



MEETING MINUTES for

Kalamazoo County Consolidated Dispatch Authority FINANCE COMMITTEE April 28, 2020

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Finance Committee, held electronically via telephonic/video conference in accordance with Michigan’s Executive Order 2020-15 due to COVID-19 was called to order by Chair Don Martin at 2:00 p.m. on Tuesday, April 28, 2020.

ITEM 2 – ROLL CALL

Members Present by Telephone: Don Martin, Jim Pearson, Tracie Moored, Stacy French, Bryan Ergang, Randy Thompson, Mark Barnes

Others Present by Telephone: Jeff Troyer, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. March 24, 2020

“Motion by Mr. Pearson, second by Mr. Thompson to approve the minutes of the March 24, 2020 meeting of the Finance Committee.”

On a roll call vote, Yes – 6, No – 0. **MOTION CARRIED.**

ITEM 4 - CITIZENS TIME

There was none.

ITEM 5 – FOR CONSIDERATION

A. OLD BUSINESS

There was none.

B. NEW BUSINESS

1. Investments at First National Bank

Mr. Troyer stated we earned a lot of money in the money market account at first but then it dropped off significantly. He sent out information regarding two investments at First National Bank. The eleven-month CD is up on May 20th and rates are much lower than what we are currently making. Sue Edwards from First National is checking to see if they could do something close to what we currently have but it may be too early because rates are adjusted twice a month. He stated that the MiClass account dropped to .9987% from 1.82% but we are still making decent interest revenue. He recommended we not renew the CD and close out the Money Market Account transferring the funds into the general checking where it can be invested in the MiClass account.

Mr. Pearson stated he agreed on closing the money market account. He asked if there is a reason we can’t use online banks, as they give higher cd rates. Pearson suggested following the recommendation

and put everything in MiClass. At the next meeting we should discuss online banks if it is permitted by law because the rates are higher.

Mr. Troyer agreed and stated that he would send an inquiry to legal counsel and bring additional options to the next meeting.

Ms. Moored asked that local banks be contacted as well.

“Motion by Mr. Pearson, second by Mr. Ergang to not renew the CD and close the Money Market account; transfer the funds into KCCDA’s general checking account for reinvestment into the Michigan CLASS account.”

On a roll call vote, Yes – 6, No – 0. **MOTION CARRIED.**

2. MRG & Messaging/Education Campaign Plan and Budget

Mr. Troyer stated he has been working with Jenell Leonard of MRG on an education plan for the millage proposal. There were two plan proposals included in the packet, A) a traditional campaign and B) one geared more toward social media due to COVID restrictions. Both, MRG and Troyer, highly recommended Plan B. MRG provided a projected cost of \$48,000 but he had a concern with the \$15,000 quoted for mailers because we spent significantly more in 2017. Back then we did one absentee voter mailer and a registered voter household mailer, and the cost analysis is included. We have \$70,000 budgeted in this fiscal year so there is ample money to do all facets of this plan with the increased budget for the mailers. He also noted that there is money set aside in the plan for tele-town halls, however when we conducted a few in 2017 there was very low participation. He suggested to leave it as an option considering the way things are with social distancing right now. The Committee has been involved in this process and it would be beneficial if everyone were on board with the approach we take in this process.

Mr. Pearson stated he doesn’t think the tele-town halls are attended. He asked if legal counsel was recommending sending a mailer to everyone rather than doing a targeted mailer.

Mr. Troyer stated he has not posed the question to counsel but in 2017 targeting was not recommended if we used the ballot language on the mailer. He stated he would seek attorney input.

“Motion by Mr. Martin, second by Mr. Thompson to move forward with the proposed Plan B and the associated budget as presented.”

On a roll call vote, Yes – 6, No – 0. **MOTION CARRIED.**

3. 2019 DRAFT Audit

Mr. Troyer stated there were no significant findings in the audit other than common finding all smaller units have regarding financial statement preparation. He stated we were on schedule to present this to the Board at the May meeting. He stated this group doesn’t vote on the audit but usually reviews and asks questions before it goes to the Board.

Mr. Martin thanked Mr. Troyer for all the work he has done on the audit.

C. OTHER ITEMS

1. Member Comments

There were none.

2. Next Meeting

The next meeting of the KCCDA Finance Committee will be held Tuesday, May 26, 2020 at 2:00 p.m. in the Chief Switalski Meeting Room at 7040 Stadium Drive, Kalamazoo, MI.

3. Adjournment

The meeting was adjourned at 2:44 p.m.