



# Administrator's Digest

December 18, 2023

## A Note From the Administrator

The holiday season is a great time for reflection and gratitude. Allegan County has much to be grateful for, with 24 Townships, 9 Cities, and 2 Villages across nearly 900 square miles. The landscapes range from the lakeshore to beautifully wooded lands, our County's natural resources are a gift to be treasured. Allegan County businesses, citizens, and employees are world-class, and we remain a welcoming, closely-knit community.



I thank the employees and volunteers of Allegan County Government and their supportive families for their continued service throughout 2023. A common thread among the Allegan County Team is a strong desire to serve and be part of something meaningful.

County strategic plans are in place with this shared, forward-looking vision. I look forward to the new opportunities and challenges 2024 will bring and am excited about the bright future of this county.

I wish all citizens, employees, volunteers, local units, businesses, guests, and other community partners a Safe and Happy Holiday Season. Together, we have earned a top spot as one of the fastest-growing counties in Michigan. Your collective engagement will continuously improve our services and keep Allegan County a "...safe, clean, and healthy environment in which to live, work, and play."

Sincerely,

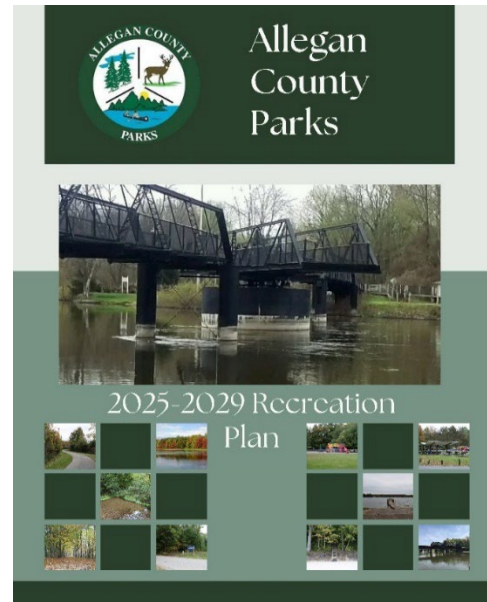
Robert J. Sarro

## IN THIS ISSUE:

5-Year Recreation Plan,  
Senior Services/The Big Red Quilters Guild,  
Current Open Positions,  
Courthouse Statue Move,  
And MORE!

# Services

**Allegan County's 5-Year Recreation Plan** – To be eligible to apply for available funding, a community must have an approved 5-Year Plan on file with the Department of Natural Resources (DNR). Allegan County's 5-Year Recreation Plan will expire on December 31, 2024. The Parks Advisory Board will review overall goals and objectives and update the plan over the next year. To gain a complete understanding of recreation opportunities in the area, the County is surveying all of the communities, park users, and visitors of Allegan County. Please take a few minutes to complete the survey; click this [link](#) provided. Your participation will help us to create a meaningful plan. As this planning process continues, more information will be shared with the Board and the public. Feel free to contact Brandy Gildea, Parks Manager, at (269) 673-0378 or [bgildea@allegancounty.org](mailto:bgildea@allegancounty.org).



**Senior Services** – On October 20, 2023, provider training was held for internal staff and contracted service providers from In-Home Supports, Adult Day Care, Home Delivered Meals, Personal Emergency Response Systems, and Senior Transportation. Conducted biannually, this unique opportunity covers customer service, service level expectations, client/provider concerns, best practices, and set goals for 2024 service delivery.

The [Big Red Quilters Guild](#) (BRQG) has been sewing beautiful, unique, quilted placemats since May 2023 to produce 375 for the County's Home Delivered Meals Program. The BRQG reached out to Senior Services with wishes to donate the placemats and brighten the holiday spirit of Home Delivered Meal clients. Community Action of Allegan County, the contracted provider for meal delivery, will deliver the mats with meals in December.



Pictured above (left to right): Ashley Dever, Allegan County Senior Services Counselor; Barb Sucher, President of BRQG; Robert J. Sarro, Allegan County Administrator; Jen Garcia, Allegan County Senior & Veteran Services Director.

For more information, contact Jen Garcia, Director of Senior and Veteran Services, at (269) 686-5144 or [jgarcia@allegancounty.org](mailto:jgarcia@allegancounty.org).



# Services

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**Veterans Funding** – Allegan County is fortunate to have a well-established Veterans Relief Fund (VRF) Committee that works to ensure that all eligible veterans receive support with emergency assistance in times of crisis. With colder weather approaching and an un-easy economic climate, local veterans can struggle to make ends meet. The VRF provides emergency assistance to honorably discharged veterans and their families for utility shut off, mortgage or rent payments, and other emergent financial needs. Thus far, in 2023, Veteran Services processed 42 VRF applications to qualified veterans and their families, funding more than \$40,000 in emergency aid.

The County has received renewed annual grant funding to provide Meijer Food Vouchers for qualified Veteran families experiencing food insecurity. In 2023, 537 Meijer Food Vouchers were distributed, totaling approximately \$72,700 in funding. Enhanced changes to the 2024 program run by Meijer will include using Meijer Food Only Gift Cards over Meijer Food Vouchers. The food vouchers were single-use paper vouchers, as the new gift cards can be used multiple times until the balance is depleted. Program announcements were sent out in early November, and Meijer food commodity gift cards are on order for County veteran assistance.



Scan QR code (left) to access the 2024 application for assistance or complete it online (<https://survey.alchemer.com/s3/7316480/MEIJER-FY-2024>). For more information, contact Jen Garcia, Director of Senior and Veteran Services, at (269) 686-5144 or [jgarcia@allegancounty.org](mailto:jgarcia@allegancounty.org).

**Public Health Newsletter** (Last Updated 11/22/23) – Public Health shares bi-weekly e-newsletters with the community. These community newsletters include information from community partners, community spotlights, public health news/related topics, and COVID-19 topics like wastewater surveillance, testing information, and other preventative education/tools. The most recent Community Newsletter was published on 12/13/2023.

([https://mailchi.mp/allegancounty/achd\\_update\\_12132023](https://mailchi.mp/allegancounty/achd_update_12132023)).

Previous Community Newsletters can be found at <https://www.allegancounty.org/health/health-department-news> or <https://bit.ly/3Ujuc8z>. For more information, please contact Lindsay Maunz, Planning and Preparedness Manager, at (269) 686-4515 or [lmaunz@allegancounty.org](mailto:lmaunz@allegancounty.org).

**Allegan County Community Health Survey** – Public Health, in partnership with Polco and the [2022-2025 Community Health Improvement Plan \(CHIP\)](#) Steering Committee, opened the 2023 Allegan County Community Health Survey (CHS) to **all** Allegan County residents aged 18 and older. Public Health sent out a [Press Release](#) on November 8 announcing the survey opening to all residents and promoted the survey until it closed on November 27. Polco will draft a final report, which will be published by January 2024.

For more information, please contact Lindsay Maunz, Planning and Preparedness Manager, at (269) 686-4515 or [lmaunz@allegancounty.org](mailto:lmaunz@allegancounty.org) or Health Officer Angelique Joynes at [ajoynes@allegancounty.org](mailto:ajoynes@allegancounty.org).





# Services

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**Transportation** participated in the following events to bring more service awareness to communities within the County:

Cards in the Park – A 40-year-old tradition, Cards in the Park returns for another year in Hicks Park in downtown Plainwell. Each year, the City of Plainwell invites residents, businesses, and community organizations to create giant life-sized cards to be displayed from the day after Thanksgiving through the end of the year. This is the first time County Transportation will participate in this annual tradition. The artwork features an Allegan County Transportation bus (pictured below). It was created on a 4'x8' sheet of plywood and was designed and painted by Stacy Todd, Transportation Program Coordinator.



Parade Participation – County Transportation participated in three different holiday parades. The first parade occurred in Allegan on December 1, weaving through downtown on the newly renovated roads. On December 2, the bus appeared in the Wayland and Otsego parades.



For more information, please contact Stacy Todd, Program Coordinator, at (269) 673-0206 or [stodd1@allegancounty.org](mailto:stodd1@allegancounty.org).

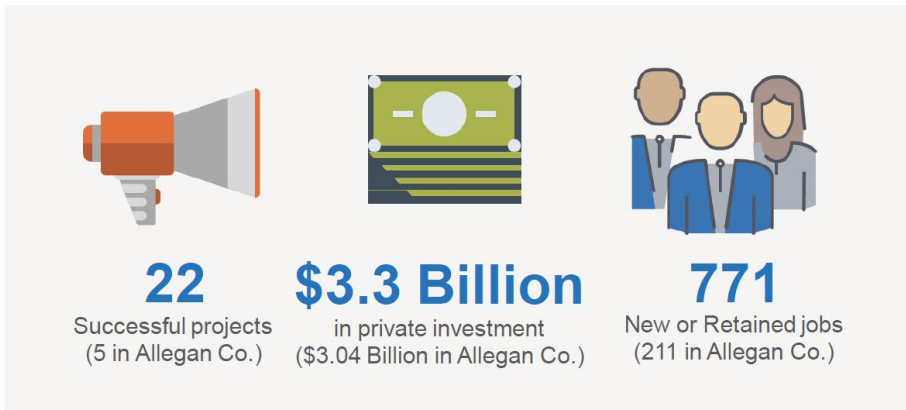
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# Services

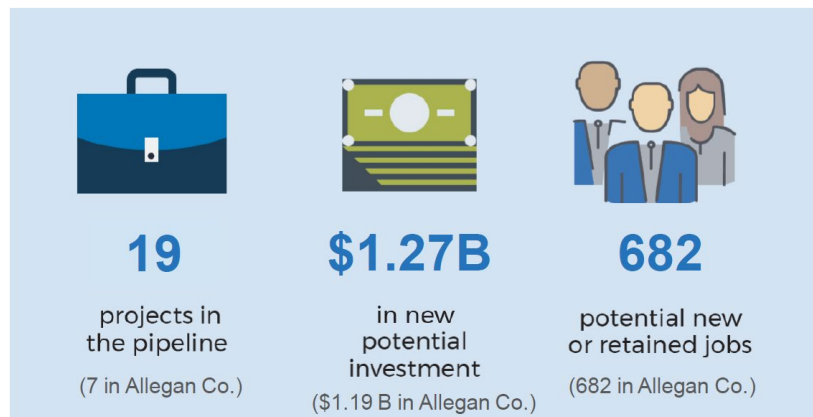
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**Economic Development 4th Quarter Update** – On December 6, Lakeshore Advantage provided the 4th quarter update to the County’s Economic Development Commission Meeting. The report highlights the activity as of December 2023; Attachment A. Lakeshore Advantage shared the 2023 Industry Trends Report, found at [www.lakeshoreadvantage.com](http://www.lakeshoreadvantage.com). For more information, please contact Dan Wedge, Executive Director of Services, at (269) 686-4529, [dwedge@allegancounty.org](mailto:dwedge@allegancounty.org) or Mandy Cooper, Vice President, Strategic Initiatives, Lakeshore Advantage (616) 772-5226 ext. 202 or [amanda.cooper@lakeshoreadvantage.com](mailto:amanda.cooper@lakeshoreadvantage.com).

## SUCCESSES TO DATE



## PROJECT PIPELINE



# Engagement



**31**

## CURRENT OPEN POSITIONS

Position	Department	Current Status
Administrative Assistant/Receptionist	Public Defender	Unfilled
Legal Specialist	Public Defender	Unfilled
Administrative Specialist	Sheriff's Office	Unfilled
Deputy Sheriff	Sheriff's Office	Unfilled
Deputy Sheriff Township Main	Sheriff's Office	Unfilled
Assistant Prosecuting Attorney (3)	Prosecuting Attorney Office	Unfilled
Community Services Officer – PT32	Sheriff's Office – Corrections	Unfilled
Detective (2)	Sheriff's Office	Promotion effective 12/4/23
Drain Maintenance Technician	Drain Office	Unfilled
Telecommunicator Supervisor	Central Dispatch	Unfilled
Telecommunicator (2)	Central Dispatch	Unfilled
Youth Specialist	Youth Home	Unfilled
Animal Caretakers (2)	Animal Shelter	Unfilled
Medical Animal Caretaker	Animal Shelter	Unfilled
<u>Boards &amp; Commissions Openings:</u>		
911 Operational Policy & Procedure Committee	City / Village Government Representative	
Economic Development Commission	One (1) Private Sector & One (1) Healthcare Representatives	
Community Corrections Advisory	One (1) Health & One (1) Business Community Representatives	
Local Emergency Planning Committee	One (1) Media & One (1) Business Community Representatives	
Solid Waste Planning Committee	Four (4) Representatives	
Tourist Council	One Representative	



For more information, please contact Lyn Holoway, Human Resources Manager, at (269) 673-0537, [holoway@allegancounty.org](mailto:holoway@allegancounty.org).

# Engagement



**Employment** (Last Updated on 10/26/23)  
2023 as of Quarter 3:

<b>TURNOVER/RETENTION (Regular FT &amp; PT Only)</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>
# of Terminations (includes Retirees)	13*	9*	18*
Average length of tenure of terminated REG employees	11.69	9.1	7
Turnover % of new REG employees (<=1 year)	13.6%	13.64%	33.33%
Turnover % of REG employees	3.16%	2.15%	4.22%
Total average number of REG Employees	411	419	427
Notes: # of terminations due to retirement	*5	*1	*5
<b>RECRUITMENT</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>
Jobs Posted	23	24	12
# of Days to Hire (KPI)	57.85	66.13	74.5
# of New Hires	22	38	28
# of Promotions or Transfers	19	9	24

**CURRENT NUMBER OF ACTIVE REGULAR FULL-TIME AND REGULAR PART-TIME EMPLOYEES:**

**430**



For more information, please contact Lyn Holoway, Human Resources Manager, at (269) 673-0537, [lholloway@allegancounty.org](mailto:lholloway@allegancounty.org).

# Engagement



## 11 NEW HIRES

Position	Department
Administrative Assistant	Senior & Veteran Services
Animal Caretaker	Animal Shelter
Administrative Assistant (2)	Animal Shelter
Shelter Operations Supervisor	Animal Shelter
Medical Director	Animal Shelter
Office Specialist	Animal Shelter
Lead Animal Caretaker (2)	Animal Shelter
Canine Behavioral Specialist	Animal Shelter
Youth Specialist – IRPT	Youth Home

## 10 LEFT EMPLOYMENT

Position	Department
Seasonal Maintenance (3)	Parks & Recreation
Seasonal Park Ranger	Parks & Recreation
Seasonal Park Ranger – IRPT (2)	Parks & Recreation
Court Support Specialist – IRPT	Friend of the Court
Telecommunicator Supervisor	Central Dispatch
Assistant Prosecuting Attorney (2)	Prosecutors Office

**Best in Class Winner** – Allegan County receives recognition! The County completed a 2023 benchmarking survey authored by Gallagher, a global insurance risk management and labor consulting firm. Gallagher took the responses and profiles of statistically significant attributes of top-performing employers (The County is in the midsize employer group of 100-999 FTE). The data was interpreted to identify participants who excel in optimizing employee and organizational well-being.

1,464 midsize employers from around the country responded to the questions. Employers were assigned points and placed in quartiles based on their relative performance in various areas, including:

- Extent of the wellbeing strategy
- Completion of a workforce engagement survey
- Difference in healthcare costs over the prior year

Allegan County has been identified as Best in Class Winner, ranking the organization in the top quartile of respondents. Formal notification will be received soon, and opportunities will be sought to celebrate with staff.



For more information, please contact Lyn Holoway, Human Resources Manager, at (269) 673-0537, [holoway@allegancounty.org](mailto:holoway@allegancounty.org).



# Operations

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**Courthouse Statue Move** (Last Updated on 10/26/23) – Following Board approval on November 9, an agreement with the awarded contractor was finalized on November 13. The contractor began work that same week, mobilizing its crew to survey the existing statue location and a new destination.

Despite poor weather delaying the initial timeline a couple of weeks ago, the new base has been poured and is curing in the northwest corner of the Courthouse parking lot. The statue has been dug out, and boreholes cut into the bottom of the base to allow the entire statue to be picked up in one piece (pictures below). The official statue move is tentatively scheduled for Wednesday, December 20 between 8 AM-10 AM.



For more information, please contact Carl Chapman, Facilities Management Director, at [cchapman@allegancounty.org](mailto:cchapman@allegancounty.org) or (269) 673-0207.

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# Operations

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**Courthouse Historic Marker** – In conjunction with the statue move, the Michigan Historic Center has been communicated with regarding the historic site marker currently erected on the southeast lawn of the courthouse. As part of the overall project, this marker will be moved to the northwest corner of the parking lot and placed alongside the statue. Upon review with the Michigan Historic Center, given the marker's age and condition, they recommend it be completely replaced and the language updated. According to the Center, *“The text should be more inclusive with Native Americans and focus on sharing more of the history and development of the county, the Dutch, the connection to Lake Michigan, and the like.”* The costs to replace the marker will be built into the project budget. There is a possibility that grant funding may cover up to 60% of the cost. The Center will review the County's application and make a determination at its next meeting on February 8, 2024. This will not detrimentally impact the construction project schedule, and work will continue progressing.



**Courthouse Flagpole Move** – It has been discovered that the Courthouse flagpole cannot be relocated to the northwest corner of the lot due to its proximity to the electrical poles/wires. Alternate locations are being evaluated, either near the southwest corner of the Courthouse or next to the main entrance.

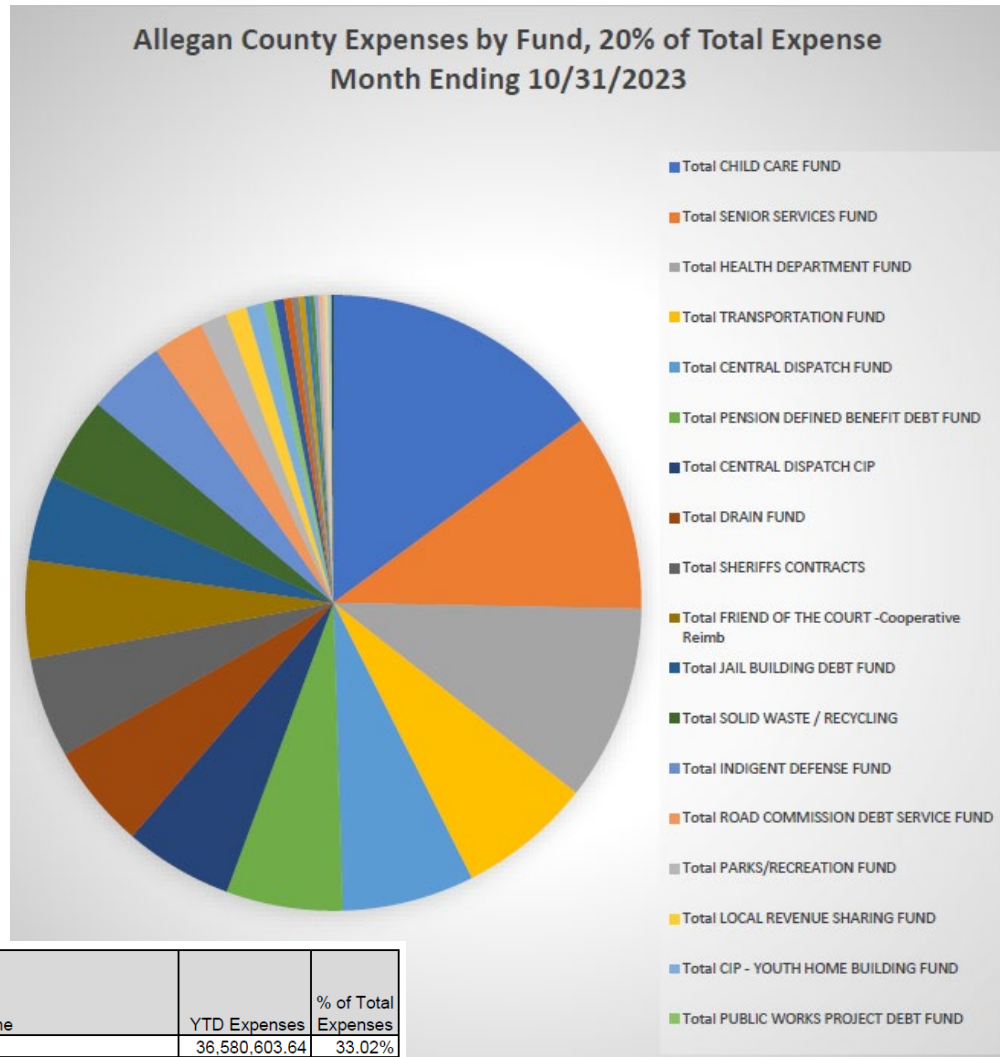


For more information, please contact Carl Chapman, Facilities Management Director, at [cchapman@allegancounty.org](mailto:cchapman@allegancounty.org) or (269) 673-0207.

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# Financial

**Financial Data** compilation for October 31, 2023, has been completed (Attachment B). These graphs illustrate month-end and year-to-date revenue and expense activity in October 2023. Information is provided for both General Fund and organization-wide activity every month.



Fund Name	YTD Expenses	% of Total Expenses
Total GENERAL FUND	36,580,603.64	33.02%
Total COUNTY ROAD FUND	30,109,378.31	27.18%
Total SELF-INSURANCE FUND	5,744,873.49	5.19%
Total CHILD CARE FUND	4,765,101.59	4.30%
Total AMERICAN RESCUE PLAN ACT - ARPA	3,682,610.45	3.32%
Total HEALTH DEPARTMENT FUND	3,385,963.42	3.06%
Total INDIGENT DEFENSE FUND	3,334,151.23	3.01%
Total TRANSPORTATION FUND	3,028,431.77	2.73%
Total DRAIN FUND	2,513,225.37	2.27%
Total CENTRAL DISPATCH FUND	2,395,978.84	2.16%
Total SENIOR SERVICES FUND	2,136,491.00	1.93%
Total CAPITAL IMPROVEMENT FUND	1,761,366.94	1.59%
Total SHERIFFS CONTRACTS	1,513,765.83	1.37%
Total FRIEND OF THE COURT -Cooperative Reimb	1,444,253.68	1.30%
Total PENSION DEFINED BENEFIT DEBT FUND	1,130,495.00	1.02%
ALL FUNDS UNDER 1% OF TOTAL EXPENSES	7,267,682.25	6.56%
Grand Total	110,794,372.81	



For more information, please contact Jennifer Ludwick, Executive Director of Finance, at (269) 673-0228, [jludwick@allegancounty.org](mailto:jludwick@allegancounty.org).





**Feedback is important to us.**  
Please take the time to fill out a  
survey on any county service  
you may have received.  
[Click here to tell us how we are doing.](#)

Allegan County Administration  
County Services Building  
3283 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269.673.0239  
[administration@allegancounty.org](mailto:administration@allegancounty.org)



# ACEDC 2023 Q4 UPDATE

December 6, 2023



LAKESHORE  
ADVANTAGE

# LAKESHORE ADVANTAGE CORE FOCUS



Grow



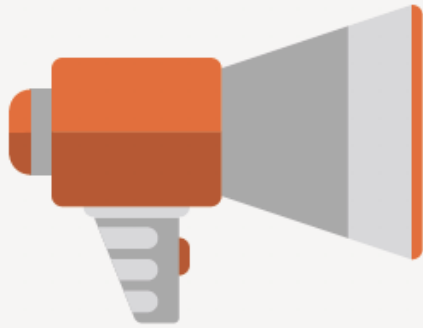
Plan



Solve

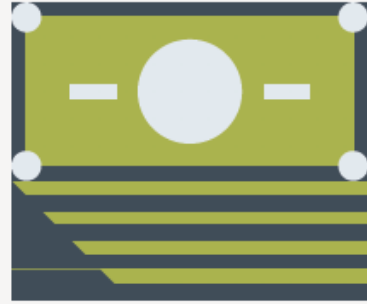
**The Lakeshore Region's GPS - We grow, plan, and solve for a bright economic future.**

# SUCCESSSES TO DATE



**22**

Successful projects  
(5 in Allegan Co.)



**\$3.3 Billion**

in private investment  
(\$3.04 Billion in Allegan Co.)



**771**

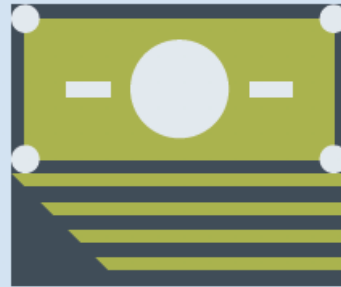
New or Retained jobs  
(211 in Allegan Co.)

# PROJECT PIPELINE



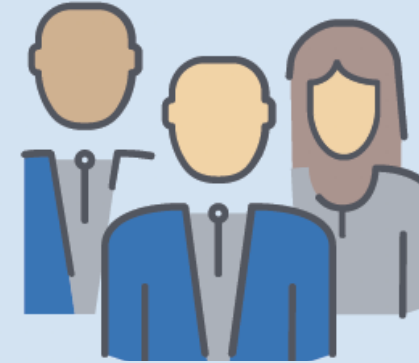
**19**

projects in  
the pipeline  
(7 in Allegan Co.)



**\$1.27B**

in new  
potential  
investment  
(\$1.19 B in Allegan Co.)

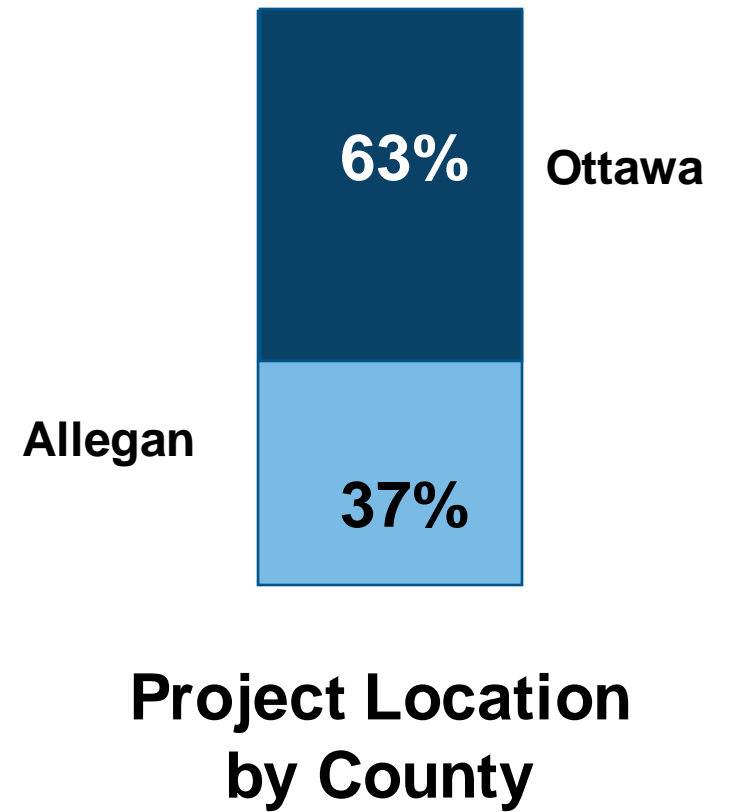
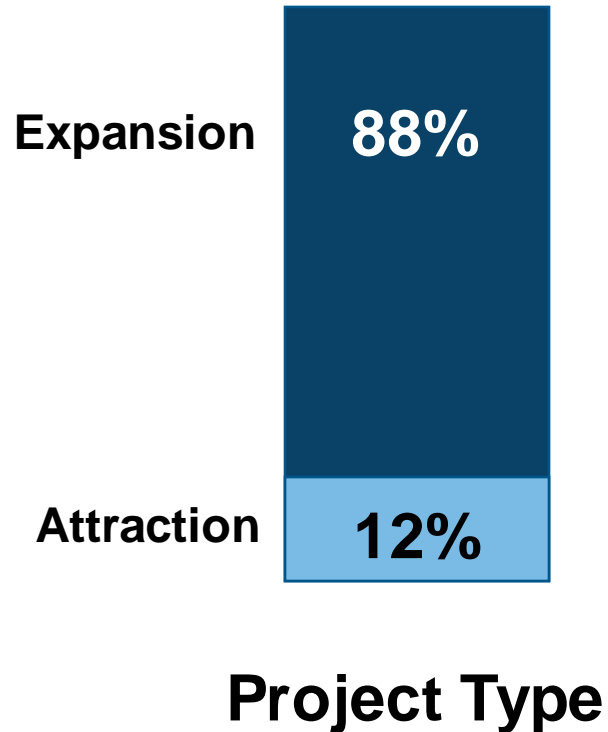
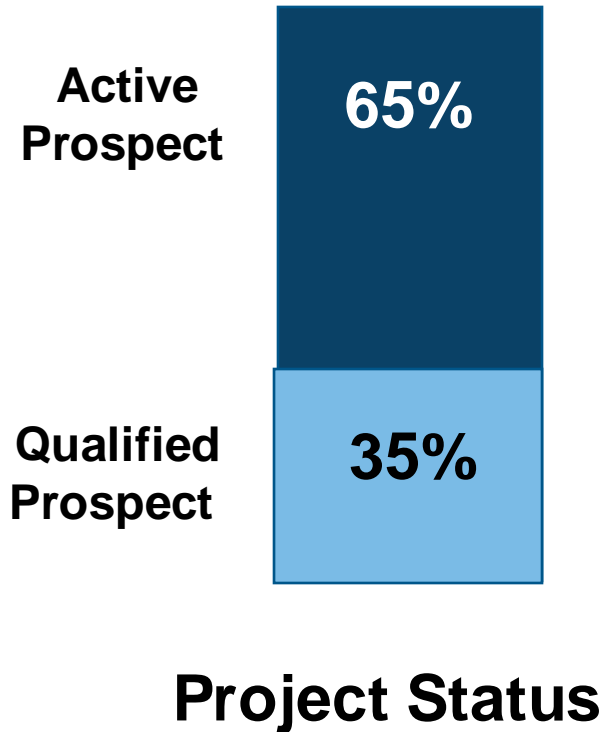


**682**

potential new  
or retained jobs  
(682 in Allegan Co.)



# BY THE NUMBERS



# ACTIVITY UPDATE



## 2023 Industry Trends Report Released

Each year, our team interviews approximately 120 local executives and business leaders using a vetted economic development research tool.

The resulting data is published as our annual Industry Trends Report that provides a snapshot of the economic health of area employers and the region as a place to do business.

Full report available at [www.lakeshoreadvantage.com](http://www.lakeshoreadvantage.com)

# ACTIVITY UPDATE

**Downtown Amphitheater**  
City of Fennville  
\$112,500

## RAP 2.0 Funds Secured

Lakeshore Advantage, Greater Muskegon Economic Development, and The Right Place, Inc. worked together to secure \$6.1 million in funding from the state's Revitalization and Placemaking (RAP) Program for 17 placemaking projects totaling over \$41 million across the 13-county region. Three of the 17 projects funded are located on the lakeshore – one in Ottawa County and two in Allegan County.



**Mahan Park Improvement**  
City of Allegan  
\$160,000

# ACTIVITY UPDATE



## *Housing Revolving Loan Fund Info Sessions Held*

In October, Lakeshore Advantage hosted two educational sessions about the new housing revolving loan fund for local unit of government leaders and community stakeholders. Sessions were led by IFF, the community development financial institution managing the \$50+ million fund, and hosted by the City of Allegan and the City of Coopersville.

Contact [Mandy Cooper](#) for more information.



# ACTIVITY UPDATE

## SURGE Holiday Gift Guide

Each December, Lakeshore Advantage puts together a holiday gift guide featuring our SURGE members. We encourage our partners to shop local by purchasing a gift from one of our West Michigan-based startups.



[www.lakeshoreadvantage.com](http://www.lakeshoreadvantage.com) (News tab)

# UPCOMING EVENTS



Thursday,  
**February 1st**

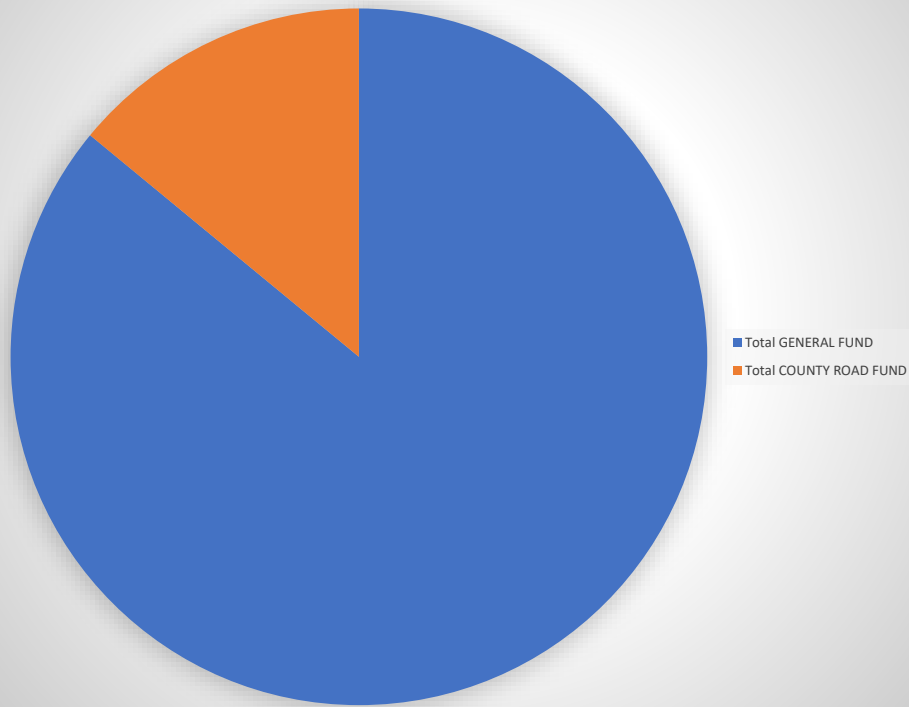
3:00-5:00 pm  
The Pinnacle Center  
Hudsonville





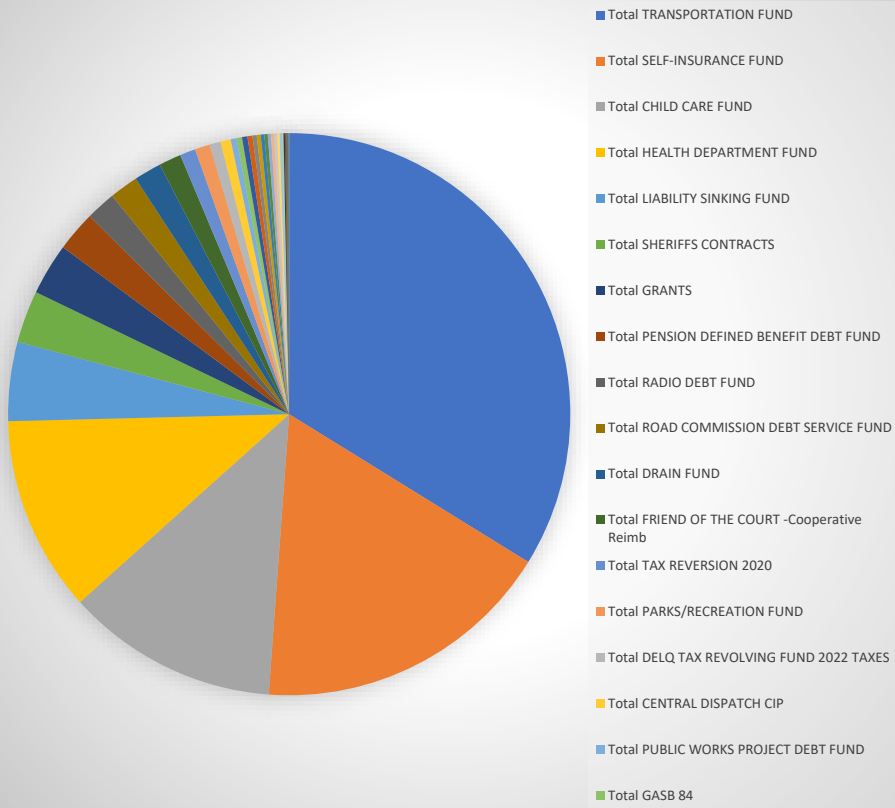
# THANK YOU

**Alleghen County Revenues by Fund, 80% of Revenues  
Month Ending 10/31/2023**



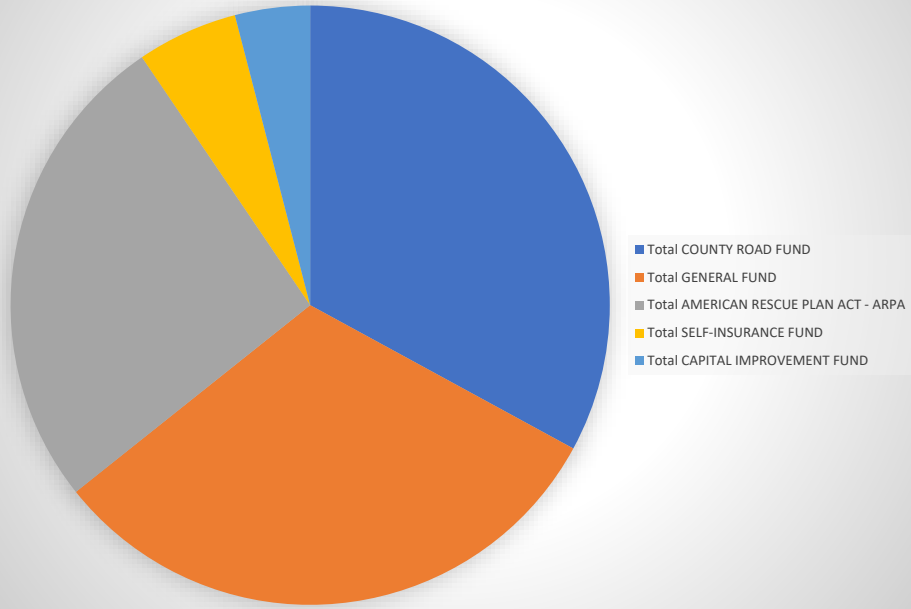


## Allegan County Revenues by Fund, 20% of Revenues Month Ending 10/31/2023

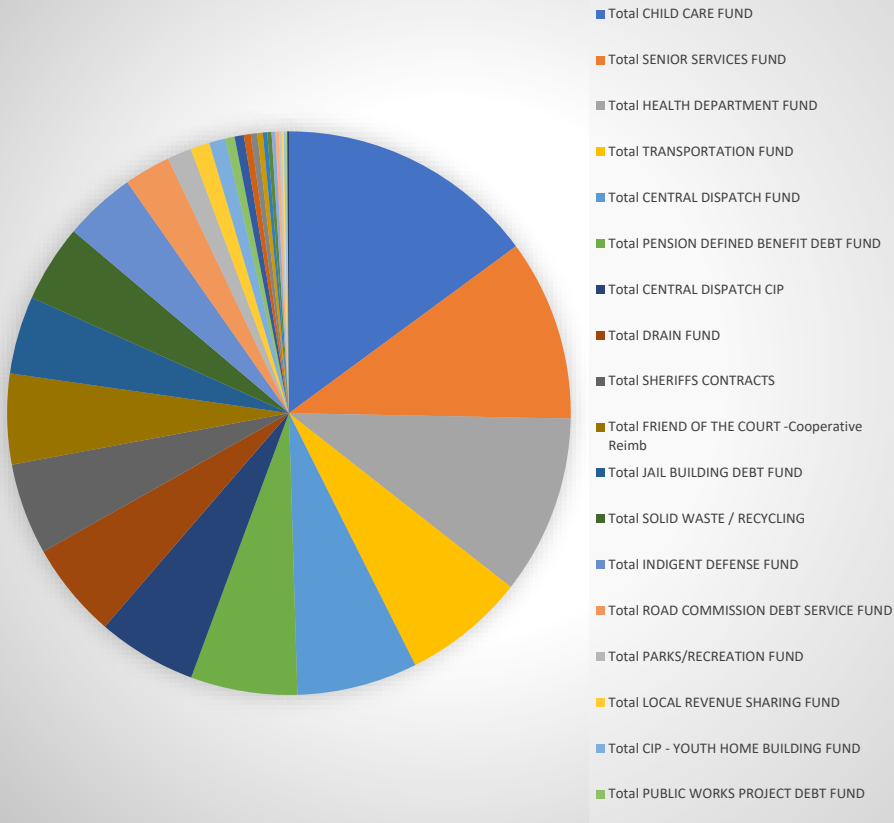


Fund Name	YTD Revenues	% of Total Revenues
Total GENERAL FUND	39,600,183.28	34.29%
Total COUNTY ROAD FUND	31,379,248.52	27.17%
Total SELF-INSURANCE FUND	4,974,408.88	4.31%
Total HEALTH DEPARTMENT FUND	4,778,231.29	4.14%
Total LIABILITY SINKING FUND	4,258,134.24	3.69%
Total CHILD CARE FUND	4,185,568.61	3.62%
Total TRANSPORTATION FUND	3,187,546.90	2.76%
Total INDIGENT DEFENSE FUND	3,167,181.43	2.74%
Total SENIOR SERVICES FUND	2,996,905.33	2.60%
Total CAPITAL IMPROVEMENT FUND	1,952,109.43	1.69%
Total CENTRAL DISPATCH FUND	1,679,619.20	1.45%
Total FRIEND OF THE COURT -Cooperative Reimb	1,420,187.15	1.23%
Total DRAIN FUND	1,302,841.11	1.13%
ALL FUNDS UNDER 1% OF TOTAL REVENUES	10,602,283.38	9.18%
	115,484,448.75	

**Alleghan County Expenses by Fund, 80% of Total Expense  
Month Ending 10/31/2023**

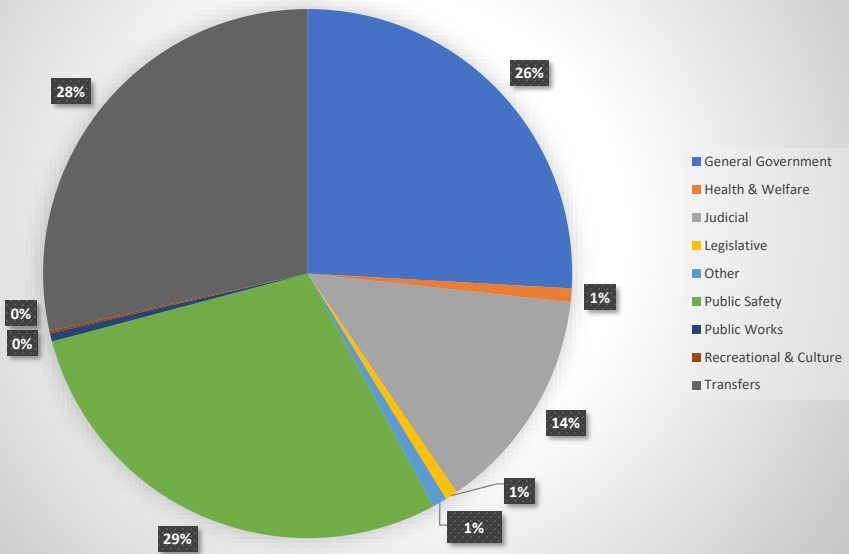


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### Allegan County General Fund Expenses YTD through 10/31/2023

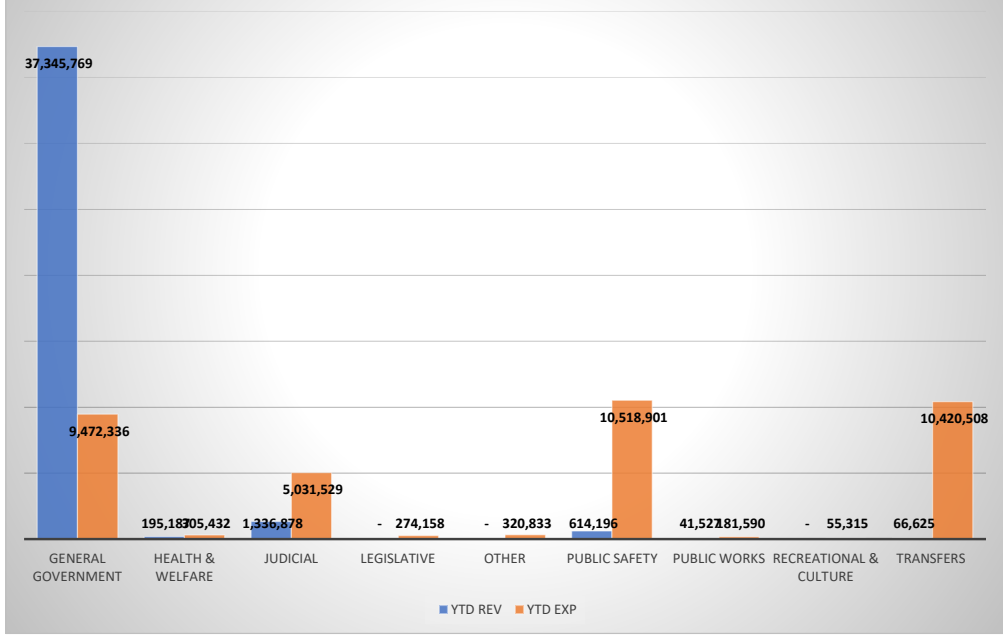


General Fund Revenues by Function	MTD	YTD	BUDGET	AVAILABLE BALANCE	YTD
	10/01 to 10/31/23	01/01 to 10/31/23	01/01 to 12/31/23		% BUDGET USED
General Government	12,734,016	37,345,769	40,261,613	2,915,844	92.76%
Judicial	136,261	1,336,878	1,698,320	361,442	78.72%
Public Safety	72,277	614,196	897,710	283,514	68.42%
Health & Welfare	-	195,187	171,155	(24,032)	114.04%
Transfers In	6,663	66,625	79,950	13,325	83.33%
Public Works	-	41,527	103,818	62,291	40.00%
Other	-	-	-	-	0.00%
Recreational & Culture	-	-	-	-	0.00%
Legislative	-	-	-	-	0.00%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>12,949,216</b>	<b>39,600,183</b>	<b>43,212,566</b>	<b>3,612,383</b>	<b>91.64%</b>

General Fund Expenses by Function	MTD	YTD	BUDGET	AVAILABLE BALANCE	YTD
	10/01 to 10/31/23	01/01 to 10/31/23	01/01 to 12/31/23		% BUDGET USED
Transfers Out	676,280	10,420,508	11,973,754	1,553,246	87.03%
Public Safety	1,018,904	10,518,901	14,003,945	3,485,044	75.11%
General Government	1,055,585	9,472,336	11,738,066	2,265,730	80.70%
Judicial	497,430	5,031,529	6,409,115	1,377,586	78.51%
Other	32,083	320,833	1,001,009	680,176	32.05%
Health & Welfare	35,859	305,432	436,992	131,560	69.89%
Legislative	24,727	274,158	330,875	56,717	82.86%
Public Works	28,517	181,590	258,821	77,231	70.16%
Recreational & Culture	-	55,315	55,000	(315)	100.57%
	<b>3,369,386</b>	<b>36,580,604</b>	<b>46,207,577</b>	<b>9,626,973</b>	<b>79.17%</b>



### Allegan County Revenue & Expense for General Fund Functions YTD as of 10/31/2023



### Fund Balance

