

# INSIDE *the* CITY



A primary source of news and information for City employees regarding internal events, policies, and procedures that affect our work for the residents

## From the City Manager:

June 2016 Edition

### Priority Based Budgeting: Year 2 update

Management Services staff is currently leading the second year implementation of Priority Based Budgeting and making great progress. To date, costs and revenues have been allocated for nearly all departments, and the PBB review team is moving into the scoring phase.

This process will be familiar to everyone who hasn't blocked PBB out of their memory since last year. Departments will review their programs and score them based on their impact relative to the identified community results. This will be followed by a cross-departmental peer review team, which this year will include a representative from the associated department (Public Safety representative on the "Safe Community" team). This way, if members of the team are unclear about a particular program, someone will be available to explain. Department managers will also have access to a report indicating which programs have been scored differently in peer

review, before the results are submitted and finalized.

The second year process certainly incorporates lessons learned from year one. The program inventory has been refined from over 1,000 programs to around 600, with greater consistency across departments. This also drastically reduces the burden on peer review teams and virtually all staff involved in the process.

The City of Kalamazoo is among a few select communities currently testing the Center for Priority Based Budgeting's new online portal to facilitate this process. This new approach makes the process more self-service and offers more options to visualize the results.

Department scoring is scheduled to be completed by the end of June, and the complete process should be completed in July.

Hats off to Stephanie McGowan, who has been instrumental in orchestrating this entire process from learning the new online tool, working with CPBB to refine and troubleshoot it, preparing training materials, creating schedules, and assembling, organizing, and leading the review team.



<i>KDPS, IT, Bikeway</i> .....	2
<i>Orlando, Donations, Art</i> .....	3
<i>Parks &amp; Rec</i> .....	4
<i>HR, Recycle Coach</i> .....	5

## KDPS calls for service data now available online

Kalamazoo Public Safety's "calls for service" data is now accessible on their website at [kalamazoopublicsafety.org/data/calls-for-service/](http://kalamazoopublicsafety.org/data/calls-for-service/). The information is provided directly from the dispatch center and updated every 24 hours. The call log is limited to the previous 30 days of activity and locations are generalized to the nearest block or cross street.

This data is provided in addition to crime mapping, which displays incidents geographically on a map of Kalamazoo. Crime mapping information is available at [kalamazoopublicsafety.org/data/crime-mapping/](http://kalamazoopublicsafety.org/data/crime-mapping/).

## VOIP project update

IT staff are currently in the process of converting the KDPS phone system over to VOIP with the rest of the City. The networking infrastructure has been installed and the phones are starting to arrive.

The current VOIP system in use relies on Primary Rate Interfaces (PRIs), which provide a 24 line capacity each. The KDPS deployment will utilize SIP trunks, which allow a consumer to individually purchase any number of those 24 lines, and do so at a better price point than PRIs. Because of this, the KDPS deployment will test the next cost reduction strategy for connectivity by switching the entire system over to SIP trunks.

This project is expected to go live later this summer.

## Gentle reminder

Please do not unplug your desk VOIP phone and move it to a new location. While it will work, the location of your phone for the building and floor need to be managed by IT staff so that if the need arises, emergency services know where to find you.

## "Pop up bikeway" connects Edison & Vine neighborhoods

A new pop up bikeway project was set up from June 16-19, connecting the Edison and Vine neighborhoods by way of Upjohn Park and the Kalamazoo Farmers' Market. The project was timed to coincide with National Dump the Pump Day, which encourages the use of public transportation and other options besides personal vehicles.

In light of the tragic accident that took place in Cooper Township on June 7, the need for safe non-motorized transportation options and greater consideration of cyclists and pedestrians has been highlighted for much of the nation. Pop up bike way projects are meant to serve as a practical demonstration of which routes work best and demonstrate the positive impact of "complete streets". A similar project was held last June to explore a downtown connection for the Kalamazoo River Valley Trail, which is scheduled to begin construction this fall.



City staff will now begin surveying cyclists and local property owners to evaluate the potential route.

## New hours for Financial Services

Beginning on July 20, 1st Floor Financial Services (accounts payable, payroll, pension) and Purchasing will be open to the public from 8:00- 4:30.

## Mayor Hopewell expresses solidarity with the people of Orlando

On June, 14, Mayor Hopewell sent the following letter to Orlando Mayor Buddy Dyer, offering the support and solidarity of Kalamazoo in the wake of the tragic shooting that took place this past weekend:

*Dear Mayor Dyer,*

*On behalf of the people of Kalamazoo, I want to convey our community's heartfelt condolences to the people of Orlando, to those wounded, and to the families and friends of those who lost their lives as a result of the unspeakable atrocities that were committed last weekend. Please know that the people of Kalamazoo stand with you, the City of Orlando, and its people, and our thoughts, prayers, and best wishes are with you.*

*We are mourning this senseless loss of life and wishing for the speedy recovery of those wounded. The people of Kalamazoo empathize; we are unfortunately among the growing list of communities that have been visited by this type of tragedy, something no community should have to experience. I am confident that the City of Orlando will not be defined by this violence, but by the love, compassion, and generosity your community has displayed in response.*

*Mayor, may our support offer you some amount of comfort in knowing your fellow citizens across the nation and world stand with you. Please do not hesitate to let me know if I can be of assistance during this difficult time.*

*Supporting the Journey,*  
Bobby J. Hopewell

## Living Michigan... A Unique Portrait



Local artist Kathy Porretta-Schiavo has generously donated her piece "Living Michigan... A Unique Portrait" for public display in the atrium of City Hall. The embossed copper artwork highlights the unique features of our state in the form of Michigan and the surrounding Great Lakes. The work is displayed on the third floor of City Hall, on the south wall of the atrium.

## Donate shoes, save lives

Cleaning out your closet? Consider donating your used shoes to our local Kiwanis Club. Your donation will help save the lives of mothers and children!

Through The Eliminate Project, Kiwanis International and UNICEF have joined forces to eliminate maternal and neonatal tetanus—a deadly disease that steals the lives of nearly 49,000 innocent babies and a significant number of women each year.

The donated shoes are provided to entrepreneurs in 18 countries around the world to be refurbished and sold inexpensively to people in those countries. Some of the proceeds from these businesses fund immunization programs for women and children. This helps create business, provide for those in need, and save lives- every 25 pairs donated can save five lives!

If you have any shoes to donate, you can bring them to City Hall. A collection box will be set up in the atrium and a volunteer from the City will deliver the shoes to the local Kiwanis chapter.

## 'Minions' at South Westnedge Park June 24

The first opportunity of the year to enjoy an outdoor movie in one of Kalamazoo's great parks is next Friday, June 24. Kalamazoo's Parks & Recreation Department will be showing "Minions" at South Westnedge Park, located at 1101 S Westnedge Avenue and Park Place. Games and activities will begin at 7:00 p.m. with the movie beginning at dusk. The Movies in the Park series is free and all are welcome. The next movie will be Inside Out on July 15, also at South Westnedge Park.

## Lunchtime Live! returns, Thursdays in the Park - Live! coming in July

After an excellent start to the 2016 Lunchtime Live! series, the City of Kalamazoo's Parks & Recreation are getting ready to expand their offerings in Bronson Park with Thursdays in the Park- Live! beginning July 14. The series will be similar to Lunchtime Live!, featuring live music, food trucks, and games in Bronson Park, but will take place in the evenings starting at 6:00 p.m. and feature some of our great local jazz musicians. A beer tent will also be set up for those of legal drinking age who are into that sort of thing. Thursdays in the Park will be held on June 23, July 14, July 28, and August 18.

The Thursdays in the Park series is a collaboration between the the Arts Council of Greater Kalamazoo, Fontana Chamber Arts, and the City of Kalamazoo. Additional details and performers will be announced soon.



## Get fit at Upjohn Park this summer

In partnership with Kalamazoo Athletic Club, the City of Kalamazoo is happy to offer Fitness in the Parks, a free community exercise program. Everyone is invited to Upjohn Park to join in a variety of fitness activities. Getting started is easy, simply show up to the park on Saturday mornings from 9:00 - 10:00 a.m. and be ready to workout. No experience or preregistration is required. The program begins July 18 and runs through August 13 (class will not meet on July 2).



For the more dedicated participants there will be an incentive program- anyone that only misses one session or less will receive a 32oz Nalgene Kzoo Parks water bottle and be entered in to win a six month membership to Kalamazoo Athletic Club and two personal training sessions!

Fitness in the Parks is funded through the Michigan Health Endowment Fund. Stay active, stay healthy, and enjoy our great parks!

## Lean Six Sigma Training

Lean Six Sigma (LSS) training is strongly recommended for any City of Kalamazoo managers, supervisors, and employees who are responsible for delivering a service to the taxpayer, as well as internal customer processes. LSS can be used as a framework to foster improved performance and efficiency, and ensure continued customer satisfaction.

The course has three modules, with a different module presented each day for three consecutive days. Plan attending all three days in a row. Attendance must be approved by your department director.

- 1: June 28, 930-1130- Lean Six Sigma overview, forms of waste, 5S and visual control
- 2: June 29, 930-1230- Drive improvement using data, project definition, process mapping
- 3: June 30, 930-1230- Ishikawa (fishbone) diagramming, cause and effect (xy matrix), failure modes and effects analysis (FMEA)

## Recycle Coach App makes more recycling convenient

Have you downloaded the City of Kalamazoo's FREE Recycle Coach app yet? What are you waiting for? You can also try the Recycle Coach plug-in on the City's website that can be found at <http://www.kalamazoo.org/residents/recycling>. Do it!



## Staff Changes

### NEW HIRES

- Bevelyn Brown**, Service Lane Attendant
- Jason Beckwith**, Public Safety Officer I
- Caleb Jones**, Public Safety Officer I
- Ryan Roddie**, Public Safety Officer I
- Stephanie Alford**, Police Officer I
- Adrean Cole**, Police Officer I
- Aaron Dewaal**, Police Officer I
- Shelby Donaldson**, Clerk Cashier I
- Nicolina Dumont**, Clerk Cashier I
- Matthew Gernaat**, Public Safety Officer I
- Patrick Hillenbrand**, Police Officer I
- Bradley Kendall**, Police Officer I
- Kristopher Lockett Ollie**, Police Officer I
- Catrice Lockett**, Police Officer I
- Chelsey Omilian**, Police Officer I
- Petar Radenovic**, Police Officer I
- Demonte Spann**, Police Officer I
- Brendan Westrick**, Public Safety Officer I
- Ahmed Al Bayati**, Safety Coordinator
- Renata Burton**, Bus Driver PT
- Audra McNutt**, Bus Driver PT
- Greg Vlietstra**, Deputy Director for Support Services

### PROMOTIONS

- Eric Kemmer**, Redevelopment Coordinator
- Bradley Misner**, Executive Lieutenant
- Anthony Morgan**, Lieutenant 42 hr
- Rachel Blank**, Police Officer II
- Vernon Coakley**, Captain 42 hr
- Dewayne Davis**, Bus Driver FT
- Sean Gordon**, Lieutenant 42 hr
- Matthew Huber**, Executive Lieutenant
- Michael Kelley**, Sr Lieutenant 42 hr
- Dominique Morris**, Bus Driver FT
- Christopher Smith**, Utility Zone Foreperson
- Nathan Belen**, Public Safety Officer II 42 hr
- Daniel Boglitsch**, Public Safety Officer II 42 hr
- Gregory Day**, Public Safety Officer II 42 hr
- Glyn Hawkins**, Public Safety Officer II 42 hr
- Melinda Kendall**, Public Safety Officer II 42 hr
- Amir Killah**, Public Safety Officer II 42 hr
- Jerry Lobretto**, Public Safety Officer II 42 hr
- Joseph Marshall**, Public Safety Officer II 42 hr
- Nicholas Oliver**, Public Safety Officer II 42 hr
- Chelsea Parise**, Public Safety Officer II 42 hr
- Ryan Schipper**, Public Safety Officer II 42 hr
- Mordecai-Tobias Thornsburry**, Public Safety Officer II 42 hr
- Ondrea Townsend**, Public Safety Officer II 42 hr
- Malissa Drzick**, Laboratory Supervisor