

Allegan County Board of Commissioners



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

Jim Storey, Chairperson
Dean Kapenga, Vice Chairperson

BOARD PLANNING SESSION-AGENDA

*REVISION #1 - 4/25/23

Thursday, April 27, 2023, @ 3:00 PM
County Services Building, Board Room
Virtual Meeting Options Attached

DISTRICT 1

Jim Storey
616-848-9767
jstorey@
allegancounty.org

3:00 PM

CALL TO ORDER:

ROLL CALL:

OPENING PRAYER: Commissioner Dean Kapenga

PLEDGE OF ALLEGIANCE:

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

DISTRICT 2

Mark DeYoung
616-318-9612
mdeyoung@
allegancounty.org

DISTRICT 3

Dean Kapenga
616-218-2599
dkapenga@
allegancounty.org

DISCUSSION ITEMS:

1. 2023/27 Board Planning
2. *Payroll and Reporting Policy #306—adopt Revision (225-558)
3. *Travel and Training Policy #511—adopt Revision (225-558)
4. Administrative Update
 - a. 1st Quarter Capital Update—Valdis Kalnins, Project Manager

DISTRICT 4

Scott Beltman
616-292-1414
sbeltman@
allegancounty.org

OTHER ITEMS:

PUBLIC PARTICIPATION:

FUTURE AGENDA TOPICS:

1. 2023/27 Board Planning
2. Administrative Update
 - a. 2022 Annual Wellness Report and 1st Quarter 2023—Amy Doeden, Wellness Coordinator

DISTRICT 5

Gale Dugan
269-694-5276
gdugan@
allegancounty.org

ADJOURNMENT: Next Meeting—Thursday, May 11, 2023, 9:00 AM @ COUNTY SERVICES BUILDING, BOARD ROOM.

Please note that Regular and Special Meetings of the Board of Commissioners held in the Board Room are streamed live and recorded in accordance with the County's Live Stream & Publishing Recordings of Meetings Policy, which can be viewed on the County's website.

Your attendance constitutes your consent to audio/visual streaming and/or recording and to permit the County to broadcast your name/voice/image/content to a broader audience.

Mission Statement

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”



Allegan County Board of Commissioners

STEP 1: Connect to the Meeting

- OPTION 1: Zoom over Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 891 6032 7098, then #, then # again
- Type in Meeting Password: 42723, then #

- To raise your hand to speak, press *9
- To Mute and Unmute, press *6

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 2: Youtube

- Open Internet Explorer or Chrome
- Navigate to <https://www.youtube.com/channel/UCQIiZQstN2Pa57QAItAWdKA>
- Click on image of “Live” video

<STOP here>

You do not have to continue reading the rest of the instructions.

- OPTION 3: Zoom over Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/89160327098>
- Meeting Password: 42723

<Continue with the rest of the instructions>

STEP 2: Enter registration information

The screenshot shows a web browser window with the URL `zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbtUEg`. The page title is "Webinar Registration".

Registration details:

- Topic: BOC Meeting - 4/9/2020
- Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)

Registration form fields (marked as required with an asterisk):

- First Name *
- Last Name *
- Email Address *
- Confirm Email Address *

Below the form is a reCAPTCHA challenge with the text "I'm not a robot" and a "Join Webinar in Progress" button.

Four blue arrows with white text provide instructions:

1. Enter name and email
2. Click this box
3. Answer challenge question
4. Click when done.

The footer contains navigation links:

- About: Zoom Blog, Customers, Our Team, Why Zoom, Features, Careers, Integrations, Partners, Investors
- Download: Meetings Client, Zoom Rooms Client, Browser Extension, Outlook Plug-in, Lync Plug-in, iPhone/iPad App, Android App
- Sales: 1.888.799.9666, Contact Sales, Plans & Pricing, Request a Demo, Webinars and Events
- Support: Test Zoom, Account, Support Center, Live Training, Feedback, Contact Us, Accessibility

STEP 3: This Window will appear when connected.



STEP 4: Adjust audio settings (if needed)

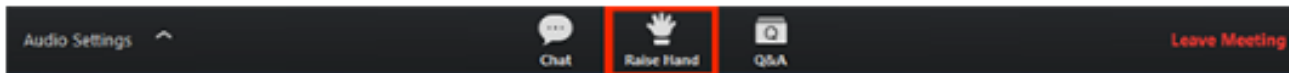
The image shows a Zoom meeting interface with the 'Settings' window open to the 'Audio' tab. A vertical black bar on the left side of the meeting window has a blue arrow labeled '1' pointing to it. A blue arrow labeled '2' points from the 'Audio' tab in the settings window to the meeting content area. The meeting content area displays the name 'Economic Development - Greg King, Director' and 'ADMINISTRATIVE REPORTS:'. Below this, it says 'CONSENT ITEMS:' followed by a list item: '1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)'. The 'Settings' window shows the 'Speaker' section with 'Test Speaker' selected and 'Remote Audio' in a dropdown menu. The 'Volume' slider is set to approximately 80%. The 'Microphone' section has 'Test Mic' selected. The 'Volume' slider is also set to approximately 80%. There are several checkboxes: 'Automatically adjust volume' (checked), 'Use separate audio device to play ringtone simultaneously' (unchecked), 'Automatically join audio by computer when joining a meeting' (unchecked), 'Mute my microphone when joining a meeting' (unchecked), 'Press and hold SPACE key to temporarily unmute yourself' (checked), and 'Sync buttons on headset' (checked). An 'Advanced' button is visible at the bottom right of the settings window. At the bottom of the meeting window, there are icons for 'Chat', 'Raise Hand', and 'Q&A'. The 'Audio Settings' label is visible at the bottom left of the meeting window.

STEP 5: Raise hand to be recognized to speak.

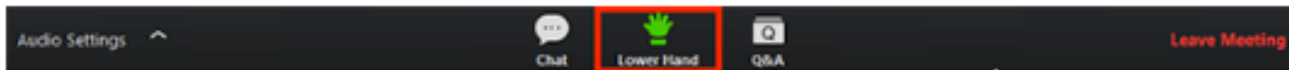
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

On bottom of screen.

1. Click **Raise Hand** in the Webinar Controls.



2. The host will be notified that you've raised your hand.
3. Click **Lower Hand** to lower it if needed.



STEP 6: To leave the meeting

The screenshot shows a Zoom meeting interface. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. In the top right corner, there is an "Enter Full Screen" button. The main content is a document viewer displaying a Microsoft Word document titled "BOC20200409_agenda [Compatibility Mode] - Word". The document header includes the "Allegan County Board of Commissioners" logo and contact information for Jim Storey and Gale Dugan. The agenda items are listed under "BOARD OF COMMISSIONERS MEETING - AGENDA", including District 1 through 4 details and a central list of items like "CALL TO ORDER", "ROLL CALL", "OPENING PRAYER", "PLEDGE OF ALLEGIANCE", "COMMUNICATIONS", "APPROVAL OF MINUTES", "PUBLIC PARTICIPATION", "ADDITIONAL AGENDA ITEMS", "PRESENTATIONS", "PROCLAMATIONS", "INFORMATIONAL SESSION", and "ADMINISTRATIVE REPORTS". At the bottom of the document viewer, it says "PAGE 1 OF 2 251 WORDS" and a zoom level of "100%". Below the document viewer is a dark Zoom meeting control bar with icons for "Audio Settings", "Chat", "Raise Hand", and "Q&A". A red "Leave Meeting" button is located in the bottom right corner of the control bar, with a large blue arrow pointing to it.

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

BOARD OF COMMISSIONERS—APPROVE 2023/27 COUNTY STRATEGIC PLAN

WHEREAS, on March 9, 2023, the Board of Commissioners (Board) reaffirmed the adoption of the 2023-27 Strategic Plan components as presented, along with carrying over various ongoing projects; and

WHEREAS, on April 13, 2023, the Board of Commissioners completed its Board strategic planning processing incorporating new initiatives such as the modernization of County Parks; and

WHEREAS, a new 2023/27 County Strategic Plan incorporates all the Board's directives.

THEREFORE BE IT RESOLVED the Board approves the 2023/27 County Strategic Plan; as attached.



Allegan County Board of Commissioners

2023-27 Strategic Plan

Approved: April 27, 2023

Allegan County Board of Commissioners

The Board of Commissioners (Board) provides leadership, policy direction, and funding for all County activities. The Board is currently comprised of 5 members; pictured below. The Board meets on the 2nd and 4th Thursdays of each month in the Board Room at 3283 122nd Avenue in Allegan.

Citizens can view the meeting schedule and details online at: www.allegancounty.org/connect/calendar/board-calendar. Instructions are also posted for citizens who wish to watch meetings live or participate virtually. Questions regarding the meetings can be answered at (269) 673-0239.

In lieu of speaking at a meeting, the public may contact a County Commissioner at any time via phone, email, or letter. Letters may be addressed to Allegan County Administration, 3283 122nd Avenue, Allegan, MI 49010.

District: Area of Representation: Commissioner:

District 1

- Fillmore Township
- Laketown Township
- Overisel Township
- Salem Township
- City of Holland

Jim Storey

344 W 35th Street
Holland, Michigan 49423
Ph: (616) 848-9767
Email: jstorey@allegancounty.org



County Commissioner since 2013

*Board Chairperson since 2019
Board Vice-chair 2014*

District 2

- Dorr Township
- Leighton Township
- Wayland Township
- City of Wayland

Mark DeYoung

4169 Hickory Street
Dorr, Michigan 49323
Phone: (616) 688-5619
Email: mdeyoung@allegancounty.org



County Commissioner since 2000

*Board Chairperson 2011-2016
Board Vice-Chair 2009*

District 3

- Casco Township
- Cheshire Township
- Clyde Township
- Ganges Township
- Lee Township
- Manlius Township
- Saugatuck Township
- City of Douglas
- City of Saugatuck
- City of South Haven
- City of Fennville

Dean Kapenga

5634 136th Avenue
Hamilton, Michigan 49419
Ph: (616) 218-2599
Email: dkapenga@allegancounty.org



County Commissioner since 2007

*Board Chairperson 2017-2018
Board Vice-Chair 2010; 2015-2016;
2022-2023*

District 4

- Allegan Township
- Heath Township
- Hopkins Township
- Trowbridge Township
- Valley Township
- Village of Hopkins
- City of Allegan

Scott Beltman

3110 130th Avenue
Hopkins, Michigan 49328

Phone: (616) 681-9413

Email: sbeltman@allegancounty.org

County Commissioner since 2023



District 5

- Gun Plain Township
- Martin Township
- Otsego Township
- Watson Township
- City of Otsego
- City of Plainwell
- Village of Martin

Gale Dugan

318 21st Street
Otsego, Michigan 49078

Phone: (269) 694-5276

Email: gdugan@allegancounty.org

County Commissioner since October 27, 2016

Board Vice-Chair 2019-2021



County Administrator

- Administration
- Central Dispatch
- Equalization
- Facilities Management
- Finance
- Health Department
- Human Resources
- Information Services
- Parks and Recreation
- Public Defender's Office
- Senior and Veterans Services
- Transportation

Robert J. Sarro

3283 122nd Avenue
Allegan, Michigan 49010

Phone: (269) 673-0239

Email: rsarro@allegancounty.org

Administrator since 2006



County of Allegan Strategic Plan

Components of strategic plans are defined in many different ways and are framed within many different models. There is no definitive “right” or “wrong” approach. The success of a strategic plan should be considered as what works for a specific organization and keeps it moving forward towards its vision and mission. The following definitions are not meant to define components from an industry standard perspective but rather how each is applied within the County’s plan.

The County of Allegan Strategic Plan consists of the following components, beginning with the broadest and most long-term elements to the most specific, short-range, and tactical activities:

Mission Statement: An overarching, timeless expression of the County’s purpose and aspiration, addressing both what the County seeks to accomplish and the manner in which the County seeks to accomplish it.

Allegan County shall plan, develop and evaluate the necessary policies and resources to ensure our county continues to progress and prosper.

Vision Statement: An aspiring description of what the County would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.

Allegan County is committed to providing our citizens superior and innovative services, being judicious and efficient in the expenditure of resources, and promoting a safe, clean, and healthy environment in which to live, work, and play.

Values: Shared attributes and behaviors that inform and guide our actions in delivering services.

Respect, Integrity, Commitment, and Honesty will serve as the foundation for all of our words, deeds, and actions in providing services to the citizens of Allegan County.

Respect

- We are committed to maintaining the dignity of everyone at all times. We value the differences in every individual and embrace these differences to build a stronger organization and community.

Integrity

- We are committed to being trustworthy and ethically self-governing. We will perform utilizing our individual and collective knowledge, skills and competencies in a manner which elicits trust from the individuals whom we serve.
- We are committed to being responsible and making responsible decisions. We will make impartial recommendations based on facts, knowledge and collective input.

Commitment

- We are committed to professionalism. We will advocate, pursue and support professional development. We will perform at the highest level of professional standards and at the highest degree of our capabilities collectively and individually.
- We are committed to our governmental mission and will implement governmental

services, ordinances and policies essential to the general welfare of Allegan County residents.

- We are committed to serving the greater good as an effective, efficient and unified county government. We are dedicated to improving the status and conditions of the County by serving those it represents.

Honesty

- We are committed to conducting all business in a truthful, transparent manner. We will learn from the truth and grow individually and collectively as an organization.

Goals (and Goal Statement): Goals identify the primary service or programmatic areas where the County will focus its strategic efforts. Goal Statements are broad, long-range “visions” for a significant area of the County's operations. It defines what the County must accomplish to achieve its mission. Implementation requires collaboration within and across programmatic clusters for achievement.

Strategic Priorities: Strategic priorities outline at a high level how the Goal will be accomplished. Strategic priorities should represent the significant direction that the County will undertake to achieve the Goal. Strategic priorities are seen as having, at least, a five-year horizon.

*The preceding components **require approval by the Board of Commissioners**, including any updates or revisions. As the components below are more business/implementation/action plans and may need to be revised on a more frequent, tactical basis based on experience or changed circumstances, they are provided for information purposes. Specific enabling actions may require Board action and will be brought forward at the appropriate time of implementation*

Objectives: Objectives transition the plan into action by providing general direction that will be taken and is able to be measured.

Tasks: Tasks outline the specific steps that will be taken to complete an objective. They are the most tactical component of the plan and provide the most significant level of detail (specific measurements, deadlines, responsible parties, etc.)

Measurements (trends): Measurements describe the specific results/outcomes expected by each action taken to carry out the plan. They enable evaluation to take place and are often the most overlooked and feared component of strategic plans. However, the County views every outcome as valuable, whether the expected result is achieved or not, in that it provides an opportunity to evaluate for continuous improvement. Therefore, measurements are critical to the County's success.



Allegan County Strategy Map

To achieve our vision and ensure Allegan County continues to progress and prosper, we MUST...

Provide valuable and necessary quality services to our
CUSTOMERS

- Deliver affordable and accessible services
- Engage and educate our citizenry
- Collaborate locally and regionally

Vision:
Provide our citizens superior and innovative services, be judicious and efficient in the expenditure of resources and promote a safe, clean and healthy environment in which to live, work and play.

Maintain our
FINANCIAL STABILITY

- Develop and maintain a balanced operational budget
- Maintain reserve funds
- Execute long-term financial planning



Support a united and
ENGAGED WORKFORCE

- Foster a positive, team-based work environment
- Employ and retain high-performing, quality employees
- Promote safety and wellness

Continuously improve our
PROCESSES

- Be efficient and cost effective
- Measure and learn from outcomes
- Seek and implement innovative solutions



Allegan County Board of Commissioner Approved Strategic Plan



2023 - 2027

STRATEGIC GOAL: Support a united and ENGAGED WORKFORCE

PRIORITY EE 2: Employ and retain high-performing, quality employees

OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
EE.2.1 Maintain employee labor relations					
By December 31, 2026, have 12 Collective Bargaining Agreements ratified, signed, and posted to the County's website.			Dec-26	Ongoing	
Maintain an accessible team site with full organizational access (Agendas, minutes, etc.)				Ongoing	
Continue proactive meetings (quarterly or more as needed) to gather input from employee groups and share information.				Ongoing	
	How do wages translate into quality of life/local economy?			Not started	Recruiting for personnel (particularly focus on public safety), ensure pay/benefits/culture is competitive and represents what both the county and employees (current and future) are looking to accomplish. (annual statement of benefits/value).
	Comparable county turnover			Not started	
	Engagement Survey			Not started	
	Study current workplace trends, needs, philosophies			Not started	

STRATEGIC GOAL: Continuously improve PROCESSES

PRIORITY CI 1: Be efficient and cost-effective

OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
CI.1.1 Facilities Master Plan			Dec-23	Ongoing	all facilities
CI.1.2 Courthouse and County Services Building Renovation			Dec-24	Ongoing	
	request for proposal for construction services in September		Sep-23	Not started	
CI.1.3 Development of Organization Energy Plan			Dec-27	Ongoing	To save energy reduce lost, Led implementation install SMART swiths or proximity Expand existing energy plan(s) to determine whether county gov't can take advantage of energy production options. Solar addition individual brings an building (perv).

STRATEGIC GOAL: Maintain FINANCIAL STABILITY						
PRIORITY FS.1: Develop and maintain a balanced operating budget						
	OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
FS.1.1	Annual Budget BOC Adopts Final Budget (P.A. 156 of 1851 MCL 46.1), Public Hearing, adopt millage, and general appropriations act. Based on the Uniform Budgeting Act, the budget shall be passed prior to the ensuing budget year. Michigan treasury manual states 1-2 months prior to the end of the fiscal year as a recommended timeline.			10/12/2023	Ongoing	Balance w/out reducing minimum fund balance levels. Compensation parameter within revenue. Determine whether voter-approved millage should be considered for increased to meet the cost of services. Adequately funding each department "needs and mandates".
		Set Road Commissioner	8/1/2023	10/12/2023	Not started	
		Set Elected Official & Deputy Salaries (Act 154 of 1879)	8/1/2023	10/26/2023	Not started	
		Set 2023 Co Millage Rates	5/1/2023	6/8/2023	Not started	
		2023 Tax Levies	9/1/2023	10/26/2023	Not started	
FS.1.2	Audit Provide financial structures and training that creates a culture of strong internal control, culminating in well-prepared workpapers/financial report with a clean audit opinion.				Ongoing	No audit findings of "material weakness" or "significant deficiency". No deficiency letters from the State.
PRIORITY FS.3: Execute long-term financial planning						
	OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
FS.3.1	Debt Elimination		Oct-21		Ongoing	
FS.3.2	Former Rock Tenn		Jan-21		Ongoing	BOC resolution to adopt Brownfield Plan

STRATEGIC GOAL: Provide valuable and necessary quality services to CUSTOMERS

PRIORITY CS.1: Deliver affordable and accessible services

OBJECTIVE(S)		TASK(S)	START	COMPLETE	STATUS	COMMENTS
CS.1.1	Parks and Recreation The current Parks plan expires at the end of 2024. As such, it is recommended in the 2019 and 2022 Citizen Survey and all of the Parks related comments from the Board Input Survey be referred to the Parks Department and Parks Advisory Board for evaluation of the current Parks plan. Recommendations may be formed for the Board's consideration in the form of changes to the Parks plan to address the survey results, including recommendations for funding.	Complete holistic plan for grants wifi & parks, Have a 5YR plan showing us how to improve our parks and way to collect financing threw grants and future growth.		Dec-24	Ongoing	
CS.1.2	Modernization of Parks	<p>Increase knowledge among the community and potential visitors of county places to visit.</p> <p>Wifi and facilities access.</p> <p>Work with state officials (governor, DNR, legislators), to gain greater variety of uses for this largest track of land in the county.</p> <p>All safe usable, to the public within, standard in being clean, kept up, people will want to come to, signage</p>		Dec-26	Not started	Funding strategy (millage, self-sustainable?, Assessment of current reality, what would the impact be based on different funding levels? Case studies from other parks systems Lobbying effort toward DNR, Connection within Parks Plan.
CS.1.3	Marketing of Parks, Recreation and Tourism	Hire a tourism advocate to market and develop an attraction plan for out-of-county visitors and develop relations with hospitality providers				<p>Funding strategy</p> <p>Integrated road/orv map/heritage marker</p> <p>Digital marketing (Visit Allegan App?)</p> <p>Data in the map pertinent to today's population</p> <p>Pilot of out of area marketing with measurable to track impact</p> <p>County road map for hand no energy required</p> <p>More people aware of what Allegan County has to offer</p> <p>We provide them as many media resources the – we have in our parks</p>
		Public up-to-date maping for county roads and attractions in both standard map size and the Z-maps format				
		Park Manager present updates at local units		Dec-23	Executing	

CS.1.4	Public Health	Service levels, fees/funding analysis			Not started	
CS.1.5	Access to Health Services	Presentation of current reality – what have we learned from CHNA and what measures are in the CHIP the county can be monitoring or assisting with at the Board level?		Dec-27	Not started	Metro Health West – larger facility; School grant program for access to wellness services
CS.1.6	Transportation	Current reality/annual report update since the incorporation of the additional funding.		Dec-26	Ongoing	Perhaps additional survey/input opportunity, Is there need for additional resources? Metro planning agencies? Increased marketing of what is already available? Outreach to other programs? How can commissioners assist with connections to other systems and general outreach/marketing?
		Follow-up to citizen annual report.		Dec-23		
CS.1.7	Accessibility of Recycling to West Side	West Side Inquiry – Heath location was closed, ensure chef site is sustainable and available?				
PRIORITY CS.3: Collaborate locally and regionally						
	OBJECTIVE(S)	TASK(S)	START	COMPLETE	STATUS	COMMENTS
CS.3.1	Broadband Wired Infrastructure Expansion Project Implement accessible availability of reliable internet connectivity, with a preference of broadband speeds (minimum 25mbps, desired 100mbps+, download)	all contracts by December 2024		Dec-24	Ongoing	ARPA Requirements
		expenditures complete by December 2026		Dec-26	Not started	
CS.3.2	Mobile Wireless Coverage Drop Zones			Dec-24	Not started	Gain an understanding of cellular data as a broadband action measure from cellular providers through BAW. If this item goes anywhere further, this would be transitioned over to Economic Development.

CS.3.3	DNR State Game Area	Research other models (e.g. northern counties) and what the State's current plans may be and willingness for change of use.		Dec-27	Not started	
		Address concerns to Natural Resources Commission and Legislature				
		Community Meetings (all stakeholders of multiple uses) to develop clear vision of what specific use we are requesting (ATV vs non-motorized use – equestrian, bike trails, many uses, nature area)				
		Utilize MAC Conference to inquire of Commissioner Mielke (Newaygo)				
CS.3.4	Water Quality and Availability Plan	all contracts by December 2024		Dec-24	Ongoing	ARPA Requirements
		expenditures complete by December 2026		Dec-26	Not started	
CS.3.5	Sustainable Business Park	Recycling coordinator review the work that has been done to date (with help from Dan Wedge), request, add any new insights. Advantages/Challenges.		Dec-26	Not started	Are we funding the match request? Board decisions to date have been to not fund it from ARPA. Tribe support to the project?

CS.3.6	Corridor Development	Organize presentations to the Board through district commissioner for planning sessions or special meetings or consider special board of commissioners meetings held in these particular districts to gain input.		Dec-27	Not started	Long-term planning, gain awareness from local leaders as to existing plans for development of these corridors.
		Independent study to outline the Growth/Needs relative to these areas (county perspective may impact transportation plans, support for federal/state funding, safety plans, economic development).				
CS.3.7	Calkins Dam	Chair Storey, and Commissioner Beltman are meeting with stakeholders and Chair Storey is working with MAC staff.		Dec-27	Monitoring	County has already provided two resolutions of support and has participated in related meetings (MAC, Consumers, other stakeholders). At this time, the project will be monitored through the resources above unless more specific actions become necessary.
CS.3.8	Housing	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.			Not started	
CS.3.9	Child Care	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.			Not started	
CS.3.10	PACE Program	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.			Not started	What exactly is the program, what would the county's role be, advantages/challenges, what if the County does not implement this?
CS.3.11	Domestic Violence and School Resource Officers	Schedule BOC presentation to inform on all existing efforts and plans on this topic and have Board identify any gaps.		Dec-26	Ongoing	EM plans, what is status of DV resources and SRO contracts?

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

PAYROLL AND REPORTING POLICY #306—ADOPT REVISION

BE IT RESOLVED, that the Allegan County Board of Commissioners hereby approves the revised Payroll and Reporting Policy #306, as attached, to be implemented immediately.

DRAFT



**ALLEGAN COUNTY
POLICY**

**TITLE: PAYROLL AND REPORTING
POLICY NUMBER: 306**

APPROVED BY: Board of Commissioners

EFFECTIVE DATE: ~~February 24, 2005~~ April 27, 2023

- 1. GENERAL:** Allegan County observes a bi-weekly payroll period, with each pay week starting on Monday and ending on Sunday. Information regarding an employee's address, deductions, tax exemptions, etc., is maintained by the Human Resources Department. Employee hours of work or paid time off are reported on the designated Payroll Certification form (timesheet) and paychecks are processed by the Human Resources Department and distributed by the Allegan County Treasurer.
- 2. EMPLOYEE INFORMATION:** Employees are responsible to ensure that accurate information is contained within their personnel file for purposes of payroll, government reporting and benefit records. Any changes or updates can be made by contacting the Human Resources Department or by completing the necessary forms and submitting them to the Human Resources Department (for example tax exemption forms). Changes to benefits or qualified dependents must be made within thirty (30) days of the qualifying event. Changes that will affect your payroll or deductions must be received in the Human Resources Department no later than the Wednesday prior to the pay period end date to be effective on that pay period.
- 3. DIRECT DEPOSIT:** Allegan County encourages all employees to participate in direct deposit of their bi-weekly payroll. Employees can elect up to six accounts for deposit of funds or automated payments, however when participating in direct deposit then Allegan County requires one hundred percent (100%) of the employee's earnings be deposited. Information and forms can be obtained in the Human Resources Department.
- 4. REPORTING HOURS OR LEAVE TIME:** All employees are required to submit a timesheet for purposes of accurate payroll reporting and processing. Timesheets shall be submitted and approved consistent with Human Resources and departmental procedures.

All per diem and mileage payment requests to be processed through payroll are encouraged to be submitted within the quarter the activity occurred; however, such requests must be submitted prior to or within the last payroll of the fiscal year during which the activity occurred.

Fraudulent reporting of hours, per diem, mileage processed through payroll and/or leave time will subject an employee to discipline up to and including termination and potential legal penalties. Supervisory approval for hours and/or leave time entered into the payroll system is required prior to the processing of payroll.

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

TRAVEL & TRAINING POLICY #511-ADOPT REVISION

BE IT RESOLVED, that the Allegan County Board of Commissioners hereby approves the revised Travel and Training Policy #511, as attached, to be implemented immediately.

DRAFT

**ALLEGAN COUNTY
POLICY**

**TITLE: TRAVEL AND TRAINING
POLICY NUMBER: 511**



APPROVED BY: Board of Commissioners

EFFECTIVE DATE: ~~March 8, 2018~~ April 27, 2023

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1. **GENERAL:** Allegan County supports employee training for work related purposes to the extent of the departmental budgets. Where employees are required to travel for work or work related training, reimbursement ~~will may be provided~~ requested. This policy addresses reimbursements requested through the Accounts Payable (non-payroll related) process. Policy #306 Payroll and Reporting applies to payroll processed reimbursements.
2. **MILEAGE:** Mileage reimbursement will be at the rate approved by the Allegan County Board of Commissioners through the Budget Policy. Non-exempt employees who are required to travel as part of their workday will be paid their normal wage for those hours spent in travel.
3. **TRAINING EXPENSE:** The cost of registration or fees to attend training or conferences is subject to each departmental budget and must be approved by the department head.
4. **MEALS/LODGING/TRANSPORTATION:** While on approved County business or training outside of Allegan County, an employee will be reimbursed for reasonable expenses for meals, transportation, and lodging, as established by the Board of Commissioners. Refer to the Budget Policy for travel/mileage requirements.
5. **OTHER EXPENSES:** Reasonable taxi fares are reimbursable as a means of travel from and to return to airports, and traveling between conference and hotel sites. Parking fees, phone calls for county business (including faxes), and automobile rental will also be reimbursed to the extent it is a reasonable and necessary expense.
6. **DOCUMENTATION AND REIMBURSEMENT:** Receipts must be attached to a County Travel Expense Voucher when submitted for audit and reimbursement. All requests for reimbursement are encouraged to be submitted within the quarter the activity occurred; however, any requests submitted after January 31st immediately following the fiscal year during which the activity occurred will be denied.
- 6.7. This provision does not include the purchase of alcoholic beverages, tobacco or any goods or services illegal in nature to unallowable by law, or in-room movies while on County business. Forms can be obtained by contacting the ~~Budget and~~ Finance Department.



2023 Capital Project Report - 1st Quarter

Status of Approved 2023 Capital Projects and Projects Remaining to be Completed from Previous Years								
	Projects	Unscheduled	Queued	Development	Contracting	Execution	Closure	Completed
Status at end of 2023								
Status at end of 3rd Quarter								
Status at end of 2nd Quarter								
Status at end of 1st Quarter	63	4	12	11	9	18	2	7
Status at start of 2023	63	4	27	6	4	17	5	0
Status at end of 2022	69	3	1	6	2	13	5	39
Status at end of 2021	60	0	0	1	5	19	5	30
Status at end of 2020	69	0	1	2	2	14	0	50
Status at end of 2019	59	0	0	1	6	10	2	40
Status at end of 2018	79	3	5	13	9	10	4	35
Status at end of 2017	65	8	2	6	5	9	0	35
Status at end of 2016	81	11	6	13	9	5	5	32
Status at end of 2015	65	12	0	5	4	16	4	24

Multi-Year CIP Project Data	Capital Project Funding Approved In:							TOTAL
	2013-2017	2018	2019	2020	2021	2022	2023	
Capital Projects:	149	38	32	48	41	40	33	381
Completed in 2013	10							10
Completed in 2014	23							23
Completed in 2015	24							24
Completed in 2016	32							32
Completed in 2017	35							35
Completed in 2018	14	21						35
Completed in 2019	5	12	23					40
Completed in 2020	4	4	7	35				50
Completed in 2021	1	0	1	6	22			30
Completed in 2022	1	1	1	3	13	20		39
Completed in 2023	0	0	0	1	2	4	0	7
Total Completed	149	38	32	45	37	24	0	325
Remaining to be Completed	0	0	0	3	4	16	33	56

Cumulative Project Metrics	Actual	# On Schedule	# On Budget	# In Scope	% On Schedule	% On Budget	% In Scope
1st Quarter Completed	7	1	7	6	14%	100%	86%
2nd Quarter Completed							
3rd Quarter Completed							
4th Quarter Completed							

Carryover Projects	Projected	Actual
Planned Projects	12	TBD
Unplanned Projects	1	TBD

Unplanned Projects (YTD)	1
Total Contracts Managed (YTD)	117
Unplanned Contracts (YTD)	13

On Schedule - Project execution was completed in the month that was projected when the project schedule was established.

On Budget - Project was completed within the approved project budget appropriations.

In Scope - Major project outcomes were clearly defined and met upon project completion.

Status of Projects with Budgets over 100K - 03/31/2023

Projects Sorted by Status, then Total Approved Funding

#	Project Site ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023
1	1130-22							HVAC Control System Replacement - All Buildings	2022	\$ 189,000	E	E	Done									
	Scope:	Replace HVAC control servers and software in each building as current system is nearing end of life for support.																				
	Update:	Project completed - all controls and the software have been successfully updated to a newer version.																				
2	16013-20							Dispatch CAD Upgrade	2020	\$ 160,000	Done											
	Scope:	Upgrade New World Computer Aided Dispatch System hardware and software.																				
	Update:	Project completed in January.																				
3	1002-21							Law Enforcement Body Cameras	2021	\$ 125,000	M	Done										
	Scope:	Purchase and deploy body cameras to Law Enforcement Deputies.																				
	Update:	Project fully implemented. Costs booked by Finance as a 2022 account payable to be held until final invoice received.																				
4	1062-22							Broadband Internet Expansion	2022	\$ 17,715,215	C	E	E									
	Scope:	Demolish abandoned buildings and remove foundations at the RockTenn Site in Otsego to allow future development on the site.																				
	Update:	A small amount of on-site work is expected to be concluded by the end of April with the project completed by the end of June.																				
5	1543-21A							RockTenn - Brownfield Site Demolition	2021	\$ 1,563,000	E	E	E									
	Scope:	Demolish abandoned buildings and remove foundations at the RockTenn Site in Otsego to allow future development on the site.																				
	Update:	A small amount of on-site work is expected to be concluded by the end of April with the project completed by the end of June.																				
6	1304-23							Pictometry Aerial Acquisition	2023	\$ 210,000	C	C	E									
	Scope:	Acquire updated oblique-view Pictometry Imagery of the entire County as part of the County's 5-year cycle for keeping imagery up to date.																				
	Update:	Contract finalized; acquisition planned for early April.																				
7	1509-22							Generator Replacement - Dispatch	2022	\$ 150,000	C	C	E									
	Scope:	Replace Generator which is at the end of its expected service life (20 years).																				
	Update:	Contract awarded; reviewing submittals; manufacturing lead time may be close to 12 months.																				
8	1247-22							Microsoft Office Upgrade 2022 & 2023	2022	\$ 130,000	E	E	E									
	Scope:	Upgrade Microsoft Office 2013 to the newest version or Microsoft Office.																				
	Update:	Roll-out of new version is near-complete.																				
9	13074-20							911 Radio System - Barry County Back-up	2016	\$ 120,230	E	E	E									
	Scope:	Related to the Radio System Replacement Project, this remaining item involves enabling Central Dispatch personnel to re-locate and stand-up dispatch operations at another location.																				
	Update:	Motorola, MPSCS and Dispatch continue to work through technology issues with Barry and Muskegon Counties to enhance back-up capabilities through the newer MCC-7100 consoles.																				
10	13074-20							911 Radio System - Enable GPS on CAD	2016	\$ 120,230	E	E	E									
	Scope:	Related to the Radio System Replacement Project, this remaining item involves enabling GPS locations of portable radios to show up on dispatch CAD maps to enhance location awareness.																				
	Update:	Motorola's affiliate has developed a new solution that is being beta tested in another County and could be deployed in Allegan. Motorola is still discussing solution with our CAD vendor.																				
11	1025-23							Construction Design Services - CH and CSB	2023	\$ 600,000	D	C	C									
	Scope:	Architectural services to develop construction drawings for the Courthouse and County Services Buildings, assist with bidding and award recommendation, provide construction administration.																				
	Update:	Contract negotiated, pending County review and signature.																				
12	1404-23A							Resurface Main Drive at County Services Complex	2023	\$ 250,000	X	D	C									
	Scope:	Resurface main drive into the County Services Complex.																				
	Update:	RFP released; bids due 4/3/23.																				
13	1400-23							Courthouse Heat Pump Replacement 2022 and 2023	2022	\$ 201,000	D	D	C									
	Scope:	Replace 25 remaining old heat pumps to complete the entire heat pump replacement cycle.																				
	Update:	RFP released; bids due 4/3/23.																				
14	1130-23							YH HVAC System Replacement	2023	\$ 100,000	X	D	C									
	Scope:	Replace oldest of 7 HVAC systems at the Youth Home.																				
	Update:	RFP released; bids due 4/10/23.																				

Status of Projects with Budgets over 100K - 03/31/2023

Projects Sorted by Status, then Total Approved Funding

#	Project Site ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023			
15	1117-23							Carpet Replacement - Dispatch	2023	\$ 100,000		D	C												
	Scope: Replace all carpet in the Central Dispatch building.																								
	Update: RFP released; bids due 4/20/23.																								
16	1509-22							Generator Replacement - Human Services Building	2023	\$ 160,000		D	D												
	Scope: Replace Generator which has passed the end of its expected service life (20 years).																								
	Update: RFP being developed for release in April.																								
17	1042-23							Storage Area Construction - Transportation	2023	\$ 498,205															
	Scope: Make an addition to the Transportation building to increase storage space available for bus parts and repair/maintenance equipment																								
	Update: Will begin developing an RFP for architectural design services once MDOT funding is approved in September.																								
18	1175-20							Emergency Siren Activation Solution	2020	\$ 100,000	TBD	Ongoing Evaluation and Scoping of Options													
	Scope: Research and implement an alternate method to for siren activation that does not rely on maintaining any VHF infrastructure.																								
	Update: Siren activation equipment installed and successfully tested at Dumont. However, technology to send alerts to cell phones is becoming a viable county-wide solution and could be much less costly.																								
19	11204-18							Old Animal Shelter Demolition	2022	\$ 100,000	TBD	Waiting for Plans from Wishbone													
	Scope: Demolish old Animal Shelter to allow placement of new modular structure.																								
	Update: Project currently on hold pending receipt of a project timeline and modular structure specifications from Wishbone.																								

Project Budget Status as of 03/31/2023

#	Project ID	Project Name	Project Year	Appropriation: Initial	Additional	Approved	Expenditures	Committed	Remaining	Unused	Project Completed?
	#401	PUBLIC IMPROVEMENT FUND									
1	1025-23	Construction Design Services - CH and CSB	2023	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000	\$ -	No
2	1440-23A	2023 Vehicles - Sheriff - Replace 8 Patrol Utility	2023	\$ 348,000	\$ -	\$ 348,000	\$ -	\$ -	\$ 348,000	\$ -	No
3	1404-23A	Resurface Main Drive at County Services Complex	2023	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000	\$ -	No
4	1304-23	Pictometry Aerial Acquisition	2023	\$ 210,000	\$ -	\$ 210,000	\$ -	\$ 205,040	\$ 4,960	\$ -	No
5	1400-22	CH Heat Pump Replacements - 2022 and 2023	2022	\$ 201,000	\$ -	\$ 201,000	\$ -	\$ -	\$ 201,000	\$ -	No
6	1509-23	Generator Replacement - Human Services Bldg	2023	\$ 160,000	\$ -	\$ 160,000	\$ -	\$ -	\$ 160,000	\$ -	No
7	1130-22	HVAC Control System Replacement - County	2022	\$ 150,000	\$ (12,000)	\$ 138,000	\$ 136,638	\$ -	\$ -	\$ 1,362	Yes
8	1247-22	Microsoft Office Upgrade 2022 and 2023	2022	\$ 130,000	\$ -	\$ 130,000	\$ -	\$ -	\$ 130,000	\$ -	No
9	1002-21	Law Enforcement Body Cameras	2021	\$ 140,000	\$ (15,000)	\$ 125,000	\$ -	\$ 121,756	\$ -	\$ 3,244	Yes
10	1440-22F	2022 Vehicles - Sheriff Trucks - Replace 4	Done	\$ 113,489	\$ -	\$ 113,489	\$ 113,489	\$ -	\$ -	\$ -	Yes
11	1440-23B	2023 Vehicles - Equip 10 Sheriff's Vehicles	2023	\$ 108,000	\$ -	\$ 108,000	\$ -	\$ -	\$ 108,000	\$ -	No
12	1133-22A	Old Animal Shelter Demolition	2022	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No
13	1440-22I	2022 Vehicles - Court Vans - Replace 2	2022	\$ 97,158	\$ -	\$ 97,158	\$ -	\$ -	\$ 97,158	\$ -	No
14	1124-23	Courthouse Roof Replacement - Section 3	2023	\$ 80,000	\$ 16,000	\$ 96,000	\$ -	\$ 87,442	\$ 8,558	\$ -	No
15	1126-23	Scan Marriage, Death and Discharge Records	2023	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ -	\$ 85,000	\$ -	No
16	1125-22	Facilities Master Plan	2022	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ 47,058	\$ 32,942	\$ -	No
17	1509-23	Generator Replacement - County Services Bldg	2023	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000	\$ -	No
18	1126-22	Scan Civil and Criminal Court Files - 2022 - CIP	2022	\$ 70,000	\$ -	\$ 70,000	\$ 2,533	\$ -	\$ 67,467	\$ -	No
19	1107-22	UPS Replacement - CSB	2022	\$ 45,000	\$ 15,000	\$ 60,000	\$ -	\$ 58,702	\$ 1,298	\$ -	No
20	1112-23	Records Scanning - Environmental Health	2023	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000	\$ -	No
21	1039-23	Duty Weapon Replacement - Sheriff	2023	\$ 55,000	\$ -	\$ 55,000	\$ -	\$ 52,428	\$ 2,572	\$ -	No
22	1440-22G	2022 Vehicles - Sheriff Transport - Replace 1	2022	\$ 54,003	\$ -	\$ 54,003	\$ -	\$ -	\$ 54,003	\$ -	No
23	1440-22D	2022 Vehicles - Equip 10 Sheriff's Vehicles	2022	\$ 52,024	\$ -	\$ 52,024	\$ 12,321	\$ -	\$ 39,703	\$ -	No
24	1440-23C	2023 Vehicles - Sheriff - Replace 2 Vehicles - Detectives	2023	\$ 51,000	\$ -	\$ 51,000	\$ -	\$ -	\$ 51,000	\$ -	No
25	1396-21	Water and Sewer Asset Mgmt Plan	2021	\$ 50,000	\$ -	\$ 50,000	\$ 37,005	\$ 12,995	\$ -	\$ -	No
26	1426-22	CH Radio Coverage Enhancement	2022	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 47,207	\$ 2,793	\$ -	No
27	1040-23	SWAT Vest Replacement - Sheriff	2023	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ -	No
28	1121-23	Building Wireless System Upgrade	2023	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000	\$ -	No
29	1404-23	Pavement Maintenance 2023 - County	2023	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
30	1119-23	Furniture Replacement	2023	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
31	1126-21A	District Court Microfilm	2021	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	No
32	1317-23	Copier Replacements	2023	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 17,476	\$ 7,524	\$ -	No
33	1044-23	Enterprise FOIA Management Solution	2023	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	No
34	1357-23	Cost Allocation Plan for Vehicles	2023	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	No
35	1128-22	Animal Shelter Alarm Panel	2022	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ 13,570	\$ 6,430	\$ -	No
36	1118-23	Inmate Corridor Renovation - Courthouse	2023	\$ 20,000	\$ -	\$ 20,000	\$ 720	\$ 588	\$ 18,692	\$ -	No
37	1514-23	File Server Replacement	2023	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No
38	1396-23	Well #3 - Clean and Overhaul	2023	\$ 13,000	\$ -	\$ 13,000	\$ -	\$ -	\$ 13,000	\$ -	No
39	1206-21	MCT Replacement (County)	2021	\$ -	\$ 10,000	\$ 10,000	\$ 7,758	\$ -	\$ -	\$ 2,242	Yes
		TOTALS FOR #401 - PUBLIC IMPROVEMENT FUND		\$ 3,557,674	\$ 164,000	\$ 3,721,674	\$ 310,464	\$ 664,262	\$ 2,740,100	\$ 6,848	
	#104	LOCAL GOVERNMENT REVENUE SHARING									
40	1543-21	RockTenn - Demolition Consultant	2021	\$ -	\$ 63,000	\$ 63,000	\$ 59,520	\$ 250	\$ 3,231	\$ -	No
41	1009-22	Heritage Trail Sign Replacement	2023	\$ 26,000	\$ -	\$ 26,000	\$ -	\$ -	\$ 26,000	\$ -	No
42	1404-22	Pavement Maintenance 2023 - Parks	2023	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	No
43	1019-23	Replace Three Parks Trailers	2023	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	No
44	1019-23A	Snow Plow Attachment for Parks Truck	2023	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
45	1016-21	Move Utility Pole at Dumont Lake	2023	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
		TOTALS FOR #104 - LOCAL GOV REVENUE SHARING		\$ 91,000	\$ 63,000	\$ 154,000	\$ 59,520	\$ 250	\$ 94,231	\$ -	

Project Budget Status as of 03/31/2023

#	Project ID	Project Name	Project Year	Appropriation: Initial	Additional	Approved	Expenditures	Committed	Remaining	Unused	Project Completed?	
	#208	PARKS FUND BALANCE										
46	1016-21A	West Side Park Stairs / Beach Access - Engineering	2021	\$ -	\$ 15,500	\$ 15,500	\$ 14,602	\$ 898	\$ -	\$ -	No	
		TOTALS FOR #208 - PARKS FUND BALANCE		\$ -	\$ 15,500	\$ 15,500	\$ 14,602	\$ 898	\$ -	\$ -		
	#288	TRANSPORTATION GRANT										
47	1042-23	Storage Area Construction - Transportation	2023	\$ 498,205	\$ -	\$ 498,205	\$ -	\$ -	\$ 498,205	\$ -	No	
48	1509-22	Generator Replacement - Transportation	2022	\$ 55,000	\$ (2,753)	\$ 52,247	\$ -	\$ -	\$ 52,247	\$ -	No	
49	1130-22	HVAC Control System Replacement - ACT	2022	\$ 20,000	\$ -	\$ 20,000	\$ 16,278	\$ -	\$ -	\$ 3,722	Yes	
50	1404-22	Pavement Maintenance 2023 - Transportation	2023	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	No	
		TOTALS FOR #288 - TRANSPORTATION GRANT		\$ 575,205	\$ (2,753)	\$ 572,452	\$ 16,278	\$ -	\$ 552,452	\$ 3,722		
	#492	CHILD CARE CAPITAL										
51	1130-21	YH HVAC System Replacement 2023	2023	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No	
52	1130-22	HVAC Control System Replacement - YH	2022	\$ 15,000	\$ -	\$ 15,000	\$ 11,765	\$ -	\$ -	\$ 3,235	Yes	
53	1404-23	Pavement Maintenance 2023 - Youth Home	2023	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	No	
		TOTALS FOR #492 - CHILD CARE CAPITAL		\$ 120,000	\$ -	\$ 120,000	\$ 11,765	\$ -	\$ 105,000	\$ 3,235		
	#496	CENRTAL DISPATCH CIP										
54	16013-20	Dispatch CAD Upgrade	2020	\$ 160,000	\$ -	\$ 160,000	\$ 118,049	\$ -	\$ -	\$ 41,951	Yes	
55	1509-22	Generator Replacement - Dispatch	2022	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 101,435	\$ 48,565	\$ -	No	
56	13074-20	911 Radio System - Barry County Back-up	2020	\$ 120,230	\$ -	\$ 120,230	\$ -	\$ -	\$ 120,230	\$ -	No	
57	13074-20	911 Radio System - Enable CAD GPS	2020	\$ 120,230	\$ -	\$ 120,230	\$ -	\$ -	\$ 120,230	\$ -	No	
58	1117-23	Carpet Replacement - Dispatch	2023	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No	
59	1175-20	Emergency Siren Activation Solution	2020	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No	
60	1130-23A	Replace HVAC Systems - Dispatch	2023	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -	No	
61	1105-22	911 Workstation Phone Upgrades	2022	\$ 22,000	\$ 44,000	\$ 66,000	\$ 65,896	\$ -	\$ -	\$ 104	Yes	
62	1130-22	HVAC Control System Replacement - Dispatch	2022	\$ 16,000	\$ -	\$ 16,000	\$ 15,154	\$ -	\$ -	\$ 846	Yes	
63	1107-23	UPS Battery Replacement - Dispatch	2023	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ -	\$ 8,000	\$ -	No	
64	1404-23	Pavement Maintenance 2023 - Dispatch	2023	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	No	
		TOTALS FOR #496 - CENTRAL DISPATCH CIP		\$ 873,459	\$ 44,000	\$ 917,459	\$ 199,099	\$ 101,435	\$ 574,024	\$ 42,901		
	#VARIOUS	OTHER CAPITAL PROJECTS										
65	1543-21A	Broadband Internet Expansion	2022	\$ 17,715,215	\$ -	\$ 17,715,215	\$ -	\$ -	\$ 17,715,215	\$ -	No	
66	1543-21A	RockTenn - Site Demolition	2021	\$ 1,500,000	\$ -	\$ 1,500,000	\$ 1,415,073	\$ 21,297	\$ 63,630	\$ -	No	
67	1440-23D	2023 Vehicles - Sheriff - 3 Local Contract Patrol	2023	\$ 165,750	\$ -	\$ 165,750	\$ -	\$ -	\$ 165,750	\$ -	No	
68	1126-22	Scan Civil and Criminal Court Files - 2022 - CESF	2022	\$ 63,190	\$ -	\$ 63,190	\$ 63,190	\$ -	\$ -	\$ -	Yes	
69	1133-22	Shelter Outdoor Dog Kennels	2022	\$ 45,000	\$ -	\$ 45,000	\$ 928	\$ -	\$ 44,072	\$ -	No	
70	1509-22C	OnPoint Generator	2022	Not Applicable - Project costs budgeted by OnPoint and OnPoint is being billed directly.								No

Notes: Total number of projects may not match the summary as some projects are counted once in the summary but may be represented here by several rows to account for multiple funding sources.

Project Schedule and Status as of 03/31/2023

#	Project Site	S	D	C	E	M	F	Project Name	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	On Time	In Budget	In Scope
PROJECTS COMPLETED																							
1	16013-20							Dispatch CAD Upgrade	Done												No	Yes	Yes
2	1440-22F							2022 Vehicles - Sheriff Trucks - Replace 4	Done												No	Yes	Yes
3	1105-22							911 Workstation Phone Upgrades	M	Done											No	Yes	Yes
4	1002-21							Law Enforcement Body Cameras	M	Done											No	Yes	Yes
5	1206-21							MCT Replacement (County)	E	Done											No	Yes	No
6	1126-22							Scan Civil and Criminal Court Files - 2022 - CESF Portion	E	M	Done										Yes	Yes	Yes
7	1130-22							HVAC Control System Replacement - County	E	E	Done										No	Yes	Yes
8	1130-22							HVAC Control System Replacement - Youth Home	E	E	Done												
9	1130-22							HVAC Control System Replacement - Dispatch	E	E	Done												
10	1130-22							HVAC Control System Replacement - Transportation	E	E	Done												
PROJECTS IN MONITORING / CLOSURE																							
11	1440-22D							2022 Vehicles - Equip 10 Sheriff's Vehicles	E	M	M												
12	1126-22							Scan Civil and Criminal Court Files - 2022 - CIP Portion	E	M	M												
13	1016-21A							West Side Park Beach Access - Phase I	M	M	M												
14	1440-23A							2023 Vehicles - Sheriff - Replace 8 Patrol Utility - Part I	C	E	E												
PROJECTS IN EXECUTION																							
15	1543-21							RockTenn - Demolition Consultant	E	E	E										No		
16	1543-21A							RockTenn - Site Demolition	E	E	E										No		
17	1128-22							Animal Shelter Alarm Panel	C	E	E												
18	1396-21							Water and Sewer Asset Mgmt Plan	E	E	E										No		
19	1426-22							CH Radio Coverage Enhancement	E	E	E												
20	1118-23							Inmate Corridor Renovation - Courthouse	E	E	E												
21	1247-22							Microsoft Office Upgrade 2022 and 2023	C	E	E												
22	1107-22							UPS Replacement - CSB	E	E	E												
23	1039-23							Duty Weapon Replacement - Sheriff - Part I	D	C/E	E												
24	1304-23							Pictometry Aerial Acquisition	C	C	E												
25	1124-23							Courthouse Roof Replacement - Section 3	D	C	E												
26	1440-23D							2023 Vehicles - Sheriff - 3 Local Contract Patrol	E	E	E												
27	13074-20							911 Radio System - Barry County Back-up	E	E	E										No		
28	13074-20							911 Radio System - Enable CAD GPS	E	E	E										No		
29	1317-23							Copier Replacements - Part I		C	E												
30	1125-22							Facilities Master Plan	E	E	E												
31	1440-23B							2023 Vehicles - Equip 10 Sheriff's Vehicles	E	E	E												
32	1112-23							Records Scanning - Environmental Health	E	E	E												
33	1509-22A							Generator Replacement - Dispatch	C	C	E												
34	1062-22							Broadband Internet Expansion	C	E	E												
PROJECTS IN CONTRACTING																							
35	1019-23							Replace Three Parks Trailers		D	C												
36	1400-23							CH Heat Pump Replacements - 2022 and 2023	D	D	C												
37	1404-23A							Resurface Main Drive at County Services Complex	X	D	C												
38	1130-23							YH HVAC System Replacement	X	D	C												
39	1117-23							Carpet Replacement - Dispatch		D	C												
40	1039-23							Duty Weapon Replacement - Sheriff - Part II			C												
41	1025-23	X						Construction Design Services - CH and CSB	D	C	C												
42	1509-22B							Generator Replacement - Transportation	D	C	On Hold - No Bids Received												

X = Unplanned Project

Project Schedule and Status as of 03/31/2023

PROJECTS IN DEVELOPMENT																								
43	1126-21A					District Court Microfilm	X	X	X														No	
44	1509-22C					New Generator - OnPoint	D	D	D															
45	1133-22					Shelter Outdoor Dog Kennels	X	X	X															
46	1010-23					Move Utility Pole at Dumont Lake		D	D															
47	1509-23					Generator Replacement - Human Services Bldg		D	D															
48	1509-23					Generator Replacement - County Services Bldg		D	D															
49	1404-23					Pavement Maintenance - County			D															
50	1404-23					Pavement Maintenance - Youth Home			D															
51	1404-23					Pavement Maintenance - Dispatch			D															
52	1404-23					Pavement Maintenance - Transportation			D															
53	1404-23					Pavement Maintenance - Parks			D															
54	1440-23C					2023 Vehicles - Sheriff - Replace 2 Vehicles - Detectives			D															
55	1440-23A					2023 Vehicles - Sheriff - Replace 8 Patrol Utility - Part II			D															
56	1317-23					Copier Replacements - Part II		D	D															
57	1044-23					Enterprise FOIA Management Solution			D															
PROJECTS SCOPED AND QUEUED																								
58	1040-23					SWAT Vest Replacement - Sheriff	X	X	X															
59	1357-23					Cost Allocation Plan for Vehicles		X	X															
60	1041-23					Heritage Trail Sign Replacement		X	X															
61	1396-23					Well #3 - Clean and Overhaul			X															
62	1130-23A					Replace HVAC Systems - Dispatch			X															
63	1121-23					Building Wireless System Upgrade																		
64	1514-23					File Server Replacement																		
65	1107-23					UPS Battery Replacement - Dispatch																		
66	1119-23					Furniture Replacement																		
67	1126-23					Scan Marriage, Death and Discharge Records																		
68	1019-23A					Snow Plow Attachment for Parks Truck																		
69	1042-23					Storage Area Construction - Transportation																		
UNSCHEDULED, UNFUNDED AND/OR UNSCOPED MID-YEAR PROJECTS																								
70	1440-22I					2022 Vehicles - Court Vans - Replace 2	TBD	Ford isn't taking orders at this time																
71	1440-22G					2022 Vehicles - Sheriff Transport - Replace 1	TBD	Ford isn't taking orders at this time																
72	1133-22A					Old Animal Shelter Demolition	TBD	Waiting for Plans from Wishbone																
73	1175-20					Emergency Siren Activation Solution	TBD	Ongoing Evaluation and Scoping of Options																No

X = Unplanned Project