoo Mall, #220 Kalamazoo, MI 49007		4.30 \$	65.20
06-15-346-314 222 N. Kalamazoo Mall, #230 Unit 14 - Arcadia Condominiums	Martha R. Cohen 222 N. Kalamazoo Mall, #230 Kalamazoo, MI 49007		3.03 \$	45.95
06-15-346-315 222 N. Kalamazoo Mall, #240 Unit 15 - Arcadia Condominiums	Roger & Ada Sutton 7338 E. Maritime Drive Tucson, AZ 85756-9040		2.89 \$	43.82
06-15-346-316 222 N. Kalamazoo Mall, #250 Unit 16 - Arcadia Condominiums	Mark A. Kraai & Linda M. Lesniak 222 N. Kalamazoo Mall, #250 Kalamazoo, MI 49007		4.95 \$	75.06
06-15-346-317 222 N. Kalamazoo Mall, #260 Unit 17 - Arcadia Condominiums	Key Lime Properties, LLC 5207 Portage Road Portage, MI 49002		2.81 \$	42.61
06-15-346-318 222 N. Kalamazoo Mall, #270 Unit 18 - Arcadia Condominiums	Brendan P Von Koss Olivia Fournier 222 N. Kalamazoo Mall, #270 Kalamazoo, MI 49007		3.54 \$	53.68
06-15-346-319 222 N. Kalamazoo Mall, #280 Unit 19 - Arcadia Condominiums	Patricia Villalobos & Nayda Collazo-Llorens 222 N. Kalamazoo Mall, #280 Kalamazoo, MI 49007		2.90 \$	43.98
06-15-346-320 222 N. Kalamazoo Mall, #290 Unit 20 - Arcadia Condominiums	Kenneth Trester Angela Vande Molen 222 N. Kalamazoo Mall, #290 Kalamazoo, MI 49007		3.11 \$	47.16
06-15-346-321 222 N. Kalamazoo Mall, #100 Unit 21 - Arcadia Condominiums	Hospice Care of Southwest Michigan 222 N. Kalamazoo Mall, #100 Kalamazoo, MI 49007		51.38 \$	779.13
06-15-346-242 201 N. Kalamazoo Mall	Kalamazoo Valley Community College 6767 West O Avenue Kalamazoo, MI 49009		131.64 \$	1,996.19
06-15-346-001 224 N. Kalamazoo Mall	Downtown Development Authority 141 E. Michigan Avenue, Suite 501 Kalamazoo, MI 49007-3943		20.00 \$	303.28
06-15-340-201 225 N. Kalamazoo Mall	Downtown Development Authority 141 E. Michigan Avenue, Suite 501 Kalamazoo, MI 49007-3943		23.00 \$	348.77
06-15-341-002 228 N. Kalamazoo Mall	Downtown Development Authority 141 E. Michigan Avenue, Suite 501 Kalamazoo, MI 49007-3943		20.00 \$	303.28
06-15-341-301 230 N. Kalamazoo Mall, #101 Unit 1 - 230 N Kalamazoo Mall Condos	CenturyTel Fiber Company II 931 14th Street, Suite 103 Denver, CO 80202		14.54 \$	220.48

2014 MALL MAINTENANCE ROLL #44 NORTH END RATE PER FRONT FOOT \$15.164				
Parcel Number & Address	Taxpayer	Send Bill to (if applicable)	Front Feet	Cost
06-15-341-302 230 N. Kalamazoo Mall, #201 Unit 2 - 230 N Kalamazoo Mall Condos	Valda I. Karlsons & Robert J. Brown 2646 Springbrook Drive Kalamazoo, MI 49004		4.15	\$ 62.93
06-15-341-303 230 N. Kalamazoo Mall, #202 Unit 3 - 230 N Kalamazoo Mall Condos	Woodrow R. Thompson, Jr. 55742 Resort Road Three Rivers, MI 49093		4.85	\$ 73.55
06-15-341-304 230 N. Kalamazoo Mall, #203 Unit 4 - 230 N Kalamazoo Mall Condos	Bryan D. Carey 230 N. Kalamazoo Mall, #203 Kalamazoo, MI 49007		4.15	\$ 62.93
06-15-341-305 230 N. Kalamazoo Mall, #204 Unit 5 - 230 N Kalamazoo Mall Condos	Michael L. Willis 230 N. Kalamazoo Mall, #204 Kalamazoo, MI 49007		4.85	\$ 73.55
06-15-341-306 230 N. Kalamazoo Mall, #301 Unit 6 - 230 N Kalamazoo Mall Condos	Michael L. & Deborah M. Killarney 230 N. Kalamazoo Mall, #301 Kalamazoo, MI 49007		4.15	\$ 62.93
06-15-341-307 230 N. Kalamazoo Mall, #302 Unit 7 - 230 N Kalamazoo Mall Condos	Tom O'Brien Lisa Stech 230 N. Kalamazoo Mall, #302 Kalamazoo, MI 49007		4.85	\$ 73.55
06-15-341-308 230 N. Kalamazoo Mall, #303 Unit 8 - 230 N Kalamazoo Mall Condos	Randall Rzeznik 230 N. Kalamazoo Mall, #303 Kalamazoo, MI 49007		3.46	\$ 52.47
06-15-341-309 230 N. Kalamazoo Mall, #304 Unit 9 - 230 N Kalamazoo Mall Condos	Darek L. Hoffman 230 N. Kalamazoo Mall, #304 Kalamazoo, MI 49007		4.85	\$ 73.55
06-15-341-310 230 N. Kalamazoo Mall, #401 Unit 10 - 230 N Kalamazoo Mall Condos	Richard & Joanne Stewart 230 N. Kalamazoo Mall, #401 Kalamazoo, MI 49007		8.99	\$ 136.32
06-15-341-311 230 N. Kalamazoo Mall, #402 Unit 11 - 230 N Kalamazoo Mall Condos	Beth A. McLaren, Trustee 230 N. Kalamazoo Mall, #402 Kalamazoo, MI 49007		10.38	\$ 157.40
06-15-341-292 250 N. Kalamazoo Mall	S & K Properties of Kalamazoo, LLC 5108 North 36th Street Richland, MI 49083		44.72	\$ 678.14
06-15-341-004 251 N. Kalamazoo Mall	Kalamazoo Valley Community College 6767 West O Avenue Kalamazoo, MI 49009		130.79	\$ 1,983.30
06-15-341-291 252 N. Kalamazoo Mall	City of Kalamazoo Public Services 241 W. South Street Kalamazoo, MI 49007		9.86	\$ 149.52
TOTAL NORTH END			1103.17	\$ 16,728.51

2014 MALL MAINTENANCE ROLL #44					
SOUTH END					
RATE PER FRONT FOOT \$15.164					
Parcel Number & Address	Taxpayer	Send Bill to (if applicable)	Front Feet		Cost
06-15-381-001 107 W. Michigan Avenue, Unit 1 Unit 1 - Kalamazoo Building Condos	Keystone Community Bank 107 W. Michigan Avenue, Ste 100 Kalamazoo, MI 49007-3974		10.09	\$	153.00
06-15-381-002 107 W. Michigan Avenue, Unit 2 Unit 2 - Kalamazoo Building Condos	Keystone Community Bank 107 W. Michigan Avenue, Ste 100 Kalamazoo, MI 49007-3974		10.46	\$	158.62
06-15-381-003 107 W. Michigan Avenue, Unit 3 Unit 3 - Kalamazoo Building Condos	Keystone Community Bank 107 W. Michigan Avenue, Ste 100 Kalamazoo, MI 49007-3974		10.55	\$	159.98
06-15-381-004 107 W. Michigan Avenue, Unit 4 Unit 4 - Kalamazoo Building Condos	Davis-Reed, LLC 107 W. Michigan Avenue, Ste 400 Kalamazoo, MI 49008		10.55	\$	159.98
06-15-381-005 107 W. Michigan Avenue, Unit 5 Unit 5 - Kalamazoo Building Condos	Kal Building 6, LLC 107 W. Michigan Avenue, 6th Floor Kalamazoo, MI 49007		10.55	\$	159.98
06-15-381-006 107 W. Michigan Avenue, Unit 6 Unit 6 - Kalamazoo Building Condos	Kal Building 6, LLC 107 W. Michigan Avenue, 6th Floor Kalamazoo, MI 49007		10.50	\$	159.22
06-15-381-007 107 W. Michigan Avenue, Unit 7 Unit 7 - Kalamazoo Building Condos	GPS Acquisitions, LLC 905 Inkster Avenue Kalamazoo, MI 49008		10.50	\$	159.22
06-15-381-008 107 W. Michigan Avenue, Unit 8 Unit 8 - Kalamazoo Building Condos	GPS Acquisitions, LLC 905 Inkster Avenue Kalamazoo, MI 49008		9.55	\$	144.82
06-15-381-009 107 W. Michigan Avenue, Unit 9 Unit 9 - Kalamazoo Building Condos	Condominium Associates Penthouse - Kalamazoo Bldg 107 W. Michigan Avenue Kalamazoo, MI 49007		4.65	\$	70.51
06-15-381-010 107 W. Michigan Avenue, Unit 10 Unit 10 - Kalamazoo Building Condos	Keystone Community Bank 107 W. Michigan Avenue, Ste 100 Kalamazoo, MI 49007-3974		10.91	\$	165.44
06-15-381-011 107 W. Michigan Avenue, Unit 11 Unit 11 - Kalamazoo Building Condos	Condominium Associates Penthouse - Kalamazoo Bldg 107 W. Michigan Avenue Kalamazoo, MI 49007		1.69	\$	25.63
06-15-381-015 108 E. Michigan Avenue	Peregrine - 1st National, LLC 336 S. Burdick Street Kalamazoo, MI 49007	Peregrine - 1st National, LLC 3930 Lakeside Drive Kalamazoo, MI 49008	100.00	\$	1,516.40
06-15-381-124 124 S. Kalamazoo Mall	Gilmore Real Estate, LLC 162 E. Michigan Avenue Kalamazoo, MI 49007		21.75	\$	329.82
06-15-382-103 125 S. Kalamazoo Mall	Kalamahajan KCC, LLC Callander Commercial 628 W. Milham Avenue Portage, MI 49024		143.41	\$	2,174.67

2014 MALL MAINTENANCE ROLL #44					
SOUTH END					
RATE PER FRONT FOOT \$15.164					
<i>Parcel Number & Address</i>	<i>Taxpayer</i>	<i>Send Bill to (if applicable)</i>	<i>Front Feet</i>		<i>Cost</i>
06-15-381-128 126 S. Kalamazoo Mall	Peregrine-128, LLC 336 S. Kalamazoo Mall Kalamazoo, MI 49007	Peregrine-128, LLC 3930 Lakeside Drive Kalamazoo, MI 49008	21.75	\$	329.82
06-15-381-132 132 S. Kalamazoo Mall	Steeg Properties, LLC 132 S. Kalamazoo Mall Kalamazoo, MI 49007		22.50	\$	341.19
06-15-381-222 136 S. Kalamazoo Mall	Lerner Building, LLC 1420 W Erie Street, #3-F Chicago, IL 60642-6152		66.00	\$	1,000.83
06-15-386-223 154 S. Kalamazoo Mall	Catalyst Development Co. 7, LLC 100 W. Michigan Avenue, Suite 300 Kalamazoo, MI 49007		66.00	\$	1,000.83
06-15-387-216 157 S. Kalamazoo Mall	Vernon Group MP, LLC 5937 W. Main Street Kalamazoo, MI 49009		86.50	\$	1,311.69
06-15-386-230 202 S. Kalamazoo Mall	William & Susan Van Dis 202 S. Kalamazoo Mall Kalamazoo, MI 49007		43.00	\$	652.05
06-15-386-101 214 S. Kalamazoo Mall	Catalyst Development Co. 4, LLC 100 W. Michigan Avenue, Suite 300 Kalamazoo, MI 49007		72.00	\$	1,091.81
06-15-386-002 210 S. Kalamazoo Mall	James & Laura Endres 8880 West G Avenue Kalamazoo, MI 49009		23.00	\$	348.77
06-15-387-104 214 Farmers Alley Unit 4 - Milliner Center Condominium	Droppers Kalamazoo, LLC 1401 Lama Road Kalamazoo, MI 49008		0.86	\$	13.04
06-15-387-106 213 S. Kalamazoo Mall Unit 6 - Milliner Center Condominium	Hassan R & Malda Ayad 213 S. Kalamazoo Mall Kalamazoo, MI 49007		5.25	\$	79.61
06-15-387-107 209 S. Kalamazoo Mall Unit 7 - Milliner Center Condominium	Milliner Center Properties, LLC 9763 Springwood Drive Kalamazoo, MI 49009		10.24	\$	155.28
06-15-387-108 207 S. Kalamazoo Mall Unit 8 - Milliner Center Condominium	Del S. Eldridge 4022 Broken Ridge Galesburg, MI 49053-9791		5.74	\$	87.04
06-15-387-109 215 S. Kalamazoo Mall Unit 9 - Milliner Center Condominium	Deborah Brown, Trustee 206 Farmers Alley Kalamazoo, MI 49007		18.73	\$	284.02
06-15-387-112 209 S. Kalamazoo Mall Rear Unit 12 - Milliner Center Condominium	Milliner Center Properties, LLC 9763 Springwood Drive Kalamazoo, MI 49009		4.15	\$	62.93

2014 MALL MAINTENANCE ROLL #44					
SOUTH END					
RATE PER FRONT FOOT \$15.164					
<i>Parcel Number & Address</i>	<i>Taxpayer</i>	<i>Send Bill to (if applicable)</i>	<i>Front Feet</i>		<i>Cost</i>
06-15-387-113 206 Farmers Alley Unit 13 - Milliner Center Condominium	Deborah Brown, Trustee 206 Farmers Alley Kalamazoo, MI 49007		6.82	\$	103.42
06-15-387-114 208 Farmers Alley Unit 14 - Milliner Center Condominium	Ryan S. Williams 208 Farmers Alley Kalamazoo, MI 49007		4.99	\$	75.67
06-15-387-115 212 Farmers Alley Unit 15 - Milliner Center Condominium	Dacoba, LLC 9763 Springwood Drive Kalamazoo, MI 49009		1.33	\$	20.17
06-15-387-116 210 Farmers Alley Unit 16 - Milliner Center Condominium	Droppers Kalamazoo, LLC 1401 Lama Road Kalamazoo, MI 49008		7.20	\$	109.18
06-15-386-011 217 S. Kalamazoo Mall Unit 1 - Style Shop Bldg Condominium	Shannibear Properties, LLC 1035 Northampton Road Kalamazoo, MI 49006		8.12	\$	123.13
06-15-386-012 219 S. Kalamazoo Mall Unit 2 - Style Shop Bldg Condominium	Paul Stanley Lightle 219 S. Kalamazoo Mall Kalamazoo, MI 49007		7.42	\$	112.52
06-15-386-013 221 S. Kalamazoo Mall Unit 3 - Style Shop Bldg Condominium	Craig A LaPine 9418 East Shore Drive Portage, MI 49002		7.66	\$	116.16
06-15-387-214 223 S. Kalamazoo Mall	Fuller Building, LLC 223 S. Kalamazoo Mall Kalamazoo, MI 49007	Patricia Hirsch 610 W. South Street Kalamazoo, MI 49007	44.93	\$	681.32
06-15-386-005 230 S. Kalamazoo Mall Unit 1 - Burdick South Condominium	Kenneth O. & Wen Xi Wu Lum 1215 Creek Ridge Crossing Alpharetta, GA 30005	Laurence Douglas 34270 Sharon Avenue Paw Paw, MI 49079	10.25	\$	155.43
06-15-386-006 230 S. Kalamazoo Mall Unit 2 - Burdick South Condominium	230 South Burdick Street, LLC 230 S. Kalamazoo Mall, Ste 200 Kalamazoo, MI 49007		10.25	\$	155.43
06-15-386-007 230 S. Kalamazoo Mall Unit 3 - Burdick South Condominium	Brett M Plew & Wendy C Plew 230 S. Kalamazoo Mall, Ste 200 Kalamazoo, MI 49007		10.25	\$	155.43
06-15-386-008 230 S. Kalamazoo Mall Unit 4 - Burdick South Condominium	Brett M Plew & Wendy C Plew 230 S. Kalamazoo Mall, Ste 200 Kalamazoo, MI 49007		10.25	\$	155.43
06-15-386-226 236 S. Kalamazoo Mall	Rustica Properties, LLC 6907 Hickory Point East Portage, MI 49024		21.31	\$	323.14
06-15-391-230 241 S. Kalamazoo Mall	Peregrine-International, LLC 336 S. Kalamazoo Mall Kalamazoo, MI 49007	Peregrine-International, LLC 3930 Lakeside Drive Kalamazoo, MI 49008	115.50	\$	1,751.45

2014 MALL MAINTENANCE ROLL #44				
SOUTH END				
RATE PER FRONT FOOT \$15.164				
<i>Parcel Number & Address</i>	<i>Taxpayer</i>	<i>Send Bill to (if applicable)</i>	<i>Front Feet</i>	<i>Cost</i>
06-15-391-227 250 S. Kalamazoo Mall	South Street Kalamazoo, LLC 250 S. Kalamazoo Mall Kalamazoo, MI 49007		67.11	\$ 1,017.66
06-15-391-204 315 S. Kalamazoo Mall	SAJO 315, LLC 315 S. Kalamazoo Mall Kalamazoo, MI 49007		114.00	\$ 1,728.70
06-15-390-210 316 S. Kalamazoo Mall	Peregrine Plaza, LLC 336 S. Kalamazoo Mall Kalamazoo, MI 49007	Peregrine Plaza, LLC 3930 Lakeside Drive Kalamazoo, MI 49008	165.00	\$ 2,502.07
06-15-396-204 321 S. Kalamazoo Mall	Joy Rentals, LLC Matt Vernon 5937 W. Main Street Kalamazoo, MI 49009		53.63	\$ 813.25
06-15-396-001 336 S. Kalamazoo Mall	Peregrine Towers LLC 336 S. Kalamazoo Mall Kalamazoo, MI 49007	Peregrine Towers LLC 3930 Lakeside Drive Kalamazoo, MI 49008	65.64	\$ 995.37
06-15-396-207 346 S. Kalamazoo Mall	Peregrine-McNair, LLC 336 S. Kalamazoo Mall Kalamazoo, MI 49007	Peregrine-McNair, LLC 3930 Lakeside Drive Kalamazoo, MI 49008	93.81	\$ 1,422.54
06-15-396-206 359 S. Kalamazoo Mall	Kalamazoo Cultural Center 359 S. Kalamazoo Mall, Suite 203 Kalamazoo, MI 49007	Kalamazoo Cultural Center c/o Phoenix Properties 2725 Airview Boulevard, Suite 205 Kalamazoo, MI 49002	160.70	\$ 2,436.86
TOTAL SOUTH END			1797.05	\$ 27,250.53
TOTAL ROLL			2900.22	\$ 43,979.04

OPINION SURVEY CARD

Property Owner: KRAAI, MARK A TRSTEE

Property Address: 222 N KALAMAZOO MALL # 250
County Code Numbers (CCN): 06-15-346-316

ROLL NO.: 44-2014 Mall Maintenance Special Assessment

TO THE CITY COMMISSION

☒ I FAVOR the proposed roll ☐ I OPPOSE the proposed roll

☐ If others involved favor the proposed roll, I will go along with them.

REMARKS: Is \$15.164 enough? A beautiful mall is
important and I'd be willing to pay more.

Signed: Mark Kraai

Address: 222 N. Kalamazoo Mall # 250

This card is for the purpose of soliciting opinion on the proposed improvement. An Official Public Hearing on this matter, at which time public comment will be taken or written communication presented is scheduled for: Monday, October 5, 2015 at or after 7:00 p.m. in the City Commission Chambers of City Hall, 241 W. South Street.

OPINION SURVEY CARD

Property Owner: BRUCK, LAWRENCE J

Property Address: 222 N KALAMAZOO MALL # 350
County Code Numbers (CCN): 06-15-346-306

ROLL NO.: 44-2014 Mall Maintenance Special Assessment

TO THE CITY COMMISSION

☒ I FAVOR the proposed roll ☐ I OPPOSE the proposed roll

☐ If others involved favor the proposed roll, I will go along with them.

REMARKS: _____

Signed: L. Bruck

Address: 222 N. 200 Mall, Unit #350

This card is for the purpose of soliciting opinion on the proposed improvement. An Official Public Hearing on this matter, at which time public comment will be taken or written communication presented is scheduled for: Monday, October 5, 2015 at or after 7:00 p.m. in the City Commission Chambers of City Hall, 241 W. South Street.

OPINION SURVEY CARD

Property Owner: RUSTICA PROPERTIES, LLC

Property Address: 236 S KALAMAZOO MALL
County Code Numbers (CCN): 06-15-386-226

ROLL NO.: 44-2014 Mall Maintenance Special Assessment

TO THE CITY COMMISSION

☒ I FAVOR the proposed roll ☐ I OPPOSE the proposed roll

☐ If others involved favor the proposed roll, I will go along with them.

REMARKS: * I support my city

Signed: [Signature]

Address: 236 S. Kalamazoo Mall

This card is for the purpose of soliciting opinion on the proposed improvement. An Official Public Hearing on this matter, at which time public comment will be taken or written communication presented is scheduled for: Monday, October 5, 2015 at or after 7:00 p.m. in the City Commission Chambers of City Hall, 241 W. South Street.

OPINION SURVEY CARD

Property Owner: KAL BUILDING 6, LLC

Property Address: 107 W MICHIGAN AVE UNIT 05
County Code Numbers (CCN): 06-15-381-005

ROLL NO.: 44-2014 Mall Maintenance Special Assessment

TO THE CITY COMMISSION

☒ I FAVOR the proposed roll ☐ I OPPOSE the proposed roll

☐ If others involved favor the proposed roll, I will go along with them.

REMARKS: _____

Signed: [Signature]

Address: 107 W. Michigan Ave Unit 5

This card is for the purpose of soliciting opinion on the proposed improvement. An Official Public Hearing on this matter, at which time public comment will be taken or written communication presented is scheduled for: Monday, October 5, 2015 at or after 7:00 p.m. in the City Commission Chambers of City Hall, 241 W. South Street.

OPINION SURVEY CARD

Property Owner: CLEVELAND, RONALD A

Property Address: 222 N KALAMAZOO MALL # 310

County Code Numbers (CCN): 06-15-346-302

ROLL NO.: 44-2014 Mall Maintenance Special Assessment

TO THE CITY COMMISSION



I FAVOR the proposed roll

I OPPOSE the proposed roll

___ If others involved favor the proposed roll, I will go along with them.

REMARKS: _____

Signed: _____

Address: 222 N Kalamazoo Mall #310

This card is for the purpose of soliciting opinion on the proposed Improvement. An Official Public Hearing on this matter, at which time public comment will be taken or written communication presented is scheduled for: Monday, October 5, 2015 at or after 7:00 p.m. in the City Commission Chambers of City Hall, 241 W. South Street.

OPINION SURVEY CARD

Property Owner: KILLARNEY, MICHAEL L. & DEBORAH

Property Address: 230 N KALAMAZOO MALL # 301

County Code Numbers (CCN): 06-15-341-306

ROLL NO.: 44-2014 Mall Maintenance Special Assessment

TO THE CITY COMMISSION



I FAVOR the proposed roll

I OPPOSE the proposed roll

___ If others involved favor the proposed roll, I will go along with them.

REMARKS: _____

Signed: _____

Address: 230 N. Kalamazoo Mall, #301, Kalamazoo, MI 49007

This card is for the purpose of soliciting opinion on the proposed Improvement. An Official Public Hearing on this matter, at which time public comment will be taken or written communication presented is scheduled for: Monday, October 5, 2015 at or after 7:00 p.m. in the City Commission Chambers of City Hall, 241 W. South Street.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Anderson, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: Jeffrey Hadley, Public Safety Chief

PREPARED BY: Ryan Tibbets, Assistant Chief – Fire Administration/Finance

DATE: 9/22/2015

SUBJECT: 2015 Justice Assistance Grant Acceptance

RECOMMENDATION

It is recommended that the City Commission accept the 2015 Justice Assistance Grant (JAG) award in the amount of \$63,456 from the U.S. Justice Department and authorize the City Manager to sign the Grant award and special conditions documents.

BACKGROUND

Public Safety and the Kalamazoo County Sheriff's Department submitted a joint 2015 JAG application. Public Safety will serve as the fiduciary of this award. Kalamazoo Public Safety will use the grant funds to pay for police academy training for new recruits. The grant award will be split by the two law enforcement agencies in the following manner: Kalamazoo Public Safety will utilize \$51,790 and the Kalamazoo County Sheriff's Department will utilize \$11,666 of the grant funds.

POLICY CONSIDERATIONS

None

COMMUNITY RESOURCES CONSULTED

The City of Kalamazoo and the County of Kalamazoo desire to continue the inter-agency cooperation and as such, each agency executive has signed a memorandum of understanding for the 2015 JAG funding.

FISCAL IMPACT

The 2015 JAG award does not require a local match.

ALTERNATIVES

None

ATTACHMENTS:

Type	Description
▣ Correspondence	2015 JAG Award Letter and Instructions
▣ Agreement	JAG Grant Agreement



Department of Justice

Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 14, 2015

Mr. James Ritsema
City of Kalamazoo
241 West South Street
Kalamazoo, MI 49007

Dear Mr. Ritsema:

On behalf of Attorney General Loretta Lynch, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 15 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation in the amount of \$63,456 for City of Kalamazoo.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Veronica Munson, Program Manager at (202) 514-7710; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, reading "Karol V. Mason".

Karol Virginia Mason
Assistant Attorney General

Enclosures



OFFICE FOR CIVIL RIGHTS

Office of Justice Programs

Department of Justice

810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690

TTY: (202) 307-2027

E-mail: askOCR@usdoj.gov

Website: www.ojp.usdoj.gov/ocr

September 14, 2015

Mr. James Ritsema
City of Kalamazoo
241 West South Street
Kalamazoo, MI 49007

Dear Mr. Ritsema:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at <http://ojp.gov/about/ocr/vawafaqs.htm>.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The DOJ regulation, Equal Treatment for Faith-Based Organizations, 28 C.F.R. pt. 38, requires State Administering Agencies (SAAs) to treat faith-based organizations the same as any other applicant or recipient. The regulation prohibits SAAs from making awards or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the DOJ to fund inherently (or explicitly) religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must hold them separately from the program funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see the OCR's website at http://www.ojp.usdoj.gov/about/ocr/equal_fbo.htm.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 42 U.S.C. § 3789d(c); the Victims of Crime Act of 1984, as amended, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 42 U.S.C. § 5672(b); and VAWA, Pub. L. No. 113-4, sec. 3(b)(4), 127 Stat. 54, 61-62 (to be codified at 42 U.S.C. § 13925(b)(13)) contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013), available at http://www.ojp.usdoj.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

If your organization has less than fifty employees or receives an award of less than \$25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEOP requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form, which is available online at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and receives an award of \$25,000 or more, but less than \$500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form), but it does not have to submit the report to the OCR for review. Instead, your organization has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and has received an award for \$500,000 or more and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form) and submit it to the OCR for review within sixty days from the date of this letter. For assistance in developing a Utilization Report, please consult the OCR's website at <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>. In addition, your organization has to complete Section C of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

To comply with the EEOP requirements, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 307-0690, by TTY at (202) 307-2027, or by e-mail at EEOSubmission@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

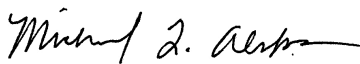
If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see http://www.ojp.usdoj.gov/funding/other_requirements.htm.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Incorporates NEPA Compliance in Further Developmental Stages for City of Kalamazoo

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

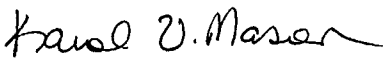
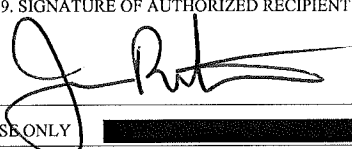
The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>.

Please be sure to carefully review the grant conditions on your award document, as it may contain more specific information about environmental compliance.

 Department of Justice Office of Justice Programs Bureau of Justice Assistance	GRANT MANAGER'S MEMORANDUM, PT. I: PROJECT SUMMARY	
	Grant	
	PROJECT NUMBER 2015-DJ-BX-0909	PAGE 1 OF 1
This project is supported under FY15(BJA - JAG) 42 USC 3750, et seq.		
1. STAFF CONTACT (Name & telephone number) Veronica Munson (202) 514-7710	2. PROJECT DIRECTOR (Name, address & telephone number) Ryan Tibbets Assistant Chief 241 W. South Street Kalamazoo, MI 49007-4796 (269) 337-8243	
3a. TITLE OF THE PROGRAM BJA FY 15 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation		3b. POMS CODE (SEE INSTRUCTIONS ON REVERSE)
4. TITLE OF PROJECT Kalamazoo Area JAG 2015		
5. NAME & ADDRESS OF GRANTEE City of Kalamazoo 241 West South Street Kalamazoo, MI 49007	6. NAME & ADDRESS OF SUBGRANTEE	
7. PROGRAM PERIOD FROM: 10/01/2014 TO: 09/30/2018	8. BUDGET PERIOD FROM: 10/01/2014 TO: 09/30/2018	
9. AMOUNT OF AWARD \$ 63,456	10. DATE OF AWARD 09/14/2015	
11. SECOND YEAR'S BUDGET	12. SECOND YEAR'S BUDGET AMOUNT	
13. THIRD YEAR'S BUDGET PERIOD	14. THIRD YEAR'S BUDGET AMOUNT	
15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse) The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of activities to prevent and control crime based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, including for any one or more of the following program areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation, and technology improvement programs; and 7) crime victim and witness programs (other than compensation). The disparate jurisdictions will use the JAG award to provide training for local law enforcement personnel, purchase crime prevention material and law enforcement equipment. The goals of the project is to increase essential law enforcement services. NCA/NCF		

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1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Kalamazoo 241 West South Street Kalamazoo, MI 49007		4. AWARD NUMBER: 2015-DJ-BX-0909																			
		5. PROJECT PERIOD: FROM 10/01/2014 TO 09/30/2018 BUDGET PERIOD: FROM 10/01/2014 TO 09/30/2018																			
		6. AWARD DATE 09/14/2015		7. ACTION Initial																	
2a. GRANTEE IRS/VENDOR NO. 386004627		8. SUPPLEMENT NUMBER 00																			
2b. GRANTEE DUNS NO. 079283214		9. PREVIOUS AWARD AMOUNT \$ 0																			
3. PROJECT TITLE Kalamazoo Area JAG 2015		10. AMOUNT OF THIS AWARD \$ 63,456																			
		11. TOTAL AWARD \$ 63,456																			
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).																					
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY15(BJA - JAG) 42 USC 3750, et seq.																					
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.738 - Edward Byrne Memorial Justice Assistance Grant Program																					
15. METHOD OF PAYMENT GPRS																					
AGENCY APPROVAL			GRANTEE ACCEPTANCE																		
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Karol Virginia Mason Assistant Attorney General			18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL James Ritsema City Manager																		
17. SIGNATURE OF APPROVING OFFICIAL 			19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 		19A. DATE																
AGENCY USE ONLY																					
20. ACCOUNTING CLASSIFICATION CODES <table border="1"> <thead> <tr> <th>FISCAL YEAR</th> <th>FUND CODE</th> <th>BUD. ACT.</th> <th>DIV. OFC.</th> <th>REG.</th> <th>SUB.</th> <th>POMS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>X</td> <td>B</td> <td>DJ</td> <td>80</td> <td>00</td> <td>00</td> <td></td> <td>63456</td> </tr> </tbody> </table>			FISCAL YEAR	FUND CODE	BUD. ACT.	DIV. OFC.	REG.	SUB.	POMS	AMOUNT	X	B	DJ	80	00	00		63456	21. PDJAGT1257		
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X	B	DJ	80	00	00		63456														

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



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1. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (the "Part 200 Uniform Requirements") apply to this 2015 award from the Office of Justice Programs (OJP). For this 2015 award, the Part 200 Uniform Requirements, which were first adopted by DOJ on December 26, 2014, supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.

If this 2015 award supplements funds previously awarded by OJP under the same award number, the Part 200 Uniform Requirements apply with respect to all award funds (whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this 2015 award.

Potential availability of grace period for procurement standards: Under the Part 200 Uniform Requirements, a time-limited grace period may be available under certain circumstances to allow for transition from policies and procedures that complied with previous standards for procurements under federal awards to policies and procedures that comply with the new standards (that is, to those at 2 C.F.R. 200.317 through 200.326).

For more information on the Part 200 Uniform Requirements, including information regarding the potentially-available grace period described above, see the Office of Justice Programs (OJP) website at <http://ojp.gov/funding/Part200UniformRequirements.htm>.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

2. The recipient agrees to comply with the Department of Justice Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide").
3. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302) that is approved by the Office for Civil Rights is a violation of the Standard Assurances executed by the recipient, and may result in suspension of funding until such time as the recipient is in compliance, or termination of the award.
4. The recipient understands and agrees that OJP may withhold award funds, or may impose other related requirements, if the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.
5. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
6. The recipient and any subrecipients must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has -- (1) submitted a claim for award funds that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving award funds. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by - mail: Office of the Inspector General U.S. Department of Justice Investigations Division 950 Pennsylvania Avenue, N.W. Room 4706 Washington, DC 20530 e-mail: oig.hotline@usdoj.gov hotline: (contact information in English and Spanish): (800) 869-4499 or hotline fax: (202) 616-9881 Additional information is available from the DOJ OIG website at www.usdoj.gov/oig



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7. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient under this award, or entity that receives a contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient --

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized to make subawards or contracts under this award --

a. it represents that --

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward, contract, or subcontract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

8. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.

9. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.



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10. The recipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The recipient also agrees to comply with applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/sam.htm> (Award condition: Registration with the System for Award Management and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
11. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
12. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "2015 DOJ Grants Financial Guide").
13. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>.
14. The recipient agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this OJP award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this OJP award, the recipient will promptly notify, in writing, the grant manager for this OJP award, and, if so requested by OJP, seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.
15. The recipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
16. The recipient understands and agrees that - (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
17. A recipient that is eligible under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC).
18. The recipient must collect, maintain, and provide to OJP, data that measure the performance and effectiveness of activities under this award, in the manner, and within the timeframes, specified in the program solicitation, or as otherwise specified by OJP. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.



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19. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).
20. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ffata.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
21. The recipient understands and agrees that it has a responsibility to monitor its subrecipients' compliance with applicable federal civil rights laws. The recipient agrees to submit written Methods of Administration (MOA) for ensuring subrecipients' compliance to the OJP's Office for Civil Rights at CivilRightsMOA@usdoj.gov within 90 days of receiving the grant award, and to make supporting documentation available for review upon request by OJP or any other authorized persons. The required elements of the MOA are set forth at http://www.ojp.usdoj.gov/funding/other_requirements.htm, under the heading, "Civil Rights Compliance Specific to State Administering Agencies."
22. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: http://www.it.ojp.gov/gsp_grantcondition. Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.
23. To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
24. The recipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.



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25. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See http://www.ojp.gov/about/ocr/equal_fbo.htm.
26. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
27. Grantee agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.
28. Award recipients must verify Point of Contact(POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.
29. The grantee agrees that within 120 days of award acceptance, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. Additionally, all future task force members are required to complete this training once during the life of this award, or once every four years if multiple awards include this requirement. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When BJA funding supports a task force, a task force personnel roster should be compiled and maintained, along with course completion certificates, by the grant recipient. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).
30. The recipient agrees to participate in BJA-sponsored training events, technical assistance events, or conferences held by BJA or its designees, upon BJA's request.
31. All procurement (contract) transactions under this award must be conducted in a manner that is consistent with applicable Federal and State law, and with Federal procurement standards specified in regulations governing Federal awards to non-Federal entities. Procurement (contract) transactions should be competitively awarded unless circumstances preclude competition. Noncompetitive (e.g., sole source) procurements by the award recipient in excess of the Simplified Acquisition Threshold (currently \$150,000) set out in the Federal Acquisition Regulation must receive prior approval from the awarding agency, and must otherwise comply with rules governing such procurements found in the current edition of the OJP Financial Guide.



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32. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.
33. Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.
34. Award recipients must submit quarterly a Federal Financial Report (SF-425) and annual performance reports through GMS (<https://grants.ojp.usdoj.gov>). Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Therefore, quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) website (www.bjaperformancetools.org). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.
35. The recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
36. The recipient agrees to monitor subawards under this JAG award in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the OJP Financial Guide, and to include the applicable conditions of this award in any subaward. The recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of JAG funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.
37. The recipient agrees to submit a signed certification that that all law enforcement agencies receiving vests purchased with JAG funds have a written "mandatory wear" policy in effect. Fiscal agents and state agencies must keep signed certifications on file for any subrecipients planning to utilize JAG funds for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any JAG funding can be used by the agency for body armor. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty.
38. Ballistic-resistant and stab-resistant body armor purchased with JAG funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and are listed on the NIJ Compliant Body Armor Model List (<http://nij.gov>). In addition, ballistic-resistant and stab-resistant body armor purchased must be American-made. The latest NIJ standard information can be found here: <http://www.nij.gov/topics/technology/body-armor/safety-initiative.htm>.
39. JAG funds may be used to purchase vests for an agency, but they may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.
40. The recipient is required to establish a trust fund account. (The trust fund may or may not be an interest-bearing account.) The fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the grant funds in the trust fund (including any interest earned) during the period of the grant and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to the Office of Justice Programs at the time of closeout.



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41. The grantee agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly by the grantee or by a subgrantee. Accordingly, the grantee agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the grantee agrees to contact BJA.

The grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the grantee, a subgrantee, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The grantee understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The grantee further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Special Condition to Grantee's Existing Programs or Activities: For any of the grantee's or its subgrantees' existing programs or activities that will be funded by these grant funds, the grantee, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

42. BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories. To submit a success story, sign in to your My BJA account at <https://www.bja.gov/Login.aspx> to access the Success Story Submission form. If you do not yet have a My BJA account, please register at <https://www.bja.gov/profile.aspx>. Once you register, one of the available areas on your My BJA page will be "My Success Stories". Within this box, you will see an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the new BJA Success Story web page at <https://www.bja.gov/SuccessStoryList.aspx>.
43. Recipient understands and agrees that award funds may not be used for items that are listed on the Prohibited Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time. The Prohibited Expenditure list may be accessed here: <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>.
44. Recipient understands and agrees that award funds may not be used for items that are listed on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, without explicit written prior approval from BJA. The Controlled Expenditure List, and instructions on how to request approval for purchase or acquisitions may be accessed here: <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>



Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

**AWARD CONTINUATION
SHEET
Grant**

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PROJECT NUMBER 2015-DJ-BX-0909

AWARD DATE 09/14/2015

SPECIAL CONDITIONS

45. Recipient understands and agrees that the purchase or acquisition of any item on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, with award funds by an agency will trigger a requirement that the agency collect and retain (for at least 3 years) certain information about the use of 1) any federally-acquired Controlled Equipment in the agency's inventory, and 2) any other controlled equipment in the same category as the federally-acquired controlled equipment in the agency's inventory, regardless of source; and make that information available to BJA upon request. Details about what information must be collected and retained may be accessed here: https://www.whitehouse.gov/sites/default/files/docs/le_equipment_wg_final_report_final.pdf
46. Recipient understands and agrees that, notwithstanding 2 CFR § 200.313, no equipment listed on the Controlled Expenditure List that is purchased under this award may be transferred or sold to a third party, except as described below:
- a. Agencies may transfer or sell any controlled equipment, except riot helmets and riot shields, to a Law Enforcement Agency (LEA) after obtaining prior written approval from BJA. As a condition of that approval, the acquiring LEA will be required to submit information and certifications to BJA as if it was requesting approval to use award fund for the initial purchase of items on the Controlled Expenditure List.
 - b. Agencies may not transfer or sell any riot helmets or riot shields purchased under this award.
 - c. Agencies may not transfer or sell any Controlled Equipment purchased under this award to non-LEAs, with the exception of fixed wing aircraft, rotary wing aircraft, and command and control vehicles. Before any such transfer or sale is finalized, the agency must obtain prior written approval from BJA. All law enforcement-related and other sensitive or potentially dangerous components, and all law enforcement insignias and identifying markings must be removed prior to transfer or sale.
- Recipient further understands and agrees to notify BJA prior to the disposal of any items on the Controlled Expenditure List purchased under this award, and to abide by any applicable laws and regulations in such disposal.
47. Recipient understands and agrees that failure to comply with conditions related to Prohibited or Controlled Expenditures may result in a prohibition from further Controlled Expenditure approval under this or other federal awards.
48. Recipient may not expend or drawdown funds until the Bureau of Justice Assistance, Office of Justice Programs has received and approved the signed Memorandum of Understanding (MOU) between the disparate jurisdictions and has issued a Grant Adjustment Notice (GAN) releasing this special condition.



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Anderson, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

REVIEWED BY: Jeffrey Hadley, Public Safety Chief

PREPARED BY: Ryan Tibbets, Assistant Chief – Fire Administration/Finance

DATE: 9/22/2015

SUBJECT: Acceptance of the 2015 COPS Hiring Program Award from the U.S. Department of Justice in the amount of \$1,250,000

RECOMMENDATION

It is recommended that the City Commission accept the 2015 Community Oriented Policing Services (COPS) Hiring Program (CHP) award in the amount of \$1,250,000 from the U.S. Department of Justice and authorize the City Manager to sign the grant award and special conditions documents.

BACKGROUND

In June of 2015, Kalamazoo Department of Public Safety (KDPS) applied for grant funding under the COPS CHP solicitation through the U.S. Department of Justice. KDPS applied for grant funding under the category of building community trust. As highlighted in the President's Task Force on 21st Century Policing, the importance of genuine community engagement is paramount. Through the retained Public Safety Officers, KDPS will continue to strive to build trust with the community through fair and impartial policing and legitimacy.

Kalamazoo Public Safety proposed to retain ten (10) sworn officer positions in the CHP application for the award period which is September 1, 2015-August 31, 2018. The CHP grant must be accepted under these original terms.

POLICY CONSIDERATIONS

None

COMMUNITY RESOURCES CONSULTED

Kalamazoo Public Safety will continue the existing community policing activities with the CHP funding while building trust with the community through fair and impartial policing and legitimacy.

Many community partners work with Public Safety to help make community policing a success in the City of Kalamazoo.

FISCAL IMPACT

CHP grants cover 75 percent of the approved entry-level salary and fringe benefits of each retained, full-time sworn career law enforcement officer over three years (36 months). The maximum funding per officer over the three year period is \$125,000, with the remaining match coming from the Public Safety general fund budget. Public Safety will be responsible for retaining all sworn officer positions awarded under the CHP grant for a minimum of 12 months following the 36-month federal funding period.

ALTERNATIVES

None



Commission Agenda Report

City of Kalamazoo

TO: Mayor Hopewell, Vice Mayor Anderson, and City Commissioners

FROM: James K. Ritsema, ICMA-CM, City Manager

PREPARED BY: Sean McBride, Transportation Director

DATE: 9/16/2015

SUBJECT: Recommendation for Reappointment to the Central County Transportation Authority

RECOMMENDATION

It is recommended that the City Commission recommend to the Kalamazoo County Board of Commissioners that Greg Rosine be reappointed as one of the three City representatives on the Central County Transportation Authority.

BACKGROUND

In August 2014 the Kalamazoo County Board of Commissioners established the Central County Transportation Authority (CCTA), which was a key step for regionalizing public transit in Kalamazoo County.

The CCTA is governed by an 11-member Board of Directors that is appointed by the County Board of Commissioners. The CCTA Board is comprised of members that represent specific jurisdictions and/or areas of the County: three-members from the City of Kalamazoo; two members from the City of Portage; one member each from Comstock Township, Kalamazoo Township, and Oshtemo Township; two rural representatives; and one urban representative. All appointments and reappointments are made by the County Board of Commissioners, based on the recommendations of the jurisdictions listed above or based on interviews for the urban and rural members.

The attached letter was sent on August 12, 2014 requesting the City of Kalamazoo's recommendation for individuals to serve on the CCTA. The recommendation to reappoint Mr. Rosine is based on his experience and leadership related to the efforts to regionalize public transit. Mr. Rosine is a member of the Public Transit Transitional Leadership Team, has served on the Kalamazoo County Transportation Authority (KCTA) Board for multiple years, and has served in a leadership role on the KCTA board as the Vice Chair. The ability for Mr. Rosine's to provide continuity and experience during the City/County transition will be critical.

The County Board of Commissioners plans to appoint the CCTA Board at their meeting of September 16, 2014.

COMMUNITY RESOURCES CONSULTED

The development of the CCTA has been a multi-year public process to bring regional public transit to Kalamazoo

County.

FISCAL IMPACT

None

ALTERNATIVES

The City Commission could choose to reject these appointments. However, this is not recommended as the County Board is seeking recommendations by September 16.

ATTACHMENTS:

Type	Description
▣	Correspondence August 31, 2015 Letter Regarding CCTA Board Recommendation



John Faul, Deputy County Administrator
201 West Kalamazoo Avenue • Kalamazoo, Michigan 49007
Phone: (269) 384-8111 • Fax: (269) 384-8032

August 31, 2015

Honorable Mayor Bobby Hopewell
City of Kalamazoo
241 W. South Street
Kalamazoo, MI 49007

Dear Honorable Mayor Hopewell:

The purpose of this letter is to request your jurisdiction's assistance in identifying and recommending who you want to represent your jurisdiction on the Central County Transportation Authority (CCTA). The CCTA is governed by an 11-member Board of Directors that is appointed by the County Board of Commissioners. The CCTA Board is comprised of members that represent specific jurisdictions and/or areas of the County. Please see the attached Articles of Incorporation, with the areas identified that discuss the appointment of Board members.

The appointment of **Greg Rosine**, who is one of the three representatives for the City of Kalamazoo, has a one-year term that will soon be expiring. The County Board requests The City of Kalamazoo's recommendation by Friday, September 25, 2015. The County Board will be acting on your recommendation in October. This term for the representative will be for three years.

Please provide your jurisdiction's recommendation for the CCTA to Tina Becker at tmbeck@kalcounty.com.

Your involvement and support of regionalizing public transit in Kalamazoo County is appreciated. Please feel free to contact Mr. McBride at mcbrides@kalmazoocity.org at 269- 337-8088 or myself with any questions.

Sincerely,

John Faul
Interim County Administrator

c: Jim Ritsema, City Manager
Sean McBride, Executive Director, CCTA
Thom Canny
Tina Becker
Dina Sutton
Board of Commissioners