

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
Gale Dugan, Vice Chairperson

BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, February 27, 2020 – 1PM

Board Room – County Services Building
3283 122nd Avenue, Allegan, MI 49010

DISTRICT 1
Dean Kapenga
616-218-2599
dkapenga@
allegancounty.org

1PM

CALL TO ORDER:

ROLL CALL:

OPENING PRAYER: Commissioner Dean Kapenga

PLEDGE OF ALLEGIANCE:

COMMUNICATIONS: Attached

APPROVAL OF MINUTES: Attached

February 13, 2020

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

PRESENTATIONS: Marsha Fisher—Recognition

PROCLAMATIONS:

INFORMATIONAL SESSION:

Robert Genetski—County Clerk/Register of Deeds

ADMINISTRATIVE REPORTS:

DISTRICT 2
Jim Storey
616-848-9767
jstorey@
allegancounty.org

DISTRICT 3
Max R. Thiele
269-673-4514
mthiele@
allegancounty.org

DISTRICT 4
Mark DeYoung
616-318-9612
mdeyoung@
allegancounty.org

CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (2/21/20 & 2/28/20)

DISTRICT 5
Tom Jessup
269-637-3374
tjessup@
allegancounty.org

ACTION ITEMS:

1. None

DISTRICT 6
Gale Dugan
269-694-5276
gdugan@
allegancounty.org

DISCUSSION ITEMS:

1. 2nd Amendment of the Constitution Resolution
2. Sheriff's Office—authorize Vehicle Replacements (184-555)
3. 48th Circuit Court—apply/accept Title IV-E Child and Parent Legal Representation Grant (187-483)
4. Finance—approve 2020 Remonumentation Plan (188-558)

DISTRICT 7
Rick Cain
269-744-7918
rcain@
allegancounty.org

NOTICE OF APPOINTMENTS & ELECTIONS:

1. Community Mental Health Authority (E)

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”

- Two Commissioner Representative—term expired 3/31/20
- Primary Consumer Representative—3/31/20
- Public Official Representative—3/31/20

APPOINTMENTS:

1. Brownfield Redevelopment Authority
 - One Representative—term expired 12/31/21
 - One Representative—term expired 12/31/19
2. Parks Advisory Board
 - One Representative—term expired 12/31/19
3. Local Emergency Planning Committee
 - Public Representative— term expired 12/31/19
4. Solid Waste Planning Committee
 - Two Solid Waste Industry Representative—term expired 12/31/19
 - One Township Representative—term expired 12/31/19
 - One General Public Representative—term expired 12/31/19
5. Tourist Council
 - One Representative—term expired 12/31/20

ELECTIONS:

1. Community Mental Health Authority
 - General Public Representative—term expired 3/31/22
2. Economic Development Commission
 - Downtown Representative—term expired 12/31/19

PUBLIC PARTICIPATION:

FUTURE AGENDA ITEMS:

REQUEST FOR PER DIEM/MILEAGE:

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

ADJOURNMENT: Next Meeting - Thursday, March 12, 2020, 1:00PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

ALCONA COUNTY BOARD OF COMMISSIONERS
ALCONA COUNTY 2nd AMENDMENT RESOLUTION #2020-08

THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF ALCONA, STATE OF MICHIGAN, STATES:

WHEREAS, the County Board of Commissioners of the County of Alcona, State of Michigan, pursuant to Michigan statute, is vested with the authority of administering the affairs of the County Government of Alcona County, Michigan, and is organized as a body corporate with powers and immunities provided by law, and to protect the health, safety, and welfare of the residents of Alcona County and the employees of the Alcona County Government; and

WHEREAS, the Second Amendment to the United States Constitution, ratified in 1791 as part of the Bill of Rights, protects the right of the people to keep and bear arms; and

WHEREAS, the United States Supreme Court in District of Columbia –v- Heller, 554 U.S.570 (2008), affirmed an individual's right to possess a firearm, unconnected with service in a militia, and to use that firearm for traditionally lawful purposes, such as self-defense within the home; and

WHEREAS, the United States Supreme Court in McDonald –v- Chicago, 561 U.S. 742 (2010), affirmed that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated to the States by the Due Process Clause of the Fourteenth Amendment; and

WHEREAS, the United States Supreme Court in United States –v- Miller, 307 U.S. 174 (1939), opined that possession or use of a firearm that has some reasonable relationship to the preservation of a well-regulated militia is protected by the Second Amendment; and

WHEREAS, Article I, Section 6 of the Michigan Constitution (1963) provides that "Every person has a right to keep and bear arms for the defense of himself and the state"; and

WHEREAS, it is the desire of this Board to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Michigan Constitution which protect Alcona County citizens' individual rights to keep and bear arms; and

WHEREAS, each Alcona County Commissioner, as provided by Article IX, Section 1, of the Michigan Constitution (1963), took an oath to support the United States Constitution and the Michigan Constitution.

NOW THEREFORE, IT IS HEREBY RESOLVED, by the Alcona County Board of Commissioners, that the County of Alcona, Michigan, be, and hereby is in support of the Second Amendment.

IT IS FURTHER RESOLVED, that this Board affirms its support for the Alcona County Sheriff, the Alcona County Prosecuting Attorney and all other law enforcement entities functioning within Alcona County inclusive, but not restricted, to the Michigan State Police, the Federal Bureau of Investigation and Immigration and Customs Enforcement.

BE IT FURTHER RESOLVED, that the Board directs its staff to forward a copy of this resolution to the County's fellow county elected officials, the Michigan State Legislature (House of Representatives and State Senators), the Governor of Michigan and all of the Michigan U.S. Congressmen.

This resolution was adopted by the Alcona County Board of Commissioners at a regular meeting held at the Alcona County Courthouse, Harrisville, Michigan, by an affirmative vote of no less than 3 (three) of the members of the County Board of Commissioners who are elected and serving on this 5th day of February, 2020.

This resolution was offered by Commissioner Gary Wnuk and supported by Chairman, Craig Johnston.

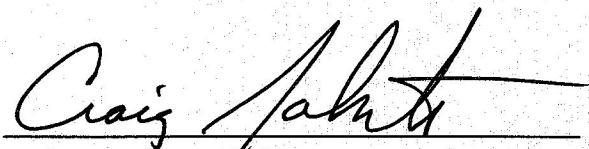
A roll call vote was taken and this Resolution was passed by a vote of 5 – 0.

Those Commissioners voting in favor: Adam Brege, Carolyn Brummund, Gary Wnuk, Dan Gauthier and Craig Johnston.

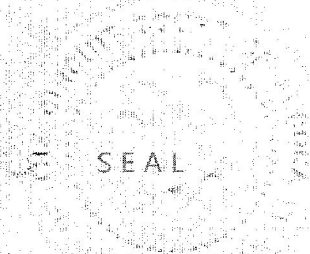
Those Commissioners voting against: None.

Those Commissioners abstaining. None.

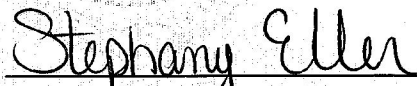
This Resolution was declared adopted.



Craig Johnston, Chairman
Alcona County Board of Commissioners



SEAL



Stephany Eller
Alcona County Clerk

Minutes of a regular meeting of the Wexford County Board of Commissioners, held at the Wexford County Courthouse, 437 E. Division St., Cadillac, Michigan, on the nineteenth day of February 2020, at 5:30 p.m.

PRESENT: Hurlburt, Musta, Townsend, Bengelink, Bush, Theobald, Nichols, Potter, & Taylor.

ABSENT: None.

The following preamble and resolution were offered by Commissioner Potter and supported by Commissioner Nichols.

RESOLUTION NO. 20-05
WEXFORD COUNTY BOARD OF COMMISSIONERS
RESOLUTION TO DECLARE WEXFORD COUNTY TO BE A
"SECOND AMENDMENT SANCTUARY COUNTY"

WHEREAS, the County Board of Commissioners of the County of Wexford, State of Michigan, pursuant to Michigan statute, is vested with the authority of administering the affairs of the County government of Wexford County, Michigan, and is organized as a body corporate with powers and immunities provided by law, and to protect the health, safety, and welfare of the residents of Wexford County and the employees of the Wexford County government; and

WHEREAS, the Second Amendment to the United States Constitution, ratified in 1791 as part of the Bill of Rights, protects the right of the people to keep and bear arms; and

WHEREAS, the United States Supreme Court in District of Columbia v. Heller, 554 U.S. 570 (2008), affirmed an individual's right to possess a firearm, unconnected with service in a militia, and to use that firearm for traditionally lawful purposes, such as self-defense within the home; and

WHEREAS, the United States Supreme Court in McDonald v. Chicago, 561 U.S. 742 (2010), affirmed that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated to the States by the Due Process Clause of the Fourteenth Amendment; and

WHEREAS, the United States Supreme Court in United States v. Miller, 307 U.S. 174 (1939), opined that possession or use of a firearm that has some reasonable relationship to the preservation of a well-regulated militia is protected by the Second Amendment; and

WHEREAS, Article I, Section 6 of the Michigan Constitution (1963) provides that "Every person has a right to keep and bear arms for the defense of himself and the state"; and

WHEREAS, it is the desire of this Board to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Michigan Constitution which protect Wexford County citizens' individual rights to keep and bear arms; and

WHEREAS, each Wexford County Commissioner, as provided by Article IX, Section 1, of the Michigan Constitution (1963), took an oath to support the United States Constitution and the Michigan Constitution.

NOW THEREFORE, IT IS HEREBY RESOLVED, by the Wexford County Board of Commissioners, that the County of Wexford, Michigan, be, and hereby is, declared to be a "Second Amendment Sanctuary County."

IT IS FURTHER RESOLVED, that this Board affirms its support for the Wexford County Sheriff and the Wexford County Prosecuting Attorney in the exercise of their sound discretion to not enforce against any citizen an unconstitutional firearms law.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

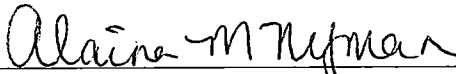
AYES: Bengelink, Bush, Theobald, Nichols, Potter, Hurlburt, Musta, Townsend, and Taylor.

NAYS: None.

RESOLUTION DECLARED ADOPTED.



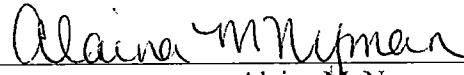
Gary Taylor, Chairman, Wexford County Board of Commissioners



Alaina M. Nyman, County Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF WEXFORD)

I hereby certify that the foregoing is a true and complete copy of Resolution 20-05 adopted by the County Board of Commissioners of Wexford County at a regular meeting held on February 19, 2020, and I further certify that public notice of such meeting was given as provided by law.



Alaina M. Nyman, County Clerk



BOARD OF COMMISSIONERS

County Building
P.O. Box 70, Room 131
Cheboygan, Michigan 49721

Tel ~ (231) 627-8855
Fax ~ (231) 627-8881
E-mail ~ ccao@cheboygancounty.net

CHEBOYGAN COUNTY STEPPING UP INITIATIVE RESOLUTION #20-03

“Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails” February 11, 2020

WHEREAS, counties routinely provide treatment services to the estimated 2 million people with serious mental illnesses booked into jail each year; and

WHEREAS, prevalence rates of serious mental illnesses in jails are three to six times higher than for the general population; and

WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders; and

WHEREAS, adults with mental illnesses tend to stay longer in jail and upon release are at a higher risk of recidivism than people without these disorders; and

WHEREAS, county jails spend two to three times more on adults with mental illnesses that require interventions compared to those without these treatment needs; and

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families; and

WHEREAS, Cheboygan County and all counties take pride in their responsibility to protect and enhance the health, welfare and safety of its residents in efficient and cost-effective ways; and

WHEREAS, Cheboygan County fully supports the concept of the *Stepping UP* initiative; and

WHEREAS, through *Stepping Up*, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Association Foundation are encouraging public, private and nonprofit partners to reduce the number of people with mental illnesses in jails;

District 1
Mary Ellen Tryban

District 2
Richard B. Sangster
Vice-Chairman

District 3
Michael Newman

District 4
Cal Gouine

1

District 5
Roberta Matelski

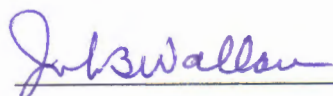
District 6
John B. Wallace
Chair

District 7
Steve Warfield

THEREFORE, LET IT BE RESOLVED, that the Cheboygan County Board of Commissioners, do hereby sign on to the Call to Action to reduce the number of people with mental illnesses in our county jail, commit to sharing lessons learned with other counties in my state and across the country to support a national initiative and encourage all county officials, employees and residents to participate in *Stepping Up*. We resolve to utilize the comprehensive resources available through *Stepping Up* to:

- Convene or draw on a diverse team of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jails.
- Collect and review prevalence numbers and assess individuals' needs to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making at the system, program, and case levels.
- Examine treatment and service capacity to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community.
- Develop a plan with measurable outcomes that draws on the jail assessment and prevalence data and the examination of available treatment and service capacity, while considering identified barriers.
- Implement research-based approaches that advance the plan.
- Create a process to track progress using data and information systems, and to report on successes. PASSED AND APPROVED on this 11th day of February, 2020.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to all Michigan counties, the National Association of Counties, the Michigan Association of Counties, and members of our State and Federal leadership.



John B. Wallace
Chairman of the Board



Karen L. Brewster
Clerk to the Board of Commissioners





County of Marquette
BOARD OF COMMISSIONERS

Courthouse Complex
Marquette, Michigan 49855
Phone: (906) 225-8151
Fax: (906) 225-8155
www.co.marquette.mi.us

Gerald O. Corkin, *Chairman*
Joe Derocha, *Vice-Chair*
Karen Alholm
Bill Nordeen
Johnny DePetro
Stephen Adamini

RESOLUTION

REQUESTING THE GREAT LAKES SHORELINE BE DECLARED A DISASTER AREA AND TO SEEK ASSISTANCE

WHEREAS, record high water levels in the Great Lakes have contributed to ongoing shoreline erosion across the State of Michigan, and

WHEREAS, Lake Superior water levels have caused severe damage to public infrastructure in the City of Marquette, and

WHEREAS, Lake Superior water levels are forcing the relocation of Lakeshore Boulevard in the City of Marquette, which is costing in excess of \$7 million for the relocation of the road and compromised public infrastructure, and

WHEREAS, Lake Superior water levels are causing detrimental environmental impacts at other various industrial legacy sites along the shoreline, and

WHEREAS, the County of Marquette recognizes the effects of storms, high water, and wind driven wave action that is causing severe erosion to the shorelines, infrastructure, and private property along the Great Lakes, and

WHEREAS, the conditions of the Great Lakes shorelines directly affect business and tourism in Marquette County and the State of Michigan by limiting access to beaches, boat landings, and parks along the shorelines, and loss and damaged property directly affects the local, county, and state tax base, and

WHEREAS, Marquette County, as well as other shoreline communities in the State of Michigan are desperately in need of additional resources to combat shoreline erosion and protection of natural resources.

NOW, THEREFORE BE IT RESOLVED, that the Marquette County Board of Commissioners requests that the Governor of the State of Michigan along with the State Legislature declare the Shoreline of the Great Lakes in the State of Michigan a disaster area, and that the Governor and State Legislature seek assistance from Congress and the President of the United States of America for this devastating situation which has an impact statewide.

BE IT FURTHER RESOLVED, that a copy of this Resolution be sent to Governor Gretchen Whitmer, Senator Ed McBroom, Representative Beau LaFave, Congressman Jack Bergman, Senator Debbie Stabenow, Representative Sara Cambensy, Senator Gary Peters, and all of the counties in the State of Michigan

Roll Call Vote: Ayes: 5 Nays: 0 Absent: 1

I, Linda K Talsma, Marquette County Clerk and Clerk of the County Board of Commissioners, do hereby certify this to be a true and exact copy from the minutes of the regular meeting of the Marquette County Board of Commissioners held on February 18, 2020.

KALKASKA COUNTY BOARD OF COMMISSIONERS

RESOLUTION 2020-08

**RESOLUTION TO DECLARE KALKASKA COUNTY TO BE A
“SECOND AMENDMENT SANCTUARY COUNTY”**

THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF KALKASKA COUNTY,
STATE OF MICHIGAN, STATES:

WHEREAS, the County Board of Commissioners of the County of Kalkaska, State of Michigan, pursuant to Michigan statute, is vested with the authority of administering the affairs of the County government of Kalkaska County, Michigan, and is organized as a body corporate with powers and immunities provided by law, and to protect the health, safety, and welfare of the residents of Kalkaska County and the employees of the Kalkaska County government; and

WHEREAS, the Second Amendment to the United States Constitution, ratified in 1791 as part of the Bill of Rights, protects the right of the people to keep and bear arms; and

WHEREAS, the United States Supreme Court in *District of Columbia v. Heller*, 554 U.S.570 (2008), affirmed an individual’s right to possess a firearm, unconnected with service in a militia, and to use that firearm for traditionally lawful purposes, such as self-defense within the home; and

WHEREAS, the United States Supreme Court in *McDonald v. Chicago*, 561 U.S. 742 (2010), affirmed that the right of an individual to “keep and bear arms,” as protected under the Second Amendment, is incorporated to the States by the Due Process Clause of the Fourteenth Amendment; and

WHEREAS, the United States Supreme Court in *United States v. Miller*, 307 U.S. 174 (1939), opined that possession or use of a firearm that has some reasonable relationship to the preservation of a well-regulated militia is protected by the Second Amendment; and

WHEREAS, Article I, Section 6 of the Michigan Constitution (1963) provides that “Every person has a right to keep and bear arms for the defense of himself and the state”; and

WHEREAS, it is the desire of this Board to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Michigan Constitution which protect Kalkaska County citizens’ individual rights to keep and bear arms; and

WHEREAS, each Kalkaska County Commissioner, as provided by Article IX, Section 1, of the Michigan Constitution (1963), took an oath to support the United States Constitution and the Michigan Constitution.

THE HONORABLE BOARD OF COMMISSIONERS OF BERRIEN COUNTY, MICHIGAN RECOMMENDS THE ADOPTION OF THE FOLLOWING:

RESOLUTION

WHEREAS, the Berrien County Board of Commissioners, pursuant to Michigan statute, is vested with the authority of administering the affairs of the county government of Berrien County, Michigan, and is organized as a body corporate with powers and immunities provided by law, and to protect the health, safety, and welfare of the residents of Berrien County; and

WHEREAS, the Second Amendment to the United States Constitution, ratified in 1791 as part of the Bill of Rights, protects the right of the people to keep and bear arms; and


WHEREAS, each Berrien County Commissioner took an oath of office to support the Constitution of the United States and the Michigan Constitution, and to faithfully discharge the duties of the office; and

WHEREAS, it is the desire of this Board to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Michigan Constitution which protect Berrien County citizens' individual rights to keep and bear arms.

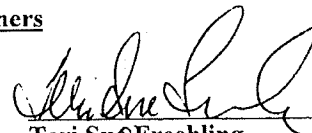
NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissioners reaffirms its commitment and promise to support the Bill of Rights of the Constitution of the United States, including the Second Amendment as well as the Constitution of the State of Michigan including Article I, Section 6, and all related laws, which protect individual rights.


BE IT FURTHER RESOLVED that the Board directs its staff to forward a copy of this resolution to the County elected officials, the Michigan State Legislature (House of Representatives and State Senators), the Governor of Michigan and all of the Michigan U.S. Congress members.

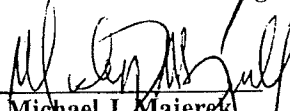
Berrien County Board of Commissioners

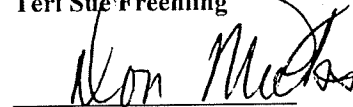

R. McKinley Elliott



William J. Chickering


Teri Sue Freehling


Jim Curran

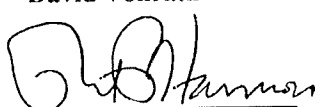

Michael J. Majerek

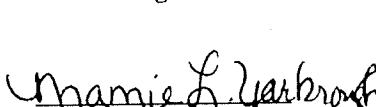

Don Meeks

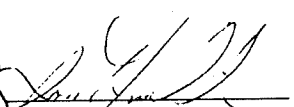

David Vollrath


Chris Heugel


Ezra A. Scott


Robert P. Harrison


Mamie L. Yarbrough


Jon Hinkelman

OCEANA COUNTY BOARD OF COMMISSIONERS

COUNTY OF OCEANA

**RESOLUTION TO DECLARE OCEANA COUNTY TO BE A
COUNTY THAT SUPPORTS THE SECOND AMENDMENT**

THE COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF OCEANA, STATE OF MICHIGAN, STATES:

WHEREAS, the County Board of Commissioners of the County of Oceana, State of Michigan, pursuant to Michigan statute, is vested with the authority of administering the affairs of the County government of Oceana County, Michigan, and is organized as a body corporate with powers and immunities provided by law, and to protect the health, safety, and welfare of the residents of Oceana County and the employees of the Oceana County government; and

WHEREAS, the Second Amendment to the United States Constitution, ratified in 1791 as part of the Bill of Rights, protects the right of the people to keep and bear arms; and

WHEREAS, the United States Supreme Court in *District of Columbia v. Heller*, 554 U.S.570 (2008), affirmed an individual's right to possess a firearm, unconnected with service in a militia, and to use that firearm for traditionally lawful purposes, such as self-defense within the home; and

WHEREAS, the United States Supreme Court in *McDonald v. Chicago*, 561 U.S. 742 (2010), affirmed that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated to the States by the Due Process Clause of the Fourteenth Amendment; and

WHEREAS, the United States Supreme Court in *United States v. Miller*, 307 U.S. 174 (1939), opined that possession or use of a firearm that has some reasonable relationship to the preservation of a well-regulated militia is protected by the Second Amendment; and

WHEREAS, Article I, Section 6 of the Michigan Constitution (1963) provides that "Every person has a right to keep and bear arms for the defense of himself and the state"; and

WHEREAS, it is the desire of this Board to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Michigan Constitution which protect Oceana County citizens' individual rights to keep and bear arms; and

WHEREAS, each Oceana County Commissioner, as provided by Article IX, Section 1, of the Michigan Constitution (1963), took an oath to support the United States Constitution and the Michigan Constitution.

NOW THEREFORE, IT IS HEREBY RESOLVED, by the Oceana County Board of Commissioners, that the County of Oceana, Michigan, supports the Second Amendment and all Amendments of the Constitution of the United States.

IT IS FURTHER RESOLVED, that this Board affirms its support for the Oceana County Sheriff and the Oceana County Prosecuting Attorney, in the exercise of their sound discretion to not enforce against any citizen an unconstitutional firearms law.

BE IT, FURTHER RESOLVED, that the Board directs its staff to forward a copy of this resolution to the County's fellow county elected officials, the Michigan State Legislature (House of Representatives and State Senators), the Governor of Michigan and all of the Michigan U.S. Congressmen.

This Resolution was adopted by the Oceana County Board of Commissioners at a regular meeting held at the Oceana County Boardroom, Oceana County Courthouse, Oceana County, Michigan, by an affirmative vote of no less than seven of the members of the County Board of Commissioners who are elected and serving, on this 13th day of February, 2020.

This Resolution was offered by Commissioner Andrew Sebolt, and supported by Commissioner Martha Meyette.

A roll call vote was taken and this Resolution was passed by a vote of: 7 - 0.

Those Commissioners voting in favor: Mr. Sebolt, Ms. Meyette, Mr. Walker, Mr. Byl, Mr. Brown, Mr. Gustafson, and Mr. Powers.

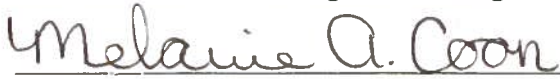
Those Commissioners voting against: None.

Those Commissioners abstaining: None.

The Resolution Was Declared Adopted.

CERTIFICATION:

The undersigned, being the Clerk of Oceana County, does hereby certify that on the 13th day of February 2020, the Oceana County Board of Commissioners did adopt the above Resolution at its Regular Meeting.


Melanie A. Coon
Oceana County Chief Deputy Clerk

ALLEGAN COUNTY BOARD OF COMMISSIONERS

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FEBRUARY 13, 2020 SESSION

JOURNAL 68

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96-131	23	TRANSPORTATION - APPROVE FY2021 MDOT OPERATING AND CAPITAL ASSISTANCE APPLICATIONS
132	24	PARKS - APPROVE GUN LAKE WATERCRAFT LAUNCH AND PAVILION
132-145	25	HUMAN RESOURCES - ADOPT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM (MERS) DEFINED CONTRIBUTION PLAN ADOPTION AGREEMENT
146-152	26	HUMAN RESOURCES - ADOPT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM (MERS) DEFINED BENEFIT PLAN ADOPTION AGREEMENT
153	27	PUBLIC PARTICIPATION - NO COMMENTS
153	28	ADJOURNMENT UNTIL FEBRUARY 27, 2020

FEBRUARY 13, 2020 SESSION - PLEDGE OF ALLEGIANCE, ROLL CALL

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Board Room of the County Services Building in the Township of Allegan on February 13, 2020 at 9:02 A.M. in accordance with the motion for adjournment of January 23, 2020, and rules of this board; Chairman Storey presiding.

The Deputy Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

- | | | | |
|---------|-----------------------|---------|---------------------|
| DIST #1 | DEAN KAPENGA - Absent | DIST #5 | TOM JESSUP - Absent |
| DIST #2 | JIM STOREY | DIST #6 | GALE DUGAN |
| DIST #3 | MAX THIELE | DIST #7 | RICK CAIN |
| DIST #4 | MARK DeYOUNG | | |

PUBLIC PARTICIPATION - NO COMMENTS

2/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

AGENDA - ADOPTED AS PRESENTED

3/ Moved by Commissioner Dugan, seconded by Commissioner Cain to adopt the meeting agenda as presented. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

DISCUSSION ITEMS:

2020 BOARD PLANNING

4/ Discussions continued on the 2020 Board Planning with emphasis on current properties that are County owned that would be available for expansion needs.

BREAK - 10:35 A.M.

5/ Upon reconvening at 10:45 A.M., the following Commissioners were present: Commissioner Storey, Thiele, DeYoung, Dugan and Cain. Absent: Kapenga and Jessup.

2020 BOARD PLANNING CONTINUED - (11/3/2020 BALLOT)

6/ Board planning continued on stable funding and the filing deadlines if the County puts a millage or Headlee request on the August 4, 2020 Primary Election or the November 3, 2020 General Election.

Moved by Commissioner Dugan, seconded by Commissioner Thiele to place the Headlee Restoration and any other county millages on the November 3, 2020 ballot.

Moved by Commissioner DeYoung, seconded by Commissioner Cain to amend the motion to strike "and any other county millages" from the motion. Amendment motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

Amended motion to place the Headlee Restoration on the November 3, 2020 ballot carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

AMEND MEETING AGENDA

7/ Moved by Commissioner Dugan, seconded by Commissioner DeYoung to amend the meeting agenda and move the 4th quarter Capital Report to the afternoon session. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

PUBLIC PARTICIPATION - NO COMMENTS

8/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

ADJOURNMENT UNTIL FEBRUARY 27, 2020 AT 9:00 A.M.

9/ Moved by Commissioner Dugan, seconded by Commissioner Thiele to adjourn until February 27, 2020 at 9:00 A.M. The motion carried and the meeting was adjourned at 11:50 A.M.

AFTERNOON SESSION

FEBRUARY 13, 2020 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL

10/ The Board of Commissioners of the County of Allegan, State of Michigan, met in the Board Room of the County Services Building in the Township of Allegan on February 13, 2020 at 1:00 P.M. in accordance with the motion for adjournment of January 23, 2020, and rules of this Board; Chairman Storey presiding.

The invocation was offered by District #2 Commissioner Storey.

The Deputy County Clerk led the Board in the Pledge of Allegiance to the flag.

Upon roll call the following members answered as Commissioners for the respective Districts:

- | | | | |
|---------|-----------------------|---------|---------------------|
| DIST #1 | DEAN KAPENGA - Absent | DIST #5 | TOM JESSUP - Absent |
| DIST #2 | JIM STOREY | DIST #6 | GALE DUGAN |
| DIST #3 | MAX THIELE | DIST #7 | RICK CAIN |
| DIST #4 | MARK DeYOUNG | | |

COMMUNICATIONS

11/ Deputy Clerk Tien noted to the board that they received the following resolutions:

1. Cheboygan County, Mackinac County - resolution declaring the County to be a second amendment sanctuary county
2. Menominee County - resolution requesting the Great Lakes shoreline be declared a disaster area and seeking assistance
3. Sanilac County - resolution affirming the Second Amendment of the United States Constitution

JANUARY 23, 2020 SESSION MINUTES - ADOPTED

12/ Moved by Commissioner Thiele, seconded by Commissioner DeYoung to approve the minutes for the January 23, 2020 session as distributed. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

PUBLIC PARTICIPATION - COMMENTS

13/ Chairman Storey opened the meeting to public participation and the following individuals offered comments:

1. Steve DeYoung from the Allegan County 2nd Amendment Sanctuary Group addressed the board regarding a resolution that was submitted to Commissioners for their review
2. Judge Baillargeon congratulated Commissioner DeYoung on his service to Allegan County
3. Tyler Augst from the MSU Extension Office introduced himself to the board and his new role as the government & community vitality educator
4. Tim Ross of 2115 Fox Mountain Drive in Otsego addressed the board regarding Second Amendment rights
5. Steve Peterson from Martin addressed the board regarding Second Amendment rights
6. Dave Levett of 2633 116th Street in Allegan addressed the board regarding his support for the board to adopt the resolution that was submitted to Commissioners

AGENDA - ADDITIONS

14/ Chairman Storey asked if there were any additions or changes to the agenda. He noted that the 4th quarter Capital Report will be added to discussion item #6 from the morning session.

AGENDA - ADOPTED AS AMENDED

15/ Moved by Commissioner DeYoung, seconded by Commissioner Dugan to adopt the meeting agenda as amended. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

PRESENTATIONS

16/ Chairman Storey presented Mark DeYoung with a certificate of appreciation for his twenty years of service as County Commissioner for District 3.

ADMINISTRATIVE REPORTS & 4th QUARTER CAPITAL REPORT

17/ Administrator Rob Sarro referenced his written report that was sent to Commissioners. Project Manager Valdis Kalnins addressed the board with the 4th quarter Capital Report and a list of the 2020 Capital Report.



2019 Capital Project Report - 4th Quarter

Status of Approved 2019 Capital Projects and Projects Remaining to be Completed from Previous Years								
	Projects	Unscheduled	Queued	Development	Contracting	Execution	Closure	Completed
Status at end of 4th Quarter	59	0	0	1	6	10	3	39
Status at end of 3rd Quarter	57	0	0	8	5	15	6	23
Status at end of 2nd Quarter	53	0	4	10	3	15	3	18
Status at end of 1st Quarter	52	0	10	8	3	18	4	9
Status at start of 2019	49	1	15	14	3	8	8	0
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	62	12	0	5	4	16	4	24

Multi-Year CIP Project Data	Capital Project Funding Approved In:							TOTAL
	2013	2014	2015	2016	2017	2018	2019	
Capital Projects:	30	37	25	28	27	37	34	218
Completed in 2013	10							10
Completed in 2014	11	12						23
Completed in 2015	3	11	10					24
Completed in 2016	3	9	8	12				32
Completed in 2017	0	2	3	10	18			35
Completed in 2018	2	1	1	4	6	21		35
Completed in 2019	0	2	0	0	2	12	23	39
Total Completed	29	37	24	26	26	33	23	198
Remaining to be Completed	1	0	1	2	1	4	11	20

Cumulative Project Metrics for 2019	Actual	# On Schedule	# On Budget	# In Scope	% On Schedule	% On Budget	% In Scope
1st Quarter Completed	8	7	4	7	88%	50%	88%
2nd Quarter Completed	13	10	9	10	77%	69%	77%
3rd Quarter Completed	23	19	17	19	83%	74%	83%
4th Quarter Completed	39	27	29	30	69%	74%	77%
Carryover Projects	19						

On Schedule - Project was completed in the month that was projected when the project schedule was established.
 On Budget - Project did not require a new or an additional appropriation mid-year.
 In Scope - Project scope was well developed and held true to that scope through remaining project stages.

Status of Projects with Budgets over 100K - 12/31/2019 Projects Sorted by Total Approved Funding

#	Proj ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Overall Success	Jan19	Feb19	Mar19	Apr19	May19	Jun19	Jul19	Aug19	Sep19	Oct19	Nov19	Dec19		
1	11024-18							Roof Replacement at ACSO - Section 1	2018	\$ 800,000	94%	X	X	X	E	E	E	E	E	E	E	E	E	Done	
Scope: Replace roofing materials on 2/3 of largest section of roof at the ACSO. Update: Roof replacement of Section 1A completed. Completion of Section 1B planned for 2020.																									
2	13074							911 Radio System Replacement - Procure New System	2016	\$ 2,415,000	66%	M	M	M	M	M	M	M	M	M	M	M	M	Completion Q1, 2020	
Scope: Replace central dispatch radio system with 800MHz equipment, replace mobile and portable radios used by public safety, integrate new radio system with MPSCS and decommission old equipment. Update: Waiting for resolution of 2 items by Motorola. 10% of final billing retained pending completion.																									
3	13086							DOC Probation / Parole Move Construction	2017	\$ 643,000	75%	M	M	M	M	M	M	M	M	M	M	M	M	Done	
Scope: Construct new office space at the south end of the Sheriff's Office building in which to relocate Probation / Parole from the Courthouse. Update: Project completed.																									
4	11204-18							GL - Watercraft Launch and Pavilion	2018	\$ 283,629	88%	X	X	X	X	X	X	X	X	X	X	D	C	C	C
Scope: This project combines the following three major projects - ramp improvements, launch access road improvements and pavilion replacement along with necessary engineering services. Update: Four bids received, all higher than budgeted. Parks Advisory Board is reviewing and will be making a recommendation.																									
5	15030							ROO Public Records Management System Upgrade	2018	\$ 270,000	44%	E	E	E	E	E	E	E	E	M	M	M	M	M	
Scope: Replace current software solution used by Register of Deeds to manage public land records and Clerk to manage vital records. Update: Working on a small integration piece with Treasury to close out.																									
6	14007-17							Annual Heat Pump Replacements (15, 16, 17)	2015	\$ 220,000	84%	X	X	D	C	X	X	X	C	C	C	C	C	E	
Scope: Replace up to 60 heat pumps in an ongoing effort to refurbish all 133 heat pumps at the courthouse. Replacement projects for 2015, 2016 and 2017 have been combined into a single project. Update: Contract signed to replace 17 Heat Pumps. Work scheduled for mid-January.																									
7	14006-17A							ACSO Parking Lot - Construction	2015	\$ 198,000	72%	X	X	S	S	S	S	S	S	D	D	D	D	Execution in 2020	
Scope: Determine needs for ACSO parking lots and grounds to improve accessibility, increase parking proximity and reduce maintenance costs. Implement selected portions of comprehensive plan. Update: Contract finalized for execution in spring of 2020.																									
8	12081-18							Court Recording Solution Upgrade	2018	\$ 172,500	91%	X	X	C	C	E	E	E	E	E	E	E	E	E	
Scope: Upgrade court recording system and replace aging equipment. Carryover funding from 2018 combined with new funding appropriated with 2019 capital. Update: Seven Courtrooms finished. Quoted pricing for the remaining three small hearing rooms is being reviewed. Completion will exceed remaining budgeted appropriation.																									
9	13079-18A							Upgrade CISCO Phone System	2018	\$ 155,000	69%	E	E	E	E	E	M	M	M	M	M	M	M	Done	
Scope: System is 5-years old and needs to be upgraded to support County's E911 implementation required by January 2019. Update: Project completed.																									
10	14013-17C							YH Surveillance and Intercom System Replacement	2013	\$ 140,000	47%	D	D	C	C	C	C	C	C	E	E	E	E	E	
Scope: Replace and enhance aging video surveillance and room intercom systems. Update: Implementation is underway and expected to be completed in February, 2020.																									
11	11019-19A							Dispatch Console Replacement	2019	\$ 120,000	91%	X	X	X	X	X	X	X	D	D	C	C	E	E	
Scope: Replace aging dispatch consoles. Update: Implementation is underway and expected to be completed by February, 2020.																									
12	11026-17A							Scan Civil and Criminal Court Documents	2014	\$ 115,000	66%	X	X	X	X	X	X	X	D	C	E	E	E	Done	
Scope: There are about 1.5 million pages of documents in the Courthouse vaults that are full and causing space need issues for the Clerk. Once scanned and verified, the paper copies can be destroyed. Update: Project completed.																									
13	11002-18							HSB Boiler Replacement	2018	\$ 100,000	84%	M	M	Done											
Scope: Replace aging boilers at HSB, one of which has a broken heat exchanger and is not cost effective to repair. Update: Project completed. Energy rebate in the amount of \$890 received.																									

Project Budget Status - 12/31/2019
 Projects sorted by Fund, then Total Approved Funding (Highest to Lowest)

#	Prj ID	Project Name	Initial Funding Requested	Additional Funds Needed	Total Approved Funding	Expenditures To Date	Committed Funds	Available Funds	Turnback to Fund Balance	Project Completed?
#2118										
CENRTAL DISPATCH CIP										
1	13074	911 Radio System Replacement - Procure New System	\$ 2,415,000	\$ -	\$ 2,415,000	\$ 2,164,134	\$ 240,459	\$ 10,407	\$ -	No
2	11019-19A	Dispatch Console Replacement	\$ 120,000	\$ -	\$ 120,000	\$ 56,168	\$ -	\$ 7,665	\$ -	No
3	16012-12	Dispatch Tower Conversion to LED	\$ 100,000	\$ -	\$ 100,000	\$ 75,819	\$ -	\$ -	\$ 24,185	Yes
4	130026	MCT - Microport Licenses	\$ 38,000	\$ -	\$ 38,000	\$ 37,563	\$ -	\$ -	\$ 435	Yes
5	11005-18	Dispatch PPN SIP Card Purchase	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ -	No
6	14004-19	Pavement Maintenance 2019	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	No
TOTALS FOR #2118 - CENTRAL DISPATCH CIP			\$ 2,687,000	\$ -	\$ 2,687,000	\$ 2,333,681	\$ 308,627	\$ 20,072	\$ 24,620	
#2300										
TRANSPORTATION GRANT										
7	11031-18	800MHz Radio Replacement - ACT	\$ 94,903	\$ 30,764	\$ 125,667	\$ 110,383	\$ -	\$ -	\$ 15,284	Yes
#2450										
PUBLIC IMPROVEMENT FUND										
8	11024-19	Roof Replacement at ACSO - Section 1	\$ 800,000	\$ -	\$ 800,000	\$ 648,970	\$ -	\$ -	\$ 151,030	Yes
9	13028	DOC Probation / Parole Move Construction	\$ 560,000	\$ 85,000	\$ 645,000	\$ 642,750	\$ -	\$ -	\$ 2,250	Yes
10	14007-17	Annual Heat Pump Replacements (15, 16, 17)	\$ 220,000	\$ -	\$ 220,000	\$ -	\$ 118,694	\$ 101,306	\$ -	No
11	14008-17A	ACSO Parking Lot - Design and Construction	\$ 198,000	\$ (31,000)	\$ 167,000	\$ -	\$ 157,583	\$ 9,415	\$ -	No
12	12081-18	Court Recording Solution Upgrade (Part II - 2019)	\$ 172,500	\$ -	\$ 172,500	\$ 154,173	\$ -	\$ -	\$ 18,327	Yes
13	13079-18A	Upgrade CISCO Phone System and Infrastructure	\$ 52,000	\$ 103,000	\$ 155,000	\$ 150,650	\$ -	\$ -	\$ 4,350	Yes
14	11002-18	HSB Boiler Replacement	\$ -	\$ 100,000	\$ 100,000	\$ 88,037	\$ -	\$ -	\$ 11,963	Yes
15	14004-18A	Resurface Front Lot at County Services Building	\$ 63,000	\$ 31,000	\$ 96,000	\$ -	\$ 95,228	\$ 772	\$ -	No
16	14050-19A	Vehicles - Replace 3 Facilities Pick-ups	\$ 87,000	\$ -	\$ 87,000	\$ 86,787	\$ -	\$ -	\$ 213	Yes
17	11026-17A	Scan Civil and Criminal Court Documents - Phase II	\$ 82,890	\$ -	\$ 82,890	\$ 79,118	\$ -	\$ -	\$ 3,772	Yes
18	13030	ROD Public Records Management System Upgrade (Vitals)	\$ -	\$ 70,000	\$ 70,000	\$ 43,000	\$ 22,500	\$ -	\$ 2,500	Yes
19	11209-19	West Side Park Boardwalk Removal	\$ -	\$ 63,000	\$ 63,000	\$ -	\$ -	\$ -	\$ -	Yes
20	14049-19B	Vehicles - Replace 2 Marine Pick-ups	\$ 58,000	\$ -	\$ 58,000	\$ 56,736	\$ -	\$ -	\$ 1,264	Yes
21	13004-18	Pictometry Imagery (2019)	\$ 58,000	\$ -	\$ 58,000	\$ -	\$ 55,560	\$ -	\$ 2,440	Yes
22	TBD	Courthouse Improvements - Design	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	No
23	11154	EHR Implementation	\$ 40,000	\$ -	\$ 40,000	\$ 37,981	\$ -	\$ -	\$ 2,019	Yes
24	14040-19B	Vehicles - Replace 2 Court Vehicles	\$ 39,000	\$ -	\$ 39,000	\$ 38,440	\$ -	\$ -	\$ 560	Yes
25	11033-19B	Animal Shelter - HVAC Improvements	\$ -	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ 35,000	\$ -	No
26	14040-19D	Vehicles - Replace 1 Sheriff Debt Crew Van	\$ 32,000	\$ -	\$ 32,000	\$ 30,787	\$ -	\$ -	\$ 1,213	Yes
27	11030-19	HVAC System Replacements - CSB	\$ 40,000	\$ -	\$ 40,000	\$ 32,030	\$ -	\$ -	\$ 7,970	Yes
28	11033-19A	Animal Shelter - Floor Refinishing	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ -	No
29	14004-19	Pavement Maintenance 2019	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
30	11028-19	Medical Care Fire Protection System Improvements	\$ 30,000	\$ -	\$ 30,000	\$ 20,411	\$ -	\$ 9,589	\$ -	Yes
31	14049-19	CH Chair Replacement (2018 & 2019)	\$ 60,000	\$ -	\$ 60,000	\$ 59,832	\$ -	\$ -	\$ 168	Yes
32	14049-19C	Vehicles - Replace 1 Sheriff Transit Van	\$ 26,500	\$ -	\$ 26,500	\$ 26,639	\$ -	\$ -	\$ (139)	Yes
33	14040-19G	FM Tractor and Snow Blower - 2019	\$ 26,000	\$ -	\$ 26,000	\$ -	\$ 24,817	\$ -	\$ 1,183	Yes
34	11018-18A	Detective Bureau Interview Room Improvements	\$ 25,000	\$ -	\$ 25,000	\$ 15,049	\$ -	\$ -	\$ 9,951	Yes
35	12046-19	Network Security Audit - Required	\$ 21,000	\$ -	\$ 21,000	\$ 16,280	\$ -	\$ -	\$ 4,720	Yes
36	11067-19	HSB Elevator Repair	\$ -	\$ 20,000	\$ 20,000	\$ 19,286	\$ -	\$ -	\$ 714	Yes
37	13096-18	Repair Pumpouse Retaining Wall	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	No
38	11033-19	County Website Redesign	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No
39	14004-17B	HSB Parking Lot Study	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No

Project Budget Status - 12/31/2019
 Projects sorted by Fund, then Total Approved Funding (Highest to Lowest)

#	Prj ID	Project Name	Initial Funding Requested	Additional Funds Needed	Total Approved Funding	Expenditures To Date	Committed Funds	Available Funds	Turnback to Fund Balance	Project Completed?
40	11024-18A	Roof Replacement at ACSO and HSB Awnings	\$ 6,000	\$ 8,408	\$ 14,408	\$ 4,908	\$ 9,063	\$ -	\$ 437	Yes
41	14040-19F	Vehicles - Equip 2 Sheriff's Vehicles	\$ 12,000	\$ -	\$ 19,480	\$ 19,021	\$ -	\$ -	\$ 458	Yes
42	15014-19	Network File Server Replacement - Maple	\$ 12,000	\$ -	\$ 12,000	\$ 11,483	\$ -	\$ -	\$ 517	Yes
43	11074-19	EDEN Web HR Implementation	\$ 11,000	\$ -	\$ 11,000	\$ 7,403	\$ -	\$ -	\$ 3,595	Yes
44	14050-19J	Facilities Trailer Replacement	\$ 10,000	\$ -	\$ 10,000	\$ 5,245	\$ -	\$ -	\$ 4,755	Yes
45	11033-19C	Animal Shelter - Sink Replacement	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
46	11028-17A	Mass Notification System	\$ -	\$ 10,000	\$ 10,000	\$ 8,070	\$ -	\$ -	\$ 1,930	Yes
TOTALS FOR #2450 - PUBLIC IMPROVEMENT FUND			\$ 2,872,890	\$ 544,408	\$ 3,424,778	\$ 2,305,104	\$ 483,447	\$ 287,082	\$ 236,145	
#2465										
CHILD CARE CAPITAL										
47	15013-17C	YH Surveillance and Intercom System Replacement	\$ 70,000	\$ 70,000	\$ 140,000	\$ 43,000	\$ 65,808	\$ 31,192	\$ -	No
48	14004-19	Pavement Maintenance 2019	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	No
TOTALS FOR #2465 - CHILD CARE CAPITAL			\$ 75,000	\$ 70,000	\$ 145,000	\$ 43,000	\$ 65,808	\$ 36,192	\$ -	
#2470										
LOCAL GOVERNMENT REVENUE SHARING (PARKS)										
49	11204-18	Gun Lake Watercraft Launch and Pavilion	\$ 283,629	\$ -	\$ 283,629	\$ 18,629	\$ 13,350	\$ 251,650	\$ -	No
50	15039-18	Tree Management- Cutting at Various Parks	\$ 38,025	\$ -	\$ 38,025	\$ 38,025	\$ -	\$ -	\$ -	Yes
51	14040-19I	Wood Chipper for Parks	\$ 25,000	\$ -	\$ 25,000	\$ 22,489	\$ -	\$ -	\$ 2,511	Yes
52	14004-19	Pavement Maintenance 2019	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	No
53	14040-19H	New Dump Trailer for Parks	\$ 13,000	\$ -	\$ 13,000	\$ 8,455	\$ -	\$ -	\$ 4,545	Yes
54	14030-19L	Parks Water Tank Trailer	\$ -	\$ 12,000	\$ 12,000	\$ 8,750	\$ -	\$ -	\$ 3,250	Yes
55	15039-18	Tree Management - Planting at Various Parks	\$ 11,975	\$ -	\$ 11,975	\$ 8,200	\$ -	\$ -	\$ 3,775	Yes
56	14040-19K	Lawn Tractor / Mower Replacement for Parks	\$ 7,000	\$ -	\$ 7,000	\$ 6,131	\$ -	\$ -	\$ 869	Yes
57	12017-19	DNR Trust Fund - Silver Creek Grant Application	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ -	Yes
TOTALS FOR #2470 - LOCAL GOV. REV. SHARING (PARKS)			\$ 403,629	\$ 18,000	\$ 421,629	\$ 116,679	\$ 13,350	\$ 276,650	\$ 14,950	
#2550										
ANIMAL SHELTER (DONATIONS)										
58	1033-19	Animal Shelter Projects - Dog Run	\$ 33,000	\$ -	\$ 33,000	\$ -	\$ -	\$ 33,000	\$ -	No
MISC										
MISCELLANEOUS CAPITAL PROJECT FUNDING										
59	13030	ROD Public Records Management System Upgrade	\$ 300,000	\$ (100,000)	\$ 200,000	\$ 175,363	\$ 6,000	\$ 18,637	\$ -	No

Note: 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 12/31/2019

Typ	Proj ID	S	D	C	E	M	F	Project Name	Jan19	Feb19	Mar19	Apr19	May19	Jun19	Jul19	Aug19	Sep19	Oct19	Nov19	Dec19	Start	End	Overall	Schedule	Budget	Scope	Process	
1	11051-18							800MHz Radio Replacement - ACT	M	Done											Jan	Feb	69%	90%	60%	5.7%	60%	
2	15019-18							Tree Management - Cutting at Various Parks	E	Done												Jan	Feb	94%	100%	80%	86%	100%
3	14040-18							Facilities Trailer Replacement	E	Done												Jan	Feb	81%	100%	80%	86%	60%
4	14040-18							RM Tractor and Snow Blower - 2019	E	Done												Jan	Feb	94%	90%	100%	100%	90%
5	11000-18							HSB Boiler Replacement	M	M	Done											Jan	Feb	84%	90%	80%	100%	70%
6	11067-19	X						HSB Elevator Repair	C	E	Done											Jan	Mar	91%	100%	80%	100%	80%
7	12017-19	X						DNR Trust Fund - Silver Creek Grant Application	E	E	Done											Jan	Mar	72%	70%	80%	86%	60%
8	14040-18							Lawn Tractor / Mower Replacement for Parks	D	C	Done											Jan	Mar	94%	80%	100%	100%	100%
9	14040-18							New Dump Trailer for Parks	D	C	E	Done										Jan	Apr	88%	100%	80%	86%	80%
10	12006							MCT - Microsoft License	M	M	M	Done										Jan	Feb	79%	70%	100%	86%	60%
11	11018-18A							Detective Bureau Interview Room Improvements	C	C	C	E	E	Done							Jan	Jul	56%	80%	60%	80%	80%	
12	14040-18							Wood Chipper for Parks	D	C	E	E	M	Done							Jan	Jun	97%	100%	100%	100%	90%	
13	11018-18							Oil Chair Replacement - 2018	D	C	E	E	E	Done							Jan	Jul	72%	60%	100%	71%	70%	
14	14040-18	X						Parks Water Tank Trailer	X	X	X	D	C	E	Done						Jan	Jul	84%	90%	60%	100%	80%	
15	15035-18							Tree Management - Planting at Various Parks	S	D	C	C	E	M	Done						Jan	Jul	81%	90%	80%	71%	90%	
16	14040-18							Vehicles - Replace 2 Court Vehicles	D	C	M	M	M	M	Done						Jan	Sep	97%	90%	100%	100%	100%	
17	14040-18							Vehicles - Replace 2 Marine Pick-ups	D	C	M	M	M	M	Done						Jan	Sep	94%	90%	100%	100%	90%	
18	14040-18A							Vehicles - Replace 3 Facilities Pick-ups	D	C	M	M	M	M	Done						Jan	Sep	97%	90%	100%	100%	100%	
19	11028-19	X						Medical Care Fire Protection System Improvements	S	D	C	E	E	E	Done						Feb	Jul	81%	90%	80%	86%	70%	
20	11028-19A							Scan Oul and Criminal Court Documents - Phase II	D	C	E	E	E	E	Done						Jan	Aug	66%	50%	100%	71%	60%	
21	14040-18C							Vehicles - Replace 1 Sheriff Transit Van	D	C	M	M	M	M	Done						Jan	Sep	97%	90%	100%	100%	100%	
22	14079-18A							Upgrade CISCO Phone System and Infrastructure	E	E	E	E	E	M	M	Done					Jan	Jul	69%	60%	80%	71%	70%	
23	14040-18D							Vehicles - Replace 1 Sheriff Debt Crew Van	D	C	M	M	M	M	M	Done					Jan	Sep	97%	90%	100%	100%	100%	
24	15046-19							Network Security Audit - Required	X	X	D	D	C	C	E	E	E	Done			Mar	Oct	94%	100%	80%	100%	90%	
25	11074-19							RDN Web HR Implementation	X	X	X	S	D	D	C	E	Done				Mar	Oct	88%	90%	80%	86%	80%	
26	13084							DOC Probation / Parole Move Construction	M	M	M	M	M	M	M	Done					Jan	Dec	75%	60%	60%	71%	100%	
27	13084-18							Court Recording Solution Upgrade (Part II - 2018)	X	X	C	C	E	E	E	E	Done				Mar	Nov	91%	90%	100%	86%	90%	
28	11154							DIR Implementation	E	E	E	E	E	E	E	E	E	Done			Jan	2020	47%	70%	40%	40%	30%	
29	15014-19							Network File Server Replacement - Maple	X	X	X	X	X	X	C	C	C	E	E	Done	Jul	2020	88%	80%	100%	100%	80%	
30	13004-18							Pictometry Imagery (2019)	X	X	X	X	X	M	M	M	M	M	Done	Jan	Dec	75%	60%	100%	71%	80%		
31	11024-19							Roof Replacement at ACSO - Section 1	X	X	X	E	E	E	E	E	E	Done			Feb	2020	94%	80%	100%	100%	100%	
32	11024-19							CSB HVAC Unit Replacement	X	X	X	S	D	C	E	E	M	Done			Apr	2020	70%	60%	80%	100%	80%	
33	11024-19A							Scan Oul and Criminal Court Documents - Phase III	X	X	X	X	X	X	D	C	E	E	Done	Jul	Dec	84%	90%	80%	100%	80%		
34	11028-19A							Mass Notification System	E	E	E	E	E	E	E	E	E	Done			Jan	2020	63%	60%	40%	5.7%	80%	
35	11018-18							Oil Chair Replacement - 2019	X	X	X	X	X	X	D	C	C	E	Done	Jul	Dec	91%	100%	100%	71%	90%		
36	14040-18F							Vehicles - Equip 2 Sheriff's Vehicles	M	M	M	M	M	M	M	M	M	Done			Jan	2020	91%	100%	80%	71%	100%	
37	11024-18A							Roof Replacement at ACSO and HSB Awnings	X	X	X	E	E	E	E	E	E	Done			Apr	2020	70%	80%	80%	86%	70%	
38	11209-19	X						West Side Park Boardwalk Removal	X	X	X	X	X	X	X	X	S	C	Done		Oct	2020	88%	100%	80%	100%	70%	
39	14015-19	X						Dispatch Tower Conversion to LED	X	X	C	E	E	E	M	M	M	Done			Mar	2020	81%	90%	60%	100%	70%	
PROJECTS IN MONITORING																												
40	15033							KOD Public Records Management System Upgrade	E	E	E	E	E	E	M	M	M	M	Done		Jan	2020	64%	100%	60%	5.7%	50%	
41	11204-18							San Lake Watercraft Launch and Pavilion - Engineering	S	D	D	D	D	D	C	C	E	E	M	Done	Jan	2020	88%	70%	100%	100%	90%	
42	13024							911 Radio System Replacement - Procure New System	M	M	M	M	M	M	M	M	M	Completion Q1, 2020			Jan	2020	66%	50%	100%	5.7%	70%	
PROJECTS IN EXECUTION																												
43	15013-19C							VII Surveillance and Intercom System Replacement	D	D	C	C	C	C	E	E	E	E	E	Done	Jan	2020	47%	40%	60%	20%	60%	
44	11018-18A							Dispatch Console Replacement	X	X	X	X	X	X	D	D	C	C	E	E	Sep	2020	91%	100%	100%	71%	90%	
45	700	X						Courthouse Improvements - Design	X	X	X	X	X	X	X	D	C	C	E	E	Sep	2020	72%	80%	100%	5.7%	60%	
46	11033-18C	X						Animal Shelter - Sink Replacement	X	X	X	X	X	X	X	D	D	C	E	E	Sep	2020	81%	90%	80%	100%	60%	
47	11033-18D	X						Animal Shelter - HVAC Improvements	X	X	X	X	X	X	X	D	D	C	E	E	Sep	2020	81%	90%	80%	100%	60%	
48	14007-17							Annual Heat Pump Replacements (15, 16, 17)	X	X	D	C	X	X	X	C	C	C	E	Done	Jul	2020	84%	60%	100%	86%	100%	
49	11033-18A	X						Animal Shelter - Floor Refinishing	X	X	X	X	X	X	X	D	D	C	E	Done	Sep	2020	81%	90%	80%	100%	60%	
50	11005-18							Dispatch PPN SFP Card Purchase	C	C	E	E	E	E	E	E	Execution In 2020			Jan	Jul	66%	50%	100%	71%	60%		
51	14004-18A							Reurface Front Lot at County Services Building	X	X	S	D	D	D	D	C	E	Execution In 2020			Mar	Dec	72%	50%	80%	86%	80%	
52	14004-17A							ACSO Parking Lot Improvements	X	X	S	S	S	S	S	D	E	Execution In 2020			Mar	Dec	72%	50%	60%	86%	90%	
PROJECTS IN CONTRACTING																												
53	14004-19							Pavement Maintenance 2019	X	X	D	D	D	D	D	D	D	Delayed to 2020			Mar	2020	81%	70%	80%	86%	90%	
54	13095-18							SanDiego Courthouse Retaining Wall	X	X	X	X	D	D	D	D	C	E	Rebid In 2020		May	2020	72%	60%	80%	71%	80%	
55	1033-19							Animal Shelter Dog Run	X	X	X	X	D	D	D	D	C	E	Rebid In 2020		May	2020	81%	90%	100%	86%	60%	
56	11204-18							San Lake Watercraft Launch and Pavilion - Construction	X	X	X	X	X	X	X	D	C	C	C	Done	Jan	2020	91%	80%	100%	86%	100%	
57	14004-17D							HSB Parking Lot Study	X	X	X	X	X	X	D	D	C	C	C	Done	Jul	2020	72%	60%	80%	71%	80%	
PROJECTS IN DEVELOPMENT																												
58	11073-19							County Website Redesign	X	X	X	X	X	X	X	X	D	D	D	D	Sep	2020	97%	100%	100%	100%	90%	
PROJECTS QUEUED FOR DEVELOPMENT																												

X = Unplanned Project



2020 Capital Project Report - Start of Year

	Projects	Unscheduled	Queued	Development	Contracting	Execution	Closure	Completed
Status at end of 4th Quarter								
Status at end of 3rd Quarter								
Status at end of 2nd Quarter								
Status at end of 1st Quarter								
Status at start of 2020	62	0	2	36	8	12	3	1
Status at end of 2019	59	0	0	1	6	10	3	39
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	62	12	0	5	4	16	4	24

	Capital Project Funding Approved In:									TOTAL
	2013	2014	2015	2016	2017	2018	2019	2020		
Capital Projects:	30	37	25	29	27	37	32	44		261
Completed in 2013	10									10
Completed in 2014	11	12								23
Completed in 2015	3	11	10							24
Completed in 2016	3	9	8	12						32
Completed in 2017	0	2	5	10	18					35
Completed in 2018	2	1	1	4	6	21				35
Completed in 2019	0	2	0	0	2	12	23			39
Completed in 2020	0	0	0	0	0	0	0	1		1
Total Completed	29	37	24	26	26	33	23	1		199
Remaining to be Completed	1	0	1	3	1	4	9	43		62

	Actual	# On Schedule	# On Budget	# In Scope	% On Schedule	% On Budget	% In Scope
1st Quarter Completed					#DIV/0!	#DIV/0!	#DIV/0!
2nd Quarter Completed					#DIV/0!	#DIV/0!	#DIV/0!
3rd Quarter Completed					#DIV/0!	#DIV/0!	#DIV/0!
4th Quarter Completed					#DIV/0!	#DIV/0!	#DIV/0!
Carryover Projects							

On Schedule - Project was completed in the month that was projected when the project schedule was established.
 On Budget - Project did not require a new or an additional appropriation mid-year.
 In Scope - Project scope was well developed and held true to that scope through remaining project stages.

Status of Projects with Budgets over 100K - 01/01/2020 Projects Sorted by Total Approved Funding

#	Proj ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Overall Success	Jan20	Feb20	Mar20	Apr20	May20	Jun20	Jul20	Aug20	Sep20	Oct20	Nov20	Dec20	
1	13074							911 Radio System Replacement - Procure New System	2016	\$ 2,415,000	66%	D	C	C	E	E	Done							
								Scope: Replace central dispatch radio system with 800MHz equipment, replace mobile and portable radios used by public safety, integrate new radio system with MPSCS and decommission old equipment. Update: Waiting for resolution of 2 items by Motorola. 10% of final billing retained pending completion.																
2	12093-20							Courthouse Improvements - Construction	2020	\$ 935,300	100%	S	S	D	D	C	C	E	E	E	E	E	E	E
								Scope: Construct a new security entrance, add a sally port and improve holding cells. Update: Team has been meeting with GMS Architects and Engineers to review design options before work begins on design drawings and the development of construction specifications.																
3	14025-20A							Roof Replacement at ACSO - Section 1B	2020	\$ 520,000	100%	C	C	E	E	E	E	E	E	E	E	E	E	Done
								Scope: Replace roofing materials on remaining 1/3 of Section 1. 2/3 completed in 2019 project. Update: Garland issued RFP and has secured bids from three contractors. Contract award pending.																
4	14018-20							Indigent Defense Offices	2020	\$ 366,300	100%	C	C	E	E	E	E	Done						
								Scope: Replace roofing materials on remaining 1/3 of Section 1. 2/3 completed in 2019 project. Update: RFP issued to make minor renovations at the Human Services building. Bids due 2/3.																
5	11204-18							GL - Watercraft Launch and Pavilion	2018	\$ 283,629	91%	C	C	E	E	E	E	E	E	E	E	E	E	Done
								Scope: This project combines the following three major projects - ramp improvements, launch access road improvements and pavilion replacement along with necessary engineering services. Update: Four bids received, all higher than budgeted. Parks Advisory Board is reviewing and will be making a recommendation on 2/4.																
6	13030							ROD Public Records Management System Upgrade	2018	\$ 270,000	44%	E	E	Done										
								Scope: Replace current software solution used by Register of Deeds to manage public land records and Clerk to manage vital records. Update: Working on a small integration piece with Treasury to close out.																
7	14000-13							Annual Heat Pump Replacements (Phase I and II)	2015	\$ 220,000	84%	C	C	E	E	E	E	E	E	E	E	E	Done	
								Scope: Replace up to 60 heat pumps in an ongoing effort to refurbish all 133 heat pumps at the courthouse. Replacement projects for 2015, 2016 and 2017 have been combined into a single project. Update: Replacement of 17 heat pumps completed in January. Contract being finalized to use remaining funds to replace approx. 13 to 20 additional heat pumps.																
8	14024-20B							Roof Replacement at Courthouse - Section 2 and 4	2020	\$ 215,000	97%	S	D	C	C	C	E	E	E	E	E	E	E	Done
								Scope: Replace roofing materials on Section 2 and 4 of the County Courthouse. Update: Reviewing strategy for procuring services.																
9	14040-20D							Vehicles - Replace 6 Sheriff's Utility Vehicles	2020	\$ 201,000	100%	C	C	M	M	M	M	M	Done					
								Scope: Purchase 6 replacement Utility Vehicles for Sheriff's Patrol Update: Specifications and options being finalized.																
10	12081-18							Court Recording Solution Upgrade (Phase III)	2018	\$ 172,500	91%	C	C	E	E	E	E	Done						
								Scope: Upgrade court recording system and replace aging equipment. Carryover funding from 2018 combined with new funding appropriated with 2019 capital. Update: Seven Courtrooms finished. Quoted pricing for the remaining three small hearing rooms is being reviewed. Completion will require an additional appropriation of approximately \$21K.																
11	14005-17A							ACSO Parking Lot - Construction	2016	\$ 167,000	72%			E	E	E	E	M	Done					
								Scope: Front lot reconstruction to add parking spaces, improve ADA parking, pedestrian safety and signage. Update: Contract finalized for execution in spring of 2020.																
12	16013-20							Dispatch CAD Upgrade	2020	\$ 160,000	100%	C	C			E	E	E	E	E	E	E	E	
								Scope: Upgrade New World Computer Aided Dispatch System hardware and software. Update: Quote from Tyler received. Award pending Board approval.																
13	14025-20A							Body Scanner Replacement	2020	\$ 180,000	91%					S	S	D	C	C	E	E	Done	
								Scope: Purchase a body scanner to replace the one acquired through federal surplus. Update: Projects scheduled to kick-off in May.																
14	13013-17C							VH Surveillance and Intercom System Replacement	2013	\$ 140,000	47%	E	E	E	M	Done								
								Scope: Replace and enhance aging video surveillance and room intercom systems. Update: Implementation is underway and expected to be completed in February, 2020.																

Status of Projects with Budgets over 100K - 01/01/2020
Projects Sorted by Total Approved Funding

#	Prj ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Overall Success	Jan20	Feb20	Mar20	Apr20	May20	Jun20	Jul20	Aug20	Sep20	Oct20	Nov20	Dec20
15	14019-19A							Dispatch Console Replacement	2019	\$ 120,000	91%	E	M	Done									
		Scope: Replace aging dispatch consoles.																					
		Update: New consoles installed. Project wrapping up.																					
16	16021-20							Jail Security System Upgrade	2020	\$ 115,000	100%	C	C				E	E	E	M	Done		
		Scope: Replace jail security system servers, other critical equipment and upgrade software to ensure continued reliability of the system.																					
		Update: Quote received from Stanley. Considering and evaluating alternatives.																					
17	14028-20B							YH Fire Safety System Improvements	2020	\$ 100,000	91%	S	S	D	D	C	C	E	E	E	E	Done	
		Scope: Upgrade the fire suppression system in the Youth Home.																					
		Update: Evaluating options and procurement strategies.																					
18	14073-20							Emergency Siren Activation Solution	2020	\$ 100,000	94%		D	D	C	C	C	E	E	E	E	Done	
		Scope: Research and implement an alternate method to for siren activation that does not rely on maintaining any VHF infrastructure.																					
		Update: Project set to kick-off in February.																					

Project Schedule and Status as of 01/01/2020

#	Prj ID	Project Name	Initial Funding Requested	Additional Funds Needed	Total Approved Funding	Expenditures To Date	Committed Funds	Available Funds	Turnback to Fund Balance	Project Completed?
	#2118	CENRALT DISPATCH CIP								
1	13074	911 Radio System Replacement - Procure New System	\$ 2,415,000	\$ -	\$ 2,415,000	\$ 2,164,134	\$ 240,459	\$ 10,407	\$ -	No
2	16013-20	Dispatch CAD Upgrade	\$ 160,000	\$ -	\$ 160,000	\$ -	\$ -	\$ 160,000	\$ -	No
3	11019-19A	Dispatch Console Replacement	\$ 120,000	\$ -	\$ 120,000	\$ 96,168	\$ 96,168	\$ 7,665	\$ -	No
4	11073-20	Emergency Siren Activation Solution	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No
5	11006-20	911 Audio Call Recorder Upgrade	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No
6	14013-20A	Dispatch Surveillance Camera Replacement	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No
7	14005-18	Dispatch PPN SIP Card Purchase	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ -	No
8	14004-20	Pavement Maintenance 2020 - Dispatch	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	No
		TOTALS FOR #2118 - CENTRAL DISPATCH CIP	\$ 2,839,000	\$ -	\$ 2,839,000	\$ 2,220,301	\$ 308,627	\$ 310,072	\$ -	
	#2300	TRANSPORTATION GRANT								
9	11023-20B	ACT Tire Changer and Wheel Balancer Replacement	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No
10	11023-20C	Vehicle Diagnostic Scanner Replacement	\$ 5,500	\$ -	\$ 5,500	\$ -	\$ -	\$ 5,500	\$ -	No
11	14004-20	Pavement Maintenance 2020 - Transportation	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	No
		TOTALS FOR #2300 - TRANSPORTATION GRANT	\$ 23,500	\$ -	\$ 23,500	\$ -	\$ -	\$ 23,500	\$ -	
	#2450	PUBLIC IMPROVEMENT FUND								
12	12033-20	Courthouse Improvements - Construction (see note at bottom)	\$ 935,300	\$ -	\$ 935,300	\$ -	\$ -	\$ 935,300	\$ -	No
13	11024-20A	Roof Replacement at ACSO - Section 1B	\$ 520,000	\$ -	\$ 520,000	\$ -	\$ -	\$ 520,000	\$ -	No
14	11024-20B	Roof Replacement at Courthouse - Section 2 and 4	\$ 215,000	\$ -	\$ 215,000	\$ -	\$ -	\$ 215,000	\$ -	No
15	14040-20D	Vehicles - Replace 6 Sheriff's Utility Vehicles	\$ 201,000	\$ -	\$ 201,000	\$ -	\$ -	\$ 201,000	\$ -	No
16	12081-18	Court Recording Solution Upgrade (Part III - 2020)	\$ 172,500	\$ -	\$ 172,500	\$ 154,173	\$ -	\$ 18,327	\$ -	No
17	14004-17A	ACSO Parking Lot Improvements	\$ 198,000	\$ (31,000)	\$ 167,000	\$ -	\$ 157,383	\$ 9,415	\$ -	No
18	11023-20A	Body Scanner Replacement	\$ 160,000	\$ -	\$ 160,000	\$ -	\$ -	\$ 160,000	\$ -	No
19	14000-13	Annual Heat Pump Replacements - Phase I (2015)	\$ 118,694	\$ -	\$ 118,694	\$ -	\$ 118,694	\$ -	\$ -	No
20	16021-20	Jail Security System Upgrade	\$ 115,000	\$ -	\$ 115,000	\$ -	\$ -	\$ 115,000	\$ -	No
21	14000-17	Annual Heat Pump Replacements - 2016, 17 -Phase II	\$ 101,306	\$ -	\$ 101,306	\$ -	\$ -	\$ 101,306	\$ -	No
22	14004-18A	Resurface Front Lot at County Services Building	\$ 65,000	\$ 31,000	\$ 96,000	\$ -	\$ -	\$ 95,228	\$ 772	No
23	14009-20A	Vehicles - Replace 3 Facilities Pick-ups	\$ 90,000	\$ -	\$ 90,000	\$ -	\$ -	\$ 90,000	\$ -	No
24	14072-20	eTicket Solution Implementation	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ -	\$ 70,000	\$ -	No
25	12033-20	Courthouse Improvements - Design	\$ 64,700	\$ -	\$ 64,700	\$ -	\$ 64,700	\$ -	\$ -	No
26	11026-20A	Probate Court Microfilm Scanning	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000	\$ -	No
27	13004-18	Pictometry Imagery (2020)	\$ 56,000	\$ -	\$ 56,000	\$ -	\$ 55,560	\$ 440	\$ -	No
28	14030-20B	CSB HVAC Unit Replacement - 2020	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	No
29	13096-20A	Pump House 1 Reconstruction	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	No
30	11033-19A	Animal Shelter - Floor Refinishing	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ 35,229	\$ 4,771	\$ -	No
31	14040-20E	Vehicles - Equip Sheriff's Vehicles	\$ 39,000	\$ -	\$ 39,000	\$ -	\$ -	\$ 39,000	\$ -	No
32	14040-20B	Vehicles - Replace 2 Court Vehicles	\$ 38,500	\$ -	\$ 38,500	\$ -	\$ -	\$ 38,500	\$ -	No
33	11033-19B	Animal Shelter - HVAC Improvements	\$ -	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ 29,940	\$ 5,060	No
34	14032-20	Vehicles - Marine Shallow Water Boat and Trailer	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
35	14034-20	Pavement Maintenance 2020 - County	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
36	11019-20	CH Chair Replacement - 2020	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
37	13096-18	Repair Pump House Retaining Wall	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	No
38	13013-20	Scanner Replacements	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ 12,800	\$ 7,200	\$ -	No
39	13096-20B	Water Tower - Clean and Re-paint Interior	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	No
40	13096-20C	Lagoon Structure Valve Replacement	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No
41	11033-19	County Website Redesign	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No
42	13017-20	Copier Replacements	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ 3,068	\$ 12,932	\$ -	No
43	11030-20A	ACSO Relocate and Repair / Replace Heat Pumps	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No
44	14004-17B	HSB Parking Lot Study	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No

Project Schedule and Status as of 01/01/2020

#	Prj ID	Project Name	Initial Funding Requested	Additional Funds Needed	Total Approved Funding	Expenditures To Date	Committed Funds	Available Funds	Turnback to Fund Balance	Project Completed?
43	13014-20	Server Replacements	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No
46	11002-20	ACSO Repair Domestic Water Boiler	\$ 13,000	\$ -	\$ 13,000	\$ -	\$ -	\$ 13,000	\$ -	No
47	11033-19C	Animal Shelter - Sink Replacement	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 5,803	\$ 4,193	\$ -	No
48	11035-20	Inmate Lookup Tool	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
49	11039-20C	ACSO Dehumidification Controls for Air Handlers	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
50	11039-20	Friend of the Court Vault Renovation	\$ 8,000	\$ -	\$ 8,000	\$ -	\$ -	\$ 8,000	\$ -	No
51	11007-20A	UPS Battery Replacement - CH	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -	No
52	13013-20B	ACT Surveillance Camera Replacement	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -	No
TOTALS FOR #2450 - PUBLIC IMPROVEMENT FUND			\$ 3,617,000	\$ 85,000	\$ 3,702,000	\$ 154,173	\$ 578,609	\$ 2,969,218	\$ -	
#2465 CHILD CARE CAPITAL										
53	13013-12C	YH Surveillance and Intercom System Replacement	\$ 70,000	\$ 70,000	\$ 140,000	\$ 43,000	\$ 65,808	\$ 31,192	\$ -	No
54	11028-20B	Youth Home Fire Safety System	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No
55	11030-20C	Youth Home AC Replacement	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No
56	11019-20B	Cheever Wardrobe Replacement	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
57	14004-20	Pavement Maintenance 2020 - Youth Home	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000	\$ -	No
58	11007-20B	UPS Battery Replacement - YH	\$ 2,300	\$ -	\$ 2,300	\$ -	\$ -	\$ -	\$ 2,300	Yes
TOTALS FOR #2465 - CHILD CARE CAPITAL			\$ 202,300	\$ 70,000	\$ 272,300	\$ 43,000	\$ 65,808	\$ 161,192	\$ 2,300	
#2470 LOCAL GOVERNMENT REVENUE SHARING (PARKS)										
59	11204-18	Gun Lake Watercraft Launch and Pavilion - Engineering	\$ 31,979	\$ -	\$ 31,979	\$ 18,629	\$ 13,350	\$ -	\$ -	No
60	11204-18	Gun Lake Watercraft Launch and Pavilion - Construction	\$ 231,630	\$ -	\$ 231,630	\$ -	\$ -	\$ 231,630	\$ -	No
61	14040-20C	Vehicles - Replace 3 Parks Vehicles	\$ 93,000	\$ -	\$ 93,000	\$ -	\$ -	\$ 93,000	\$ -	No
62	11208-20	Vault Outhouse Venting and Roof Replacement	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
63	14004-20	Pavement Maintenance 2020 - Parks	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	No
TOTALS FOR #2470 - LOCAL GOV. REV. SHARING (PARKS)			\$ 431,629	\$ -	\$ 431,629	\$ 18,629	\$ 13,350	\$ 399,650	\$ -	
#VARIOUS OTHER CAPITAL PROJECTS										
64	11033-20B	Animal Shelter Dog Run	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
65	13030	ROD Public Records Management System Upgrade	\$ 300,000	\$ (100,000)	\$ 200,000	\$ 122,940	\$ 42,014	\$ 35,046	\$ -	No
66	11018-20	Indigent Defense Offices	\$ 366,300	\$ -	\$ 366,300	\$ -	\$ -	\$ 366,300	\$ -	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 #12 Courthouse Improvements - Construction: Budget amount includes \$500,000 transfer in from Self-Insurance Fund #6770.

Capital Project Report - Start of Year - 2020 - Page 5 of 6

Project Schedule and Status as of 01/01/2020

Typ	Prj ID	S	D	C	E	M	F	Project Name	Jan20	Feb20	Mar20	Apr20	May20	Jun20	Jul20	Aug20	Sep20	Oct20	Nov20	Dec20	Start	End	Overall	Schedule	Budget	Scope	Process
PROJECTS COMPLETED																											
1	11007-20B							UPS Battery Replacement - YH	Done												2019	Jan	95%	100%	80%	100%	80%
PROJECTS IN MONITORING																											
2	13030							ROD Public Records Management System Upgrade	E	E	Done										2019	Mar	44%	20%	60%	5%	50%
3	13074							911 Radio System Replacement - Procure New System	M	M	M	M	Done								2019	May	66%	50%	100%	5%	70%
4	11204-18							Gun Lake Watercraft Launch and Pavilion - Engineering	M	M	M	M	Done								2019	May	83%	70%	100%	100%	90%
PROJECTS IN EXECUTION																											
5	11033-19B							Animal Shelter - HVAC Improvements	E	M	Done										2019	Mar	81%	90%	80%	100%	60%
6	11033-19C							Animal Shelter - Sink Replacement	E	M	Done										2019	Mar	81%	90%	80%	100%	60%
7	11033-19A							Animal Shelter - Floor Refinishing	E	M	Done										2019	Mar	81%	90%	80%	100%	60%
8	11019-19A							Dispatch Console Replacement	E	M	Done										2019	Mar	91%	100%	100%	100%	71%
9	13013-20B							YH Surveillance and Intercom System Replacement	E	E	E	M	Done								2019	May	47%	49%	60%	29%	60%
10	14004-20							Annual Heat Pump Replacements - Phase I (2019)	E	E	E	E	Done								2019	Jun	94%	60%	100%	80%	100%
11	14004-18A							Resurface Front Lot at County Services Building	E	E	E	E	E	M	Done						2019	Aug	72%	50%	80%	80%	80%
12	14004-17A							ACSO Parking Lot Improvements	E	E	E	E	E	M	Done						2019	Aug	72%	50%	60%	80%	90%
13	13004-18							Dispatch PPS Card Purchase	E	E	E	E	E	Done	M	Done					2019	Oct	66%	50%	100%	71%	60%
14	13004-18							Pilotometry Imagery (2020)	M	E	E	E	E	E	M	M	M	Done			2019	Dec	75%	60%	100%	100%	71%
15	14040-20E							Vehicles - Equip Sheriff's Vehicles	E	E	E	E	E	E	E	E	E	E	Done		2019	Dec	100%	100%	100%	100%	100%
16	13004-18							Courthouse Improvements - Design	E	E	E	E	E	E	E	E	E	E	E	Done	2019	2021	72%	80%	100%	100%	5%
PROJECTS IN CONTRACTING																											
17	13004-20							ACSO Repair Domestic Water Boiler	C	E	E	M	Done								Jan	May	100%	100%	100%	100%	100%
18	13004-20C							Lagoon Structure Valve Replacement	C	C	E	E	M	Done							Jan	Jun	100%	100%	100%	100%	100%
19	12001-18							Court Recording Solution Upgrade (Part II - 2020)	C	C	E	E	E	Done							2019	Jul	91%	90%	100%	90%	90%
20	13006-20							911 Audio Call Recorder Upgrade	C	C	E	E	E	Done							Jan	Jul	100%	100%	100%	100%	100%
21	13004-18							HSB Parking Lot Study	E	E	E	E	M	Done							2019	Jul	72%	60%	80%	71%	80%
22	13004-18							Repair Furnishings Retaining Wall	C	C	E	E	E	Done							2019	Jul	72%	60%	80%	71%	80%
23	11033-20B							Animal Shelter Dog Run	C	C	E	E	E	Done							2019	Jul	81%	90%	100%	80%	60%
24	11204-18							Gun Lake Watercraft Launch and Pavilion - Construction	C	C	E	E	E	E	E	E	E	E	E	Done	2019	Dec	91%	80%	100%	80%	100%
PROJECTS IN DEVELOPMENT																											
25	13014-20							Scanner Replacements	C	C	E	E	Done								Jan	May	97%	100%	100%	100%	90%
26	13014-20							Copier Replacements	C	C	E	E	M	Done							Jan	Jun	97%	100%	100%	100%	90%
27	13014-20							Server Replacements	C	C	E	E	Done								Jan	Jun	97%	100%	100%	100%	90%
28	11019-20B							Cheever Wardrobe Replacement	C	C	E	E	M	Done							Jan	Jun	97%	100%	100%	100%	90%
29	11030-20C							Youth Home AC Replacement	D	C	C	E	E	Done							Jan	Jun	94%	100%	100%	80%	90%
30	11035-20							Vehicles - Marine Shallow Water Boat and Trailer	D	C	C	E	E	M	Done						Jan	Jul	94%	100%	100%	80%	90%
31	11039-20C							ACSO Dehumidification Controls for Air Handlers	D	C	C	E	E	Done							Jan	Jul	100%	100%	100%	100%	100%
32	11030-20B							ACSO Relocate and Repair / Replace Heat Pumps	D	C	C	E	E	E	Done						Jan	Aug	100%	100%	100%	100%	100%
33	14040-20B							Vehicles - Replace 6 Sheriff's Utility Vehicles	C	C	M	M	M	M	M	Done					Jan	Aug	100%	100%	100%	100%	100%
34	14040-20A							Vehicles - Replace 3 Facilities Pick-ups	C	C	M	M	M	M	M	Done					Jan	Aug	100%	100%	100%	100%	100%
35	14040-20B							Vehicles - Replace 2 Court Vehicles	C	C	M	M	M	M	M	Done					Jan	Aug	100%	100%	100%	100%	100%
36	14040-20C							Vehicles - Replace 3 Parks Vehicles	C	C	M	M	M	M	M	Done					Jan	Aug	100%	100%	100%	100%	100%
37	14040-20E							Friend of the Court Vault Renovation	S	D	C	E	E	M	Done						Feb	Aug	100%	100%	100%	100%	100%
38	11208-20							Vault Outhouse Venting and Roof Replacement	D	C	C	E	E	M	Done						Feb	Aug	100%	100%	100%	100%	100%
39	11030-20B							CSB HVAC Unit Replacement - 2020	D	C	C	E	E	E	Done						Jan	Sep	94%	100%	100%	80%	90%
40	13004-20							Jail Security System Upgrade	D	C	C	E	E	E	M	Done					Jan	Oct	100%	100%	100%	100%	100%
41	11028-20B							ACT The Charger and Wheel Balancer Replacement	S	D	C	C	E	E	M	Done					Mar	Oct	100%	100%	100%	100%	100%
42	11028-20C							Vehicle Diagnostic Scanner Replacement	S	D	C	C	E	E	M	Done					Mar						

FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS

18/ WHEREAS, Administration has compiled the following claims for January 31, 2020; February 7, 2020 and February 14, 2020; and

WHEREAS, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

WHEREAS, said claims are listed in the 2020 Claims folder of the Commissioners' Record of Claims.

JANUARY 31, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	156,664.14	156,664.14	
Park/Recreation Fund - 2080	1,580.33	1,580.33	
Central Dispatch/E911 Fund – 2110	1,124.00	1,124.00	
Friend of the Court Office – 2151	23.07	23.07	
Health Department Fund – 2210	1,122.97	1,122.97	
Solid Waste – 2211	6,853.35	6,853.35	
Transportation Grant – 2300	3,522.18	3,522.18	
Indigent Defense – 2600	31,383.75	31,383.75	
Grants – 2790	14,363.83	14,363.83	
Victims Rights Grant - 2791	20.37	20.37	
Child Care-Circuit/Family – 2921	8,467.57	8,467.57	
Soldiers Relief Fund – 2930	1,368.71	1,368.71	
Senior Millage – 2950	1,150.18	1,150.18	
Fleet Management – 6612	15.66	15.66	
Self-Insurance Fund – 6770	5,306.42	5,306.42	
Drain Fund – 8010	15,498.03	15,498.03	
TOTAL	\$248,464.56	\$248,464.56	

FEBRUARY 7, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	217,338.80	217,338.80	
Park/Recreation Fund - 2080	4,142.30	4,142.30	
Friend of the Court Office – 2151	414.00	414.00	
Health Department Fund – 2210	1,514.15	1,514.15	
Solid Waste – 2211	611.00	611.00	
Transportation Grant – 2300	5,589.93	5,589.93	
Capital Improvement Fund - 2450	37,143.90	37,143.90	
Register of Deeds Automation Fund – 2560	6,194.45	6,194.45	
Indigent Defense – 2600	670.05	670.05	

Palisades Emergency Planning Facility UP - 2630	249.10	249.10	
Concealed Pistol Licensing Fund - 2635	2,355.62	2,355.62	
Local Corrections Officers Training Fund - 2640	264.40	264.40	
Justice Training Fund – P.A.302, 1982 - 2660	745.00	745.00	
Law Library Fund - 2690	2,739.66	2,739.66	
CDBG Loan Repayment - 2771	30.00	30.00	
Grants – 2790	13,285.10	13,285.10	
Child Care-Circuit/Family – 2921	8,762.50	8,762.50	
Senior Millage – 2950	3,267.15	3,267.15	
Delinquent Tax Revolving Fund - 6160	1,296.04	1,296.04	
Tax Reversion – 6200	13,591.78	13,591.78	
Fleet Management – 6612	4.44	4.44	
Self-Insurance Fund – 6770	393,890.59	393,890.59	
Drain Fund – 8010	8,810.12	8,810.12	
TOTAL	722,910.08	722,910.08	

FEBRUARY 14, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	120,657.53	120,657.53	
Park/Recreation Fund - 2080	1,113.34	1,113.34	
Central Dispatch/E911 Fund - 2110	5,438.75	5,438.75	
Central Dispatch CIP – 2118	56,167.50	56,167.50	
Friend of the Court Office - 2151	517.62	517.62	
Health Department Fund - 2210	3,941.39	3,941.39	
Transportation Grant – 2300	66,369.04	66,369.04	
Public Improvement Fund - 2450	46,487.19	46,487.19	
Register of Deeds Automation Fund - 2560	83.76	83.76	
Indigent Defense - 2600	237.60	237.60	
Grants – 2790	3,272.54	3,272.54	
Victims Rights Grants - 2791	369.21	369.21	
Fillmore Township – 2804	97.35	97.35	
Child Care-Circuit/Family - 2921	5,664.63	5,664.63	
Soldiers Relief Fund - 2930	1,727.67	1,727.67	
Senior Millage – 2950	1,489.54	1,489.54	
Tax Reversion - 6200	65.62	65.62	
Drain Equip Revolving - 6390	634.78	634.78	
Fleet Management - 6612	6.96	6.96	
Self-Insurance Fund - 6770	21,464.99	21,464.99	
Drain Fund - 8010	55,622.46	55,622.46	
TOTAL AMOUNT OF CLAIMS	391,429.47	391,429.47	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for January 31, 2020; February 7, 2020 and February 14, 2020.

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to adopt the report of claims for January 31, 2020; February 7, 2020 and February 14, 2020. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

ACTION ITEMS:

FINANCE - APPROVE 2020 BUDGET POLICY #211

19/ BE IT RESOLVED, that the Allegan County Board of Commissioners hereby adopts the 2020 Budget Policy #211, as attached, effective February 13, 2020; and

BE IT FURTHER RESOLVED that Administration shall post the policy to the County website.

Moved by Commissioner Dugan, seconded by Commissioner Thiele to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

**ALLEGAN COUNTY
POLICY**



TITLE: Budget Policy
POLICY NUMBER: 211
APPROVED BY: Board of Commissioners
EFFECTIVE DATE: February 13, 2020

1. **PURPOSE:** The purpose of this Policy is to establish the requirements, responsibilities and general procedure for the preparation, adoption and maintenance of a balanced budget and to promote and sound financial health for the governmental unit.
2. **SERVICE AREA(s) AFFECTED:** Any department, service area, institution, court, board, commission, agency, office, program, activity, or function to which money is appropriated by the Board of Commissioners.
3. **DEFINITIONS:**
 - 3.1 **Appropriation** – An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.
 - 3.2 **Board of Commissioners (BOC)** – The legislative body of the County.
 - 3.3 **Budget** – A plan of financial operation for a given period of time, including an estimate of all proposed expenditures from the funds and the proposed means of financing the expenditures. A budget is not required to but may include any of the following:
 - 3.3.1 A fund for which the County acts as a trustee or agent;
 - 3.3.2 An internal service fund;
 - 3.3.3 An enterprise fund;
 - 3.3.4 A capital project fund;
 - 3.3.5 A debt service fund.
 - 3.4 **Budgetary Center** – A general operating department or any other service area, institution, court, board, commission, agency, office, program, activity, or function to which money is appropriated by the BOC.
 - 3.5 **Budgetary Center Leader** – An individual appointed, elected, employed or otherwise engaged by the County to supervise a budgetary center (service area directors, court administrators, elected officials).
 - 3.6 **Capital** – Items valued at \$5,000 and greater with a useful life greater than two (2) years.

- 3.7 Capital Improvement Plan – A document/plan that summarizes the County’s infrastructure and large equipment needs.
- 3.8 Chief Administrative Officer (CAO) – The County Administrator appointed by the BOC, or his or her designee as permissible through applicable law or County policy.
- 3.9 Core Services – While each budgetary activity may support a variety of services, core services represent the main services provided through a budgetary activity from a broad perspective. Core services shall be identified in a manner that allows the full cost to be assessed for providing that service. Examples of core services are Road Patrol, Payroll, Emergency Dispatch, Building Maintenance, and Benefits Administration.
- 3.10 Cost Allocation Plan (CAP) – A document, prepared annually, that is used to distribute administrative and occupancy costs to various programs, grants, and funds. The CAP is prepared according to Federal principles.
- 3.11 Deficit – An excess of liabilities over assets within an activity or fund.
- 3.12 Disbursement – A payment.
- 3.13 Expenditure – The cost of goods delivered or services rendered, whether paid or unpaid.
- 3.14 Fund – A legal entity that provides for the segregation of moneys or other resources for specific activities or obligations in accordance with specific restrictions or limitations. A separate set of accounts must be maintained for each fund to show its assets, liabilities, reserves and fund balance, as well as its income and expenditures.
- 3.15 Fund Balance – The difference between assets and liabilities.
- 3.16 General Appropriations Act – The budget as adopted by the Board of Commissioners.
- 3.17 Grant – Funds or assets, given for a specific program, purchase or service, from a grantor, with a formal written agreement.
- 3.18 Grantor – The original financial source for a grant, typically in the form of a government agency or non-profit organization.
- 3.19 Grants Coordinator – Individual within Financial Services (or designee) responsible for oversight, coordination and financial management of the grant.
- 3.20 Maintenance of Effort (MOE) – A requirement that a grantee must maintain a specified level of financial effort in area for which State/Federal funds will be provided in order to receive the grant funds. The requirement is usually given in terms of a specific base year monetary amount.

- 3.21 Paid Time Off (PTO) Payout – An amount paid to an employee for unused PTO after the close of the fiscal year and/or at the time of separation consistent with policy and/or applicable labor agreement.
- 3.22 Project(s) non-capital – A one-time or periodic, yet infrequent, undertaking to engage services and/or acquire or replace an asset, or set of similar assets, for which the individual unit cost and/or useful life does not meet the criteria to be classified as a Capital Asset.
- 3.23 Program Manager – Individual that is responsible for managing the programmatic activities and requirements of the grant.
- 3.24 Service Area – A component of county government that is responsible to provide specific functions or services.
- 3.25 Surplus – An excess of assets over liabilities within an activity or fund.
- 3.26 Work Order – Process for routing and tracking requests to obtain specific levels of service and/or approval using County-approved software.
4. **POLICY:** It is the policy of the County to operate under a balanced budget. This budget shall be approved by the BOC at its annual meeting (after September 14 but before October 16) unless otherwise authorized by the BOC.
- 4.1 Debt or other obligations shall not be entered into unless approved by the BOC and consistent with applicable law(s) and/or County policy.
- 4.2 Total expenditures within an activity shall not be made in excess of the amount authorized in the budget unless the necessary adjustments have been authorized.
- 4.3 Funds may not be applied or diverted for purposes inconsistent with the appropriations.
- 4.4 Cost Allocation Plan: To the extent practicable, all non-General Fund department budgets shall include an expenditure line for the CAP.
- 4.4.1 Unless CAP costs are disallowed by the funding source, all applications for new grant programs shall include a CAP expense equal to ten percent of the program's total expenditure budget.
- 4.4.1.1 Once the grant is listed in the CAP document, the actual CAP costs shall be used in the grant budget.
- 4.4.2 Unless CAP costs are disallowed by the funding source, all grant renewal applications shall include a CAP expense.
- 4.4.3 The CAO may approve a phased-in approach for CAP

costs, in cases where grants would experience programmatic challenges caused by the addition of the full CAP amount.

4.4.3.1 The first year shall use ten percent of the CAP cost, with ten percent added in succeeding years, until such time as the full CAP is budgeted.

4.5 PTO Payout: The payout shall be appropriated from the PTO Liability Fund and shall be cost allocated to the applicable budgetary center either through the annual Cost Allocation Plan or other method.

4.6 Reimbursement of Personal Expenditures While Performing County Business

4.6.1 Mileage: The County's mileage reimbursement rate shall equal the IRS rate, providing a County owned vehicle is not reasonably available for use.

4.6.1.1 This policy applies to elected officials, employees, volunteer drivers, and interns.

4.6.1.2 Supervisors are responsible for optimizing the use of County vehicles. If a County-owned vehicle is available, but a personal vehicle is used, the reimbursement rate shall be 60% of the IRS rate. Full IRS rate reimbursement for use of a personal vehicle shall be allowed in the limited instances that a supervisor has determined that the use of a personal vehicle is more cost effective than use of a County vehicle or in cases where an employee may have accessibility needs that cannot be appropriately met through the use of a county owned vehicle.

4.6.1.3 When using a personal vehicle, mileage is measured from the closer of the duty station or point of departure to the destination and return.

4.6.1.4 When considering travel, the least-costly travel method should be used. When traveling out of state the total cost of mileage reimbursement shall not exceed the published lowest airfare rate for the same trip unless authorized by the CAO.

4.6.2 Meals: Meals while traveling on authorized County business are reimbursable expenses (if paid by the traveler) or allowable expenses (if paid by County funds) on the basis of actual expenses incurred, as supported by itemized receipts, subject to the following guidelines and limits:

4.6.2.1 Reimbursement amounts shall conform to the current State of Michigan "In-State All Other" rates. As of Feb 1, 2019, those rates are:

\$8.50 breakfast

\$8.50 lunch

\$19.00 dinner

4.6.2.2 Meals that are included in registration fees, or that are

- supplied as part of a meeting, are not eligible for reimbursement.
- 4.6.2.3 If an employee is eligible for reimbursement of more than one meal in a day, the amount expended for particular meals in the day is left to the employee's discretion. Reimbursement shall be limited to not more than the combined total of the applicable published meal rates of the eligible meals.
- 4.6.2.3.1 Combined meal reimbursement requests shall require additional documentation, such as a conference or training agenda or proof of travel to demonstrate eligibility.
- 4.6.2.4 Alcohol is not eligible for reimbursement.
- 4.7 Budgeted funds in the following line items are not available for reallocation by the budgetary center unless approved by the CAO or as approved by the BOC:
- 701.00.00 through 726.99.9 – Salaries/Wages/Benefits
 - 748.00.00 – Gas, Oil, Grease & Antifreeze
 - 810.01.00 – Legal-Court Appt./Other Legal (except as outlined in Administrative Order No.1998-5 - Chief Judge Responsibilities; Local Intergovernmental Relations)
 - 920.00.00 – Public Utilities
- 4.8 Expenditures shall always be expensed to the appropriate line item regardless of available funds within that specific line item.
- 4.9 No payment shall be released if an activity is over budget except as authorized by the BOC.
- 4.10 Budget Amendments:
- 4.10.1 As soon as a Budgetary Center identifies the potential for an activity to exceed its overall budget and/or a line item(s) to be materially over budget the CAO shall be notified promptly and a plan to address such occurrence shall be recommended to the CAO.
- 4.10.2 The CAO is authorized to make budget transfers between activities within a fund, between funds and between line items within an activity or any combination thereof in accordance with the established thresholds (Appendix 6.D) as long as no additional appropriation is required from contingency or fund balance.
- 4.10.3 The CAO shall maintain a list of any potential budget overages that may require adjustment and shall provide a copy of said list to the BOC no less than quarterly. Said list shall identify whether an adjustment has been made or will be recommended at a later date.
- 4.10.4 The CAO shall recommend necessary adjustments to BOC when such

adjustments exceed his or her authorized thresholds (Appendix 6.D).

- 4.10.5 Amendments to the approved budget (General Appropriations Act) shall not cause estimated total expenditures, including any accrued deficit, to exceed total estimated revenues, including any available surplus.

4.11 Capital and other projects: Consistent with the Uniform Budgeting Act, the CAO is authorized to prepare and recommend a capital improvement program as part of the annual budget, outlining both current and future capital projects.

- 4.11.1 The annual program shall be driven by the Capital Improvement Plan.
- 4.11.1.1 The Plan shall forecast capital projects and expenditures for the next 15 years. The Plan shall be maintained on an ongoing basis, and shall undergo a comprehensive review and update every 5 years, culminating with a new 15 year forecast window.
- 4.11.1.2 The Capital Improvement Plan shall show projects in the general order of the BOC's priority. Those priorities are:
- 4.11.1.2.1 Safety and Security: Item(s) that present an immediate or impending safety and security concern. These could be new, repairs or replacements;
- 4.11.1.2.2 Repair and maintenance: Item(s) that are in a state of disrepair or require maintenance to be performed to continue functioning at acceptable levels within its identified life cycle;
- 4.11.1.2.3 Replacement Plan: Item(s) identified within an existing replacement plan as a proactive measure to minimize unexpected disruption of services as the item approaches its end of life cycle.
- 4.11.1.2.4 New Capital Requests/Strategic Initiatives: Approval of these items may carry operational increases or may increase one of the other categories above to maintain the level of service generated by its acquisition.
- 4.11.2 Budgetary Centers shall complete a Project Scoping Form in order for the project to be eligible for consideration of funding and resource allocation.
- 4.11.3 Funds for capital and non-capital projects are generally budgeted within and/or appropriated from the Capital Improvements Program (CIP) Fund (2450) or within a designated fund established within a Special Revenue Fund. A separate activity for each project shall be established once funds are officially requested and appropriated for the project.
- 4.11.4 Unless stated elsewhere within this policy, any capital or other projects shall be budgeted for and managed by the provisions within this section.
- 4.11.5 The capital improvements program shall show projects in the general order of the BOC's priority for a period of fifteen (15) years.

4.11.6 Capital projects shall be budgeted on a project basis. Any remaining funds after a capital project is completed shall not be available for use unless re-appropriated by the BOC. Surplus funds from each project shall revert back to the CIP fund from which the project funds were appropriated to fund other projects. For example: A new lawn mower has been approved with an estimated cost of \$15,500. The actual cost was \$14,500. The remaining \$1,000 of the budgeted amount would revert back to the CIP fund from which the project was funded, unless otherwise approved by the CAO and/or BOC subject to the established threshold (Appendix 6.D).

4.11.7 If a project extends past the fiscal year from which the original budget was established, departments shall request funds to be carried over and budgeted in the following year (using the same fund and account number) less any expenses already incurred. Absent a request for carry over, funds may be reallocated and/or removed from the project.

4.12 General Fund (GF):

4.12.1 Zero Dollars (\$0) shall be budgeted in a specific line item to be applied to the GF reserves.

4.12.2 GF Surplus Distribution: Following the annual financial audit, a GF budget surplus identified from the preceding fiscal year shall be distributed in the following manner:

4.12.2.1 The GF fund balance shall be allocated that portion of the surplus that would maintain the GF fund balance as shown in Appendix 6.A;

4.12.2.2 If the conditions in the preceding paragraph are met, then an allocation from the remaining annual General Fund surplus shall be transferred to the Budget Stabilization Fund to maintain that fund as shown in Appendix 6.A;

4.12.2.3 If the conditions in the two preceding paragraphs are met, then an allocation from the remaining surplus shall be transferred to the PTO Liability Fund to maintain the fund as shown in Appendix 6.A;

4.12.2.4 If the conditions in the three preceding paragraphs are met, then one hundred percent (100%) of the balance of the remaining annual budget surplus shall be transferred to the Liability Sinking Fund (2590).

4.12.3 Deficit. If it is determined that current year revenues plus transfers-in may not be sufficient to cover current year expenses plus transfers-out, operating expenses shall be reduced or an appropriation from fund balance shall be made so that total expenses plus transfers out equal total revenues plus transfers in.

4.12.3.1 If the GF fund balance is below the designated level as shown in Appendix 6.A the BOC may choose to budget funds specifically to increase the fund balance.

4.12.3.2 If the fund balance falls below five percent (5.0%) of the total GF Expense Budget then funds shall be transferred from the PTO Liabilities Fund (2580) to restore the GF fund balance to its level

as outlined in Appendix 6.A.

4.12.4 GF Contingency. The GF Contingency account shall be established at an amount not to exceed two percent (2%) of the total General Operating Fund expense budget excluding budgeted fund balance.

4.12.5 The General Fund shall advance a total of \$250,000 to the Drain Revolving Fund, to be recorded as a Long-Term receivable.

4.13 Special Revenue Fund (SRF):

4.13.1 Deficit. Unless otherwise stated within this policy, if it is determined that current year revenues plus transfers-in may not be sufficient to cover current year expenses plus transfers-out within an SRF, operating expenses shall be reduced to equal projected revenues or an appropriation from the SRF's fund balance or other appropriate fund balance (subject to approval by the BOC) shall be made so that total expenses plus transfers-out equal total revenues plus transfers-in.

4.13.2 Parks (Fund 2080)

4.13.2.1 Cell Tower Revenue: Cell Tower Revenue shall be budgeted as a revenue to the Parks Fund, to be utilized towards Parks repairs and maintenance.

4.13.3 Central Dispatch (Fund 2110).

4.13.3.1 Surplus. Prior year surplus, as determined by the completion of the annual financial audit, shall be used to maintain fund balance as shown in Appendix 6.A. Excess surplus, beyond the amount needed to maintain fund balance shall be used as follows:

4.13.3.1.1 If the conditions in the preceding paragraph are met, any remaining operational fund balance shall be transferred to a restricted fund balance account to be used to supplement revenue shortfalls outlined in the 17 year projection model where surcharge revenues are not sufficient to meet projected expenses, unless otherwise directed by the BOC.

4.13.3.2 As surcharge funds are received the operational portion shall be receipted into the operational fund and the capital portion receipted into the Central Dispatch Capital Projects Fund.

4.13.3.3 Surcharge. Since the main source of operating revenue for Central Dispatch is received through the collection of a monthly surcharge on any device with the ability to access 911, the calculated monthly surcharge shall be presented to the BOC utilizing the formula in Appendix 6.B:

4.13.3.4 Capital. There shall be a separate capital fund established for Central Dispatch.

4.13.3.4.1 Funding for approved capital projects shall be funded through a monthly surcharge.

4.13.3.4.2 Capital projects shall be divided into three (3) categories based on the number of years to complete the project.

Short term projects 1-5years

Mid-term projects 6-10 years

Long-term projects over 10 years

4.13.3.4.3 The monthly surcharge needed to fund capital projects shall be determined by using the formula in Appendix 6.B.

4.13.4 Child Care Fund (Fund 2921)

4.13.4.1 Surplus. Prior year surplus, as determined by the completion of the annual financial audit, shall be used to maintain fund balance as shown in Appendix 6.A. Excess surplus, beyond the amount needed to maintain fund balance shall be used as follows:

4.13.4.1.1 100% shall be transferred to the Youth Home CIP fund (2465) and designated as Child Care Buildings & Infrastructure fund projects.

4.13.5 Senior Services (Fund 2950)

4.13.5.1 Surplus. Prior year surplus, as determined by the completion of the annual financial audit, shall be used to maintain fund balance as shown in Appendix 6.A. Excess fund balance shall be used when a wait list for services exists, service capacity is available to meet those needs and funds are not available within the current annual approved operating budget. The funds shall be allocated in such a manner to reasonably ensure the increased service level is financially sustainable through the end of the term of the current authorized millage. The CAO is authorized to conduct a final review of such circumstances; direct the necessary budget adjustments to be made within the current fiscal year and report back any transfers made to the BOC.

4.13.6 Health Department (Fund 2210)

4.13.6.1 Surplus. Prior year surplus, as determined by the completion of the annual financial audit, shall be used to maintain fund balance as shown in Appendix 6.A. Excess surplus, beyond the amount needed to maintain fund balance shall be used as follows:

4.13.6.1.1 100% shall be used to reduce current year transfers in from the general operating fund (or transferred back to the General Fund.)

4.14 Drain Funds (Funds 6010 and 8010)

4.14.1 To the extent that the Drain Revolving Fund has a positive cash balance, individual Drain Fund expenses may draw upon that Fund.

4.14.2 At the point that the Drain Revolving Fund has been depleted, individual Drain Funds may draw upon positive balances in other Drain Funds. The Drain Commissioner shall issue Notes that acknowledge the borrowing. The Drain

Commissioner and Treasurer shall agree upon an interest rate that reasonably splits the difference between the cost of external borrowing, and the investment rate of return. Internal borrowing shall not be undertaken if both the borrowing and lending Drain Funds do not realize an interest rate benefit, compared to external borrowing and investing. At no time shall internal Notes exceed the Drain Funds' collective available cash balance.

- 4.14.3 At any time, the Drain Commissioner may choose to issue external debt in lieu of, or in addition to, the methods listed above.

4.15 Allocation of State Revenue Sharing (SRS) Funds

- 4.15.1 When the County has outstanding debt that is not matched by resources available in the Liability Sinking Fund, SRS shall be distributed in the following manner:

- 4.15.1.1 The first \$1,300,000 shall be receipted into the Capital Improvements Fund (Fund 2450).
 4.15.1.2 The next \$900,000 shall be receipted into the Liability Sinking Fund (Fund 2590).
 4.15.1.3 SRS dollars received in excess of \$2,200,000 shall be distributed 60% to the Capital Improvements Funds and 40% to the Liability Sinking Fund.

- 4.15.2 When the County does not have outstanding debt, or when the County's outstanding debt is matched by the balance of the Liability Sinking Fund, 100% of SRS funds shall be receipted into the Capital Improvements Fund.

4.16 Responsibilities:

- 4.16.1 The CAO shall:

- 4.16.1.1 have final responsibility for budget preparation;
 4.16.1.2 present the budget to the BOC;
 4.16.1.3 have control of expenditures under the budget and the general appropriations act;
 4.16.1.4 transmit the recommended budget to the BOC according to an appropriate time schedule approved by the BOC which shall allow adequate time for review;
 4.16.1.5 accompany the recommended budget with a suggested general appropriations act to implement the budget;
 4.16.1.6 ensure budgetary centers are provided the necessary forms through the annual budget process.

- 4.16.2 The BOC shall:

- 4.16.2.1 hold a public hearing as required by the open meetings act, 1976 PA 267, MCL 15.261 to 15.275 prior to final approval of the budget;
 4.16.2.2 pass a general appropriations act, consistent with the uniform chart of accounts prescribed by the Department of Treasury, as formal approval of the budget for the General Fund and each Special Revenue Fund;

- 4.16.2.2.1 The general appropriations act (budget) shall:
- 4.13.2.2.1.1 state the total mills to be levied and the purpose for each millage levied (truth in budgeting act) consistent with the budget schedule (Appendix 6.C);
 - 4.16.2.2.1.4 include amounts appropriated for expenditures to meet liabilities for the ensuing fiscal year in each fund;
 - 4.16.2.2.1.4 include estimated revenues by source in each fund for the ensuing fiscal year;
 - 4.16.2.2.1.4 The budgeted expenditures, including an accrued deficit, shall not exceed budgeted revenues, including available surplus and the proceeds from bonds or other obligations issued under the fiscal stabilization act, [Act 80 of 1981](#) MCL 141.1001 et al.).

4.16.2.3 determine the amount of money to be raised by taxation necessary to defray the expenditures and meet the liabilities of Allegan County for the ensuing fiscal year; shall order that money to be raised by taxation is within statutory and charter limitations; and shall cause the money raised by taxation to be paid into the funds of Allegan County (Appendix 6.A).

4.16.3 The leader of each budgetary center shall:

- 4.16.3.1 provide necessary information to the COA for budget preparation;
- 4.16.3.2 be responsible for managing their budget consistent with all applicable policies, laws and best practices.

4.17 Grants: The County recognizes that Grants provide significant resources to enhance the County's ability to provide services and activities not otherwise available. It is the policy of the County that it will consider Grants for activities that are determined to further core County functions or that provide for activities which are in the best interest of our citizens and stakeholders.

4.17.1 The purpose of these grant requirements are to:

- 4.17.1.1 ensure that Grants are within the vision and scope of Allegan County's Strategy.
- 4.17.1.2 continuously improve Grants management processes and internal controls to ensure Allegan County maintains compliance with Generally Accepted Accounting Principles, Federal Register (OMB Super-Circular), and audit requirements for Federal/State awards.
- 4.17.1.3 establish and outline policy and internal controls to ensure Allegan County Grants are under the authority and approval of Allegan County Leadership.
- 4.17.1.4 evaluate Grant objectives at commencement and conclusion for effectiveness and, if applicable, ongoing participation.

4.17.1.5 facilitate communication of Grant responsibilities between Allegan County Leadership and Service Areas throughout the County.

4.17.2 Requirements:

- 4.17.2.1 Service Area Leadership must designate an individual to serve as the Program Manager. The Program Manager and Grants Coordinator are responsible to complete the Grant requirements contained within this section and the Grants Management Procedures.
- 4.17.2.2 A Work Order shall be completed by the Program Manager and/or the Grants Coordinator for the Grant application or renewal for the purpose of document tracking. The Work Order will be used to obtain the required review and recommendation from the Executive Director of Finance or his/her designee before consideration by County Administration.
- 4.17.2.3 All Grants require application approval and award approval from the BOC and/or the County Administrator; reference Appendix 6.D to determine the level of approval needed.
- 4.17.2.4 All Grant requests must allow sufficient time for consideration and approval.
 - 4.17.2.4.1 Any Grant requiring BOC approval will need to be added to the BOC meeting agenda. Agenda items must be submitted to County Administration in the timeframe outlined in the BOC Rules of Organization (see Section 7b).
 - 4.17.2.4.2 Any Grant requiring County Administrator approval must be submitted to County Administration allowing for a timeframe comparable to the BOC approval process outlined in the BOC Rules of Organization.
 - 4.17.2.4.3 Ongoing Grants should be renewed, whenever possible, through the annual budget process, therefore not requiring additional BOC approval.
 - 4.17.2.4.4 If the Grant application deadline does not allow sufficient time to obtain the appropriate level(s) of approval, the County Administrator may approve Grant applications in such emergency situations and report to BOC.
- 4.17.2.5 The only authorized signatory on behalf of Allegan County is the County Administrator or BOC Chairperson, unless otherwise designated by the BOC and/or the County Administrator. This designation, if appropriate, can be requested in the Work Order.
- 4.17.2.6 All Federal Grant spending must follow the Federal guidelines for allowable and unallowable costs as outlined in the Federal Register. Allegan County shall maintain a current membership in System for Award Management (SAM) to ensure the County's eligibility to apply for Federal grants.
- 4.17.2.7 Eligible Grant expenditures must follow both the purchasing requirements as outlined within the Grant documents and the County's Purchasing Policy. If there is conflict between these

requirements, the Grant document requirements would supersede the Purchasing Policy.

- 4.17.2.8 All Federal Grant funding expended shall be reported on the Schedule of Expenditures of Federal Awards (SEFA) in the annual Single Audit filed with the appropriate State and Federal agencies.
 - 4.17.2.9 Unless otherwise authorized by BOC, any position funded by a Grant shall be considered coterminous with Grant funding.
 - 4.17.2.10 Each Grant must have clearly outlined objectives and desired outcomes which will be used to measure Grant performance. Grant closeout information, both financial and programmatic, must be reported back to County Administration after conclusion of Grant.
- 4.18 Budget Preparation: The CAO shall prepare and present a balanced recommended budget based on the following information collected from each budgetary center. Information shall be submitted to the CAO and presented to the BOC by the CAO consistent with the annual budget schedule (Appendix 6.C):
- 4.18.1 Goals & Objectives. This shall be prepared by each Budgetary Center Leader for each activity for which they have budgetary responsibility.
 - 4.18.2 Core Service Expense/Revenue Budget. Based on the current year budget, Budgetary Centers shall provide a line item cost breakdown (expenses and revenues) for each core service including:
 - 4.18.2.1 Actual expenditures/revenue for the most recently completed fiscal year;
 - 4.18.2.2 Projected expenditures/revenue for the current fiscal year (to be arrived at by using actual expenditures to date and projecting expenditures to the end of the fiscal year);
 - 4.18.2.3 An estimate of the expenditures/revenue for the next five fiscal years;
 - 4.18.2.4 The projected Maintenance of Effort (MOE) required to maintain external funding sources, if applicable.
 - 4.18.3 Personnel Costs.
 - 4.18.3.1 Status Quo Personnel Costs. A report shall be compiled and reviewed by each Budgetary Center which outlines each position currently budgeted and the total compensation attached to each position.
 - 4.18.3.2 Personnel Changes. Position change requests shall be prepared utilizing the appropriate forms by the Budgetary Center Leader and submitted as part of the budgeting process.
 - 4.18.4 Operational Requests. Operational requests shall consist of a Budgetary Center's operational line items 727.00.00 through 969.99.99.
 - 4.18.5 Capital Requests. A 15-year capital plan shall be presented to the BOC as part of the budget process.

- 4.18.6 Grants. A Grants Master list shall be provided and contain, the Budgetary Center, Grant Name, Grant Purpose, # of Years the County has had the Grant, Grant Source, Anticipated Award, Local Match, Budget, \$ Breakdown of Funding Source, % Breakdown of Funding Source.
- 4.18.7 Fees. A county wide fee schedule shall be provided.
- 4.18.7.1 Fees must exhibit the following characteristics:
- 4.18.7.1.1 A user fee must serve a regulatory purpose rather than a revenue generating purpose.
 - 4.18.7.1.2 A user fee must be proportionate to the necessary costs of the service or commodity, and imposed on those benefiting from the right/service/improvement supported by the fee.
 - 4.18.7.1.3 A user fee is voluntary in nature as opposed to being compulsory.
- 4.18.7.2 The following categories shall be considered when calculating the cost of services:
- 4.18.7.2.1 Direct Salaries, benefits and allowable departmental expenditures.
 - 4.18.7.2.2 Departmental Overhead Departmental administration / management and clerical support.
 - 4.18.7.2.3 County-wide Overhead Central service costs such as payroll, human resources, budgeting, county management, etc. Often established through a cost allocation methodology or plan (In this case, the County provided these costs).
 - 4.18.7.2.4 Cross-Departmental Support Costs associated with review or assistance in providing specific services. For example, costs associated with the Planning Department's review of construction plans.
- 4.18.7.3 The following methodology shall be used when calculating fees:
- 4.18.7.3.1 Total costs minus dedicated revenue equals net cost
 - 4.18.7.3.2 Net cost divided by number of hours equals net hourly rate
 - 4.18.7.3.3 Net hourly rate times number of hours to perform service equals net cost per service
 - 4.18.7.3.4 Net cost per service times percent of user support equals user fee
 - 4.18.7.3.5 User fee plus other revenue = net cost per service
- 4.18.7.4 The percent of user support shall be governed by the following schedule:
- 4.18.7.4.1 Benefit Level 1 - Services that Provide General "Global" Community Benefit: 25% cost recovery
 - 4.18.7.4.2 Benefit Level 2 - Services that Provide Both "Global" Benefit and also a Specific Group or Individual

Benefit: 50% cost recovery

4.18.7.4.3 Benefit Level 3 - Services that Provide a Primary Benefit to an Individual or Group, with less "Global" Community Benefit: 100% cost recovery

4.18.7.4.4 Unless otherwise prohibited by law, non-profit users (501(c)(3) organizations, schools, churches, and governments) shall receive a 25 percent discount of the calculated fee.

4.19 The CAO shall ensure the recommended balanced budget contains the following:

- 4.19.1 All funds (including but not limited to the General Fund and all Special Revenue Funds) shall be presented based on balancing revenues (including transfer-ins) to expenses (including transfer-outs) excluding beginning and ending fund balances.
- 4.19.2 Beginning and ending fund balance for each fund for each year;
- 4.19.3 An estimate of the amounts needed for deficiency, contingent, or emergency purposes;
- 4.19.4 Budget Summary. An overview of key recommendations and/or decisions made relative to the final recommended balanced budget shall be included in a summary document to emphasize such information that may not be easily interpreted from the numeric data (example: wage adjustment %.) Such summary may include other data relating to fiscal conditions that the CAO has used in the budget development and considerations that may be useful in analyzing the future financial needs of Allegan County.
- 4.19.5 While line item detail is be presented to the BOC throughout the budget preparation process, the final recommended balanced budget and the final adopted budget shall be activity based.

5. REFERENCES:

- A. Michigan Department of Treasury Uniform Budget Manual
- B. Public Act 80 of 1981 Michigan Fiscal Stabilization Act
- C. Public Act 156 of 1851 MCL 46.1 County Board of Commissioners
- D. Public Act 621 of 1978 General Appropriations Act
- E. Public Act 154 of 1879 Elected Officials Salaries
- F. Public Act 267 of 1976 Michigan Open Meetings Act
- G. Allegan County Policy #511-Travel and Training
- H. Administrative Order No.1998-5 - Chief Judge Responsibilities;
Local Intergovernmental Relations
- I. Allegan County Purchasing Policy
- J. Board of Commissioners Rules of Organization
- K. County Strategy Map

6. APPENDICES:

- A. Table of Minimum Fund Balances
- B. 911 Surcharge Formula
- C. Annual Budget Schedule
- D. Board Thresholds



APPENDIX 6.A
Table of Minimum Fund Balances

Fund Title	Fund #	Types of Uses	Minimum Threshold	Distribution of Funds in Excess of Minimum Threshold and Other Transfers
General	1010	General County Operations	Fund Balance – 11% of G. F. expense budget	Refer to Budget Policy text
Budget Stabilization	2570	May be used to cover a General Fund deficit, to prevent a reduction in services, to cover expenses of a natural disaster and more	Maximum allowed by statute	Refer to Budget Policy text
PTO Liability	2580	To fund the accrued liabilities of personnel (i.e. PTO, post-employment benefits, etc.)	Fully fund the PTO Liability per the most recent financial audit	Refer to Budget Policy text
Delinquent Tax Revolving	6160	Monies are used for the settlement of delinquent taxes with the local taxing units. The county purchases the delinquents taxes from the local units. Currently this is about \$7 million each year	The annual debt service payment for the Sheriff's Office and Corrections Center Bond shall be transferred to the Debt Service fund. Ending cash balance shall be a minimum of 115% of the prior year settlement	Transfer to the Liability Sinking Fund 2590
Tax Reversion	6200	Tax reversion funds account for the process by which delinquent property taxes are collected, or in lieu of collection, the process which governs the disposition of real property upon which property taxes remain unpaid.		\$200,000 shall be transferred to the General Fund as part of the annual budget
Central Dispatch	2110		Fund Balance – 10% of current year operating expenses. Capital Min - \$250,000 which shall be part of the surcharge formula. In the event the reserve may be utilized, in part or in whole, it shall be restored over a maximum of three years utilizing the capital surcharge formula.	

Child Care	2921		Fund Balance – 5% of current year operating expenses.	
Senior Services	2950		Fund Balance – 10% of current year operating expenses.	
Health Fund	2210		Fund balance shall be maintained at a level of 5% of the current year operating expenses or a percentage necessary to meet the annual requirements of the State's Maintenance of Effort (MOE), whichever is less.	
Sheriff's Dept Contracts for Service	2800's		\$10,000 per contract fund	Transfer to the Liability Sinking Fund 2590
Local Government Revenue Sharing	2470		10% of current year revenue \$25,000 reserved for Agricultural Incubator match	Transfer out to Parks fund to balance operating budget. Additional \$20,000 reserved annually for DNR Trust Fund match. Remaining fund balance after minimum threshold and DNR Trust are met may be utilized for Parks Capital and/or Economic Development Initiatives as approved by the BOC.

APPENDIX 6.B
911 Surcharge Formula

PAEB =	Projected Annual Expense Budget
OR =	Other Revenue (i.e. interest earned, training funds)
FBA =	Fund Balance Adjustment (from prior year audited financial statements)
TSNO =	Total Surcharge Needed For Operations
CMSO =	Current Monthly Surcharge Operations
AMD =	Average Monthly Devices [(((Total Surcharge January → June)/January Monthly Surcharge)/6) + (((Total Surcharge July → December)/July Monthly Surcharge)/6)]/2
SRJO =	Surcharge Revenue January – June Operations
TSNJyDO =	Total Surcharge Needed July – December Operations
NMSJyDO =	New Monthly Surcharge July – December Operations
TCMS =	Total Capital Monthly Surcharge
TMSJyJ =	Total Monthly Surcharge July - June

Step 1) $(PAEB - OR) +/- FBA = TSNO$

Step 2) $(CMSO \times AMD) \times 6 = SRJO$

Step 3) $TSNO - SRJO = TSNJyDO$

Step 4) $(TSNJyDO/6) / AMD = NMSJyDO$

Step 5) $NMSJyDO + TCMS = TMSJyJ$

Capital Formula (TCMS):

- \$ amount of capital needed in YR 1 = CAP1
- $CAP1 / 12 \text{ months} / AMD = C1$
- \$ amount of capital needed in YR 2 = CAP2
- $CAP2 / 24 \text{ months} / AMD = C2$
- \$ amount of capital needed in YR 3 = CAP3
- $CAP3 / 36 \text{ months} / AMD = C3$
- Continue this pattern for fifteen (15) years or 180 months
- All items would be totaled to equal total capital monthly surcharge (TCMS)

APPENDIX 6.C
Annual Budget Schedule

BUDGET ITEM	BUDGET PROCESS	Due Dates
Budget Policy	BOC Approval	By 2 nd BOC of March
Budget Worksheets	All worksheets due to County Administration for review and development of recommended balanced budget.	May 31
BUDGET:	Planning Session (draft)	2 nd Planning Session of August
	BOC Discussion (proposed)	1st BOC of September
	BOC Approval (Move final)	2 nd BOC of September
	ADMINISTRATION submits public hearing notice in publication of general circulation	September 28
	Public Hearing appears in paper	Minimum 6 days prior to 1 st BOC of October
	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.	1 st BOC of October
	ADMINISTRATION & Service Area – Elected Officials Salaries (Act 154 of 1879)	2 nd BOC of October

Budget Policy 211
APPENDIX 6.D
Board Thresholds

Request	Information	Directly to Board Action	Board Discussion	CA Final Approval (Report back to Board)
Grant	<ul style="list-style-type: none"> • Department Requesting • Name of Grant • Summary of Grant • Application/Acceptance • New/Renewal/Continuation • Amount of Grant (Not including Local Match) • Source of Grant Funds (% of allocation) • Type of Match (cash/in-kind) • Amount/Description/Source of Match • Term of Grant • Does It Involve Personnel • Does It Involve On Going Operational Activities (recoverable?) • Admin fees • Equipment/ongoing costs • Does it effect other operations? • Contact info/Resp parties/ownership • Disposition • Changes in grant 	Renewals \$25,001+ (not approved through the budget process)	New Grants (not approved through the budget process) \$25,001+	<ul style="list-style-type: none"> • New grants under \$25,001 • New grants and renewals of grants approved through the budget process.
Purchase Operational (Budgeted)	<ul style="list-style-type: none"> • Department • Item(s) • Total Bid Price • Budgeted (yes/no) • # of Bids Sent/Received • Prebid or qualifications • Tabulation Sheet • Recommendation of Award • Where it was advertised • Equipment/Service/Supplies • Contact Info/Resp parties/ownership 	\$25,001-\$100,000 budgeted	\$100,001+ budgeted All non budgeted purchases	<ul style="list-style-type: none"> • Budgeted County direct purchases under \$25,001 • Emergency Purchases • Budgeted reverse auction purchases of any amount • Budgeted cooperative agreement purchases of any amount
Purchase Bud. Cap		\$50,001-\$100,000	\$100,001+ budgeted All non budgeted purchases	<ul style="list-style-type: none"> • Budgeted capital under \$50,001 • Emergency Purchases • All budgeted reverse auction purchases • All budgeted cooperative agreement purchases
Contract	<ul style="list-style-type: none"> • Parties • Duration • Amount • Purpose • Dept Contact 		New Contracts \$25,001+	<ul style="list-style-type: none"> • Budgeted ongoing renewals • All contracts under \$25,001
Budget Adjustments	<ul style="list-style-type: none"> • Department • Fund, Activity, Account • Amount • Revenue/Expense • Explanation/Description 	\$25,001-\$100,000	\$101,000+ Contingency or Fund Balance of any fund	<ul style="list-style-type: none"> • Line items moves within an activity • Year End Adjustments (Jan-Mar) • Adjustments/transfers under \$25,001 (between activities and between funds)
Personnel	<ul style="list-style-type: none"> • Backfilling Positions • RFA • Position Review Form • Budget Status Report • Position Changes • RFA • Summary of request • Cost analysis of request • Expenditure Status Report 		<ul style="list-style-type: none"> • Non-budgeted changes • New positions • Compensation changes 	<ul style="list-style-type: none"> • Filling existing budgeted unchanged positions • Creation of and/or changes to Irregular Part-Time and/or temporary positions within budget • Budget neutral changes in positions or changes resulting in reduced expenditures of budgeted positions

2020 BOARD PLANNING - COMPLETED PROJECTS

20/ WHEREAS, the Board of Commissioners through prior planning sessions identified these projects.

THEREFORE BE IT RESOLVED that the Board recognizes that these projects have been satisfactorily completed:

2019

- Policy/Planning:
 - Fee Policy/Study
 - Pay off Jail Bond at the 10 year point
- Operations:
 - Establishment of an Indigent Defense System

Moved by Commissioner DeYoung, seconded by Commissioner Dugan to approve the resolution as presented. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

CENTRAL DISPATCH - AUTHORIZE CAD UPGRADE SERVICES

21/ WHEREAS, through the 2020 budget process, the County Board of Commissioners appropriated \$160,000 in capital #2118 funding to upgrade the New World CAD Software and interconnected systems to newest version.

THEREFORE BE IT RESOLVED that the Allegan County Board of Commissioners authorizes the County Administrator to negotiate an agreement with the County's existing provider (sole source) Tyler Technologies, Inc. of 840 West Long Lake Road, Troy, MI, 48098; to provide said services; and

BE IT FURTHER RESOLVED the cost shall not to exceed the amount of \$107,110; and

BE IT FINALLY RESOLVED that the Board Chairperson and/or County Administrator is authorized to sign the necessary contracts on behalf of the County.

Moved by Commissioner Thiele, seconded by Commissioner Cain to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

DISCUSSION ITEMS:**FINANCE - APPROVE CAPITAL BUDGET ADJUSTMENT/FY2020 CAPITAL AND OTHER PROJECTS**

22/ WHEREAS, section 4.11.7 of the County Budget Policy states, "If a project extends past the fiscal year from which the original budget was established, departments shall request funds to be carried over and budgeted in the following year (using the same fund and account number) less any expenses already incurred. Absent a request for carry over, funds may be reallocated and/or removed from the project."; and

WHEREAS, requests for carry over for projects from 2019 and prior years have been compiled by Project Management, reviewed by the Executive Director of Finance are being recommended by the County Administrator; and

WHEREAS, requested carry over appropriations are all less than or equal to the original appropriation less expenditures made in 2019 and prior years

with the exception of the Court Recording Solution project which requires an additional appropriation of \$21,673 to complete.

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby approves a budget adjustment to the 2020 Budget to fund the approved 2019 and prior year projects listed in Attachment A to Resolution 188-044: Project and Budget Adjustments for Approved 2019 and Prior Year Projects dated February 5, 2020; and

BE IT FINALLY RESOLVED that the Board Chairman and/or the County Administrator are authorized to sign any necessary documentation on behalf of the County and that the Executive Director of Finance is authorized to perform the necessary adjustments to the 2020 budget to complete this action.

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

DRAFT

Attachment A to Resolution 188-044

List of Approved 2019 and Prior Year Projects							
#	Project Name	Project Description and Status	Scope Change	Approval Year	Previously Approved Amount	2019 & Prior Year Expenditures	Budget Adjustment for 2020
#2450 CIP Public Improvements Fund							
1	Heat Pump Replacement - Courthouse	Asset Replacement Plan to systematically replace the heat pumps at the Courthouse that are past their operational life expectancy. One contract signed with RW LePine to replace an initial set of 17 heat pumps, a second contract is pending to replace approximately 13 more using up the remaining budget.	No	2015, 2016, 2017	\$ 220,000	\$ -	\$ 220,000
2	HGB Parking Lot Study	Fund field investigations (drain video imaging, soil boring and ground penetrating radar) to determine structural integrity of HGB parking lots and root cause of issues. In process of awarding contract based on proposals received from RFP.	No	2017	\$ 15,000	\$ -	\$ 15,000
3	ACSO Front Parking Lot Improvements	Reconstruct front parking lot adding/reconfiguring parking spaces and sidewalks to increase capacity and improve safety. Contract fully executed to have work done in summer of 2020.	No	2017	\$ 167,000	\$ -	\$ 167,000
4	Resurface Front Lot CSB	Pavement Maintenance Plan. Front lot can no longer be resurfaced. Needs to be resurfaced. Contract fully executed to have work done in summer of 2020.	No	2018	\$ 96,000	\$ -	\$ 96,000
5	Repair Pumphouse Retaining Wall	Retaining wall is collapsing towards pump house entry and erosion is undercutting the concrete access stairway. RFP to be re-released in 2020, no proposals received from initial release in fall 2019.	No	2018	\$ 20,000	\$ -	\$ 20,000
6	Court Recording Solution Upgrade - Phase III	Technology Replacement Plan. BIS court recording system is 10 years old and needs replacement to maintain reliability. 7 Courtrooms completed in 2019 through Phase II. Three smaller hearing rooms remain to be completed in Phase III. Equipment to be replaced was not fully identified on initial budgetary quotes provided by vendor and final quotes for hearing rooms came in higher than budgeted. The \$40,000 appropriation needed to complete the project includes a carryover amount of \$18,327 plus a new appropriation of \$21,673.	No	2018	\$ 172,500	\$ 154,173	\$ 40,000
7	County Website Redesign	Redesign County Website, migrate to a newer platform and enable usage on portable electronic devices. RFP drafted and being reviewed before release in Q1 of 2020.	No	2019	\$ 16,000	\$ -	\$ 16,000
8	Animal Shelter - Flooring Repairs	Replace floor covering at the animal shelter. Contract fully executed, scheduled for completion in Q1 of 2020.	No	2019	\$ 40,000	\$ -	\$ 40,000
9	Animal Shelter - HVAC Improvements	HVAC System Improvements. Contract fully executed, scheduled for completion in Q1 of 2020.	No	2019	\$ 35,000	\$ -	\$ 35,000
10	Animal Shelter - Medical Sink	Install medical sink at the animal shelter. Contract fully executed, scheduled for completion in Q1 of 2020.	No	2019	\$ 10,000	\$ -	\$ 10,000
11	ACSO Roof Replacement - Section 1	Replace Section 1 of the roof at the ACSO. Project is split over two years with approx. 2/3 being done in 2019 and the remaining 1/3 in 2020. \$150,000 remaining from 2019 to be carried over and added to \$370,000 already appropriated for this project in 2020.	No	2019	\$ 800,000	\$ 648,970	\$ 150,000
12	Pavement Maintenance - County Lots	Apply treatments necessary to maintain pavement. New funds approved and appropriated in 2020 as part of a new project intended to comprehensively maintain all of the County's paved surfaces.	Yes CANCEL	2019	\$ 25,000	\$ -	\$ -
Total Budget Appropriation					\$ 1,616,500	\$ 803,143	\$ 809,000

2020 Budget Adjustments for Approved 2019 and Prior Year Projects
February 5, 2020 - Page 1 of 3



Attachment A to Resolution 188-044

List of Approved 2019 and Prior Year Projects							
#	Project Name	Project Description and Status	Scope Change	Approval Year	Previously Approved Amount	2019 & Prior Year Expenditures	Budget Adjustment for 2020
Parks Capital Projects							
The following parks projects are to be funded through a Transfer-in of up to \$130,000 from the Fund Balance of #0470 - Local Revenue Sharing Fund available to fund Parks Capital and/or Economic Development initiatives as approved by the Board of Commissioners per Budget Policy parameters.							
13	Gun Lake Park Waterscraft Launch and Pavilion Improvements	Engineering and construction to improve pavilion, boat launch and access drive at Gun Lake Park. Bids received were higher than budget appropriation, Board sent back to Parks Advisory Board for review, prioritization and recommendation.	Under Review	2018	\$ 283,630	\$ 18,630	\$ 265,000
14	DNR Trust Fund - Silver Creek Park Improvements	County was notified by DNR in December that Trust Fund Grant applied for in 2019 was not awarded.	Yes CANCEL	2019	\$ 125,700	\$ -	\$ -
15	Pavement Maintenance - Parks Lots	Apply treatments necessary to maintain pavement. New funds approved and appropriated in 2020 as part of a new project intended to comprehensively maintain all of the County's paved surfaces.	Yes CANCEL	2019	\$ 25,000	\$ -	\$ -
Total Budget Appropriation					\$ 434,330	\$ 18,630	\$ 265,000
#2465 Child Care Capital							
16	Youth Home Intercom and Surveillance Camera System Replacement	Replace aging building wide intercom system and surveillance camera system. Project is in execution and expected to be completed in Q1 of 2020. Appropriation adjusted to reflect decreased project cost based on contract.	No	2014	\$ 140,000	\$ 43,000	\$ 75,000
17	Pavement Maintenance - YH Lot	Apply treatments necessary to maintain pavement. New funds approved and appropriated in 2020 as part of a new project intended to comprehensively maintain all of the County's paved surfaces.	Yes CANCEL	2019	\$ 5,000	\$ -	\$ -
Total Budget Appropriation					\$ 145,000	\$ 43,000	\$ 75,000
#2118 Central Dispatch Capital							
18	SIP Card Purchase and Installation	Needed to allow VIPER phone system to connect to the PFN ESINet to enable Smart911 services. SIP integration is scheduled with Intrado to occur in Q3 of 2020 in coordination with the PFN cutover.	No	2019	\$ 12,000	\$ -	\$ 12,000
19	Dispatch Console Replacement	Replace five existing dispatch consoles and add a sixth console to accommodate additional staffing during major events and allow for future growth. Project in execution and expected to be completed in Q1 of 2020. Appropriation adjusted to reflect decreased project cost based on contract.	No	2019	\$ 120,000	\$ 56,168	\$ 60,000
20	Pavement Maintenance - 911 Lot	Apply treatments necessary to maintain pavement. New funds approved and appropriated in 2020 as part of a new project intended to comprehensively maintain all of the County's paved surfaces.	Yes CANCEL	2019	\$ 6,000	\$ -	\$ -
Total Budget Appropriation					\$ 138,000	\$ 56,168	\$ 72,000
#2300 Transportation Grant							
21	Pavement Maintenance - ACT Lot	Apply treatments necessary to maintain pavement. New funds approved and appropriated in 2020 as part of a new project intended to comprehensively maintain all of the County's paved surfaces.	Yes CANCEL	2019	\$ 2,000	\$ -	\$ -
Total Budget Appropriation					\$ 2,000	\$ -	\$ -

2020 Budget Adjustments for Approved 2019 and Prior Year Projects
February 5, 2020 - Page 2 of 3



Attachment A to Resolution 188-044

List of Approved 2019 and Prior Year Projects							
#	Project Name	Project Description and Status	Scope Change	Approval Year	Previously Approved Amount	2019 & Prior Year Expenditures	Budget Adjustment for 2020
#2550 Animal Shelter Donations Fund							
22	Dog Run Barrier	The 2019 appropriation of \$33,000 did not align to specific projects. The carry-over amount is specifically for the installation of a concrete barrier along the dog run fencing. This project is fully scoped and ready for bid. Any additional projects will be brought to the Board for approval mid-year once they are fully scoped.	Yes	2018	\$ 33,000	\$ -	\$ 10,000
Total Budget Appropriation					\$ 33,000	\$ -	\$ 10,000
#2560 – Register of Deeds Automation Fund							
23	Replace Public Records Management System	Purchase a new Public Records Management System with associated conversion, installation and training services. New system installed and conversion / Go Live completed in Q3 of 2019. Supplemental contract fully executed to integrate Kofie with BSA to allow for electronic transfer of records between ROD and Treasury to be completed in Q3. Appropriation adjusted to reflect decreased amount needed to complete project.	No	2019	\$ 200,000	\$ 175,363	\$ 8,000
Total Budget Appropriation					\$ 200,000	\$ 175,363	\$ 8,000

2020 Budget Adjustments for Approved 2019 and Prior Year Projects
February 5, 2020 - Page 3 of 3



TRANSPORTATION - APPROVE FY2021 MDOT OPERATING AND CAPITAL ASSISTANCE APPLICATIONS

23/ BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the attached FY2021 Michigan Department of Transportation (MDOT) applications for operating and capital assistance

- Regular Services - State Operating of \$359,851 and Federal Operating - Section 5311 of \$176,055,
- Specialized Services Operating of \$124,918,
- Job Access Reverse Commute of \$102,300,
- Capital Section New Freedom-Mobility Management for \$64,900,
- Capital Section Transit vehicles/equipment for \$644,500; and

BE IT FURTHER RESOLVED that the County Administrator is authorized to purchase transit vehicles as requested in the application; and

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the use of up to \$150,000 in Transportation Fund Balance, as intended by Allegan County Transportation Services to supplement and sustain the above programs; and

BE IT FINALLY RESOLVED that the Board Chairman and/or the County Administrator are authorized to sign the necessary documents and MDOT project authorizations, and the Executive Director of Finance is authorized to make necessary budget adjustments on behalf of the County.

Moved by Commissioner Thiele, seconded by Commissioner Dugan to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

Allegan County Grants			
Section I - General Information			
Name of Grant		Grant Period / Term	
MDOT FY 2021 annual grant application		10/01/20 to 09/30/21	
Source of Grant Funding - Agency Name		Federal, State, Local	
MDOT		Federal & State	
Submitted by and/or Program Manager		Service Area Requesting	
Dan Wedge, Executive Director of Services		Transportation	
Brief summary of Grant program	Requesting continued funding for Regular Service, Specialized Services, Job Access, Mobility Management and Capital.		
Section II - Application			
Request Type	Grant Renewal	Work Order No.	188048
Specific Action Requested	BOC Approval	Request Date	1/30/2020
Request Submission Deadline (Date)	2/15/2020	Approval Date	
Grant request approved by BOC with Budget			
Signatures Needed	County Administrator		
Funding Sources	Estimated amounts approved with Grant Renewal list	Application Amount	
Grant Funding	\$ -	\$	1,472,524.00
Required Local Match	\$ -	\$	-
County Funding	\$ -	\$	-
TOTAL	\$ -	\$	1,472,524.00
Notes or Additional Information			
Application amount includes \$709,400 for capital items. (\$64,900 for New Freedom Mobility)			
Metrics and Measurements at Application - Identify Goals and Purpose			
Number of Trips Provided - Regular		Deliver Affordable and Accessible services	
Number of Trips Provided - Job Access		Deliver Affordable and Accessible services	
Number of Trips Provided - Specialized Services		Deliver Affordable and Accessible services	
Number of Trips Provided - Mobility Mangement		Deliver Affordable and Accessible services	
Section III - Acceptance			
Specific Action Requested		Work Order No.	
Request Submission Deadline Date		Request Date	
Signatures Needed		Approval Date	
Funding Sources	Actual Award		

Grant Funding	\$	-	
Required Local Match	\$	-	
County Funding	\$	-	
TOTAL	\$	-	

Notes or Additional Information

Section IV - Closeout

Funding Sources	Actual Expenditures	Actual Funding/Revenues
Grant Funding	\$ -	\$ -
Required Local Match	\$ -	\$ -
County Funding	\$ -	\$ -
TOTAL	\$ -	\$ -

Notes or Additional Information

Metrics and Measurements at Completion - Evaluate Performance and Success

< insert Metric or Measurement #1 >	< insert Performance Data for Metric or Measurement #1 >
< insert Metric or Measurement #2 >	< insert Performance Data for Metric or Measurement #2 >
< insert Metric or Measurement #3 >	< insert Performance Data for Metric or Measurement #3 >
< insert Metric or Measurement #4 >	< insert Performance Data for Metric or Measurement #4 >

Notes or Additional Information

Amendment(s)

Specific Action Requested		Work Order No.	
Request Submission Deadline Date		Request Date	
Signatures Needed		Approval Date	
Funding Sources	Proposed Funding		
Grant Funding	\$ -		
Required Local Match	\$ -		
County Funding	\$ -		
TOTAL	\$ -		

Notes or Additional Information

Allegan County Transportation MDOT Annual Application FY2021

Program description and funding request

- **Regular Service Operating Request: \$359,851 State \$176,055 Federal Total Budget \$991,639**
 This funding is used to provide service to the general public and help supplement transportation for the many agencies with contract fares and also includes Medicaid rides.
 (FY 2018 - \$430,714 State \$247,307 Federal \$1,346,092 Total budget)
 (FY 2019 - \$449,175 State \$211,995 Federal \$1,155,161 Total budget)
 (FY 2020 - \$376,586 State \$183,017 Federal \$998,480 Total budget)
- **Specialized Services funding request: \$124,918 State Total Budget \$154,854**
 Funding is used to provide transportation for persons with disabilities, veterans and seniors in Allegan County. This serves persons attending meal site, medical trips, shopping, and limited out of county rides primarily for medical. In 2021 adding volunteer driver options.
 (FY2018 - \$106,704 State – Total budget \$160,700)
 (FY2019 - \$106,704 State – Total budget \$159,404)
 (FY2020 - \$106,704 State – Total budget \$154,854)
- **Job Access Reverse Commute (JARC) request: \$102,300 Total Budget \$105,500**
 These funds are for individuals who are receiving transportation to work and are often outside the normal boundaries or times of public transportation.
 (FY2018 - \$102,300 Total budget \$108,600)
 (FY2019 - \$102,300 Total budget \$108,100)
 (FY2020 - \$102,300 Total budget \$107,400)
- **New Freedom Mobility Management Request: \$64,900 Total Budget (FTA Considers Mobility Management a Capital funded project, listed below)**
 Allegan County Transportation and Allegan County Senior Services is partnering on the grant to utilize a mobility manager full time to coordinate rides for persons with disabilities and seniors. The Mobility Manager coordinates rides between volunteer programs like the volunteer driver program, Community Action, Allegan County Transportation and any additional options.
 (FY2018 - \$11,000 State \$44,000 Federal \$55,000 Total budget)
 (FY2019 - \$11,600 State \$46,400 Federal \$58,000 Total budget)
 (FY2020 - \$12,500 State \$50,000 Federal \$62,500 Total budget)
- **Capital requests for FY2021**

a) Replacement buses (7 total)	= \$638,000
b) Equipment	= \$ 6,500
c) Mobility Management (from above)	<u>= \$ 64,900</u>
Total	= \$709,400

Michigan Department
Of Transportation
3076

FY 2021 CONTRACT CLAUSES CERTIFICATION

Certification 1

I acknowledge that I have reviewed a copy of the Contract Clauses. I understand that the nature of the project will determine which requirements of the contract clauses apply and I will comply with all applicable clauses for all FTA-funded contracts for the application year.

Name Of The Person Authorized To Sign A Contract Or Project Authorization

Robert J. Sarro

Legal Organization Name

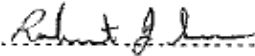
Allegan County Board of Commissioners

Title Of Authorized Signer

Signature Of Authorized Signer ** (See Below)

Date

County Administrator



02/13/2020

** If the organization has a master agreement with MDOT, the organization name must match the name as it appears on the master agreement and the signature must be the same as the authorized signer of the master agreement or an individual with legal authority to sign a project authorization for the organization. Your agency can change, add or remove and authorized signer at any time by completing a signature resolution.

FY 2021 STATE CERTIFICATIONS AND ASSURANCES

Form 1

This form is required for all agencies applying for Regular Services, Section 5311 JARC, Section 5310, and/or New Freedom projects.

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

THE APPLICANT AGREES TO COMPLY WITH THE APPLICABLE REQUIREMENTS SELECTED BELOW:

- A. This organization has the necessary operational lifts on its vehicles as required by Act 51, [Section 10e (17) and 10e(18)] of the Public Acts of 1951, as amended, and the Americans with Disabilities Act of 1990. The organization also certifies that the lifts are maintained and cycled on a regularly scheduled basis.
- B. This organization has proof of insurance on file that meets the insurance requirements in exhibit a of your master agreement with the Michigan Department of Transportation.

The applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in statements submitted herein with this document. The truthfulness and accuracy of this document will enable the applicant to receive state funding.

FY 2021 FTA CERTIFICATIONS AND ASSURANCES

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

The Applicant agrees to comply with the applicable requirements of categories below. *
 Those requirements that do not apply to you or your project will not be enforced.

<u>Categories</u>	<u>Descriptions</u>
01.	Certifications and Assurances Required of Every Applicant.
02.	Tax Liability and Felony Convictions.
03.	Lobbying.
04.	Private Sector Protections.
05.	Transit Asset Management Plan.
06.	Rolling Stock Buy America Reviews and Bus Testing.
07.	Formula Grants for Rural Areas.
08.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.
09.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.
10.	Alcohol and Controlled Substances Testing.
11.	Demand Responsive Service.
12.	Interest and Financing Costs.
13.	Construction Hiring Preferences

FTA and MDOT intend that the certifications and assurances the Applicant has selected on this form should apply, as required, to each project for which the Applicant seeks FTA assistance during application year.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document, and acknowledges that the provisions of the program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801 et.seq., and implemented by DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance, or submission made to FTA. The criminal fraud provisions of 18 U.S. C. 1001 may apply to any certification, assurance, or submission made in connection with any program administered by FTA.

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

is applying for Section 5311, 5311(f), and/or 5339 funding under Federal Transit Law, as amended, for the application year. We will be bound by the provisions of this special 5333(b) [former 13(c)] labor warranty for the period of the grant.

Does a union represent the applicant's employees? Yes No

Does agency use a third party transportation provider? Yes No

Indicate third party transportation provider and their union representation provider or none. (Agency hired by the applicant to perform public transportation services)

Third Party : Union Names: None

Are there other surface transportation providers in your area? Yes No

Note: Do not include school bus transportation providers and their unions

Indicate surface transportation providers and their union representation or none. (Providers serving the general public, including public agencies, private providers, and/or non-profit providers and their unions in your jurisdictional area)

- Provider : Union Names: None
- Provider : Union Names: None
- Provider : Union Names: None
- Provider : Union Names: None
- Provider : Union Names: None

FY 2021 ADA COMPLAINT INFORMATION

You must retain copies of complaints for at least one year and a summary of all complaints for at least five years.

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

Has the agency been named in any lawsuits or complaints in the last year which allege an individual was discriminated against or denied full participation in transportation based on disability?

Yes No

In the last year, have you had an ADA compliance review conducted on your transportation program as part of an overall FTA or MDOT Compliance Review?

Yes No

Have any changes been made to your ADA Complaint Policy?

Yes No

FY 2021 TITLE VI INFORMATION

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

All FTA funds recipients, except for urban agencies that receive all of their FTA funds directly from FTA, must submit the following information that covers the period since your last MDOT application. First-time applicants should submit information for the previous fiscal year.

1. Are there any active lawsuits or complaints naming the applicant that allege discrimination based on race, color or national origin with respect to service or other transit benefits?

Yes No

2. Have you had any title vi compliance review activities conducted with regard to your transportation program, including triennial compliance reviews conducted by fta and/or mdot?

Yes No

3. When was your last title VI program approved by MDOT or FTA MM/DD/YYYY

4. Has your Title VI Coordinator/EEO Officer changed during the reporting period or since your last Title VI Plan was approved?

Yes No

5. Has your organization had any projects and/or service change that has Title VI, Limited English Proficiency (LEP), or Environmental Justice (EJ) impacts? Service change includes service expansion/reduction, route and/or hour changes, etc

Yes No

6. During this reporting period, how were your employees educated about Title VI and their responsibility to ensure non-discrimination in any of your programs, services, or activities?

ACT posts Title VI requirements in visible sight within the facility for all staff to see and review. Also, each revenue vehicle has a sticker attached indicating Title VI requirements. Promotional material will also contain Title VI language.

Annually, all bus drivers receive Recipient Rights and Sensitivity training helping to ensure drivers are sensitive to needs of disabled passengers and to be fully Title VI compliant.

FY 2021 VEHICLE ACCESSIBILITY PLAN UPDATE

NOTICE: The Local Advisory Council(LAC) must review and be given the opportunity to comment on this Vehicle Accessibility Plan (VAP). Please attach the signed minutes of the LAC meeting at which this VAP was discussed and approved.

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

1. Total D-R Fleet anticipated for application year (including locally funded vehicles)

28

2.Total Anticipated D-R Fleet Accessible or lift-equipped (including locally funded vehicles)

28

3. Has the agency made any changes in vehicle inventory described in No. 1 and No. 2 above since the last accessibility plan update was submitted?

(If "yes" explain changes and reasons for those changes below.)

Yes No

4.Has the agency made any changes in the following since the last accessibility plan update was submitted?

A. Fare structure Yes No

B. Service area information Yes No

C. Service availability information Yes No

D. Service Hours/days of operation Yes No

E.Local advisory council composition Yes No

One past senior member resigned and one senior member was added. One agency representing persons with a disability assigned a new representative.

5.Has the agency made any other changes in its vehicle accessibility plan since last submission of an accessibility plan or annual update?

Yes No

LAC Change in membership.

6. Please indicate the number of times per year the agency's LAC meets

Anually Quaterly Monthly Other

7. LAC MEMBER LIST (List below the members of your agency LAC. Attach a separate page of additional names if necessary.)

NOTICE: The Local Advisory Council (LAC) must review and be given the opportunity to comment on this Vehicle Accessibility Plan (VAP). Please attach the signed minutes of the LAC meeting at which this VAP was discussed and approved.

NOTE: MDOT Administrative Rule 202 requires that the applicant agency shall establish a LAC composed of a minimum of three members. No LAC member shall be a staff or board member of the applicant agency. The applicant agency shall ensure all of the following:

- 1) 50% of the LAC membership represents persons who are 65 years of age or older and persons who have disabilities within the service area;
- 2) the LAC membership includes people who have diverse disabilities and the elderly who are users of public transportation; and
- 3) the applicant agency has approved at least one member, or 12% of the membership, jointly with the area agency on aging.

Does the list of members reflect the membership in the minutes?

- Yes No

1. CHAIRPERSON'S NAME

Affiliation (Name of organization, if any)

Keith Behm

None

This member represents

- Persons with Disabilities
 Persons 65 years and older
 Neither of these groups

This member is

- Jointly appointed by an area agency on aging
 A user of public transportation
 None of these groups
 Age 65 or older
 A Person with Disabilities

2. NAME

Affiliation (Name of organization, if any)

Andrew Iciek

None

This member represents

- Persons with Disabilities
 Persons 65 years and older
 Neither of these groups

This member is

- Jointly appointed by an area agency on aging
 A user of public transportation
 None of these groups
 Age 65 or older
 A Person with Disabilities

3. NAME

Affiliation (Name of organization, if any)

Holly Harvey

Disability Network/Lakeshore

This member represents

- Persons with Disabilities
 Persons 65 years and older
 Neither of these groups

This member is

- Jointly appointed by an area agency on aging
 A user of public transportation
 None of these groups
 Age 65 or older
 A Person with Disabilities

4. NAME

Affiliation (Name of organization, if any)

Stacie Gerken

Area Agency on Aging

This member represents

- Persons with Disabilities
 Persons 65 years and older
 Neither of these groups

This member is

- Jointly appointed by an area agency on aging
 A user of public transportation
 None of these groups
 Age 65 or older
 A Person with Disabilities

5. NAME

Affiliation (Name of organization, if any)

Linda Escott

None

This member represents

- Persons with Disabilities Persons 65 years and older Neither of these groups

This member is

- Jointly appointed by an area agency on aging A user of public transportation None of these groups
 Age 65 or older A Person with Disabilities

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

Project Name

Job Access Operating

Category Of Project (e.g., Job Access operating and/or Reverse Commute operating; Job Access capital and/or Reverse Commute capital such as bus, equipment, marketing, planning, and/or mobility management). You must also submit capital and/or operating request in PTMS.

Job Access Operating

Expansion Continuation

Amount Of FEDERAL Funds Requested For The Project Amount Of STATE Funds Requested For The Project Total Funding: \$

51,150 51,150 102,300

Project Description

The Job Access/Reverse commute project provides expanded access to employment transportation, Monday through Friday (6:00 am to 5:00 pm), to any employment site within our service area. Planned level of service is again anticipated to provide a total of 1,650 additional hours of employment related transit services and 1,850 employment related trips in 2021. This is over and above the regular service availability.

Are There Multiple Providers For This Project/Service?

No Yes if yes, please describe how the project/service provides for the coordination among the various providers

Project Implementation Plan And Timeline

The job access operating project will continue when funding becomes available for the period of Oct. 1, 2020 to Sept. 30, 2021..Allegan County Transportation has many years of prior successful JARC service. Allegan County Transportation was one of the first ten projects implemented by MDOT back in the year 2000. This service has enabled transit dependent employment seekers (including many individuals with a disability) to obtain employment that would otherwise not be available. This service also provides options for persons to maintain current employment.

FY 2021 COORDINATION PLAN FOR SPECIALIZED SERVICES

Name Of Applicant (legal organization name)

Allegan County Board of Commissioners - (Allegan County Transportation Services)

A. DOES YOUR COORDINATION COMMITTEE MEET AT LEAST QUARTERLY?

 Yes No

If no, describe reasons for not meeting and efforts to establish quarterly meetings.

Quarterly meetings are set annually, however occasionally we do cancel if there is a lack of agenda items or low turnout.

B. PLEASE IDENTIFY BASIC RESPONSIBILITIES OF THE COORDINATION COMMITTEE, LOOK AT THE FOLLOWING EXAMPLES OF ACTIVITIES, AND PROVIDE A BRIEF NARRATIVE OF THOSE ACTIVITIES OR MAJOR ACCOMPLISHMENTS YOU ACHIEVED DURING THE PREVIOUS FISCAL YEAR. Example of Activities: communication events; obtaining customer input; designated leadership roles; coordination of client rides; develop specific goals and objectives; clearinghouse; central dispatch; joint driver training programs; shared maintenance; review performance; and review and adjust budgets.

The Allegan County Specialized Services Committee meets quarterly to insure coordination of services within the county. Customer input is sought at any meeting, including the annual committee/LAC meeting. ACT coordinates services with numerous stakeholders. Typical meeting discussion includes methods to increase service, increase volunteer drivers, new programming from stakeholders, and discussion with the County Commissioners pertaining to expansions of services with a new funding model.

C. DESCRIBE PLANNED ACTIVITIES FOR THE NEXT FISCAL YEAR.

The Allegan County Specialized Services Committee will continue to meet quarterly. Increased opportunities will continue to be a major focus along with the continued expansion of volunteer transportation within the county. Continued work updating the five year strategic plan will continue to be a high priority for this committee. Seeking to use the increase in Specialized Services funds to expand services to Persons with a disability and Seniors.

D. Organizations must ensure that the level and quality of service will be provided without regard to race, color, or national origin and that there is not a disparate impact on groups protected by Title VI of the Civil Rights Act of 1964 and related statutes and regulations. This is especially important if the same service has been provided for several years and demographic changes may have occurred in your community or if service changes have been made.

PLEASE DESCRIBE YOUR EFFORTS TO COMPLY WITH THIS REQUIREMENT.

Each revenue vehicle has a sticker attached indicating Title VI requirements. ACT posts the Title VI requirements in visible sight within the facility for staff to read and/or review.

E. Act 51 requires proposals for coordinated Specialized Services assistance funding be developed jointly between existing eligible authorities or eligible governmental agencies that provide public transportation services and the area agencies on aging or any other organization representing specialized services interests.

COORDINATION COMMITTEE PARTICIPATION (List the people who have participated and the agency they represent.)

NAME	Phyllis Yff	AFFILIATION	Interurban Transit
NAME	Dan Wedge	AFFILIATION	Allegan County Transportation
NAME	Tammy Chapin	AFFILIATION	Allegan County Transportation
NAME	Cathy Haas	AFFILIATION	Allegan County CMH
NAME	Lisa Evans	AFFILIATION	Community Action
NAME	Gale Dugan	AFFILIATION	Allegan County Commissioner
NAME	Dawn Sellars	AFFILIATION	MTM Transit
NAME	Jo VerBeek	AFFILIATION	Evergreen Commons
NAME	Judy Walczak	AFFILIATION	Michigan Works
NAME	Sherry Owens	AFFILIATION	Allegan County Senior Services
NAME	Keith Behm	AFFILIATION	Community Member
NAME	Holly Harvey	AFFILIATION	Disability Network/Lakeshore
NAME		AFFILIATION	

FY 2021 SPECIALIZED SERVICES SERVICE DESCRIPTION

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

A. Provide the following information for your proposed service

Regular Service/Paid Driver.

Description of service and information for applicant and/or each sub-applicant as applicable (service area, schedule, type of service, etc.).

Service Area - Allegan County and out of county medical transportation service.
Schedule - Available for request five days a week, Monday to Friday, 6:00 am to 5:00 pm.
Type of Service - Reservation service.

Available funding for the area will be the same as the current fiscal year. Funds may be redistributed among subrecipients by agreement of the Coordination Committee.

MDOT continuation funds requested by applicant and method of reimbursement (per mile or per passenger). Provide information for applicant and/or each sub-applicant as applicable (do not list volunteer drivers).

Applicant:

Dollar Amount Requested by Mile Estimated Miles

Dollar Amount Requested by Passenger Estimated Passengers

Do you have sub-applicants? Yes No

Volunteer Driver Service

Do You have volunteer Drivers? Yes No

Description of service and information for applicant and/or each sub-applicant as applicable (service area, schedule, type of service, etc.).

Use volunteer driver pool to transport both persons with a disability or seniors to medical appointment. The volunteer drivers are coordinated by the Allegan County Mobility Manager. Current Volunteer drivers are reimbursed mileage by the local Commission on Aging. This will add additional options.

MDOT continuation funds requested by applicant. Reimbursed based on miles only. Provide information for applicant and/or each sub-applicant as applicable.

Enter both estimated miles and passengers. The estimated miles and passengers should reflect the service level of each sub-applicant regardless what is funded.

APPLICANT:

Dollar Amount Requested	<input type="text" value="2,175"/>	By Miles	Estimated Miles	<input type="text" value="7,500"/>
			Estimated passengers	<input type="text"/>

SUB-APPLICANT

Name of Sub-applicant	<input type="text"/>			
Dollar Amount Requested	<input type="text"/>	By Miles	Estimated Miles	<input type="text"/>
			Estimated passengers	<input type="text"/>

Name of Sub-applicant	<input type="text"/>			
Dollar Amount Requested	<input type="text"/>	By Miles	Estimated Miles	<input type="text"/>
			Estimated passengers	<input type="text"/>

Name of Sub-applicant	<input type="text"/>			
Dollar Amount Requested	<input type="text"/>	By Miles	Estimated Miles	<input type="text"/>
			Estimated passengers	<input type="text"/>

FY 2021 SECTION 5310/NEW FREEDOM
GENERAL INFORMATION

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

Check One :

- Urbanized Area Non Urbanized Area

Name of urbanized area

Is your agency within a metropolitan planning organization (MPO)?

- Yes No

Services Provided by applicant (including how 5310 vehicles will be used, service area, days and hours of operation, and reservation requirements)

Services provided include scheduling requested trips with an volunteer driver or, if necessary, refer the client to ACT transit services utilizing a revenue vehicle. Service is typically provided Monday through Saturday, 8am to 5pm. No MDOT vehicles will be used providing this service, only volunteers vehicles and/or county owned vehicles.

Estimated Percentage of Ridership(%)

Elderly % Disabled % Other %

Specify Other

Vehicles are intended to:

- Replace Existing Vehicles Expand Existing Service Start New Service

Select One:

- Attached are letters of support from each public and private transit and paratransit operator in the proposed service area indicating that he or she does not, and is not intending to, offer similar service in the same area; or proof of a good faith effort made in obtaining letters of support if an operator will not respond.
- A public notice has been published (attach a copy of published public notice in PTMS).

Project 1

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

Project Name

Mobility Management

Category of project (e.g., New Freedom operating: New Freedom capital such as bus, equipment, marketing, planning, and/or mobility management). You must also submit capital and/or operating request in PTMS.

Allegan County Mobility Management

Expansion Continuation

Amount of FEDERAL funds requested for the project	Amount of STATE funds requested for the project	Local Match (If other than capital)	Total funding \$
51,920	12,980		64,900

Source of local match funds for operating(be specific - identify each source and \$ amount).

General area served:

- An urbanized area with population between 50,000 and 199,999
- A non-urbanized area with population below 50,000

Is this project in a tip:

- Yes
- No

Project description

Allegan County Transportation (ACT) and the Allegan County Senior Services will continue to collaborate providing transportation to seniors and persons with disabilities as a direct service of Allegan County through a combination of transportation services. A Mobility Specialist will be funded full time working to coordinate client transportation needs utilizing all available sources of transportation. Coordination of services has progressed to the point of refusing very few trip requests.

Title of coordinated plan from which project is derived

Allegan County Area Wide Coordinated Public Transit Human Service Plan

Specific strategy project relates to: page number and section where the specific strategy is stated

Page 6 - Transportation Service Plan
Page 7 - Ensure effective mobility management

How does project address the identified strategy?

The project has and will continue to reduce duplication by utilizing the existing services in the most effective manner.

Are there multiple providers for this project/service?

- NO
- YES If yes, please describe how the project/service provides for the coordination among the various providers

Project implementation plan and timeline

Allegan County Area Wide Coordinated Public Transit Human Service Plan

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Allegan County - Transportation Services

750 Airway Drive
Allegan, MI 49010

(269) 686-4529

Nonurban County

Job Access

Annual Budgeted

2021

Operating Revenue: \$3,200

Total Eligible Expenses: \$102,300

Local Share: \$3,200

Comments: -

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Allegan County - Transportation Services
Nonurban County
Job Access
Annual Budgeted
2021

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares (-)	\$3,200
411 :	State Formula and Contracts	
41199	Other MDOT/OPT Contracts and Reimbursements (Explain in comment field) (50% State JARC)	\$51,150
413 :	Federal Contracts	
41399	Other Federal Transit Contracts & Reimbursements (Explain in comment field) (50% Federal JARC)	\$51,150

Total Revenues: \$105,500

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**Allegan County - Transportation Services
Nonurban County
Job Access
Annual Budgeted
2021**

Expense Schedule Report

Code	Description	Amount
501 :	Labor	
50101	Operators Salaries & Wages (-)	\$23,209
50102	Other Salaries & Wages (-)	\$25,727
50103	Dispatchers' Salaries & Wages (-)	\$11,577
502 :	Fringe Benefits	
50200	Fringe Benefits (-)	\$7,314
503 :	Services	
50302	Advertising Fees (-)	\$63
50305	Audit Costs (-)	\$135
50399	Other Services (-)	\$3,203
504 :	Materials and Supplies	
50401	Fuel & Lubricants (-)	\$9,109
50402	Tires & Tubes (-)	\$590
50499	Other Materials & Supplies (-)	\$2,065
505 :	Utilities	
50500	Utilities (-)	\$3,500
506 :	Insurance	
50603	Liability Insurance (-)	\$1,930
50699	Other Insurance (-)	\$8,040
509 :	Misc Expenses	

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Allegan County - Transportation Services
Nonurban County
Job Access
Annual Budgeted
2021

Expense Schedule Report

Code	Description	Amount
50902	Travel, Meetings & Training (-)	\$380
50903	Association Dues & Subscriptions (-)	\$194
512 :	Operating Leases & Rentals	
51200	Operating Leases & Rentals (-)	\$8,464
574 :	Ineligible Expenses	
57402	Ineligible RTAP (-JARC Fares)	\$3,200

Total Expenses: \$105,500

Total Ineligible Expenses: \$3,200

Total Eligible Expenses: \$102,300

**Allegan County - Transportation Services
Nonurban County
Job Access
Annual Budgeted
2021**

Non Financial Schedule Report**Public Service**

Code	Description	Weekday DR	Saturday DR	Sunday DR	Total
610	Vehicle Hours	1,417	0	0	1,417
611	Vehicle Miles	36,500	0	0	36,500
615	Unlinked Passenger Trips - Regular	1,025	0	0	1,025
617	Unlinked Passenger Trips - Persons w/Disabilities	425	0	0	425
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	250	0	0	250
622	Total Demand-Response Unlinked Passenger Trips	1,700	0	0	1,700
625	Days Operated	250	0	0	250

Total Passengers: 1,700

Vehicle Information

Code	Description	Quantity
655	Total Demand-Response Vehicles	2
656	Demand-Response Vehicle w/ Lifts	2
658	Total Transit Vehicles	2

Total Vehicles: 2

Miscellaneous Information

Code	Description	Quantity DR
660	Diesel/Gasoline Gallons Consumed	3,041

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Allegan County - Transportation Services

750 Airway Drive
Allegan, MI 49010

(269) 686-4529

Nonurban County

Regular Service

Annual Budgeted

2021

Operating Revenue: \$94,400

Total Eligible Expenses: \$978,079

Local Share: \$301,233

Comments: -Use up to \$150,000 in reserves

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Allegan County - Transportation Services
Nonurban County
Regular Service
Annual Budgeted
2021

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares (-)	\$94,400
407 :	NonTrans Revenues	
40720	Rental of Bldgs or Other Property (-)	\$9,080
40760	Gains from the Sale of Capital Assets (Explain in comment field) (-Vehicle Sales)	\$12,500
409 :	Local Service Contract	
40950	Local Service Contract/Local Source (-)	\$185,273
411 :	State Formula and Contracts	
41101	State Operating Assistance (-)	\$359,851
413 :	Federal Contracts	
41301	Section 5311 Operating (-)	\$176,055
41398	RTAP (-)	\$4,500
Total Revenues: \$841,639		

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**Allegan County - Transportation Services
Nonurban County
Regular Service
Annual Budgeted
2021**

Expense Schedule Report

Code	Description	Amount
501 :	Labor	
50101	Operators Salaries & Wages (-)	\$218,060
50102	Other Salaries & Wages (-)	\$241,716
50103	Dispatchers' Salaries & Wages (-)	\$108,766
502 :	Fringe Benefits	
50200	Fringe Benefits (-)	\$68,733
503 :	Services	
50302	Advertising Fees (-)	\$594
50305	Audit Costs (-)	\$1,274
50399	Other Services (-)	\$30,091
504 :	Materials and Supplies	
50401	Fuel & Lubricants (-)	\$85,583
50402	Tires & Tubes (-)	\$5,547
50499	Other Materials & Supplies (-)	\$19,396
505 :	Utilities	
50500	Utilities (-)	\$32,886
506 :	Insurance	
50603	Liability Insurance (-)	\$18,129
50699	Other Insurance (-)	\$75,541
509 :	Misc Expenses	

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Allegan County - Transportation Services
Nonurban County
Regular Service
Annual Budgeted
2021

Expense Schedule Report

Code	Description	Amount
50902	Travel, Meetings & Training (-)	\$3,566
50903	Association Dues & Subscriptions (-)	\$1,823
512 :	Operating Leases & Rentals	
51200	Operating Leases & Rentals (-)	\$79,934
580 :	Ineligible Expenses	
58004	Ineligible Expenses Associated w/Rentals (-)	\$9,060
574 :	Ineligible Expenses	
57402	Ineligible RTAP (-)	\$4,500

Total Expenses: \$991,639

Total Ineligible Expenses: \$13,560

Total Eligible Expenses: \$978,079

Allegan County - Transportation Services
Nonurban County
Regular Service
Annual Budgeted
2021

Non Financial Schedule Report**Public Service**

Code	Description	Weekday DR	Saturday DR	Sunday DR	Total
610	Vehicle Hours	13,000	320	0	13,320
611	Vehicle Miles	338,000	8,320	0	346,320
615	Unlinked Passenger Trips - Regular	9,500	0	0	9,500
616	Unlinked Passenger Trips - Elderly	5,200	0	0	5,200
617	Unlinked Passenger Trips - Persons w/Disabilities	9,500	75	0	9,575
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	5,500	300	0	5,800
621	Total Line-Haul Unlinked Passenger Trips	29,700	375	0	30,075
625	Days Operated	250	50	0	300

Total Passengers: 30,075

Vehicle Information

Code	Description	Quantity
655	Total Demand-Response Vehicles	24
656	Demand-Response Vehicle w/ Lifts	24
658	Total Transit Vehicles	24

Total Vehicles: 24

Miscellaneous Information

Code	Description	Quantity DR
660	Diesel/Gasoline Gallons Consumed	19,500

Name Of Applicant (legal organization name)

Allegan County - Transportation Services

REVENUE SCHEDULE

FY 2021

Passenger Fares(paid by rider)		\$	3,200
Contract Fares (paid by another organization)		\$	
Local (source)	Comission on Aging	\$	25,000
	Retained Earnings	\$	1,736
State (source)	Specialized Services	\$	124,918
		\$	
Federal (source)		\$	
		\$	
Other (source)		\$	
		\$	
Total Operating Revenue		\$	

EXPENSE SCHEDULE

Labor and Fringe Benefits		\$	98,119
Services, Materials and Supplies (gas, oil, work performed by another agency)		\$	23,000
Casualty and Liability insurance		\$	14,858
Purchased Transportation Service Within Service Area		\$	
Leases and Rentals		\$	12,813
Depreciation and Amortization		\$	
All Other		\$	8,064
Total Operating Expenses		\$	154,854

Allegan County - Transportation Services
Capital Requests For FY 2021

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2021 CMAQ								
Eligible/Pending:4 Requested:4	Vehicle	Desc:Small Bus, 158 In wheelbase, w/ lift, propane (Tab \$200 ea. Radio Installation \$425 ea. Logo @\$375.) Justn:Replace eligible local units 30, 37, 38, 39 based on age. This buses are 2015 and a 5 year bus. Jobnet #206831 for 2020	\$316,800	\$79,200	\$0	\$396,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$316,800	\$79,200	\$0	\$396,000		
2021 SEC 5310								
Requested:0	Mobility Mgt	Priority: Desc:On going Mobility Management Justn:On going Mobility Management	\$51,920	\$12,980	\$0	\$64,900	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$51,920	\$12,980	\$0	\$64,900		
2021 OTHER								
Eligible/Pending:2 Requested:2	Vehicle	Desc:Small Bus, 158 In wheelbase, w/ lift, gas engine (Tab \$200 ea. Radio Installation \$425 ea. Logo \$375 ea.) Justn:Replace eligible local units 30, 31, based on age. These buses are 2015 and a 5 year bus. Rural Task force Jobnet #207021 for 2021	\$129,600	\$32,400	\$0	\$162,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$129,600	\$32,400	\$0	\$162,000		

Allegan County - Transportation Services
Capital Requests For FY 2021

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2021 5311 Capital								
Eligible/Pending:1 Requested:1	Vehicle	Desc:Small Bus, 158 In wheelbase, w/ lift, gas engine (Tab \$200 ea. Radio Installation \$425 ea. Logo \$375 ea.) Justn:Replace Eligible vehicle #31 Eligible for both miles and age.	\$64,000	\$16,000	\$0	\$80,000	REPLACE	PRE-REQUESTED
Requested:1	Equipment	Desc:Overhead fluid distribution system. Justn:Mechanic area has 4 vehicle location with only 3 overhead fluid system. Add one fluid system.	\$5,200	\$1,300	\$0	\$6,500	EXPAND	PRE-REQUESTED
Sub Total By Program Type			\$69,200	\$17,300	\$0	\$86,500		
Sub Total By Request Year			\$69,200	\$17,300	\$0	\$86,500		

Allegan County - Transportation Services
Capital Requests For FY 2021

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2022 OTHER								
Requested:1	Facility	Desc:Storage facility Justn:Storage space to hold service truck, snow plow, floor sweeper, and new/used tires. Locally approved for Small Urban funding.	\$68,000	\$17,000	\$0	\$85,000	EXPAND	PRE-REQUESTED
Sub Total By Program Type			\$68,000	\$17,000	\$0	\$85,000		
2022 5311 Capital								
Eligible/Pending:4 Requested:4	Vehicle	Desc:Small Bus, 158 in wheelbase, w/ lift, gas engine (Tab \$200 ea. Radio Installation \$425 ea. Logo \$375 ea.) Justn:Replace eligible local units 34, 35, 36, 40, based on age. This buses are 2015 and a 7 year bus.	\$265,600	\$66,400	\$0	\$332,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$265,600	\$66,400	\$0	\$332,000		
Sub Total By Request Year			\$333,600	\$83,400	\$0	\$417,000		

1/12/2020 19:03 Page 3 of 4

Allegan County - Transportation Services
Capital Requests For FY 2021

Req. Yr	Program	Item Description/Justification	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2023 SEC 5339 - Bus and Bus Facilities								
Eligible/Pending:1 Requested:1	Vehicle	Desc:(Small Bus, 176 in. wheelbase, w/ lift, propane (Lettering)) Justn:Local number 41 replaced due to age	\$76,000	\$19,000	\$0	\$95,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$76,000	\$19,000	\$0	\$95,000		
Sub Total By Request Year			\$76,000	\$19,000	\$0	\$95,000		
Grand Total			\$977,120	\$244,280	\$0	\$1,221,400		

1/12/2020 19:03 Page 4 of 4

PUBLIC NOTICE

**ALLEGAN COUNTY
PROPOSED STATE AND FEDERAL APPLICATION FOR
OPERATING AND/OR CAPITAL ASSISTANCE**

All citizens are advised that Allegan County has prepared an application for State of Michigan financial assistance for fiscal year 2021, as required under Act 51 of the Public Acts of 1951, as amended, and for federal assistance as required under the Federal Transit Act, as amended.

Allegan County is requesting through the following funding source(s):

Funding Source(s)	Operating Amount	Capital Amount Per Project	Total Amount
State Formula Operating	\$358,851	N/A	\$358,851
Federal Sec 5311 Operating	\$176,055	N/A	\$176,055
State Specialized Services	\$124,918	N/A	\$124,918
Section 5316 Job Access Reverse Commute	\$102,300	N/A	\$102,300
Section 5317 New Freedom Program	N/A	Mobility Management	\$ 64,900
Surface Transportation Program (STP)	N/A	Equipment	\$ 6,500
Congestion Mitigation Air Quality (CMAQ)	N/A	Buses	\$638,000
			\$1,472,524.00

Allegan County ensures that the level and quality of transportation service is provided without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. For more information regarding our Title VI obligations or to file a complaint please contact us at the address given below.

The proposed application is on file at Allegan County Transportation, 750 Airway Drive, Allegan, MI 49010, and may be reviewed during a 30-day period (February 3, 2020 – March 4, 2020), between the hours of 8 a.m. and 5 p.m. or on the web at www.allegancounty.org/transportation. Click "Policies & Applications"

Written comments regarding the application and/or written requests for a public hearing to review the application must be received by March 4, 2020. If a hearing is requested, notice of the scheduled date, time, and location will be provided at least 10 days in advance.

Submittals should be sent to Allegan County Transportation, 750 Airway Drive, Allegan, MI 49010.

PARKS – APPROVE GUN LAKE WATERCRAFT LAUNCH AND PAVILION

24/ WHEREAS, in 2019, through the competitive bidding process, bids exceeded the remaining capital allocation of \$265,000 for the Gun Lake Park Improvements; and

Budget Breakdown/Costs

Pavilion Improvements	\$ 81,250
Crosswalk Improvements	\$ 15,655
Boat Launch Ramp Improvements	\$ 130,195
Access Land and Maneuver Area Improvements	\$ 137,700
Lighting/Drainage	\$ 18,100
Permits, Inspections, General Conditions	\$ 17,100
Alternate C-1 New Gates	\$ 13,100
Kayak Launch Addition	\$ 49,000
Committed GMB Costs	\$ 13,350
MDEQ Consultant and Permits	\$ 5,000
Contingency (1%)	\$ 3,500
Total:	\$ 483,950

WHEREAS, on December 12, 2019, the Board referred this project back to the Parks Advisory Board for re-evaluation; and

WHEREAS, on February 4, 2020, the Parks Advisory Board recommended focus on the pavilion and boat launch ramp.

THEREFORE, BE IT RESOLVED that the Board of Commissioners authorizes the County Administrator to proceed with replacement of the pavilion and boat launch ramp for an amount not to exceed the remaining capital allocation of \$265,000; and

BE IT FURTHER RESOLVED this includes the authorization to negotiate with the Department of Natural Resources for its potential work on the boat launch and rebid the projects if necessary to reduce costs; and

BE IT FURTHER REOSLVED if there are any remaining funds left after satisfactory completion of the pavilion and ramp, the County Administrator is authorized to proceed with access and maneuver area improvements in accordance with the County policies; and

BE IT FINALLY RESOLVED that the BOC Chairman and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner DeYoung, seconded by Commissioner Dugan to approve the resolution as presented. Motion carried by voice vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

HUMAN RESOURCES – ADOPT MUNICIPAL EMPLOYEES’ RETIREMENT SYSTEM (MERS) DEFINED CONTRIBUTION PLAN ADOPTION AGREEMENT

25/ BE IT RESOLVED that the Allegan County Board of Commissioners hereby adopts the attached MERS Defined Contribution Plan Adoption Agreements:

- Compensation Definition; Divisions 110228 & 110229 effective October 1, 2013,

- Compensation Definition; Divisions 107243, 107251, 107485, 107643, 107797, 108331 and 109730 effective January 1, 2004; and

BE IT FURTHER RESOLVED that the Board Chairman and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Budget and Finance Director is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner Thiele, seconded by Commissioner Cain to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

DRAFT

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name Allegan County **Municipality #:** 0302

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20____.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # _____ and/or current Hybrid division # _____

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see [Plan Document](#), Section 64 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete *MERS Defined Contribution Conversion Addendum*.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: ___/___/____

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

** By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

*Divisions 107243, 107251, 107485, 107643, 107797, 108331, 109730.

B. If this is an **amendment** of an existing Adoption Agreement (existing division number * _____), the **effective date shall be the first day of** January _____, 20⁰⁴_____.

*Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.*

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. **Vesting** (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
 _____ % after 1 year of service
 _____ % after 2 years of service
 _____ % after 3 years of service (min 25%)
 _____ % after 4 years of service (min 50%)
 _____ % after 5 years of service (min 75%)
 _____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) _____

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. **Contributions**

- a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):
- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly
- Other (must specify) _____
- b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:
- Employees are required to contribute per payroll period, the percentage _____% OR flat dollar amount \$_____
- Employees are required to contribute within the following range for each payroll:
 Percentage range from _____% to _____% OR
 dollar amount range \$_____ to \$_____
- Direct Required Employee Contributions pre-tax

MERS Defined Contribution Plan Adoption Agreement

c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$_____ OR _____% of compensation per employee.

\$ _____ or _____% of compensation per employee for each payroll period.

Matching Contributions

The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election as outlined in the *Matching Employer Contribution Addendum (MD-073)*.

d. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. **Compensation**

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Base wages, to which any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

A taxable car allowance

Short term or long term disability payments

Payments for achievement of established annual (or similar period) performance goals

Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: Paid Time Off & Compensatory Time Payouts

Other 2: Temporary Supervisor Pay, On Call Pay & Field Training Officer Pay

NOTE: For purposes of applying the Internal Revenue Code Section 415(c) limits on annual additions, compensation shall be defined as required under that law.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name Allegan County **Municipality #:** 0302

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20__.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division #_____ and/or current Hybrid division #_____

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see [Plan Document](#), Section 64 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete *MERS Defined Contribution Conversion Addendum*.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: __/__/____

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

** By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

*Divisions 110228 & 110229

B. If this is an **amendment** of an existing Adoption Agreement (existing division number * _____), the **effective date shall be the first day of** October _____, **20**¹³.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. **Vesting** (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
 _____ % after 1 year of service
 _____ % after 2 years of service
 _____ % after 3 years of service (min 25%)
 _____ % after 4 years of service (min 50%)
 _____ % after 5 years of service (min 75%)
 _____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) _____

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. **Contributions**

- a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):
- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly
- Other (must specify) _____
- b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:
- Employees are required to contribute per payroll period, the percentage _____% OR flat dollar amount \$_____
- Employees are required to contribute within the following range for each payroll:
 Percentage range from _____% to _____% OR
 dollar amount range \$_____ to \$_____
- Direct Required Employee Contributions pre-tax

MERS Defined Contribution Plan Adoption Agreement

c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$_____ OR _____% of compensation per employee.

\$ _____ or _____% of compensation per employee for each payroll period.

Matching Contributions

The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election as outlined in the *Matching Employer Contribution Addendum (MD-073)*.

d. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. **Compensation**

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Base wages, to which any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

A taxable car allowance

Short term or long term disability payments

Payments for achievement of established annual (or similar period) performance goals

Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: Paid Time Off & Compensatory Time Payouts

Other 2: Temporary Supervisor Pay, On Call Pay & Field Training Officer Pay

NOTE: For purposes of applying the Internal Revenue Code Section 415(c) limits on annual additions, compensation shall be defined as required under that law.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

**HUMAN RESOURCES - ADOPT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM (MERS)
DEFINED BENEFIT PLAN ADOPTION AGREEMENT**

26/ BE IT RESOLVED that the Allegan County Board of Commissioners hereby adopts the attached MERS Defined Benefit Plan Adoption Agreement; and

BE IT FURTHER RESOLVED that the Board Chairman and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Budget and Finance Director is authorized to make the necessary budget adjustments to complete this action.

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to approve the resolution as presented. Motion carried by roll call vote. Yeas: 5 votes. Nays: 0 votes. Absent: 2 votes.

DRAFT

Defined Benefit Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name Allegan County **Municipality #:** 0302

If new to MERS, please provide your municipality's fiscal year: _____ through _____
Month Month

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20__.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

- All prior service from date of hire
- Prior service proportional to assets transferred; all service used for vesting
- Prior service and vesting service proportional to assets transferred
- No prior service but grant vesting credit
- No prior service or vesting credit

Link this new division to division number _____ for purposes of determining contributions (Unless otherwise specified, the standard transfer/rehire rules apply)

*Divisions
01, 02, 08, 09,
10, 12, 15, 16,
17, 20, 21, 22.

B. If this is an **amendment** of an existing Adoption Agreement (Defined Benefit division number * _____), the effective date shall be the first day of August, 2019. *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

C. If this is a **temporary benefit** that lasts 2-6 months, the effective dates of this temporary benefit are from ___/01/___ through ___/___/___ for Defined Benefit division number _____.
Last day of month
Please note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

D. If this is to **separate employees from an existing Defined Benefit division** (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20__.

E. If this is to merge division(s) _____ into division(s) _____, the effective date shall be the first of _____, 20__.

Defined Benefit Plan Adoption Agreement

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Benefit Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

 (Name of Defined Benefit division – e.g. All Full Time Employees, or General after 7/01/13)

Only retirees will be in this division.

These employees are (check one or both):

- In a collective bargaining unit (attach cover page, retirement section, signature page)
- Subject to the same personnel policy

To receive one month of service credit (check one):

- An employee shall work 10 _____ hour days.
- An employee shall work ⁸⁰_____ hours in a month.

All employees as classified under eligible employees, whether full or part time, who meet this criteria must be reported to MERS. If you change your current day of work definition to be more restrictive, the new definition only applies to employees hired after the effective date.

To further define eligibility, check all that apply:

- Probationary Periods** are allowed in one-month increments, no longer than 12 months. During this introductory period, the Employer will not report or provide service time for this period, including retroactively. Service will begin after the probationary period has been satisfied.
 The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.
 The temporary exclusion period will be _____ month(s).

IV. Provisions

Valuation Date: _____, 20____

1. Review the valuation results

It is recommended that your MERS representative presents and explains the valuation results to your municipality before adopting. Please choose one:

- Our MERS representative presented and explained the valuation results to the _____ on _____.
 (Board, Finance Cmte, etc.) (mm/dd/yyyy)
- As an authorized representative of this municipality, I _____ (Name)
 _____ (Title) waive the right for a presentation of the results.

Defined Benefit Plan Adoption Agreement

This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary that sets contribution rates.

Annually, the MERS actuary will conduct an actuarial valuation to determine the employers' contribution rates. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

2. Benefit Multiplier (1%-2.5%, increments of 0.05%) _____ % (max 80% for multipliers over 2.25%)

Check here if multiplier will be effective for existing active members' future service only (Bridged Benefit as of effective date on page 1)

If checked, select one below:

- Termination Final Average Compensation (calculated over the members entire wage history)
- Frozen Final Average Compensation (FAC is calculated twice, once for the timeframe that matches the original multiplier, and once for the new multiplier)

3. Final Average Compensation (Min 3 yr, increments of 1 yr) _____ years
4. Vesting (5 -10 yrs, increments of 1 yr) _____ years
5. Normal Retirement Age will be the later of: _____ (any age from 60-70), or the vesting provision selected above (#4).
6. Required employee contribution (Max 10%, increments of 0.01%) _____ %
7. Compensation for the Defined Benefit Plan means the salary or wages paid to an employee for personal services rendered while a member of MERS. Compensation and any applicable employee contributions must be reported to MERS on a monthly basis.

Employers shall define compensation using the following options (choose one):

- Compensation including all items as allowed in the MERS Plan Document (Section 14).

If anything varies, specify here:

Included: _____

Excluded: _____

- Base wages only.

If any items should be included, specify here:

Included: _____

- Medicare taxable wages as reported on W2.

- Wages plus amounts otherwise not reported as gross compensation, such as elected amounts for Section 125(a) or 457(b) deferrals.

Defined Benefit Plan Adoption Agreement

8. Unreduced Early Retirement/Service Requirements:

<input type="checkbox"/> Age 50 – 54 _____ Service of either <input type="checkbox"/> 25 or <input type="checkbox"/> 30 years
<input type="checkbox"/> Age 55 – 65 _____ Service between 15 and 30 years _____
<input type="checkbox"/> Service only (must be any number from 20 – 30 years accrued service): _____
<input type="checkbox"/> Age + Service Points (total must be from 70 – 90): _____ points

9. Other

- Surviving Spouse will receive _____% of Straight Life benefit without a reduction to the employee's benefit
- Duty death or disability enhancement (add up to additional 10 years of service credit not to exceed 30 years of service)
- Deferred Retirement Option Program (DROP)
- Annuity Withdrawal Program (AWP)
 Calculation of the actuarial equivalent of the lump sum distribution made under AWP will be done using:
 - Interest rate for employee contributions as determined by the Retirement Board, or
 - MERS' assumed rate of return as of the date of the distribution.

10. Cost-of-Living Adjustment

<input type="checkbox"/> All current retirees as of effective date	<input type="checkbox"/> Future retirees who retire after effective date
<input type="checkbox"/> Retirees who retire between _____/01/____ and _____/01/____	
Increase of _____% or \$_____ per month	Increase of _____% or \$_____ per month
Select one: <input type="checkbox"/> Annual automatic increase <input type="checkbox"/> One-time increase	<input type="checkbox"/> Annual automatic increase
Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding	Select one: <input type="checkbox"/> Compounding <input type="checkbox"/> Non-compounding
Employees must be retired _____ months (6-12 months, increments of 1 month)	Employees must be retired _____ months (6-12 months, increments of 1 month)

- Check here if the existing COLA will be bridged for active participants as of the effective date selected on this form. Benefits accrued for service after the effective date will have no COLA increase applied.

Defined Benefit Plan Adoption Agreement

11. Service Credit Purchase Estimates are:

- Not permitted
 Permitted

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Benefit Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Benefit Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification Of The Terms Of The Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency.
4. The Employer acknowledges that wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference.
5. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. The Employer acknowledges that changes to the Employer's MERS Defined Benefit Plan must be made in accordance with the MERS Plan Document and applicable law, and agrees that MERS will not administer any such changes unless the MERS Plan Document and applicable law permit same, and MERS is capable of administering same.

Defined Benefit Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by Allegan County Board of Commissioners on
the _____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

PUBLIC PARTICIPATION - NO COMMENTS

27/ Chairman Storey opened the meeting to public participation and as there were no comments from the public, he closed the meeting to public participation.

ADJOURNMENT UNTIL FEBRUARY 27, 2020 AT 1:00 P.M.

28/ Moved by Commissioner Dugan, seconded by Commissioner Thiele to adjourn until February 27, 2020 at 1:00 P.M. The motion carried and the meeting was adjourned at 3:40 P.M.



Deputy Clerk

Board Chairperson

Minutes approved during the 00/00/2020 Session

DRAFT

**ANNUAL REPORT FROM ALLEGAN COUNTY THE REGISTER AND DEEDS AND
COUNTY CLERK TO THE BOARD OF COMMISSIONERS**

FOR 2019

DRAFT

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The Offices of the Allegan County Clerk and Register of Deeds are located at:

The County Courthouse

113 Chestnut Street

Allegan, MI 49010

By phone: (269) 673-0450 for Vital Records, 673-3290 for Elections

(269) 673-0300 for Circuit Court Records

(269) 673-0390 for Register of Deeds

Letter to Board of Commissioners

DRAFT

Office of the Register of Deeds

By Law, the Register of Deeds is the “keeper of Public Record” for land documents. The recording of a document with this office does not make the document legal. The action of recording makes the document public.

Division Overview

The Register of Deeds Division records all documents pertaining to real property including deeds, mortgages, liens, power of attorneys, certificates of trust; federal, state, and MESC tax liens; master deeds and plats; sheriff’s deeds and redemption certificates.

The hardworking deputies in the Register’s Office must be familiar with more than 200 different types of legal documents and the unique statutes for recording each of them. Our staff works closely with attorneys, real estate agents, banks, title agencies and the public. The number one goal is to provide customer service – polite, professional, accurate and timely.

Register of Deeds Office Quick Facts-

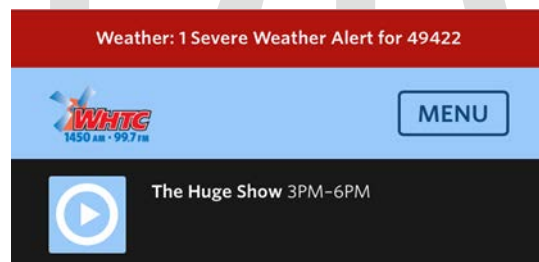
Chief Deputy Register: Patty Fales

FTE’s: Four (with a combined 95 years of expertise in recording)

Money Collected for 2019 (including State Transfer Tax): \$6,092,395.60

Total Documents Recorded in 2019: 22,927

Records available: From 1835 to present



News ▶ Local

More Allegan County Records Online

Allegan County Clerk and Register of Deeds Bob Genetski announced a new record system that he says will shorten wait times for residents and expand services for his office.

Thursday, August 01, 2019 5:30 a.m. EDT

The Register’s Office had a big year in 2019 in upgrading technology to better serve our constituents. After a multi-year search for a new land records system, the contract was awarded to Kofile Technologies of Dallas, Texas. Deputies in the Office worked with Allegan County Information Services and the contractor implementing and training on *County Fusion*.

The new technology has increased the speed of work in the office and added the long awaited service of an online searchable database for land records that allows customers to search on the Internet and purchase copies on record 24 hours a day from any location with internet service. The online searchable database has been for many years the number one most requested service by our

customers, and Register of Deeds Office is very excited to be able to provide it.

(Register of Deeds Division Overview - Continued)

Allegan County Register of Deeds
Bob Genetski

Allegan County Register Online Services

Welcome! Our Online Services provide a convenient and centralized way to access documents recorded in our office. You have the ability to search records and view document images.

Please login to website using the fields to the right, either via the Login as Guest/Public Button or the username and password if you are a credentialed user.

Additional information about the site is available once you login.

Bob Genetski, Register
Allegan County Register of Deeds
113 Chestnut Street
Allegan, MI 49010
Phone: [269-673-0390](tel:269-673-0390)

Build: 1053 191212_0745_A19_JUN
©All rights reserved, Allegan County

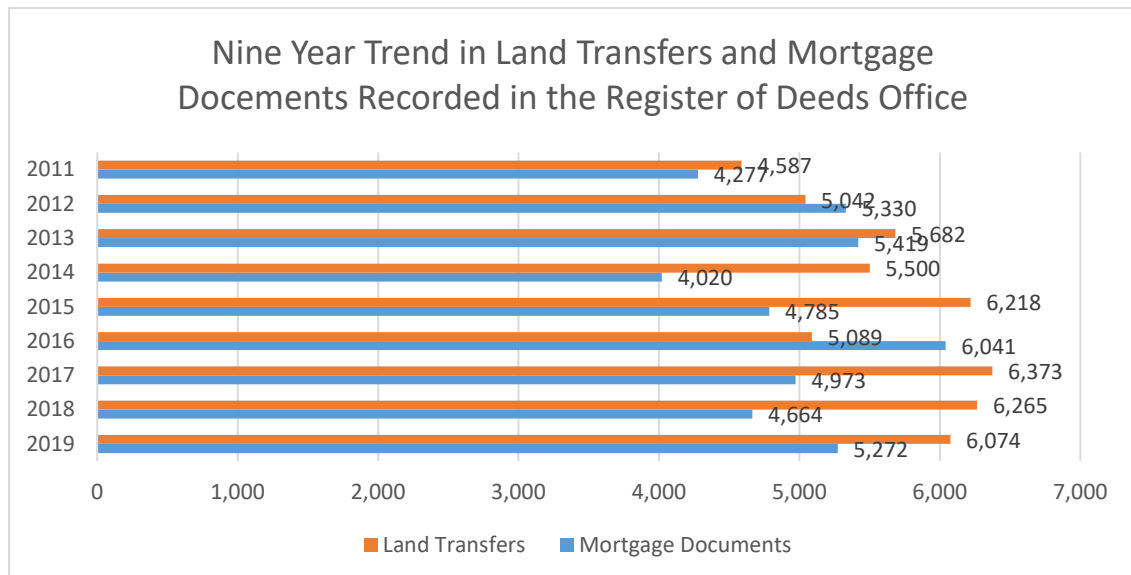
Powered By **KOFILE** TECHNOLOGIES

The new webpage that now allows the public to search land records online.

The new online service allows members of the public to login as public to search and purchase many recorded documents and simply use a credit card to make a one-time purchase.

Document Recording:

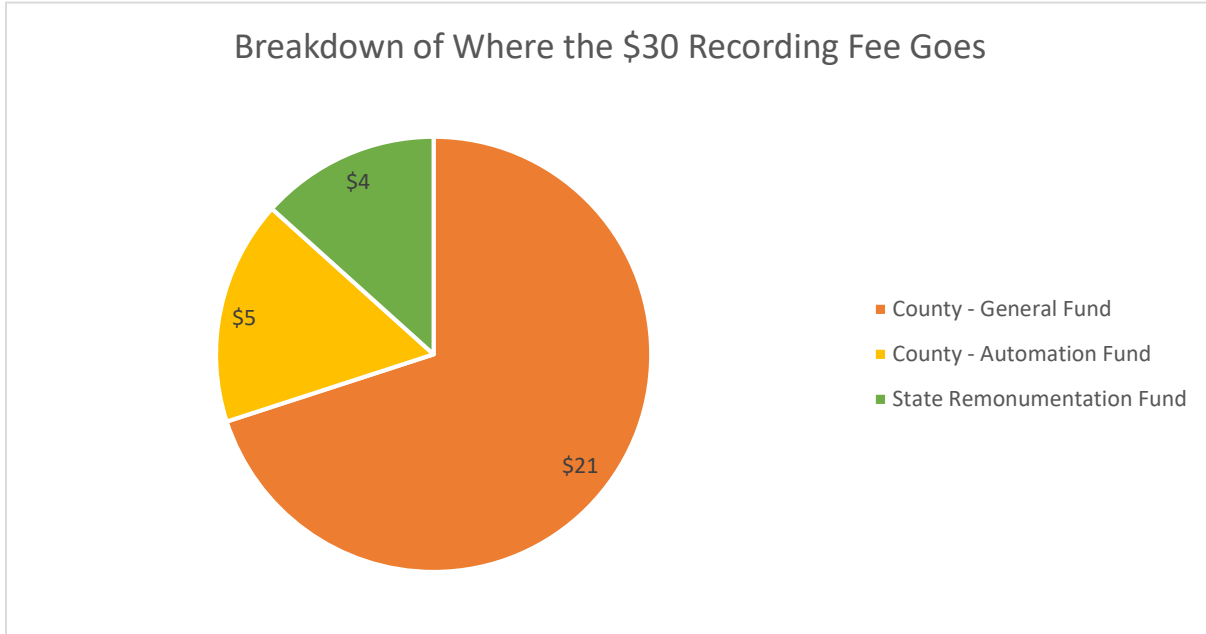
Trends in Documents Recorded: The total number of documents recorded in ROD dropped from 2018 to 2019 from 23,159 to 22,927, meaning that 232 fewer documents were recorded during the latter. At the same time, land transfers dropped by 191 documents while mortgage documents recorded saw an increase of 608 from 4,664 to 5,272. Over the last nine years, total documents recorded in the Office



range from a high of 28,422 (2012) to a low 23,073 in 2014.

(Register of Deeds Office – Continued)

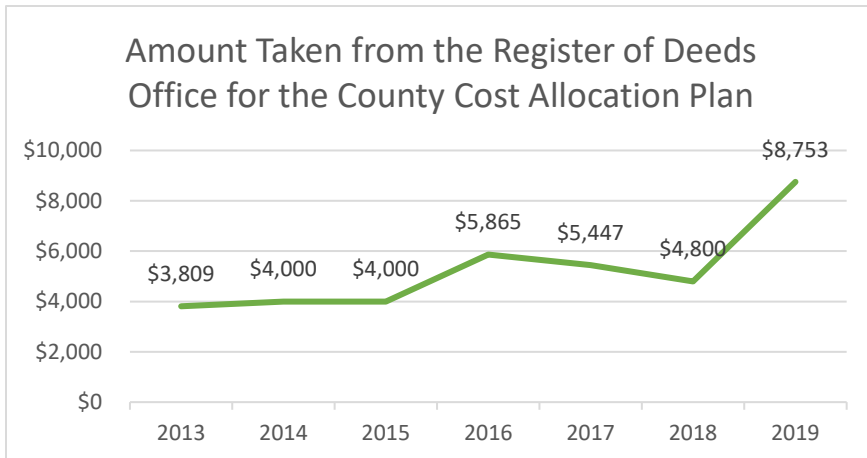
\$\$\$ Where the Money Goes \$\$\$ - *BREAKING DOWN THE RECORDING FEES*: With each document recorded at the Register of Deeds, the Office collects \$30*. Of that amount, the County General Fund received \$21, while \$5 of that goes to the Automation Fund (for upgrading technology in the Register’s Office). The Remaining \$4 goes to the State Remonumentation Fund.



*The \$30 recording fee was implemented October 1st, 2016 after being increased by the State Legislature. Prior to that, the fee of \$14 was broken down to the same three sources at \$5, \$5, and \$4 allocations.

SEVEN YEAR TREND OF DEPOSITS MADE TO THE REGISTER OF DEEDS AUTOMATION FUND:

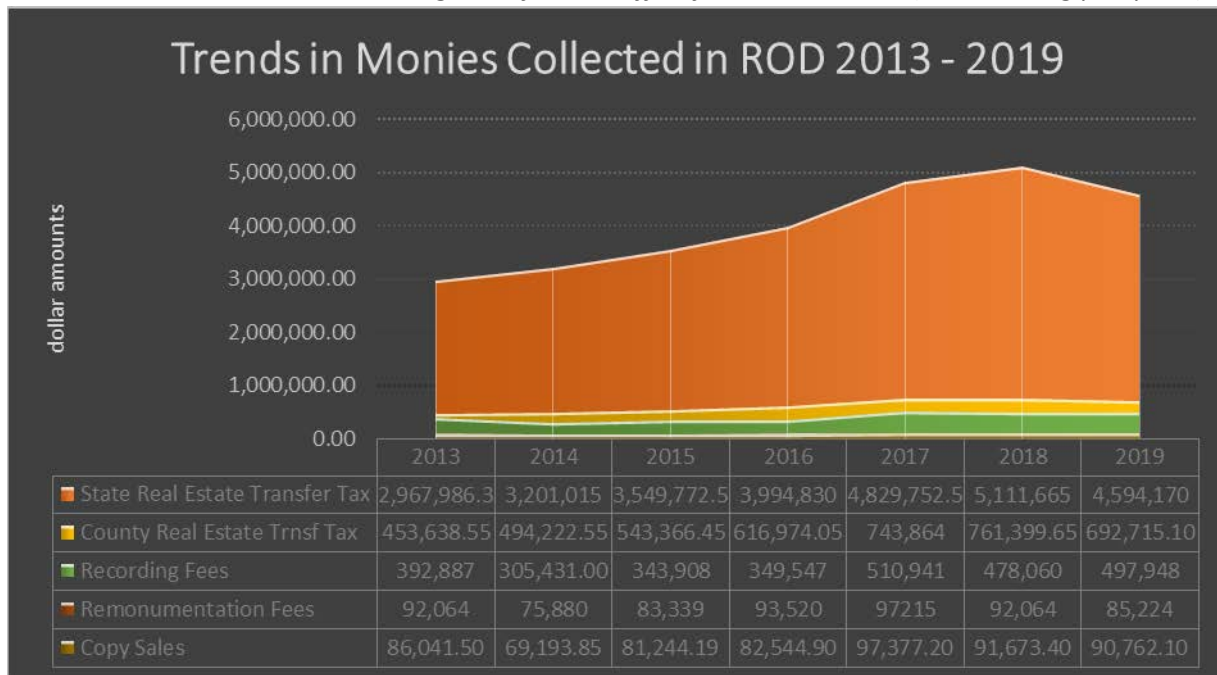
Year	2019	2018	2017	2016	2015	2014	2013
Amount Deposited	\$114,4450	\$115,050	\$121,255	\$118,321	\$115,082	\$108,507	\$134,580



SEVEN YEAR TREND IN MONIES DEDUCTED FROM THE AUTOMATION FUND TO COVER COUNTY COST ALLOCATION PLAN: Since 2013, the Register of Deeds Automation Fund has sent a total of \$32,150 to cover rent, door security, and overhead at the Courthouse Building.

(Register of Deeds Office – Continued)

Trends in Monies Collected in the Register of Deeds Office from 2013 – 2019 (not including passports)



While the amount of monies collected in 2019 for recording fees increased from \$478,060 in 2018 to \$497,948, the amounts of State and County Real Estate Transfer Tax taken in declined slightly. State Real Estate Transfer Tax receipts dropped from \$5,111,665 (2018) to \$4,594,170 during 2019. During the same time period County Real Estate Transfer Tax collected declined to \$692,715.10 from \$761,399.65 the previous year – the 2018 amount signifying the highest amount taken in by the County and the lowest amount being \$453,638.55 of 2013.

Definitions-

State Real Estate Transfer Tax: collected on all deeds recorded and sent to the State of Michigan.

County Real Estate Transfer Tax: collected on all deeds recorded and sent to the County General Fund.

Recording Fees: collected on every document recorded (of the nearly 200 hundred different types of documents) most of which goes to the County and a small portion going to the state (see pie graph on the previous page for breakdown).

Remonumentaton Fees: collected on every document recorded (with the exception of State Liens, Federal Liens, County Treasurer documents and MESC Liens) and sent to the state for the cost of surveying land corners. These monies are collected as part of the \$30 recording fee.

Copy Sales: collected on each document- \$1 per page and \$.20 per image (bulk sale to two title companies).

(Register of Deeds Office – Continued)

PASSPORT SERVICES:

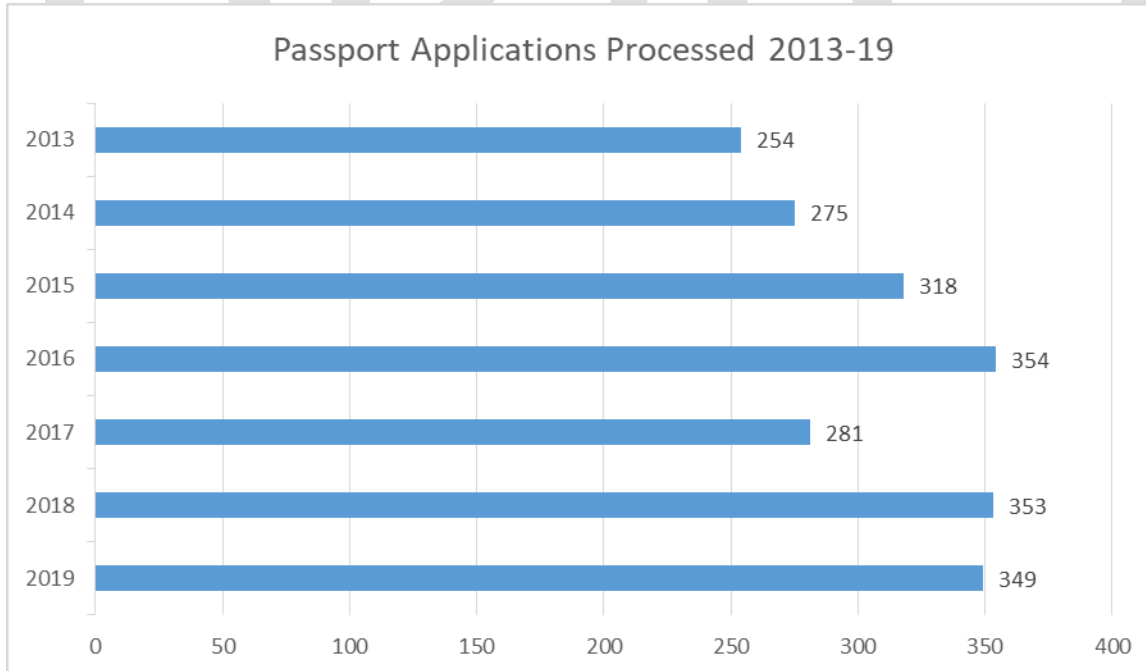


The Register of Deeds Office helped customers from Allegan County (and beyond) to obtain the United States Passport by accepting 349 Passport Applications in 2019.

The fee a customer pays for obtaining a routine passport through the office is \$145 (which was \$135 until a mandated increase by the federal government that went into effect in April 2018). With the change, \$110 of the total goes to the U.S. Department of State while the \$35 is collected by the Register of Deeds Office and goes into the County General Fund.

Blank application forms are available in the office or online and in addition to the check or money order, a customer will want to bring in a valid photo ID and supporting documents (such as a birth certificate). The Register of Deeds Office is pleased to offer passport size photos taken in the Office for initial applications for \$10. Customers may still bring their own passport size photos if they wish.

Seven Year Trend in Passport Applications:



In 2019, deputy registers helped 349 visitors apply for Passports. The number is four fewer than last year and five fewer than the Office’s high of 354 applications reached in 2016. The Register’s Office has been performing this service since 2013. Prior to that the service was offered through the Vital Records Division of the County Clerk’s Office.

The lowest number of applications received in the last seven years was 254 attained in 2013.

(Register of Deeds Office - Passport Services Continued)

Revenues to the County General Fund from Passport Applications (at a rate of \$35 per application since April 2nd 2018; prior to the increase the County earned \$25 per application):

YEAR	Applications	Revenue to the County	Revenue at \$35/\$25*
2019	349	\$12,215	\$12,215
2018	353	\$ 8,925	\$8,925/\$2,450*
2017	281	\$ 7,025	\$ 7,025*
2016	354	\$ 8,850	\$ 8,850*
2015	318	\$ 7,950	\$ 7,950*
2014	275	\$ 6,875	\$ 6,875*
2013	254	\$ 6,350	\$ 6,350*

In addition to revenues from Passport Applications, the Office also took in \$1,690 for taking Passport photos in 2019. This is up from \$710 for photos in 2018.



REAL ID IS COMING SOON... AS IF THERE WERE NOT ALREADY A LOT OF GOOD REASONS TO GET A PASSPORT, a U.S. Passport is considered valid documentation to obtain REAL ID- compliant Driver's License. Beginning October 1, 2020, Michigan residents (and all travelers) will need to present a REAL ID-compliant Identification card to fly

within the United States and enter center federal facilities under federal law.

Each deputy in the Register of Deeds Office is annually certified as a Passport Acceptance Agent by the United States Department of State.

The Office offers Passport Services from 8:00 AM and 4:30 Monday through Friday.

Unlike our competition, there is no appointment necessary.

These appointments take between 20 and 30 minutes provided the applicant has all of his or her necessary documentation.



(Register of Deeds Office – Continued)

Centennial Farms and the Register of Deeds Office:

In addition to being the number one agricultural producing county in the state, Allegan County is blessed with many families that have been tilling the land for generations. Allegan County families that have farmed the same land for 100 years or more will want to visit the Register of Deeds Office for a copy of the deed or mortgage documents that show the history of the property & ownership of the working farm. This is the documentation the Historical Society of Michigan will request for the Michigan Centennial Farm Program.



Questions on Centennial Farms? Contact the Historical Society of Michigan at (517) 324-1828 or by email at farms@hsmichigan.org.

Farmland and Open Space Preservation Applications:

Under Public Act 116 of 1975, Allegan County Farm owners can enroll their land in the *Farmland and Open Space Preservation Program*. The Trend in applications recorded in the Register of Deeds Office under PA 116 are list by year below:

Year / Number of Applications Recorded

2019 / 103

2018 / 123

2017 / 127*

2016 / 48

2015 / 110

2014 / 38**

*= six year high

**=six year low



Bob Genetski detasseling corn.

Office of the County Clerk

CIRCUIT COURT RECORDS

Division Overview

The Circuit Court Records Division of the Clerk's Office is the fundamental access point to the 48th Circuit Court for all parties in a civil, criminal or Family Court matter. This office is where customers have their first interaction with the court system. The talented deputy clerks work hard to make any experience at our window as seamless and pleasant as possible by providing access to public court records and by answering questions regarding procedures, access to court related resources, Friend of the Court and the Legal Assistance Center.



The Office is also the point of entry for those called to Circuit Court jury duty.

Our services include processing documents necessary to initiate new cases filed with the Court as well as



THE CIRCUIT COURT RECORDS DIVISION PROCESSED 942 JURORS FOR JURY DUTY WITH THE 48TH CIRCUIT COURT IN 2019. THIS DUTY ENTAILS CHECKING IN JURORS, THE SELECTION PROCESS, AND ORCHESTRATING REIMBURSEMENTS FOR THEIR SERVICE. THE NUMBER OF JURORS PROCESSED NEARLY DOUBLED FROM 2018'S 424.

receiving, reviewing, and processing all documents pertaining to pending legal matters before the Court, pulling records for the scheduled hearings, and clerking in the courtroom. Our staff is friendly and polite – emphasizing customer service- knowing that many of the people who need our service might be navigating a complex legal system for the first time.

Collection and Disbursement of Monies for the Court

The Clerk's Office is responsible for receipting in all payments for the 48th Circuit Court. This includes all statutorily mandated fees and court ordered fines, costs, restitution and juvenile delinquent fines for family court. These payments may be made at the Circuit Court Records window or online.

For 2019, the Circuit Court Records Division received \$210,500.72* in collections for Adult Cases and dispersed \$188,739.18** to crime victims. At the same time, collections from Juveniles was \$15,474.47 while \$24,654.96 was dispersed by the office to crime victims.

* The \$210,500.72 is the second highest amount collected by Office in the last five years.

** The \$188,739.18 is the second highest amount dispersed in the last five years.

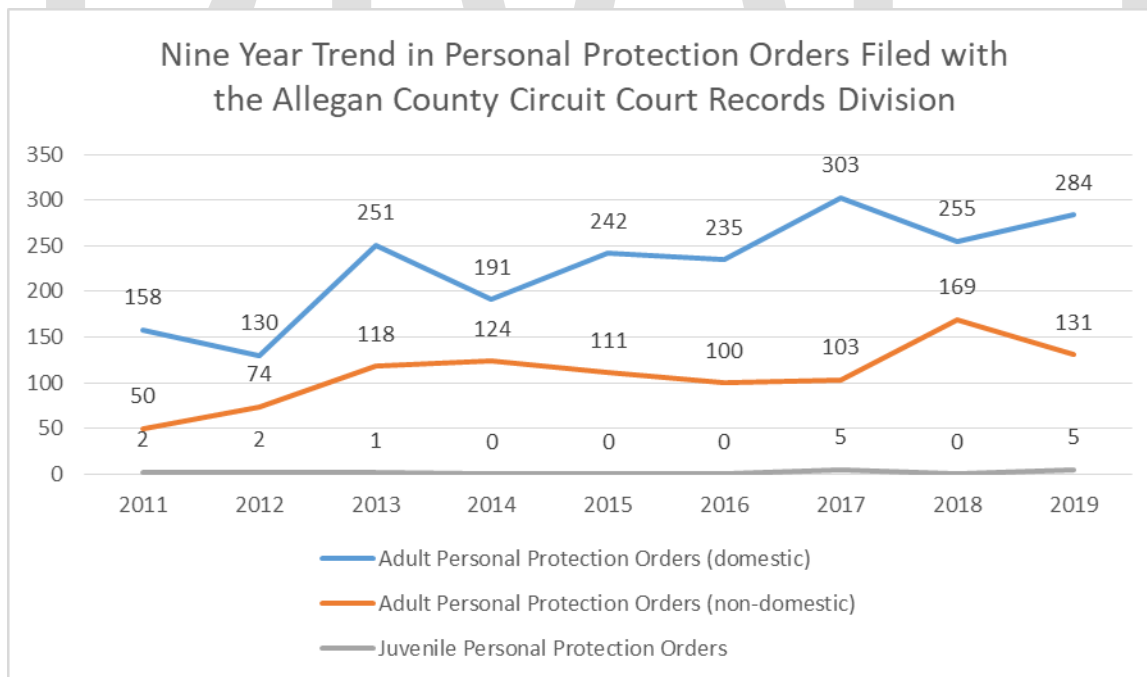
(Circuit Court Records Division – Collections and Disbursement of Monies)

Restitution Payments- Collections/Disbursements

Type		2015	2016	2017	2018	2019
Adult	Beginning Balance:	\$16,964.20	\$17,990.13	\$10,394.26	\$2,337.46	\$29,515.73
	Collections:	\$113,272.40	\$124,020.00	\$245,026.56	\$186,124.09	\$210,500.72
	Total:	\$130,236.60	\$142,010.13	\$255,420.82	\$188,461.55	\$240,016.45
	Dispersed to Victims:	\$116,469.11	\$131,856.73	\$253,083.30	\$185,945.82	\$188,739.18
Juvenile	Beginning Balance:	\$49,607.55	\$43,119.45	\$7,922.64	\$7,729.07	\$16,718.87
	Collections:	\$18,217.69	\$17,507.67	\$15,029.98	\$24,125.67	\$15,474.47
	Total:	\$67,735.24	\$60,627.12	\$22,952.62	\$31,854.74	\$32,193.34
	Dispersed to Victims:	\$24,660.79	\$52,704.48	\$15,223.56	\$15,135.87	\$24,654.96

Personal Protection Orders

Personal Protection Orders in Allegan County are filed with the deputy clerks in the Circuit Court Records Division. Unfortunately, 2019 saw the number Adult PPO’s (non-domestic) increase to 284 over the 2018 total of 255. Also unfortunately, the number of Juvenile PPO’s increased to 5 (equally a nine year high) from 0 year over year. Personal Protection Orders in Domestic situations declined, however, to from 169 in 2018 to 131 in 2019.



(Circuit Court Records Division – Continued)

Reporting to State Agencies

The Circuit Court Records Division is responsible for reporting all convictions of a felony, high court misdemeanor or probation violation to numerous state agencies. Depending on the situation, the Office might communicate with the Michigan Secretary of State, Michigan State Police, and/or the Michigan Department of Corrections. These reports help create accurate records for the public to access at the state level. In addition, all cases involving a motor vehicle are abstracted to the Secretary of State so it may take necessary actions to uphold and protect the citizens of Michigan.

Permanency Indicator Record

Since 2015, the Circuit Court Records Division has prepared and submitted the Permanency Indicator Record to the State Court Administrator's Office. The information collected for this report will provide the circuit courts and the State Court Administrative Office with specific statistical information and data to determine compliance with statutes and court rules and to make management decisions about the effective and timely processing of child protective cases in order to achieve permanency for Michigan's neglected and abused children. The Family Court along with the Clerk's Office plays an integral role in permanence measures set by the State Court Administrator's Office.

MIKE BUCK – CHIEF JUDGE OF
PROBATE COURT
“DESPITE THE OVERWHELMING
CASELOADS THE CLERK’S OFFICE
CONTENDS WITH, I CONTINUE TO
RECEIVE EXCELLENT SERVICE
FROM BOB’S STAFF. I AM
ESPECIALLY APPRECIATIVE OF THE
PERSONAL ATTENTION GIVEN TO
OUR CITIZENS IN THE PROCESS OF
ADOPTION. THESE ARE SOME OF
THE FEW TYPES OF CASES WE CAN
ALL JOIN IN THE CELEBRATION OF
FAMILIES, AND WE DO.”

CIRCUIT COURT RECORDS DIVISION QUICK FACTS

Chief Deputy Clerk: Jackie Porter

FTE's: 6

Circuit Court Caseloads for:

2019 – 3,900

2018 – 3,675

2017 – 3,395

2016 – 2,309

Circuit Court Records Provides the essential framework behind the scenes for the 48th Circuit Court by collecting and dispersing monies to many circuit court, county, state and private sector accounts involving:

Restitution, Attorney Fees, Bonds, Victim Rights Fund, Fines, State Minimum Costs, Filing Fees, Motion Fees, Jury Trial Fees, Garnishment & Subpoena Fees.

The Division serves as a pass through entity whereby restitution payments are collected and sent to victims of crimes. In 2019, \$213,394.14 dollars were collected by Circuit Court Records for disbursement.

The Division is also responsible for processing adoptions.

(Circuit Court Records Division – Continued)

Friend of the Court

This Division interacts with the Friend of the Court as well. The Office processes family cases initiated by F.O.C. and can also attest a “true copy” of a Friend of the Court order.

Adoptions

Trends in Adoptions in Allegan County:

Year	2019	2018	2017	2016	2015	2014	2013	2012	2011
Adoptions	74	36	45	46	68	55	84	121	105

The adoption process in Allegan County begins in the Circuit Court Records Office. Deputy Clerks work with petitioning parents, Family Court, agencies and attorneys to facilitate the process. While all adoptions in Michigan are closed, once a year the Clerk’s Office participates in “National Adoption Day” during which families participate in a public ceremony at the Courthouse. This ceremony is one of the most moving and heartwarming events of the year anywhere in Allegan County.

Adoptions in Allegan County were up in 2019 to 74 from 36 in 2018 (a nine year low). The nine year high is 121 children adopted attained in 2012.



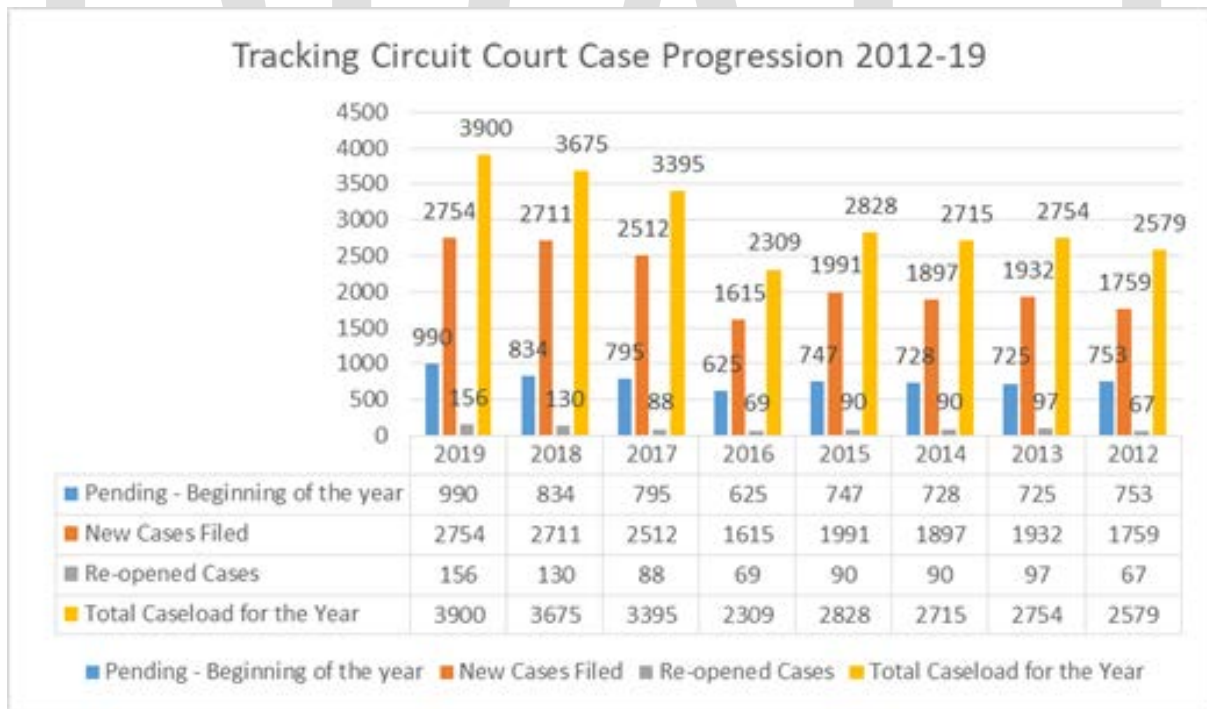
(Circuit Court Records Division – Continued)

Trends in Family Court Filings (other than adoptions) in the Circuit Court Division:

Year	2019	2018	2017	2016	2015	2014	2013	2012	2011
Juvenile or Neglect Cases	349	387	474	502	667	530	732	762	1,011

Annual Report to the SCAO

The Michigan State Court Administrator’s Office annually requests of all counties a caseload report that identifies important case data, such as the number of new cases filed each year as well as the age of each case from the initial filing date to the date of disposition. Each year, the Circuit Court Records Department helps prepare and submit this data to the state. The Clerk’s Office collaboratively works with the Circuit Court staff to review these statistics and improve upon the previous year’s data. Improvements to our procedures help to ensure that our residents are satisfied with their overall court experiences.



QUOTE FROM MARGE OR ROB GOES HERE

VITAL RECORDS

Division Overview

The Vital Records Division assists Allegan County Residents with filing and obtaining birth certificates, marriage certificates, death certificates, and genealogy research.

In addition, the Division assists with applications for concealed pistol licenses (CPL's), the recording of home births, notary applications, business registrations (DBA's) and provides the free service of registering military discharge papers (otherwise known as DD 214's).

Certified copies of certificates can be obtained by visiting our office between 8 AM and 5 PM, Monday through Friday. If someone is unsure of a record, phoning first at (269) 673-0450 is never a bad idea.

Application forms for many of our services can be found online at:

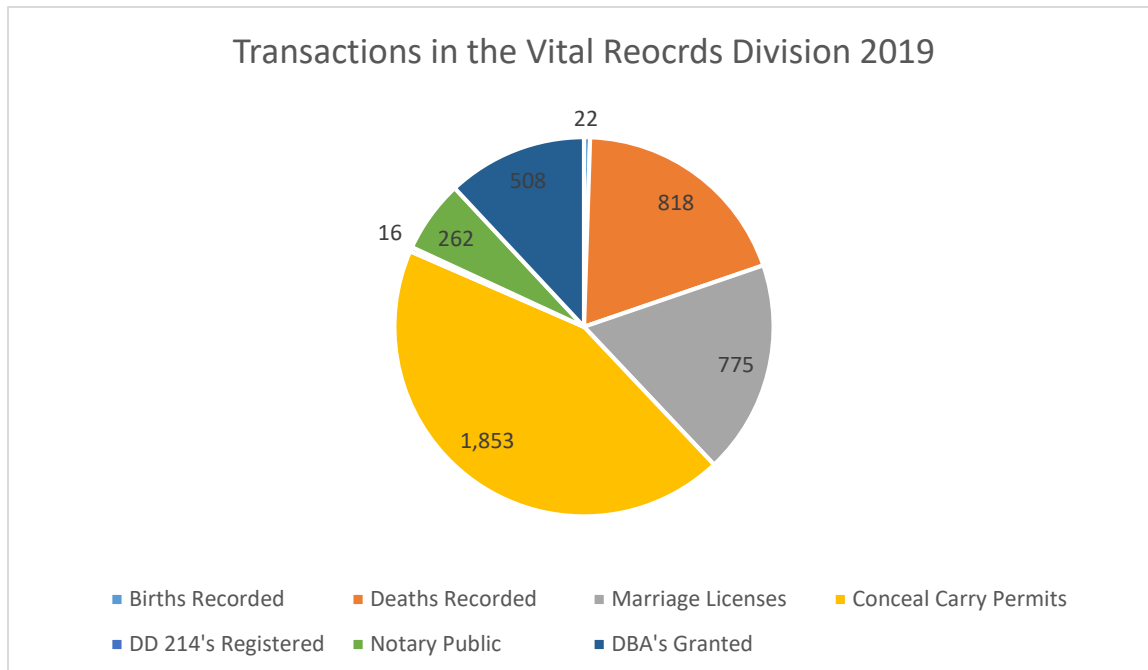
<http://cms.allegancounty.org/sites/Office/Clerk/VitalRecords/SitePages/Home.aspx>

Overall transactions in the Vital Records Division were down in 2019 as Deputy Clerks processed 4,254 versus 4,356 in 2018. Again, the number of Concealed Carry Permits were the largest number of transactions at 1,853. While in 2018, the Office saw a 20 year record for marriage licenses issued, this year death certificates filled in Allegan County hit 818 – a record. Death Certificates were 2nd to CPL's in the number processed through the Clerk's Office. At 775, the number of marriage license applications was third among all transactions handled by the office.

Year	Number of Transactions
2016	4,389
2017	4,210
2018	4,356
2019	4,254

DBA's (or Doing Business under an Assumed name filings) rebounded slightly when 508 were processed in 2019 following a seven year decline among constituents; DBA's were the 4th highest number of transactions. The number of Notaries Public applicants increased to 262 – the highest number recorded since 2004. Home births accounted for just 22 of the Office's total transactions of 2019. There were only 16 DD 214's filed on the

year.



(Vital Records Division – Continued)

Trends in Live Home Births



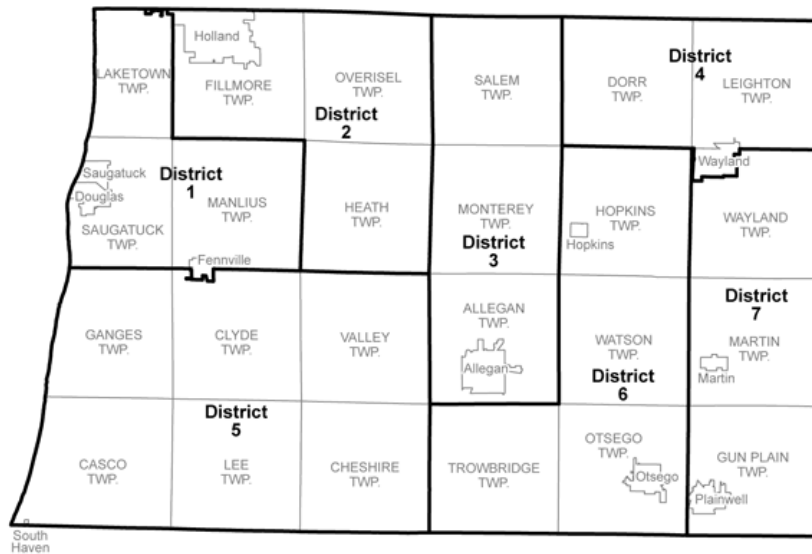
Since the Affordable Care Act became law, there are no longer any “birthing hospitals” in Allegan County. So (except in cases of emergencies), the only birth certificates initiated in the Allegan County Clerk’s Office are those for “Live Home Births”, whereby the newborn and his or her mother or father physically come to the office with identification. When identification of the parent is verified, the most recent birth in Allegan County is recorded. One copy of the certificate is retained at the county and another is sent to the Michigan Department of Health and Human Services – Office of Vital Records.

Recent Trends in Live Births Recorded in Allegan County.

Year	2012	2013	2014	2015	2016	2017	2018	2019
Births Recorded	19	12	27	25	30	29	35	22

In 2019, home births in Allegan County dropped to 22 from the 10 year high of 35 in 2018.

Geography of home births: When broken down by the seven County Commission Districts, the midwife was busiest once again in Commissioner Thiele’s District 3 where seven home births occurred. Chairman Storey’s District 2 logged five, which was the second most in the County.

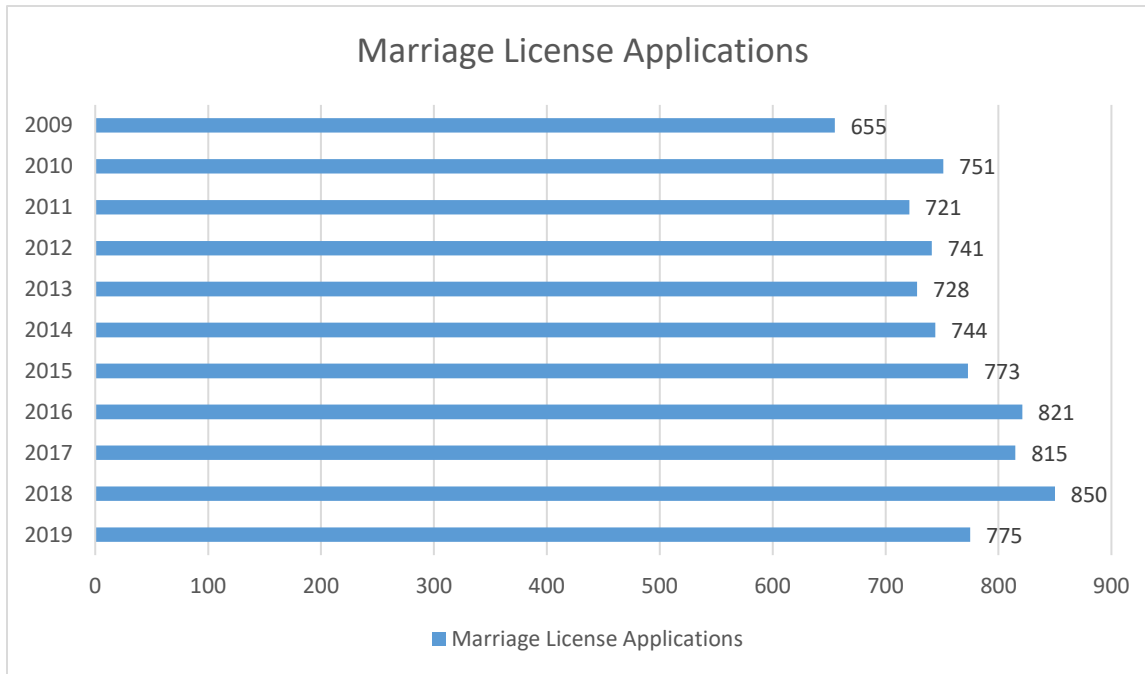


Live births broken down by County Commission District:

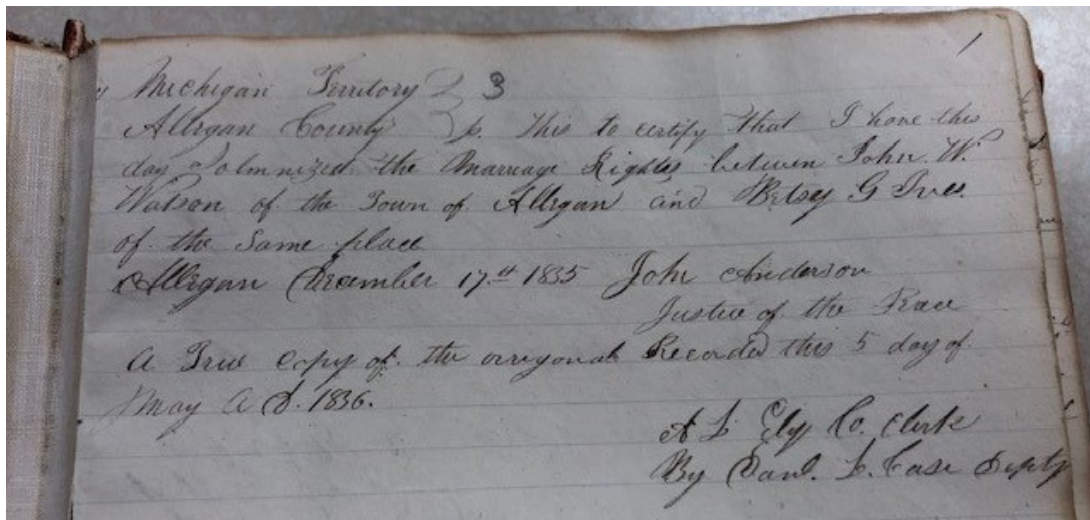
- District 1 (Kapenga) - 2
- District 2 (Storey) - 5
- District 3 (Thiele) - 7
- District 4 (DeYoung) - 3
- District 5 (Jessup) - 1
- District 6 (Dugan) - 2
- District 7 (Cain) - 2

(Trends in the Vital Records Division – Continued)

Trends in Marriage License Applications: The number of Marriage License Applications declined from a 20 year record of 850 in 2018 to 775 in 2019. It also marks the lowest number of applications since 773 were processed in 2015. The lowest number in the last 10 years of Allegan County residents saying “I do!” was hit in 2009 when 655 applications were filed.



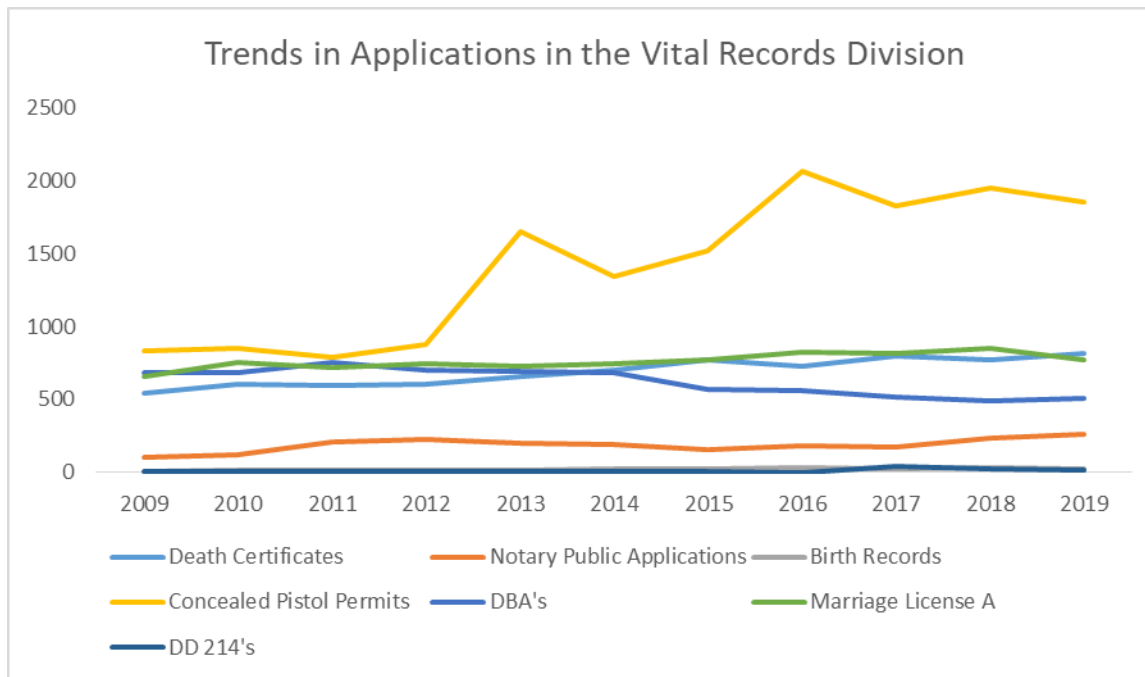
Did you know??? The earliest recorded marriage license in the vault at the County Clerk's



Office is
for a
marriage
in the

“Michigan Territory.” The marriage of John W. Watson of Allegan to Betsy Ives of Allegan. The ceremony occurred on December 17th, 1835 and was solemnized by Justice of the Peace John Anderson. The certificate was recorded in May 1836 with County Clerk A. L. Ely.

(Trends in Vital Records Division – Continued)



An eleven year history of applications through the Vital Records Division shows some fairly static trend lines with the exception of Concealed Carry Permits. From 2009 through 2019, CCP applications grew by 1,023 (830 in 2009 to 1,853 in 2019). During the same 11 year period, Notary Public Applications fluctuated with a low of 100 in 2009 to a high of 262 recorded in 2019. Births in Allegan County ranged from as few as 213 to a high of 473 in the previous decade, a high of 35 babies were born in the County in 2018, dropping to 22 in 2019. The ten year high of deaths recorded in the County of 818 occurred in 2019 while only 547 were logged in 2009 – the eleven year low.

VITAL RECORDS DIVISION / QUICK FACTS

Chief Deputy Clerk – Jackie Porter FTE's – 2

Earliest Records on File:

September 1st, 1835 County Organized (within the "Michigan Territory")

December 17th, 1835 First Marriage License

June 25th, 1836 Circuit Court Records

October 4th, 1836 Board of Supervisors Proceedings

January 24th, 1867 First Birth Recorded

February 13th, 1867 First Death Record (William Collman of Cheshire, died at one year, one month and 5 days. Cause of death: "Too Powerful Medicine")

A seven year decline in DBA's (or business licenses for Doing Business under an Assumed Name) broke in 2019 when 508 with the Clerk. From a high of 751 in 2011, the number of DBA's dropped to 490 in 2018.

The number of Veterans' Discharge Papers (DD 214's) filed with the Office has declined 2 years in a row. After a 20 year high of 44 were processed in 2017, only 16 sets of DD 214's were registered in 2019.

(Trends in Vital Records Division –Continued)

Sports

Allegan County clerk urges veterans to file discharge papers

By Sentinel Staff
Posted at 11:02 AM

ALLEGAN COUNTY — The Allegan County clerk’s office processed two dozen honorable discharge papers from military veterans in 2018.

This is the second-highest number of DD 214’s, Certificate of Release or Discharge, filed with the office since 2005 when the office started tracking them. The highest number of papers filed in Allegan County was 44 in 2017.

“In the last two years, we have processed more veterans’ discharge papers than the previous seven years combined,” said Bob Genetski, Allegan County clerk. “Our campaign to help veterans connect more easily with benefits they have earned is working.”



It was my honor to thank Mr. David Low of Wayland for his service to our Country during World War II.

Trends in Filings of DD 214’s for our Veterans:

One of the most important (and least known) services the Vital Records Division offers is the recording of military discharge papers otherwise known as DD 214’s. Most often, when U.S. Military Veterans return to civilian life, they are given only one copy of their papers of honorable discharge. If the papers are lost or destroyed, the federal government can be very difficult to deal with when a veteran tries to replace the originals.

These papers are extremely important for veterans as they try to obtain VA benefits, GI Bill benefits, and even to obtain the “Veteran” designation on a Michigan Driver’s License.

For this reason, the Office of County Clerk is working hard encouraging Allegan County veterans to file their papers of honorable discharge with our office. It’s a quick process; it’s FREE; and it gives veterans and their families peace of mind.

When a veteran comes in to file his or her honorable discharge papers, he or she will receive the original papers back, a certified copy, and the individual will have access to free certified copies for any of their needs for the rest of their life. As well, the information on the form is kept completely secure.

The number of DD 214’s filed with the County Clerk dropped to 16 in 2019 from 24 the previous year.

Trends in DD 214 Filings

Year	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Number Filed	7	7	5	11	10	5	7	4	1	44	24	16

(Trends in the Vital Records Division – Continued)

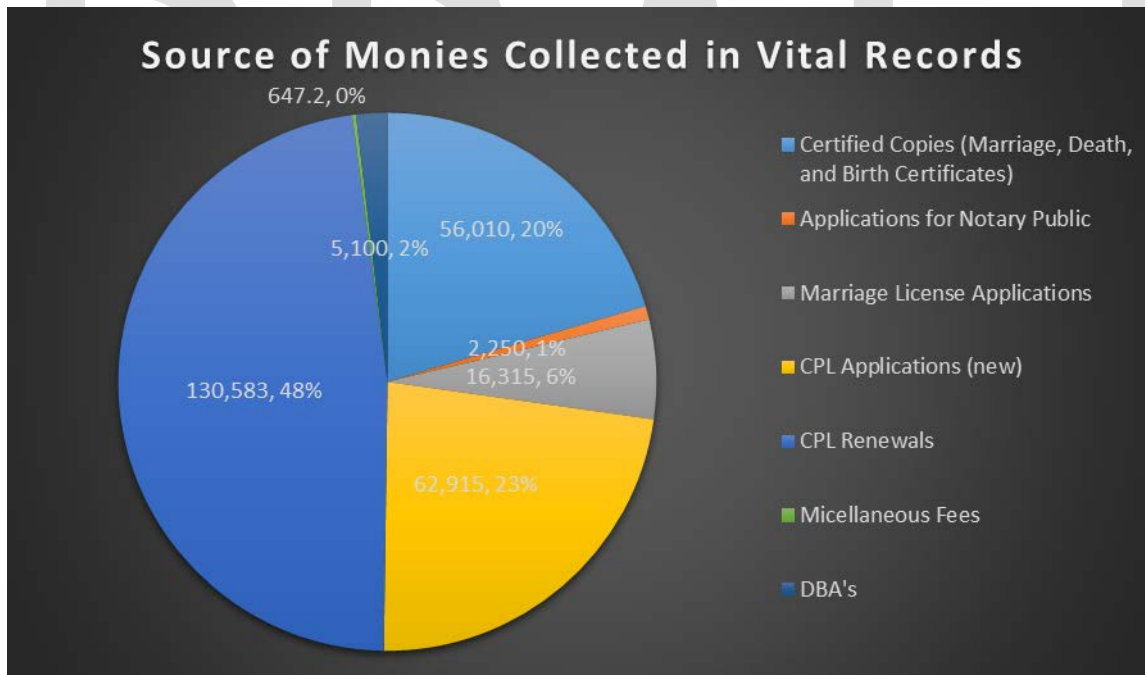
\$\$\$ Where the Money Comes from and Goes... \$\$\$

The Vital Records Division took in **\$263,164.60** from the following sources:

Marriage License Applications – Fee of \$20 Filing of a DBA – Fee of \$10
Application for a Notary Public – Fee of \$10 (new) CPL Application – Fee of \$100
CPL renewal – Fee of \$115 Miscellaneous Fees* – Fee of \$10
Certified Copies (of Marriage Certificates, Death Certificates,
and Birth Certificates) – Fee of \$10 (first copy), \$4 for each subsequent copy

**Fees for things such as replacement of a lost CPL Card etc.*

Of the \$263,164.60 collected from transactions in the Vital Records Division during 2019, the source and percentage of the total collected appear in the graph below.



The largest amount of money \$130,583 or 48% came in from renewals of Concealed Pistol Licenses. Initial CPL applications accounted for 23% or \$62,915 of the transactions while Certified Copies collected 20% or \$56,010. Marriage License Applications brought in \$16,315 for 6% for the total.

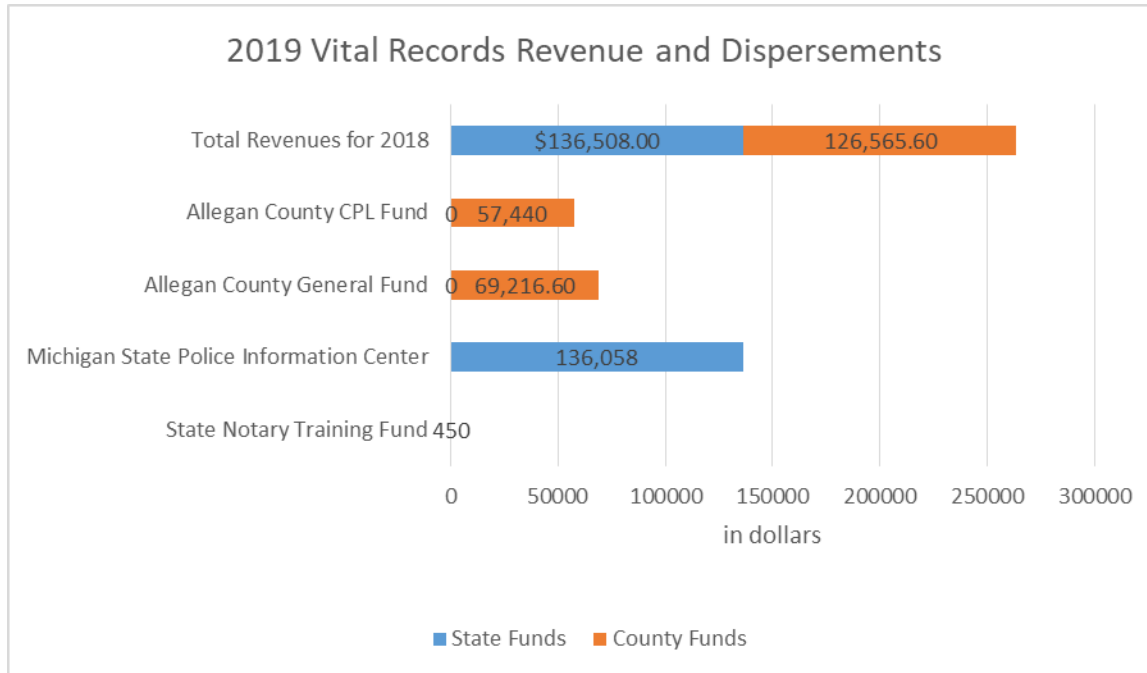
DBA's and Applications for Notary Public made up 2% and 1% of the money collected or \$5,100.40 and \$2,250.

Miscellaneous Fees account for less than 1% of the \$263,164.60 for 2019.

(Trends in the Vital Records Division – Continued)

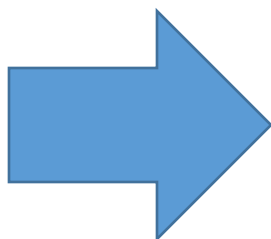
Fees collected in the Vital Records Division are deposited in four different accounts two at the county level and two at the state level. The accounts are: Allegan County’s General Fund; the County CPL Fund (use to pay for staff who process CPL applications) which receives \$26 (of \$100) for each new CPL application and \$36 (of the \$115) for each renewal; the Michigan State Police Information Center receives \$74 for a new CPL application and \$79 for a renewal (for the cost of background checks for CPL applicants), and \$2 of the \$10 notary application fee goes to the State Notary Training Fund.

The breakdown of where all the monies end up looks like this:



The Office collected \$263,164.60 in 2019. The monies depicted in orange went to Allegan County accounts. The blue were sent to the State of Michigan.

On December 3rd of 2018, the State of Michigan began to offer CPL renewals online. CPL holders continue to receive their renewal notice by mail. The letter informs them of how they may renew online at Michigan.gov/CPL renewal through use of a PIN included in the letter. This saves CPL holders a trip to the County Clerk’s Office and has been very popular with county residents so far. Allegan County continues to receive the \$36 for each renewal whether the customer does so in person or online.



Elections

While 2019 was considered an “off-year” for elections, there were eligible dates for school districts, libraries and local governments to put proposals before Allegan County voters. In certain jurisdictions, voters went to the polls in May, August, and November. As the first elections since the passage of Proposal 3 of 2018, election inspectors from Leighton Township to Casco Township and all points in between stepped up to the challenge of learning and implementing many new laws regarding voter registration and voting absentee.

Division Overview

The County Clerk is the chief election officer in Allegan County. While local jurisdictions run much of the day-to-day operations of elections, the Elections Division is responsible for the administration of elections, the accurate accumulation of countywide results, and the maintenance of elections records. Elections Coordination collaborates with the staff of the County Clerk’s Office, state agencies, other county clerks (across Michigan and throughout the United States), as well as township and city clerks throughout Allegan County. This covers three basic areas related to elections: maintaining the Qualified Voter File, meeting the Campaign Filing and educational needs of candidates, and serving the election needs of Allegan County residents.

THE QUALIFIED VOTER FILE

The Qualified Voter File (QVF) is a state-run database of every legally registered voter in Michigan.

Maintaining the integrity of the QVF is essential to each citizen’s right to vote. To ensure integrity of voter rolls of Allegan County residents, the Election Coordinator facilitates entry of newly registered voters, address updates, and removal of electors who have moved, request to be removed from the list or who have passed away. The coordinator also communicates with other states to scrub rolls when a voter moves across state lines.

Changes in how voter registrations and absentee ballot eligibility are handled under Prop 3 of 2018 mean that the county and local clerks have an even more difficult job- particularly in dealing with voters who register less than 15 days out from an election and register by mail. Under the law, these voters must be contacted by mail and informed that they must visit their local clerk with identification to confirm their registration prior to an election. These changes add a lot of pressure on clerks in tracking newly registered voters.

Elections Division

At a glance-

Chief Deputy Clerk: Jackie Porter

FTE’s: .84

Coordinating Elections for:

45 “In-County” Precincts

10 “In-County” School Districts

Voter turnout in 2019:

18.52% in the May 7th Special Election

16.38% in the August 6th Special Election

18.98% in the November 5th Regular Election

Turnout in Number of Voters:

3,475 for the May 7th Special Election (18 jurisdictions)

1,894 for the August 6th Special Election (3 jurisdictions)

8,467 for the November 5th General Election (14 jurisdictions)

Total number of Registered Voters in Allegan County:

86,753

Number of Elections Managed:

2019 – 3

2018 – 3

2017 – 3

2016 – 4

Campaign Finance

Maintaining the many election files that serve Allegan County candidates, residents, and the public at large is a constant effort. Election Coordination continues to make every effort to align Allegan County filing policies with the ever-changing Campaign Finance Law governed by the Bureau of Elections in Lansing.

During 2019, the Clerk's Office oversaw accepted campaign finance reports from 23 city council candidates and 2 ballot initiative groups while accepting candidate filings from dozens of candidates for city council.



Seen here with his wife Josephine, Clyde Township Trustee Bernie McCloud has been on the Board for over 30 years. So, he has a little experience filing for office.

Elections and the Public 2019 Elections

The County Clerk's Office oversaw special elections in May, August, and November. These elections, though they often have less turnout, command a lot of time and resources from the Office not limited to ballot preparation, programming and election inspector training. In addition, the County Clerk serves as Clerk to the Allegan County Board of Canvassers and works with the Board to schedule as well as prepare agendas for their meetings. The Board –

consisting of two Democratic

members and two Republican members- meets after each election to certify the results. The Canvassers also conduct any recounts.

May Election

The May 7th Election was conducted in 18 jurisdictions throughout Allegan County. Voters living in six school districts (Delton-Kellogg, Fennville, Zeeland, Hudsonville, Martin, and Saugatuck) voted on millage and bond proposals. Electors living in the Holland Public School District voted on an increase for the Holland Area Community Swimming Pool Authority while voters in Casco Township had a .65 law enforcement millage renewal on their ballots.

May Election: Saugatuck Public Schools Recount



Recount: Saugatuck school bond fails by 3 votes



by: 24 Hour News 8 web staff

Posted: Jun 3, 2019 / 09:06 PM EDT / Updated: Jun 3, 2019 / 09:07 PM EDT

SAUGATUCK, Mich. (WOOD) — A recount Monday confirmed that Saugatuck Public School's May bond request failed by a narrow margin.

The highly contentious Saugatuck Public Schools Bond Proposal failed by three votes on the May 7 ballot. Shortly after the Allegan County Board of Canvassers certified the election, eight citizens challenged the results of the election charging that absentee ballots had been miscounted (among other things).

The June 3rd recount drew statewide attention. Held at the Allegan Library, every one of the 2,085 ballots were hand tallied by the bi-partisan Board of Canvassers. The final result was 1,041 in favor and 1,044 opposed – exactly the same as counted by the tabulators on election night.

The hand count was a validation of the hard work, professionalism and training of our local clerks and election workers.

August Election

The August 6th Election was a small one. Voters in Lee Township went to the polls and approved millage renewals for township roads and First Responders. Electors in Dorr Township rejected a library millage by 100 votes (529 to 629).

Voters in the City of Holland, voting on a candidate for the At-Large seat on City Council pared down three to two for the November election.

November Election

A special election was held on November 5, 2019 that Included a township road millage in (Salem Township), five school proposals (Plainwell, Saugatuck, Caledonia, Hudsonville, and Thornapple-Kellogg), and races for city council in the cities of: Allegan, Douglas, Fennville, Saugatuck and Wayland.

Of note, there were numerous certified "Write-in" Candidates:

1 in the contest for Allegan City Council

2 in the Fennville Race

4 in the election in the City of the Village of Douglas – where despite the three winning candidates all running as "write-in" candidates, local election workers were able to tabulate all ballots by hand and the County Clerk's Office was able to have unofficial results online by 10:00 PM.

Given the unusual number of "write-in" candidates, the County Clerk's Office conducted special training for Election Inspectors regarding all aspects of "write-in" ballots including the tallying thereof.

KEEPING VOTER ROLLS UPDATED

From January 1st through December 31st of 2019, the active voter count for Allegan County increased from 84,668 to 86,753. This continues a long trend of increases in the list maintained by the Elections Divisions. With a population of over 117,000 – Voter Rolls in Allegan County are kept clean and up to date through a lot of work on the part of our hardworking city and township clerks.



Managing Election under Proposal 3 of 2018

With passage of Proposal 3 of 2018, county and local clerks statewide began administering the new election burdens placed on local municipalities in the *Michigan Constitution* by radical special interest groups. Some of these burdens now represent unfunded mandates on counties, cities and townships. These “one size fits all” solutions to fix “problems” (that very few taxpayers ever considered troublesome) demonstrate the arrogance of the special interest groups who ran the ballot initiatives – thinking that cities and townships in rural counties operate the same way Flint, Detroit and Saginaw Township do.

The provision for “same day voter registration” encourages irresponsible individuals to wait until the day of an election to register. Once that individual shows up at the precinct, he or she drains resources from helping their more responsible friends, neighbors and family members who took the time to register (well before an election. Those who wait until Election Day will increase wait times and lines at polling locations.

The provision in Proposal 3 that dictates local clerks be in their offices for 8 hours the weekend prior to an election represents an unfunded mandate on the local jurisdiction. It is also waste of resources and demeans the job of the clerk when she or he has to sit in their office for 8 hours on a Saturday before a school election and sees zero voters all day. These shortsighted changes in election law are leading to a lot of quality clerks statewide retiring – a loss of tremendous institutional knowledge while the special interest groups continue to pander to and create election laws for the lowest common denominator and forcing the average taxpayer to fund them.



DRAFT

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

FINANCE - CLAIMS & INTERFUND TRANSFERS

WHEREAS, Administration has compiled the following claims for 2/21/20 and 2/28/20; and

WHEREAS, the following claims, which are chargeable against the County, were audited in accordance with Section 46.61 to 46.63, inclusive, M.C.L. 1970 as amended and resolutions of the Board; and

WHEREAS, said claims are listed in the 2020 Claims folder of the Commissioners' Record of Claims.

February 21, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 1010	158,227.32	158,227.32	
Park/Recreation Fund - 2080	127.45	127.45	
Central Dispatch/E911 Fund - 2110	1,036.17	1,036.17	
Friend of the Court Office - 2151	122.32	122.32	
Health Department Fund - 2210	2,874.01	2,874.01	
Solid Waste - 2211	39,856.17	39,856.17	
Transportation Grant - 2300	4,009.22	4,009.22	
Public Improvement Fund - 2450	1,230.67	1,230.67	
Animal Shelter- 2550	4,410.00	4,410.00	
Palisades Emergency Planning Facility UP - 2630	8,000.00	8,000.00	
Concealed Pistol Licensing Fund - 2635	268.48	268.48	
Local Corrections Officers Training Fund - 2640	984.50	984.50	
Grants - 2790	14,350.00	14,350.00	
Child Care-Circuit/Family - 2921	12,942.17	12,942.17	
Soldiers Relief Fund - 2930	2,216.87	2,216.87	
Senior Millage - 2950	203,487.25	203,487.25	
Delinquent Tax Revolving Fund - 6160	4,729.58	4,729.58	
Drain Equip Revolving - 6390	549.59	549.59	
Fleet Management - 6612	46.20	46.20	
Self-Insurance Fund - 6770	17,092.92	17,092.92	
Drain Fund - 8010	18,920.10	18,920.10	
TOTAL AMOUNT OF CLAIMS	495,480.99	495,480.99	

February 28, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 1010	100,270.75	100,270.75	
Park/Recreation Fund - 2080	219.52	219.52	
Friend of the Court Office - 2151	300.66	300.66	
Health Department Fund - 2210	2,829.32	2,829.32	
Solid Waste - 2211	19,712.27	19,712.27	
Transportation Grant - 2300	2,473.65	2,473.65	
Public Improvement Fund - 2450	107,838.47	107,838.47	
Youth Home CIP - 2465	11,000.00	11,000.00	
Animal Shelter- 2550	175.00	175.00	
Indigent Defense - 2600	56,253.03	56,253.03	
Palisades Emergency Planning Facility UP - 2630	123.60	123.60	
Grants - 2790	24,522.68	24,522.68	
Child Care-Circuit/Family - 2921	8,474.33	8,474.33	
Soldiers Relief Fund - 2930	1,010.79	1,010.79	
Senior Millage - 2950	1,524.00	1,524.00	
Delinquent Tax Revolving Fund - 6160	329.74	329.74	
Drain Equip Revolving - 6390	105.53	105.53	
Self-Insurance Fund - 6770	363.02	363.02	
Drain Fund - 8010	19,610.29	19,610.29	
TOTAL AMOUNT OF CLAIMS	\$357,136.65	\$357,136.65	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for 2/21/20 and 2/28/20, and interfund transfers.

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

ALLEGAN COUNTY—SECOND AMENDMENT SANCTUARY COUNTY

WHEREAS, the County Board of Commissioners of the County of ALLEGAN, State of Michigan, pursuant to Michigan statute, is vested with the authority of administering the affairs of the County government of Allegan County, Michigan, and is organized as a body corporate with powers and immunities provided by law, and to protect the health, safety, and welfare of the residents of ALLEGAN County and the employees of the ALLEGAN County government; and

WHEREAS, the Second Amendment to the United States Constitution, ratified in 1791 as part of the Bill of Rights, protects the right of the people to keep and bear arms; and

WHEREAS, Article I, Section 6 of the Michigan Constitution (1963) provides that "Every person has a right to keep and bear arms for the defense of himself and the state"; and

WHEREAS, current United States Supreme Court case law has affirmed an individual's right to possess a firearm, unconnected with service in a militia and to use that firearm for traditionally lawful purposes, such as self-defense within the home; and that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated to the States by the Due Process Clause of the Fourteenth Amendment; and that possession or use of a firearm that has some reasonable relationship to the preservation of a well-regulated militia is protected by the Second Amendment; and

WHEREAS, it is the desire of this Board to declare its support of the Second Amendment to the United States Constitution and to the provisions of the Michigan Constitution which protect ALLEGAN County citizens' individual rights to keep and bear arms; and

WHEREAS, each ALLEGAN County Commissioner, as provided by Article IX, Section 1, of the Michigan Constitution (1963), took an oath to support the United States Constitution and the Michigan Constitution.

THEREFORE BE IT RESOLVED, by the ALLEGAN County Board of Commissioners, that the County of ALLEGAN, Michigan, be, and hereby is, declared to be a "Second Amendment Sanctuary County."

IT IS FURTHER RESOLVED, that this Board affirms its support for the ALLEGAN County Sheriff and the ALLEGAN County Prosecuting Attorney, in the exercise of their sound discretion to not enforce against any citizen an unconstitutional firearms law; and

BE IT FINALLY RESOLVED, that the Board directs its staff to forward a copy of this resolution to the County's fellow county elected officials, the Michigan State Legislature (House of Representatives and State Senators), the Governor of Michigan and all of the Michigan U.S. Congressmen.

(STATE OF MICHIGAN)

)ss

(COUNTY OF ALLEGAN)

I, Bob Genetski, Clerk of the Allegan County Board of Commissioners and Clerk of the County of Allegan, do hereby Certify that the above Resolution was duly adopted by said Board on February 27, 2020.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County and Court in Allegan, Michigan, this 27th day of February, 2020.

Bob Genetski, Clerk-Register

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

SHERIFF'S OFFICE—AUTHORIZE VEHICLE REPLACEMENTS

WHEREAS, two (2) Sheriff police interceptor vehicles were totaled due to accidents; and

Vehicle Description:	MMRMA Claim Reimbursement:	Additional CIP Requested:
Unit #32 VIN GC60673	\$15,500	\$17,494
Unit #22 VIN GB28179	\$12,000	\$20,994

THEREFORE BE IT RESOLVED that the BOC authorizes the capital purchase of two (2) police interceptor vehicles from Signature Ford at \$65,988 through the Macomb County Bid 21-18 Cooperative Agreement; and

BE IT FURTHER RESOLVED, the County Administrator is authorized to allocate \$38,488 from capital and the \$27,500 received from MMRMA for the total loss of both units, for a total of \$65,988; and

BE IT FINALLY RESOLVED that the Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make the necessary budget adjustments to complete this action.

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

48TH CIRCUIT COURT—APPLY/ACCEPT TITLE IV-E CHILD AND PARENT LEGAL REPRESENTATION GRANT

BE IT RESOLVED, the Board of Commissioners does hereby approve the request of Circuit Court to apply for the Title IV-E Child and Parent Legal Representation Grant in the amount of \$85,854 that will assist to offset the County' s cost for family court appointed attorneys while also providing additional funding for better legal representation; and

BE IT FURTHER RESOLVED, grant term of October 1, 2019 through September 30, 2020 and will be built into the annual grant submission in the Budget; and

BE IT FURTHER RESOLVED, to the degree reimbursement of current expenditures is allowable, such revenue shall offset existing General Fund appropriations; and

BE IT FURTHER RESOLVED, to the degree revenue must support new or enhanced services no additional allocation or local match is authorized; and

BE IT FURTHER RESOLVED, final acceptance of grant funding is contingent upon County Administrators review of agreement; and

BE IT FINALLY RESOLVED, the Board Chairperson and/or County Administrator is authorized to sign any documents on behalf of the County and the Executive Director of Finance is authorized to perform the necessary budget adjustments to complete this action.

Allegan County Grants

Request for Action (RFA) Form - Application

Section I - General Information

Name of Grant	Grant Period / Term
CLRP (Child and Parent Legal Representation)- Title IV-E Family Court Attorney Grant	10/01/2019-09/30/2020
Source of Grant Funding - Agency Name	Federal, State, Local
Michigan Department of Health and Human Services	50% federal, 50% state
Submitted by and/or Program Manager	Service Area Requesting
Chris Dulac	Circuit Court, Family Division
Brief summary of Grant program	<p>An opportunity to use federal and state funding to offset the county's cost for family court appointed attorneys while also providing additional funding for better legal representation.</p> <p>Provides funding for attorney representation for children and parents in child protection proceedings.</p> <p>Grant passes through county's eligible title IV-E claim for actual costs.</p> <p>(Total costs x penetration rate x 50% federal reimbursement rate.) Department determines each county's title IV-E penetration rate and provides the appropriate percentage for monthly invoicing.</p> <p>County is sub-recipient of department's Title IV-E Federal Grant.</p>

Section II - Application

Request Type	New Grant	Work Order No.	#187-483
Specific Action Requested	BOC Resolution Needed	Request Date	ASAP
Request Submission Deadline (Date)	ASAP	Approval Date	
Grant request approved by BOC with Budget	N/A		
Signatures Needed	electronic signatures		
Funding Sources	Estimated amounts approved with Grant Renewal list	Application Amount	
Grant Funding Awarded	\$ -	\$	85,854.00
Local	\$ -	\$	257,562.00
TOTAL	\$ -	\$	343,416.00

Notes or Additional Information

The 48th circuit court, family division of Allegan County is projected to spend \$257,562 on family court appointed attorneys for FY2020. Additionally, we only have 4 law firms on our roster. Thus, in a case where child, bio mother, bio father, and a respondent parent all need separate representation we are already at our representation max. Keep in mind that is for one case and we have multiple cases with this situation.

Metrics and Measurements at Application - Identify Goals and Purpose

Ensure that reasonable efforts are made to prevent the unnecessary removal of children from their homes.	Customers: Deliver affordable and accessible services.
Timely achievement of the permanency plan when children must be removed, including return to the home as soon as is safely possible.	Customers: Deliver affordable and accessible services.
Promotes the engagement of parents and youth in the development of case service planning to improve compliance with, and increase benefit from, required services.	Customers: Engage and educate our citizenry.
Allows a larger pool of attorneys that would both lower attorney caseloads as well as provide quicker court turnaround time on cases.	Processes: Be efficient and cost effective

Allows more efficient caseload management/ better representation and more efficient court dockets would also promote reunification or permanency placement timelines for

Processes: Be efficient and cost effective

Child and Parent Legal Representation - 2020

Facesheet

FOR OFFICE USE ONLY:	Version # _____	APP # _____
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1. Demographic Information

- a. Demographic Information Name County of Allegan - 48th Circuit Court, Family Division
- b. Organizational Unit
- c. Address 113 Chestnut St
- d. Address 2
- e. City Allegan State MI Zip 49010-1332
- f. Federal ID Number 38-1914307 Reference No. 014277167
- g. Demographic Information fiscal year (beginning month and day) January-20
- h. Agency Type
- Private, Non-Profit Public
1. Select the appropriate radio button to indicate the agency method of accounting.
- Accrual
- Cash
- Modified Accrual
2. Is your agency currently registered in the 211 database? Yes No

2. Program / Service Information

- a. Program / Service Information Name Child and Parent Legal Representation - 2020
- b. Is implementing agency same as Demographic Information Yes No
- c. Implementing Agency Name
- d. Project Start Date Jan-01-2020 End Date Sep-30-2020
- e. Amount of Funds Allocated \$85,854.00 Project Cost \$343,416.00

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APP # _____

3. Certification / Contacts Information

a. Project Director

Name Christopher Dulac
Title Financial Director
Mailing Address 113 Chestnut St
City Allegan State MI Zip 49010
Telephone (269) 686-4625 Fax
E-mail Address cdulac@allegancounty.org

b. Financial Officer

Name Lorna Nenciarini
Title Chief Financial Officer
Mailing Address 3283 122nd Avenue
City Allegan State MI Zip 49010
Telephone (269) 673-0228 Fax
E-mail Address lnenciarini@allegancounty.org

c. Authorized Official

Name Erin Stender
Title Court Administrator
Mailing Address 113 Chestnut Street
City Allegan State MI Zip 49010
Telephone (269) 673-0333 Fax
E-mail Address estender@allegancounty.org

Certifications

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4. Assurances and Certifications

A. SPECIAL CERTIFICATIONS

- a By checking this box, the individual or officer certifies that he or she is authorized to approve this grant application for submission to the Department of Health and Human Services on behalf of the responsible governing board, official or Contractor.

- b By checking this box, the individual or officer certifies that he or she is authorized to sign the agreement on behalf of the responsible governing board, official or Contractor.

Narrative

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APP # _____

5. Program Synopsis

Legal representation is a top priority for Allegan County Family Court and something the court has concerns with regularly. We only have 4 law firms on our roster. Thus, in a case where child, bio mother, bio father, and a respondent parent all need separate representation we are already at our representation max. Keep in mind that is for one case and we have multiple cases with this situation. Additional funding would allow for a larger pool of attorneys that would both lower attorney caseloads as well as provide quicker court turnaround time on cases. More efficient caseload management, better representation, and more efficient court dockets would also promote reunification or permanency placement timelines for children in care. Additionally, the court would like to allow the attorneys the opportunity to help litigants with ancillary cases.

6. Program Target Area

Counties project will serve (check all that apply):

- | | | |
|---|---------------------------------------|---|
| <input type="checkbox"/> Alcona | <input type="checkbox"/> Alger | <input checked="" type="checkbox"/> Allegan |
| <input type="checkbox"/> Alpena | <input type="checkbox"/> Antrim | <input type="checkbox"/> Arenac |
| <input type="checkbox"/> Baraga | <input type="checkbox"/> Barry | <input type="checkbox"/> Bay |
| <input type="checkbox"/> Benzie | <input type="checkbox"/> Berrien | <input type="checkbox"/> Branch |
| <input type="checkbox"/> Calhoun | <input type="checkbox"/> Cass | <input type="checkbox"/> Charlevoix |
| <input type="checkbox"/> Cheboygan | <input type="checkbox"/> Chippewa | <input type="checkbox"/> Clare |
| <input type="checkbox"/> Clinton | <input type="checkbox"/> Crawford | <input type="checkbox"/> Delta |
| <input type="checkbox"/> Dickinson | <input type="checkbox"/> Eaton | <input type="checkbox"/> Emmet |
| <input type="checkbox"/> Genesee | <input type="checkbox"/> Gladwin | <input type="checkbox"/> Gogebic |
| <input type="checkbox"/> Grand Traverse | <input type="checkbox"/> Gratiot | <input type="checkbox"/> Hillsdale |
| <input type="checkbox"/> Houghton | <input type="checkbox"/> Huron | <input type="checkbox"/> Ingham |
| <input type="checkbox"/> Ionia | <input type="checkbox"/> Iosco | <input type="checkbox"/> Iron |
| <input type="checkbox"/> Isabella | <input type="checkbox"/> Jackson | <input type="checkbox"/> Kalamazoo |
| <input type="checkbox"/> Kalkaska | <input type="checkbox"/> Kent | <input type="checkbox"/> Keweenaw |
| <input type="checkbox"/> Lake | <input type="checkbox"/> Lapeer | <input type="checkbox"/> Leelanau |
| <input type="checkbox"/> Lenawee | <input type="checkbox"/> Livingston | <input type="checkbox"/> Luce |
| <input type="checkbox"/> Mackinac | <input type="checkbox"/> Macomb | <input type="checkbox"/> Manistee |
| <input type="checkbox"/> Marquette | <input type="checkbox"/> Mason | <input type="checkbox"/> Mecosta |
| <input type="checkbox"/> Menominee | <input type="checkbox"/> Midland | <input type="checkbox"/> Missaukee |
| <input type="checkbox"/> Monroe | <input type="checkbox"/> Montcalm | <input type="checkbox"/> Montmorency |
| <input type="checkbox"/> Muskegon | <input type="checkbox"/> Newaygo | <input type="checkbox"/> Oakland |
| <input type="checkbox"/> Oceana | <input type="checkbox"/> Ogemaw | <input type="checkbox"/> Ontonagon |
| <input type="checkbox"/> Osceola | <input type="checkbox"/> Oscoda | <input type="checkbox"/> Otsego |
| <input type="checkbox"/> Ottawa | <input type="checkbox"/> Presque Isle | <input type="checkbox"/> Roscommon |
| <input type="checkbox"/> Saginaw | <input type="checkbox"/> St. Clair | <input type="checkbox"/> St. Joseph |
| <input type="checkbox"/> Sanilac | <input type="checkbox"/> Schoolcraft | <input type="checkbox"/> Shiawassee |
| <input type="checkbox"/> Tuscola | <input type="checkbox"/> Van Buren | <input type="checkbox"/> Washtenaw |
| <input type="checkbox"/> Wayne | <input type="checkbox"/> Wexford | <input type="checkbox"/> Out Wayne |

Work Plan

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7. Workplan

- Objective :** 1.) Provide better legal representation to the families of Allegan County involved with family court.
- Activity :** A.) Allegan County Family Court intends to improve legal representation with assistance of IV-E dollars by:
- Providing attorneys with mileage reimbursement for home visits
 - Reimbursing attorneys for additional training
 - Potentially expanding our current court appointed roster
 - Modeling services similar to that of the Public Defender's office
 - Allowing attorneys to represent litigants on ancillary cases
- Responsible Staff :** Chris Dulac
- Date Range :** 01/01/2020 - 09/30/2020
- Expected Outcome :** Outcomes expected:
- Attorneys having more face time with clients
 - Attorneys with better training for client's needs
 - More attorneys available to service clients
 - Lower caseloads
 - More efficient court dockets, leading to shorter case age
- Measurement :** Measurements:
- Has roster increased from 4 attorney firms
 - Did roster attorneys attend trainings
 - Were more face to face contacts made between attorney and client
 - Less delays in court
 - Is case age data improving

Budget Detail for Child and Parent Legal Representation - 2020
 Agency: County of Allegan - 48th Circuit Court, Family Division
 Application: Child and Parent Legal Representation - 2020

Budget

FOR OFFICE USE ONLY:							Version # _____	APP # _____
Line Item	Qty	Rate	Units	UOM	Total	Amount		
DIRECT EXPENSES								
Program Expenses								
1 Salary & Wages								
2 Fringe Benefits								
3 Travel								
Mileage	0.0000	0.000	0.000		1,000.00	1,000.00		
4 Supplies & Materials								
5 Contractual								
Family Court Roster Attorneys Contact Details : Burnett & Kastran 313 Hubbard St, Allegan,MI,49010, Phone : 2696738407	0.0000	0.000	0.000		84,067.00	84,067.00		
Family Court Roster Attorneys Contact Details : Paul Klien 126 Locust St, Allegan,MI,49010, Phone : 2696867400	0.0000	0.000	0.000		84,067.00	84,067.00		
Family Court Roster Attorneys Contact Details : Antkoviak & Antkoviak, P.C. 416 Hubbard St, Allegan,MI,49010, Phone : 2696738468	0.0000	0.000	0.000		84,067.00	84,067.00		
Family Court Roster Attorneys	0.0000	0.000	0.000		84,067.00	84,067.00		

Budget Detail for Child and Parent Legal Representation - 2020
 Agency: County of Allegan - 48th Circuit Court, Family Division
 Application: Child and Parent Legal Representation - 2020

Line Item	Qty	Rate	Units	UOM	Total	Amount
Contact Details : Allgan Law Offices 126 Locust St, Allegan, MI, 49010, Phone : 2696738133						
Total for Contractual					336,268.00	336,268.00
6 Equipment						
7 Other Expense						
Total Program Expenses					337,268.00	337,268.00
TOTAL DIRECT EXPENSES					337,268.00	337,268.00
INDIRECT EXPENSES						
Indirect Costs						
1 Indirect Costs						
De Minimis Rate – up to 10%	0.0000	2.500	343416.000		8,585.00	8,585.00
Total Indirect Costs					8,585.00	8,585.00
TOTAL INDIRECT EXPENSES					8,585.00	8,585.00
TOTAL EXPENDITURES					345,853.00	345,853.00

Budget Summary for Child and Parent Legal Representation - 2020
 Agency: County of Allegan - 48th Circuit Court, Family Division
 Application: Child and Parent Legal Representation - 2020

1/31/2020

Category	Total	Amount	Narrative	
DIRECT EXPENSES				
Program Expenses				
1 Salary & Wages	0.00	0.00		
2 Fringe Benefits	0.00	0.00		
3 Travel	1,000.00	1,000.00		
4 Supplies & Materials	0.00	0.00		
5 Contractual	336,268.00	336,268.00		
6 Equipment	0.00	0.00		
7 Other Expense	0.00	0.00		
Total Program Expenses	337,268.00	337,268.00		
TOTAL DIRECT EXPENSES	337,268.00	337,268.00		
INDIRECT EXPENSES				
Indirect Costs				
1 Indirect Costs	8,585.00	8,585.00		
Total Indirect Costs	8,585.00	8,585.00		
TOTAL INDIRECT EXPENSES	8,585.00	8,585.00		
TOTAL EXPENDITURES	345,853.00	345,853.00		
Source of Funds				
Category	Total	Cash	Inkind	Narrative
1 Source of Funds				
Fees and Collections	0.00	0.00	0.00	
State Agreement	85,854.00	0.00	0.00	
Local	257,562.00	257,562.00	0.00	

Budget Summary for Child and Parent Legal Representation - 2020
 Agency: County of Allegan - 48th Circuit Court, Family Division
 Application: Child and Parent Legal Representation - 2020

1/31/2020

Federal	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00
Total Source of Funds	343,416.00	85,854.00	257,562.00	0.00	0.00
Totals	343,416.00	85,854.00	257,562.00	0.00	0.00

Miscellaneous

FOR OFFICE USE ONLY:	Version # _____	APP # _____
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11. Supporting documentation, if required

Attachment Title	Attachment

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

FINANCE—APPROVE 2020 REMONUMENTATION PLAN

WHEREAS, the current County Remonumentation Plan was adopted by the Board back in 1992; and

WHEREAS, County Surveyor has submitted an updated plan for Board review.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the recommendation of the County Surveyor to revised 2020 Remonumentation Plan as presented; and

BE IT FINALLY RESOLVED that the Board Chairperson and/or the County Administrator are authorized to sign the necessary documents on behalf of the County and that the Executive Director of Finance is authorized to make any necessary budget adjustment to complete this action.

2020 REVISED COUNTY PLAN

Monumentation & Remonumentation Plan

For Allegan County, Michigan

Prepared for the implementation of 1990 PA 345 as amended, MCL 54.261-279

Revised and Approved by the Board of County Commissioners:

, Chairperson

Date

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INTRODUCTION – THE REASON FOR THIS REVISION

The State Survey and Remonumentation Act, 1990 PA 345, was revised on June 12, 2014 by 2014 PA 166. This revision, among other things, reinstated the State Survey and Remonumentation Commission and required them in Section 8 to promulgate the rules and guide the counties to formalize a REVISED COUNTY PLAN. Issues identified in the law and by the commission to be specifically addressed are:

- A. A plan to remonument all of the original Public Land Survey corners, property controlling corners and protracted corners. The plan must also list other corners to be included or excluded. MCL 54.268 (2)(a)&(c). If an explicit plan is included in a previous Plan, then outline any modifications that may have occurred since the last update.
- B. A perpetual monument maintenance plan. MCL 54.268 (2)(d) The Land Corner Recordation Act, 1970 PA 74, outlines when a Land Corner Recordation Certificate must be filed. In order to formalize the local practice, the county must define “as described.”
- C. A peer review group. MCL 54.268 (e)
 - i. Qualifications for peer review group membership must be defined.
 - ii. Safeguards can be defined to avoid one-company rule.
 - iii. Allowance of walk-in corner review must be identified.
- D. Geodetic coordinates to be collected. MCL 54.268 (2)(a)(iii)
 - i. Geodetic coordinates are not defined by the law. Some counties want to use State Plane Coordinates as defined in 1964 PA 9, and others want to use latitude and longitude. The county can decide which to use, but it must be consistent and documented.
 - ii. The storage of coordinate values must be addressed at the county level.
- E. Agreements for active geodetic control sites. MCL 54.268 (7)
- F. LCRC forms must be recorded at the county Register of Deeds and with the Department. MCL 54.268 (2)(b). This has not changed.

It is the intent of the Revision to review the Remonumentation Plan, assess its validity and modify for recent technologies. As shown in the outline, decisions must be made and formalized in the Revised County Plan to assure local control and consistency. Additions to this Revision can be made if a county would like to modify a section.

According to Section 8 (1), the deadline to file the Revised County Plan is **March 1, 2020**.

Appendix AA

Detailed County Remonumentation Plan

4054 corners have been Identified as being included with the program.
Through 2019, 3063 corners or about 75% have been completed.

Following is a list of all corners included in the County Plan that have been done or need to be done. Each Town & Range is identified.

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 11 West, Gun Plain Township

		A01	1993		
		A02	2001		
		A03	2001		
		A04	2001		
		A05	2001		
		A06	2001		
		A07	2001		
		A08	2001		
		A09	2001		
		A10	2001		
		A11	2001		
		A12	2001		
		A13	1994		
B01	1994	C01	1994	D01	1994
B02		C02		D02	
B03	2008	C03	2008	D03	
B04		C04		D04	
B05		C05		D05	
B06		C06		D06	
B07	1993	C07	1993	D07	
B08		C08		D08	
B09		C09		D09	
B10		C10		D10	
B11		C11		D11	
B12		C12		D12	
B13	1994	C13	2001	D13	2001
E01	1994	F01	2001	G01	2001
E02		F02		G02	2008
E03		F03	2019	G03	2008
E04		F04		G04	2017
E05		F05	2018	G05	2017
E06		F06		G06	2015
E07		F07	2018	G07	2015
E08		F08		G08	2015
E09		F09	2018	G09	2014
E10		F10		G10	2014
E11	2019	F11	2017	G11	2014
E12	2019	F12		G12	2014
E13	2001	F13	2001	G13	2001

Allegan County Remonumentation Plan Appendix AA
 Town 1 North, Range 11 West, Gun Plain Township
 Continued

H01	2001	I01	2001	J01	2000
H02	2008	I02	2008	J02	
H03	2008	I03	2011	J03	2010
H04		I04	2012	J04	
H05	2013	I05	2011	J05	2010
H06		I06	2011	J06	
H07	2013	I07	2010	J07	2009
H08		I08	2009	J08	
H09	2013	I09	2007	J09	2007
H10		I10	2007	J10	2008
H11	2012	I11	2007	J11	2007
H12		I12	2007	J12	2008
H13	2001	I13	2001	J13	2001
K01	2000	L01	2000	M01	1995
K02	2006 & rev2008	L02	2006 & rev2008	M02	1996
K03	2006	L03	2006	M03	1995
K04	2006	L04	2006	M04	1995
K05	2005	L05	2005	M05	1995
K06	2005	L06	2006	M06	1997
K07	2005	L07	2004	M07	1997
K08	2004	L08	2005	M08	1997
K09	2003	L09	2003	M09	1997
K10	2003	L10	2003	M10	1997
K11	2003	L11	2002	M11	1997
K12	2002	L12	2002	M12	1997
K13	2001	L13	2001	M13	1996
		Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan		(116 of 169 corners complete through 2019)	

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 12 West, Otsego Township

		A01 1994 A02 2000 A03 2000 A04 2001 & rev2007 A05 2001 A06 2001 A07 2001 A08 2001 & rev2018 A09 2001 A10 2003 A11 1996 A12 1996 A13 1996
B01 1994 B02 2007 B03 2007 B04 B05 ----- River B06 B07 B08 B09 B10 B11 B12 B13 1998	C01 1994 C02 2000 C03 2000 C04 2007 C05 C06 C07 C08 C09 C10 C11 C12 C13 1998	D01 1994 D02 D03 2007 D04 2007 D05 2007 D06 D07 D08 D09 D10 D11 D12 D13 1998
E01 1995 E02 2000 E03 2000 E04 2007 E05 2005 E06 E07 E08 2018 E09 2018 E10 E11 2018 E12 2016 E13 1998	F01 1998 F02 2007 F03 2007 F04 2007 F05 2005 F06 F07 2015 F08 F09 2015 F10 F11 2015 F12 F13 1998	G01 1998 G02 2005 G03 2005 G04 2005 G05 2005 G06 2015 G07 2014 G08 2014 G09 2014 G10 2014 G11 2013 G12 2013 G13 1998

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 12 West, Otsego Township
Continued

H01	1999	I01	1999	J01	2000
H02		I02	2011	J02	
H03	2013	I03	2011	J03	2010
H04		I04	2010	J04	
H05	2012	I05	2009	J05	2010
H06		I06	2009	J06	
H07	2012	I07	2005	J07	1993
H08		I08	2005	J08	2005
H09	2012	I09	2005	J09	2005
H10		I10	2007	J10	2008
H11	2011	I11	2007	J11	2007
H12		I12	2007	J12	2008
H13	1998	I13	1998	J13	1998
K01	2000	L01	2000	M01	1993
K02	2007	L02	2007	M02	2001
K03	2007	L03	2007	M03	2001
K04	2007	L04	2007	M04	2001
K05	2005	L05	2005	M05	2001
K06	2006	L06	2006	M06	2001
K07	1993	L07	1993	M07	1993
K08	2004	L08	2004	M08	2001
K09	2003	L09	2003	M09	2001
K10	2003	L10	2003	M10	2001
K11	2003	L11	2002	M11	2001
K12	2002	L12	2002	M12	2001
K13	1998	L13	1998	M13	1994
016 017		Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan		Meander Points 1 thru 15, 18 & 19 not being completed as part of this program (at this time) as all standard section corners have been established near these points (128 of 170 corners completed as of 2019)	

**Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 13 West, Trowbridge Township**

		A01 1993 A02 1994 A03 1995 A04 2001 A05 2001 A06 2001 A07 2000 A08 2000 A09 2000 A10 2000 A11 1999 A12 1999 A13 1997
B01 1993 B02 B03 2009 B04 B05 B06 B07 B08 B09 B10 B11 B12 B13 1997	C01 1993 C02 2007 & rev2015 C03 2007 C04 2007 C05 2007 C06 C07 C08 C09 C10 C11 1998 C12 1998 C13 1997	D01 1995 D02 D03 2009 D04 D05 2018 D06 D07 2018 D08 D09 2018 D10 D11 1998 D12 1998 D13 1998
E01 1995 Ref E02 2017 E03 1999 E04 2017 E05 2017 E06 2016 E07 2016 E08 2015 E09 2014 E10 2015 E11 2015 E12 1998 E13 1998	F01 1995 F02 F03 1999 & rev2007 F04 F05 2014 F06 F07 2014 F08 F09 ----- Lake F10 F11 2014 F12 F13 2002	G01 1995 G02 1995 G03 2000 G04 2014 G05 1994 G06 1994 G07 1994 G08 1995 G09 1995 G10 2013 G11 2013 G12 2013 G13 2002

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 13 West, Trowbridge Township
Continued

H01 1995	I01 1995	J01 2001
H02	I02 2011	J02
H03 2015	I03 ---- River	J03 2010
H04	I04 2012	J04
H05 2001	I05 2011	J05 2010
H06	I06 2011	J06
H07 2012	I07 2009	J07 2010
H08	I08 2009	J08
H09 2012	I09 2007	J09 2007
H10	I10 2007	J10 2008
H11 2011	I11 2007	J11 2007
H12	I12 2007	J12 2008
H13 2002 & rev2017	I13 2002	J13 2002
K01 2001	L01 2001	M01 1994
K02 2007	L02 2007	M02 2000
K03 2007	L03 2007	M03 2000
K04 2007	L04 2007	M04 2001 & rev2007
K05 2005	L05 2005	M05 2001
K06 2005	L06 2006	M06 2001
K07 2005	L07 2004	M07 2001
K08 2004	L08 2004	M08 2001 & rev2018
K09 2004	L09 2004	M09 1999
K10 2004	L10 2004	M10 1999
K11 2004	L11 2002	M11 1996
K12 2002	L12 2002	M12 1996
K13 1996	L13 1996	M13 1996
009	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner	Meander Points 1 thru 8, 13 thru 25 & 28 thru 33 not being completed as part of this program (at this time) as all standard section corners have been established near these points (Note: Code E01 has ref points near MP's 15, 19, 21) (133 of 173 corners completed as of 2019)
010		
011		
012		
026 2014		
027 2014		

**Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 14 West, Cheshire Township**

		A01 1994 A02 2001 A03 2001 A04 2001 A05 2001 A06 2001 A07 2000 A08 2000 A09 2000 A10 2000 A11 1999 A12 1999 A13 1996
B01 1994 B02 B03 2001 B04 B05 B06 B07 B08 B09 B10 B11 B12 B13 1996	C01 1994 C02 2000 C03 2000 C04 C05 C06 C07 C08 C09 C10 C11 2007 C12 2007 C13 1997 & rev2008	D01 1994 D02 D03 D04 D05 D06 D07 D08 D09 D10 D11 D12 D13 1997 & rev2008
E01 1994 E02 E03 E04 E05 2018 E06 2018 E07 2018 E08 2016 E09 2017 E10 2016 E11 2015 E12 2015 E13 1997	F01 1994 F02 F03 2015 F04 F05 2014 F06 F07 2014 F08 F09 2014 F10 F11 2014 F12 F13 1997	G01 1994 G02 2012 G03 2012 G04 2012 G05 2000 G06 2000 G07 ----- Lake G08 2011 G09 2011 G10 2011 G11 2011 G12 2010 G13 1997

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 14 West, Cheshire Township
Continued

H01	1994	I01	1994	J01	1994
H02		I02	2009	J02	
H03	2013	I03	2007	J03	2007
H04		I04	2007	J04	
H05	2013	I05	2007	J05	2007
H06		I06	2007	J06	2008
H07	2013	I07	2007	J07	2005
H08		I08	2005	J08	2005
H09	2010	I09	2005	J09	2005
H10		I10	2005	J10	2005
H11	2010	I11	1998	J11	1998
H12		I12	-----Lake	J12	2008
H13	1997	I13	-----Lake	J13	-----Lake
K01	1994	L01	1994	M01	1993
K02	1995 & rev2006	L02	1995	M02	1994
K03	2006	L03	1993	M03	1993
K04	-----Lake	L04	1995 & rev2007	M04	2001
K05	2005	L05	2005	M05	2001
K06	2005	L06	2006	M06	2001
K07	2005	L07	2004	M07	2000
K08	2005	L08	2005	M08	2000
K09	2003	L09	2003	M09	2000
K10	2003	L10	2003	M10	2000
K11	1998	L11	2004	M11	1999
K12	1998 & rev 2007	L12	-----Lake	M12	1999
K13	1996	L13	1997 & rev2007	M13	1997
001	1997 (MP6)	012	(MP10)	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan (MP4) = GLO Meander Point # (129 of 180 corners complete as of 2019)	
002	1997 (MP5)	013	(MP11)		
003	1997 (MP4)	014	(MP14)		
004	1997 (MP3)	015	(MP15)		
005	1998 (MP9)	016	(MP16)		
006	1998 (MP8)	017	(MP17)		
007	1998 (MP7)	Meander Points MP1, MP2,			
008	2008	MP12, MP13, MP18 thru MP22			
009	2008	not being completed as part of			
010	2008	this program (at this time) as all			
011	2008	standard section corners have			
		been established near these			
		points (unclear where MP18 is)			

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 15 West, Lee Township

		A01	1994
		A02	2001
		A03	2001
		A04	2001
		A05	2001
		A06	2001
		A07	2001
		A08	2001
		A09	2000
		A10	2000
		A11	2000
		A12	2000
		A13	1994
B01	1994	C01	1994
B02		C02	
B03		C03	
B04		C04	
B05		C05	
B06		C06	
B07		C07	
B08		C08	
B09		C09	
B10		C10	
B11		C11	2019
B12		C12	2019
B13	1994	C13	1998
E01	1994	F01	1998
E02	2017	F02	
E03	2017	F03	2014
E04	2016	F04	
E05	2016	F05	2013
E06	2015	F06	
E07	2015	F07	2013
E08	2015	F08	
E09	2006	F09	2006
E10	2014	F10	
E11	2014	F11	2014
E12	2014	F12	
E13	1998	F13	1998
		G01	1998
		G02	2012
		G03	2012
		G04	1999
		G05	2011
		G06	1999
		G07	2011
		G08	1999
		G09	2011
		G10	2011
		G11	2010
		G12	2009
		G13	1998

Allegan County Remonumentation Plan
Town 1 North, Range 15 West, Lee Township
Continued

H01 1998	I01 1998	J01 1998
H02	I02 2010	J02
H03 1999	I03 2009	J03 2002
H04 1999	I04 1999	J04
H05 1999	I05 1999	J05 2007
H06 1999	I06 1999	J06 2008
H07 1999	I07 1999	J07 1999
H08 1999	I08 1999	J08 2008
H09 1999	I09 2007	J09 1994
H10	I10 1994	J10 1994
H11 2010	I11 1996	J11 -----Lake
H12	I12 1997	J12 1996
H13 1998	I13 1996	J13 1996
K01 1998	L01 1998	M01 1994
K02 2006	L02 2006	M02 2001
K03 2001	L03 2000	M03 2000
K04 2006	L04 2006	M04 2001
K05 2005	L05 2005	M05 2001
K06 2005	L06 2006	M06 2001
K07 1999	L07 2003	M07 2000
K08 2003	L08 2003	M08 2000
K09 2003 & rev2017	L09 2002 & rev2017	M09 2000 & rev2017
K10 1994 Ref	L10 2002	M10 2000
K11 1996	L11 2002	M11 1999
K12 1996	L12 2002	M12 1999
K13 1996	L13 2001	M13 1996
001	Year = Year Peer Group Approved	Meander Points
002	No Year = Not yet completed as of end of 2019 Grant	5 thru 11 not being completed as part of this program (at this time) as all standard section corners have been established near these points
003	----- = Corner not to be completed as part of plan	
004	Ref = reference point set in lieu of corner Note: K10 was not established by GLO (falls in lake) a reference point was placed on west side of lake on Quarter Line	(130 of 172 corners completed as of 2019)


**Allegheny County Remonumentation Plan Appendix AA
Town 1 North, Range 16 West, Casco Township**

		A01	-----Lake		
		A02	-----Lake		
		A03	2001		
		A04	2001		
		A05	2001		
		A06	2001		
		A07	2001		
		A08	2001		
		A09	2000		
		A10	2000		
		A11	2000		
		A12	2000		
		A13	-----River		
B01	1994	C01	1994	D01	1994
B02		C02		D02	
B03		C03		D03	
B04		C04		D04	
B05		C05		D05	
B06		C06		D06	
B07		C07		D07	
B08		C08		D08	
B09		C09		D09	2009
B10		C10		D10	
B11		C11		D11	
B12		C12		D12	
B13	1995	C13	1995	D13	1997
E01	1995	F01	1996	G01	1998
E02		F02		G02	2017
E03		F03	2019	G03	2017
E04		F04		G04	2017
E05		F05	2019	G05	2016
E06		F06		G06	2016
E07		F07	2018	G07	2015
E08	2019	F08		G08	2015
E09	1999	F09	2018	G09	2015
E10	1999	F10		G10	2015
E11	1999	F11	2018	G11	2014
E12	1999	F12		G12	2014
E13	1997	F13	1997	G13	1997

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 16 West, Casco Township
Continued

H01	1998	I01	1998	J01	1998
H02		I02	2012	J02	
H03	2014	I03	2012	J03	2013
H04		I04	2011	J04	
H05	2014	I05	2011	J05	2010
H06		I06	2011	J06	
H07	2013	I07	2010	J07	2010
H08		I08	2009	J08	
H09	2013	I09	2007	J09	2007
H10		I10	2007	J10	2008
H11	2012	I11	2007	J11	2007
H12		I12	2007	J12	2008
H13	1997	I13	1995	J13	1995
K01	1994	L01	1994	M01	1994
K02	1993	L02	2006	M02	2001
K03	1993	L03	1996	M03	2001
K04	1993	L04	2006	M04	2001
K05	2005	L05	2005 & rev2013	M05	2001
K06	2005	L06	2006	M06	2001
K07	2005	L07	2005	M07	2001
K08	2005	L08	2006	M08	2001
K09	2003	L09	2003	M09	2000
K10	2003	L10	2003	M10	2000
K11	2005	L11	2002	M11	1999
K12	2002	L12	2002	M12	1999
K13	1995	L13	1995	M13	1994
001	1999 (MP4)	Year = Year Peer Group Approved		Meander Point MP1 & MP2 not being completed as part of this program (at this time) as all standard section corners have been established near these points – plus lake has been drained. (116 of 170 corners completed as of 2019)	
002	2000	No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan (MP3) = GLO Meander Point #			
003	2000				
004	2003				
MP3	-----Lake				

Allegan County Remonumentation Plan Appendix AA
Town 1 North, Range 17 West, Casco Township

		<p>J13 -----Lake</p>
<p>K10 -----Lake K11 2008 K12 2000 K13 1998</p>	<p>L07 -----Lake L08 L09 2008 L10 L11 2000 L12 2000 L13 1994</p>	<p>M01 -----Lake M02 -----Lake M03 2001 M04 2001 M05 2001 M06 2001 M07 2001 M08 2001 M09 2000 M10 2000 M11 2000 M12 2000 M13 -----River</p>
<p>002 2000 (MP8) 003 2000 004 2000 005 2008 (MP4) 006 007 008 009 013 (MP3) 015 (MP5) 016 (MP6) 017 (MP7)</p>	<p style="text-align: center;">Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan (MP4) = GLO Meander Point #</p> <p>Meander Points MP1 & MP2 now fall in the lake and are not being completed as part of this program (at this time)</p>	<p>(21 of 31 corners completed as of 2019)</p>

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 11 West, Martin Township
Continued

H01	1998	I01	1998	J01	1998
H02		I02	2004	J02	2004
H03	2010	I03	2006	J03	2004
H04		I04	2006	J04	
H05	2010	I05	1993	J05	2009
H06		I06	1993	J06	
H07	1994	I07	1993	J07	2007
H08		I08	2007	J08	
H09	2010	I09	2007	J09	2007
H10		I10	2007	J10	2008
H11	2009	I11	2007	J11	1994
H12		I12	2007	J12	2008
H13	2001	I13	2001	J13	2000
K01	1995	L01	1995	M01	-----Lake
K02	2004	L02	2004	M02	1995
K03	1998	L03	2004	M03	1995
K04	1998	L04	2006	M04	1999
K05	1998	L05	2006	M05	1999
K06	1998 & rev2004	L06	2006	M06	1999
K07	1998	L07	2005	M07	1999
K08	2005	L08	2005	M08	1999
K09	2005	L09	2004	M09	1999
K10	2004	L10	2005	M10	1999
K11	1994	L11	2002	M11	1999
K12	2002	L12	2002	M12	1995
K13	2000	L13	2000	M13	1995
001	1995 (MP2)	Year = Year Peer Group Approved		(132 of 170 corners completed as of 2019)	
002	1995 (MP1)	No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #			

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 12 West, Watson Township

		A01	2001		
		A02	2001		
		A03	2001		
		A03	2001		
		A04	2001		
		A05	2006		
		A05	2001		
		A06	2001		
		A07	2001		
		A08	2001		
		A10	1999		
		A11	1999		
		A12	1999		
		A13	1994		
B01	2001	C01	1998	D01	1998
B02		C02		D02	
B03	2003	C03	2003 & rev2008	D03	2003 & rev2008
B04		C04		D04	
B05		C05	-----Lake	D05	
B06		C06		D06	
B07		C07		D07	
B08		C08		D08	
B09		C09		D09	
B10		C10		D10	
B11		C11		D11	
B12		C12		D12	
B13	1994	C13	1994	D13	1994
E01	1998	F01	2001	G01	2001
E02		F02		G02	2015
E03	2003	F03	2016	G03	2015
E04	2018	F04		G04	2014
E05	2018	F05	2016	G05	2014
E06	2018	F06		G06	-----Lake
E07	1993	F07	1993	G07	1993
E08	2017	F08		G08	2014
E09	2017	F09	2015	G09	2014
E10	1999	F10		G10	2013
E11	2017	F11	2015	G11	2013
E12	2017	F12		G12	2013
E13	1995	F13	1998	G13	1998

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 12 West, Watson Township
Continued

H01	2000	I01	2000	J01	2000
H02		I02	2011	J02	
H03	2012	I03	2010	J03	2010
H04		I04	2010	J04	
H05	2012	I05	2009	J05	2000
H06		I06	2009	J06	
H07	2012	I07	2004	J07	2007
H08		I08	2004	J08	
H09	2011	I09	2004	J09	2007
H10		I10	2007	J10	2008
H11	2011	I11	2007	J11	----Lake
H12		I12	2007	J12	2008
H13	1999	I13	1999	J13	2000
K01	2000	L01	2000 & rev2003	M01	1996
K02	2006	L02	2006	M02	2001
K03	2006	L03	2006	M03	2001
K04	2006	L04	2006	M04	2001
K05	2000	L05	2000	M05	2001
K06	2005 (Not set by GLO)	L06	2006	M06	2001
K07	2005	L07	2005	M07	2001
K08	2005	L08	-----Pond (ref pts)	M08	2001
K09	2005	L09	2005	M09	2000
K10	2005	L10	2005	M10	2000
K11	2005	L11	2002	M11	2000
K12	2002	L12	2002	M12	2000
K13	2000	L13	2000	M13	1993
001	2005 (L08)	<p style="text-align: center;">Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #</p>		<p>Meander Points MP1, MP2, MP5, MP6, MP11 & MP12 not being completed as part of this program (at this time) as all standard section corners have been established near these points. (124 of 178 corners completed as of 2019)</p>	
002	2005 (L08)				
003	2005 (L08)				
004	2007 (MP3)				
005	2007 (MP4)				
007	(MP7)				
008	(MP8)				
009	(MP9)				
010	(MP10)				
013	(MP13)				
014	(MP14)				
015	(MP15)				
016	(MP16)				

**Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 13 West, Allegan Township**

		<table border="1"> <tr><td>A01</td><td>1993</td></tr> <tr><td>A02</td><td>1999</td></tr> <tr><td>A03</td><td>1999</td></tr> <tr><td>A04</td><td>1999</td></tr> <tr><td>A05</td><td>1999</td></tr> <tr><td>A06</td><td>2002</td></tr> <tr><td>A07</td><td>2002</td></tr> <tr><td>A08</td><td>2002</td></tr> <tr><td>A09</td><td>2000</td></tr> <tr><td>A10</td><td>2002</td></tr> <tr><td>A11</td><td>2002</td></tr> <tr><td>A12</td><td>2002</td></tr> <tr><td>A13</td><td>1993</td></tr> </table>	A01	1993	A02	1999	A03	1999	A04	1999	A05	1999	A06	2002	A07	2002	A08	2002	A09	2000	A10	2002	A11	2002	A12	2002	A13	1993																																																				
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<table border="1"> <tr><td>B01</td><td>1993</td></tr> <tr><td>B02</td><td></td></tr> <tr><td>B03</td><td></td></tr> <tr><td>B04</td><td></td></tr> <tr><td>B05</td><td></td></tr> <tr><td>B06</td><td></td></tr> <tr><td>B07</td><td></td></tr> <tr><td>B08</td><td></td></tr> <tr><td>B09</td><td></td></tr> <tr><td>B10</td><td></td></tr> <tr><td>B11</td><td></td></tr> <tr><td>B12</td><td></td></tr> <tr><td>B13</td><td>1993</td></tr> </table>	B01	1993	B02		B03		B04		B05		B06		B07		B08		B09		B10		B11		B12		B13	1993	<table border="1"> <tr><td>C01</td><td>1993</td></tr> <tr><td>C02</td><td>1998</td></tr> <tr><td>C03</td><td>1993</td></tr> <tr><td>C04</td><td>2000</td></tr> <tr><td>C05</td><td>2000</td></tr> <tr><td>C06</td><td>2000</td></tr> <tr><td>C07</td><td>2000</td></tr> <tr><td>C08</td><td></td></tr> <tr><td>C09</td><td></td></tr> <tr><td>C10</td><td></td></tr> <tr><td>C11</td><td></td></tr> <tr><td>C12</td><td></td></tr> <tr><td>C13</td><td>1993</td></tr> </table>	C01	1993	C02	1998	C03	1993	C04	2000	C05	2000	C06	2000	C07	2000	C08		C09		C10		C11		C12		C13	1993	<table border="1"> <tr><td>D01</td><td>-----Lake</td></tr> <tr><td>D02</td><td>1998</td></tr> <tr><td>D03</td><td>1998</td></tr> <tr><td>D04</td><td></td></tr> <tr><td>D05</td><td></td></tr> <tr><td>D06</td><td></td></tr> <tr><td>D07</td><td></td></tr> <tr><td>D08</td><td></td></tr> <tr><td>D09</td><td></td></tr> <tr><td>D10</td><td></td></tr> <tr><td>D11</td><td></td></tr> <tr><td>D12</td><td></td></tr> <tr><td>D13</td><td>1995</td></tr> </table>	D01	-----Lake	D02	1998	D03	1998	D04		D05		D06		D07		D08		D09		D10		D11		D12		D13	1995
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E01	-----Lake																																																																															
E02	1998																																																																															
E03	1996																																																																															
E04	2019																																																																															
E05	2019																																																																															
E06	2018																																																																															
E07	2002																																																																															
E08	2018 Ref																																																																															
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E10	2018																																																																															
E11	2017																																																																															
E12	2016																																																																															
E13	1995 Ref																																																																															
F01	1997																																																																															
F02																																																																																
F03	1998																																																																															
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F11	2016 Ref																																																																															
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F13	1995																																																																															
G01	1997																																																																															
G02	1999																																																																															
G03	1998																																																																															
G04	2014																																																																															
G05	2014																																																																															
G06	2014																																																																															
G07	2014																																																																															
G08	2013																																																																															
G09	2013 & rev2018																																																																															
G10	2013 Ref																																																																															
G11	2011																																																																															
G12	2012																																																																															
G13	1995																																																																															

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 13 West, Allegan Township
Continued

H01 1997	I01 1997	J01 1999
H02	I02 2003	J02
H03 2012	I03 2003	J03 2010
H04	I04 2006	J04
H05 2012	I05 2006	J05 2009
H06	I06 2006	J06
H07 2011	I07 2006	J07 2009
H08	I08 2010	J08
H09 2011	I09 2007	J09 2007
H10	I10 2007 & rev2008	J10 2008
H11 2010	I11 2007	J11 2007
H12	I12 2007	J12 2008
H13 1995	I13 1995	J13 2001
K01 1996	L01 2001	M01 2001
K02 2006	L02 2006	M02 2001
K03 2003	L03 1995	M03 2001 & rev2006
K04 2006	L04 2006	M04 2001
K05 2006	L05 -----Lake	M05 2001 & rev2006 (MP23)
K06 2006	L06 2006	M06 2001
K07 2006	L07 2004	M07 2001
K08 2004	L08 2005	M08 1999
K09 2003	L09 2003	M09 1999
K10 2003	L10 2003	M10 1999
K11 2000	L11 2000	M11 1999
K12 2000	L12 2002 & rev2019	M12 1999
K13 2001	L13 2001	M13 1994
001 1997(MP28)	Year = Year Peer Group	Meander Points MP1 through
002 1998	Approved	MP8, 9 thru 22 & 30 not being
003 1998(MP29)	No Year = Not yet completed as	completed as part of this
004 2007	of end of 2019 Grant	program (at this time) as all
005 2007(MP24)	----- = Corner not to be	standard section corners have
006 2007(MP25)	completed as part of plan	been established near these
007 2007(MP26)	Ref = reference point set in lieu	points (Note: Code E13 has ref
008 2007(MP27)	of corner	points near MP1 & MP6; Code
	(MP3) = GLO Meander Point #	F11 has ref points near 9 & 10;
	(133 of 174 corners completed	Code E08 has ref point near 16;
	as of 2019)	Code G10 has ref points near 11
		& 12; Code 030 is near Code
		001 of T3N, R13W; Code M05 is
		AKA MP23)

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 14 West, Valley Township
Continued

H01	1997	I01	1993	J01	1993
H02		I02	2011	J02	
H03	2013	I03	2011	J03	2010
H04		I04	2011	J04	
H05	2012	I05	2010	J05	2010
H06	----Reservoir	I06	-----River	J06	
H07	Ref	I07	Ref	J07	2008
H08		I08	2009	J08	
H09	2012	I09	2007	J09	2007
H10		I10	2007	J10	
H11	2008	I11	2008	J11	2007
H12		I12	2007	J12	
H13	1994	I13	1994	J13	1994
K01	1993	L01	1993	M01	1993
K02	2006 & rev2007	L02	2006	M02	1999
K03	2006 & rev2007	L03	2006	M03	1999
K04	2006	L04	2006	M04	1999
K05	2006	L05	2006	M05	1999
K06	2006 Ref	L06	2006	M06	2002
K07	2006 Ref	L07	2006 Ref	M07	2002
K08	2005	L08	2006	M08	2001
K09	2005	L09	2004	M09	2000
K10	2004	L10	2005	M10	2000
K11	2005	L11	2004	M11	2002
K12	2005	L12	2005	M12	2002
K13	1994	L13	1994	M13	1993
001	2001(MP25)	Year = Year Peer Group Approved		Meander Points MP1 through MP2, 3 thru 11, & 13 thru 22 not being completed as part of this program (at this time) as all standard section corners have been established near these points (Note: H06 falls in reservoir and only controls DNR parcels) (117 of 162 corners completed as of 2019)	
002	2001(MP23)	No Year = Not yet completed as of end of 2019 Grant			
012	Ref	---- = Corner not to be completed as part of plan			
024		Ref = reference point set in lieu of corner (MP3) = GLO Meander Point # State = center of section controlling only state-owned lands			

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 15 West, Clyde Township

		<p>A01 1996 A02 -----Lake A03 -----Lake A04 2002 A05 1999 A06 1999 A07 1999 A08 -----Ditch (ref 001) A09 1999 A10 1999 A11 1999 A12 1999 A13 1994</p>
<p>B01 1996 B02 2003 B03 -----Lake B04 B05 1999 B06 1999 B07 1999 B08 1999 B09 1999 B10 1999 B11 1999 B12 1999 B13 1994</p>	<p>C01 1996 C02 2003 C03 2003 C04 C05 C06 -----Ditch (ref 002) C07 C08 1999 C09 1999 C10 1999 C11 -----Ditch (ref 003) C12 1999 C13 1994</p>	<p>D01 1996 D02 D03 D04 D05 D06 D07 D08 D09 D10 D11 D12 D13 1994</p>
<p>E01 1997 E02 E03 E04 E05 E06 E07 E08 E09 E10 2019 E11 2019 E12 2019 E13 1994</p>	<p>F01 1997 F02 F03 2018 F04 F05 2018 F06 F07 2014 F08 F09 2014 F10 F11 2014 F12 F13 1998</p>	<p>G01 1997 G02 2018 G03 2017 G04 2017 G05 2017 G06 2016 G07 2016 G08 2015 G09 2015 G10 2015 G11 2010 G12 2015 G13 1998</p>

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 15 West, Clyde Township
Continued

H01	1997	I01	1997	J01	1997
H02		I02	2012	J02	
H03	2014	I03	2012	J03	2012
H04		I04	2011	J04	
H05	2013	I05	2011	J05	2011
H06		I06	2011	J06	
H07	2013	I07	2011	J07	2009
H08		I08	2009	J08	
H09	2013	I09	2007	J09	2007
H10		I10	2008	J10	-----State
H11	2010	I11	2010	J11	2010
H12		I12	2007	J12	
H13	1998	I13	1998	J13	1998
K01	1997	L01	1997	M01	1997
K02	2006	L02	2007	M02	2000
K03	2006	L03	2007	M03	2000
K04	2006	L04	2007	M04	2000
K05	2005	L05	2005	M05	2000
K06	2005	L06	2007	M06	2001
K07	2004	L07	2004	M07	-----Lake
K08	2004	L08	2005	M08	2001
K09	2002	L09	2002	M09	2000
K10	2002	L10	2002	M10	2000
K11	2002	L11	-----Lake	M11	1999
K12	2002	L12	2002	M12	1999
K13	1998	L13	1998	M13	1994
001	1999 (A08)	<p style="text-align: center;">Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point # State = center of section controlling only state-owned lands</p>		<p>Meander Points MP6, MP7 not being completed as part of this program (at this time) as all standard section corners have been established near these points (131 of 172 corners completed as of 2019)</p>	
002	1999 (C06)				
003	1999 (C11)				
004	2001 (MP5)				
005	2001 (MP3)				
006	2002 (MP10)				
007	2002 (MP2)				
008	2002 (MP1)				
009	2002 (MP8)				
010	2002				
011	2004 (MP9)				
012	(MP4)				

Allegan County Remonumentation Plan Appendix AA
Town 2 North, Range 16 West, Ganges Township
Continued

H01	1998	I01	1998	J01	1998
H02		I02	2013	J02	
H03	2013	I03	2011	J03	2010
H04		I04	2011	J04	
H05	2013	I05	2011	J05	2010
H06		I06	2011	J06	
H07	2012	I07	2010	J07	2009
H08		I08	2009	J08	
H09	2012	I09	2007	J09	2007
H10		I10	2007	J10	2008
H11	2012	I11	2007	J11	2007
H12		I12	2007	J12	2008
H13	1998	I13	1998	J13	1998
K01	2000	L01	2000	M01	1996
K02	2002	L02	2002	M02	-----Lake
K03	2002	L03	2002	M03	-----Lake
K04	2002	L04	2002	M04	2002
K05	1999	L05	1999	M05	1999
K06	1999	L06	1999	M06	1999
K07	1999	L07	1999	M07	-----Ditch (ref 003)
K08	1999	L08	1999	M08	-----Ditch (ref 004)
K09	1999	L09	-----Ditch (ref 005)	M09	1999
K10	1999	L10	1999	M10	1999
K11	2004	L11	1999	M11	1999
K12	1993	L12	1999	M12	1999
K13	1993	L13	1994	M13	1994
001	1999 (MP6)	015	(MP10)	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point # Meander Points MP1 & MP2 not being completed as part of this program (at this time) as all standard section corners have been established near these points	
002	1999 & rev2000(MP13)	016			
003	1999 (M07)	017			
004	1999 (M08)	018	(MP8)		
005	1999 (L09)	019			
006	2001 (MP7)	MP9	-----Lake (near B07)		
007	2001				
008	2002 (MP5)				
009	2002 (MP3)				
010	2002 (MP4)				
011	(MP11)				
012	(MP12)				
013					
014					

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 11 West, Wayland Township

		A01	1994
		A02	1999
		A03	2000
		A04	2000
		A05	2000
		A06	2000
		A07	2000
		A08	2000
		A09	2000
		A10	2001
		A11	2001
		A12	2001
		A13	1996
B01	1997	C01	1997
B02		C02	2002
B03		C03	1997
B04		C04	2006
B05		C05	
B06		C06	
B07		C07	
B08		C08	
B09		C09	
B10		C10	
B11		C11	
B12		C12	
B13	1996	C13	1996
E01	1997	F01	1997
E02		F02	
E03		F03	2016
E04	2019	F04	
E05	2019	F05	2016
E06	2019	F06	
E07	2018	F07	2015
E08	2018	F08	
E09	2018	F09	2015
E10	2017	F10	
E11	2017	F11	2015
E12	2017	F12	
E13	1996	F13	1996
		G01	1997
		G02	1997
		G03	2015
		G04	1997
		G05	2014
		G06	-----Lake
		G07	-----Lake
		G08	2014
		G09	2014
		G10	2014
		G11	2013
		G12	2013
		G13	1998

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 11 West, Wayland Township
Continued

H01	1997	I01	1997	J01	1997
H02	1995	I02	1997	J02	
H03	1995	I03	2012	J03	2010
H04	1995	I04	1997	J04	
H05	1997	I05	2011	J05	2010
H06		I06	2011	J06	
H07	2013	I07	2009	J07	2010
H08		I08	2010	J08	
H09	2012	I09	2007	J09	2007
H10		I10	2007 (AKA MP6)	J10	
H11	2012	I11	2007	J11	2007
H12		I12	2007	J12	
H13	1998	I13	1998	J13	1998
K01	1997	L01	1997	M01	1995
K02	1997	L02	2006	M02	1997
K03	1997	L03	2006	M03	1997
K04	1997	L04	2006	M04	1997
K05	2005	L05	2005	M05	1997
K06	2005	L06	2006	M06	1997 & rev1999
K07	2005	L07	2004	M07	1997 & rev1999
K08	2004	L08	2005	M08	1997 & rev2002
K09	2003	L09	2003	M09	1997
K10	2003	L10	2003	M10	1997
K11	2003	L11	2002	M11	1995
K12	2002	L12	2002	M12	1995
K13	1995	L13	1995	M13	-----Lake
001	1995 (MP2)	Year = Year Peer Group Approved		Meander Points 3, 4, 13, 14, 15 & 16 not being completed as part of this program (at this time) as all standard section corners have been established near these points	
002	1995 (MP1)	No Year = Not yet completed as of end of 2019 Grant			
007	(MP7)	----- = Corner not to be completed as part of plan			
008	(MP8)	Ref = reference point set in lieu of corner			
009	(MP9)	(MP3) = GLO Meander Point #		(120 of 174 corners completed as of 2019)	
010	(MP10)				
011	(MP11)				
012	(MP12)				

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 12 West, Hopkins Township

		A01	1995		
		A02	1994		
		A03	1994		
		A04	2001		
		A05	2001		
		A06	2001		
		A07	2001		
		A08	2001		
		A09	2003		
		A10	2003		
		A11	2001		
		A12	2001		
		A13	2001		
B01	1995	C01	1995	D01	1997
B02	1995	C02	1994	D02	
B03	1994	C03	1994	D03	
B04		C04	1994	D04	
B05		C05		D05	
B06		C06		D06	
B07		C07	1997	D07	
B08		C08	1997	D08	
B09		C09	1997	D09	
B10		C10		D10	
B11		C11		D11	
B12		C12		D12	
B13	2001	C13	1996	D13	1998
E01	1996	F01	2000	G01	1999
E02		F02		G02	2016
E03		F03	2018	G03	2016
E04	1994	F04		G04	2015
E05		F05	2018	G05	1999
E06		F06		G06	2015
E07		F07	2017	G07	2015
E08		F08		G08	2015
E09	2019	F09	2017	G09	2014
E10	2019	F10		G10	2014
E11	2019	F11	2017	G11	2014
E12	2018	F13	2001	G12	2014
E13	1998	F01	2000	G13	2001

Allegan County Remonumentation Plan Appendix AA
 Town 3 North, Range 12 West, Hopkins Township
 Continued

H01 1996	I01 1996	J01 1998
H02	I02 2012	J02
H03 2013	I03 2011	J03
H04	I04 2011	J04
H05 1999	I05 2011	J05 2010
H06	I06 2010	J06
H07 2013	I07 2010	J07 2009
H08	I08 2009	J08
H09 2012	I09 2008	J09 2007
H10	I10 2008	J10
H11 2012	I11 2007	J11 2007
H12	I12 2007	J12
H13 2000	I13 2000	J13 2000
K01 1998	L01 1998	M01 1994
K02 1998	L02 2006	M02 1999
K03 2006	L03 2006	M03 1999
K04 2006	L04 2006	M04 2000
K05 2005	L05 2005	M05 2000
K06 2005	L06 2006	M06 2000
K07 2005	L07 2005	M07 2000
K08 2005	L08 2005	M08 2000
K09 2005	L09 2004	M09 2000
K10 2004	L10 2005	M10 2000
K11 2004	L11 2002	M11 1999
K12 2002	L12 2002	M12 1999
K13 2000	L13 2000 & rev2003	M13 1996
	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner	(120 of 169 corners completed as of 2019)

**Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 13 West, Monterey Township**

		A01 1993 A02 2000 A03 2000 A04 2000 A05 2000 A06 2000 A07 2000 A08 2000 A09 2000 A10 2000 A11 1999 A12 1999 A13 1993
B01 1993 B02 B03 B04 ----State B05 B06 B07 B08 B09 B10 B11 B12 B13 1998	C01 1993 C02 2005 C03 2005 C04 C05 1998 C06 C07 1993 C08 C09 C10 C11 ----Lake C12 2019 C13 1994	D01 1993 D02 D03 2019 D04 D05 1998 D06 D07 1993 D08 D09 2019 D10 D11 2017 D12 D13 ----Lake
E01 1993 E02 2004 E03 2004 E04 2017 E05 1998 E06 2004 E07 1993 E08 2017 E09 2016 E10 2016 E11 2015 E12 2015 E13 ----Lake	F01 1998 F02 2004 F03 2004 F04 F05 1998 F06 F07 2015 F08 F09 2014 F10 F11 2014 F12 F13 1997	G01 1998 G02 2004 G03 1994 G04 2004 G05 1998 G06 2014 G07 2014 G08 2013 G09 2013 G10 2013 G11 2012 G12 2012 G13 1997

Allegan County Remonumentation Plan Appendix AA
 Town 3 North, Range 13 West, Monterey Township
 Continued

H01 1998	I01 1998	J01 1998
H02	I02 2010	J02
H03 1994	I03 1994	J03 1994
H04 2004	I04 2004	J04 2004
H05 2004	I05 2004	J05 2004
H06	I06 2010	J06
H07 2011	I07 2010	J07 2009
H08	I08 2009	J08
H09 2011	I09 2008	J09 2008
H10	I10 2008	J10
H11 2011	I11 2008	J11 2008
H12	I12 2008	J12
H13 1997	I13 1997	J13 1999
K01 1998	L01 1995	M01 1995
K02 1995	L02 1995	M02 1994 common
K03 1994	L03 1995 & rev2007	M03 1994 common
K04 2004	L04 2006	M04 2001
K05 2004	L05 2005	M05 2001
K06 2005	L06 2006	M06 2001 & rev2007
K07 2005	L07 2005	M07 2001
K08 2005	L08 2005	M08 2001
K09 2005	L09 2005	M09 2000
K10 2005	L10 2005	M10 2000
K11 2005	L11 2003	M11 2001
K12 2003	L12 2004	M12 2001
K13 1996	L13 2001	M13 2001
001 1994 (MP3)	Year = Year Peer Group	(132 of 172 corners completed as of 2019)
002 1997 (MP2)	Approved	
003 1997 (MP1)	No Year = Not yet completed as	
004 (MP4)	of end of 2019 Grant	
005 (MP5)	----- = Corner not to be	
006 (MP6)	completed as part of plan	
007 (MP7)	Ref = reference point set in lieu	
	of corner	
	(MP3) = GLO Meander Point #	
	State = center of section	
	controlling only state-owned	
	lands	

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 14 West, Heath Township

	<p>A01 1996 A02 2001 A03 2001 A04 2001 A05 2001 common A06 2001 A07 2001 A08 2001 A09 -----Swamp (Ref 015) A10 -----Swamp (Ref 016) A11 1999 A12 1999 A13 1997</p>	
<p>B01 1996 B02 B03 B04 B05 2019 B06 B07 2018 B08 -----State B09 2019 B10 B11 2019 B12 B13 1997</p>	<p>C01 1996 C02 1998 C03 2017 C04 2017 C05 1998 C06 2017 C07 2016 C08 2016 C09 2015 C10 2015 C11 2014 C12 2014 C13 1997</p>	<p>D01 -----Bayou (Ref 004) D02 1998 D03 1998 D04 D05 -----Pond (Ref 010) D06 D07 2015 D08 D09 2012 D10 D11 2012 D12 -----State D13 1997</p>
<p>E01 -----River (Ref 005) E02 1998 E03 1998 E04 2014 E05 1998 E06 1998 E07 2014 E08 2013 E09 2013 E10 2013 E11 1994 E12 1994 E13 1994</p>	<p>F01 -----Swamp (Ref 001) F02 F03 2012 F04 F05 2011 F06 F07 1993 F08 F09 1993 F10 F11 1994 F12 1994 F13 1994</p>	<p>G01 1998 G02 1999 G03 1998 G04 1998 G05 1995 G06 1995 G07 1995 G08 2011 G09 1993 G10 2011 G11 2010 G12 1993 G13 1994</p>

Allegan County Remonumentation Plan Appendix AA
 Town 3 North, Range 14 West, Heath Township
 Continued

H01 1998	I01 1998	J01 1998
H02 1999	I02 1999	J02
H03 1998	I03 2001	J03 2001
H04 1998	I04 1998	J04
H05 1998	I05 2010	J05 2010
H06	I06 2009	J06
H07 2010	I07 1993	J07 2007
H08 -----State	I08 1993	J08 -----State
H09 1993	I09 1993	J09 1995
H10	I10 2007	J10 2008
H11 1993	I11 2007	J11 2007
H12 1993	I12 1993	J12 2008
H13 1993	I13 1993	J13 1993
K01 1998	L01 1998	M01 1993
K02 2001	L02 2006	M02 2000
K03 2001	L03 2006	M03 2000
K04 2006	L04 2006	M04 2000
K05 2005	L05 2005 & rev2006	M05 2000
K06 2005	L06 2006	M06 2000
K07 2005	L07 2005	M07 2000
K08 2005	L08 2005	M08 2000
K09 1995	L09 2004	M09 2000
K10 2004	L10 2004	M10 2000
K11 2002	L11 2002	M11 1999
K12 2002	L12 2002	M12 1999
K13 1993	L13 1993	M13 1993
001 1996 (F01 MP5)	014 1998 (MP6 E01)	Meander Points MP1 thru MP4, MP8 thru MP17 & MP19 not being completed as part of this program (at this time) as all standard section corners (or reference points to) have been established near these points (155 of 175 corners completed as of 2019)
002 1996 (F01)	015 2001 (MP18 A09)	
003 1996 (F01)	016 2001 (A10)	
004 1997 (MP7 D01)	Year = Year Peer Group	
005 1997 (MP7 E01)	Approved	
006 1997 (E01)	No Year = Not yet completed as	
007 1997	of end of 2019 Grant	
008 1997	----- = Corner not to be	
009 1997	completed as part of plan	
010 1998 (D05)	Ref = reference point set in lieu	
011 1998 (D05)	of corner	
012 1998 (D01)	(MP3) = GLO Meander Point #	
013 1998 (D01)	State = center of section controlling only state-owned lands	

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 15 West, Manlius Township

		<p>A01 1996</p> <p>A02 2001</p> <p>A03 2001</p> <p>A04 2001</p> <p>A05 2001</p> <p>A06 -----Swamp (Ref 003)</p> <p>A07 -----Swamp (Ref 004)</p> <p>A08 2001</p> <p>A09 2001</p> <p>A10 2001</p> <p>A11 1999</p> <p>A12 1999</p> <p>A13 1996</p>
<p>B01 1998</p> <p>B02</p> <p>B03</p> <p>B04</p> <p>B05</p> <p>B06</p> <p>B07</p> <p>B08</p> <p>B09 2009</p> <p>B10</p> <p>B11</p> <p>B12</p> <p>B13 1996</p>	<p>C01 1998</p> <p>C02 2005</p> <p>C03 2005</p> <p>C04 2005</p> <p>C05 2005</p> <p>C06 -----Swamp (Ref 006)</p> <p>C07 2005</p> <p>C08</p> <p>C09 2009</p> <p>C10</p> <p>C11</p> <p>C12</p> <p>C13 1996</p>	<p>D01 1998</p> <p>D02 2005</p> <p>D03 2005</p> <p>D04 2005</p> <p>D05 2005</p> <p>D06 2005</p> <p>D07 2005</p> <p>D08</p> <p>D09</p> <p>D10</p> <p>D11</p> <p>D12</p> <p>D13 1996</p>
<p>E01 1998</p> <p>E02 1994</p> <p>E03 1996</p> <p>E04 1996</p> <p>E05 1996</p> <p>E06 2005</p> <p>E07 2019</p> <p>E08 2019</p> <p>E09 2019</p> <p>E10 2018</p> <p>E11 2018</p> <p>E12 2018</p> <p>E13 1996</p>	<p>F01 1994</p> <p>F02 1994</p> <p>F03 1994</p> <p>F04 1996</p> <p>F05 1996</p> <p>F06</p> <p>F07 2017</p> <p>F08</p> <p>F09 2017</p> <p>F10</p> <p>F11 2017</p> <p>F12</p> <p>F13 1997</p>	<p>G01 1998</p> <p>G02 1994</p> <p>G03 1994</p> <p>G04 1996</p> <p>G05 1996</p> <p>G06 2016</p> <p>G07 2016</p> <p>G08 2015</p> <p>G09 1994</p> <p>G10 1994</p> <p>G11 2015</p> <p>G12 2015</p> <p>G13 1997</p>

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 15 West, Manlius Township
Continued

H01	1998	I01	2000	J01	1998
H02		I02	2013	J02	
H03	2014	I03	2013	J03	2010
H04		I04	2012	J04	
H05	2014	I05	2011	J05	2010
H06		I06	2012	J06	
H07	2014	I07	2009	J07	2009
H08		I08	2012	J08	
H09	2014	I09	2008	J09	2010
H10		I10	2007	J10	-----State
H11	2013	I11	2007	J11	2007
H12		I12	2007	J12	
H13	1997	I13	1997	J13	1997
K01	1998	L01	1998	M01	1996
K02	2007	L02	2007	M02	2000
K03	2007	L03	2007	M03	2000
K04	2007	L04	2007	M04	2000
K05	2005	L05	2005	M05	2000
K06	2005	L06	2007	M06	2000
K07	2005	L07	2005	M07	2000
K08	2005	L08	2007	M08	2001
K09	2004	L09	2004 & rev2007	M09	-----Swamp (Ref 001)
K10	2004	L10	2004	M10	-----Swamp (Ref 002)
K11	2004	L11	2002	M11	1999
K12	2002	L12	2002	M12	1999
K13	1997	L13	1997	M13	1997
001	2001 (M09 MP18)	Year = Year Peer Group Approved		Meander Points MP1 thru MP30 & MP 32 not being completed as part of this program (at this time) as all standard section corners (or reference points to) have been established near these points	
002	2001 (M10)	No Year = Not yet completed as of end of 2019 Grant			
003	2001 (MP33 A06)	----- = Corner not to be completed as part of plan			
004	2001 (MP33 A07)	Ref = reference point set in lieu of corner			
005	2005 (D06 D05)	(MP3) = GLO Meander Point #		(136 of 170 corners completed as of 2019)	
006	2005 (C06)	State = center of section controlling only state-owned lands			
007	2005 (MP31 C06)				

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 16 West, Saugatuck Township

	<p>A01 -----Lake A02 -----Lake A03 -----Lake A04 -----Lake A05 -----Lake A06 -----Lake A07 -----Lake A08 -----Lake A09 -----Lake A10 -----Lake A11 -----Lake A12 -----Lake A13 -----Lake</p>	
<p>B01 -----Lake B02 -----Lake B03 -----Lake B04 -----Lake B05 -----Lake B06 -----Lake B07 -----Lake B08 -----Lake B09 -----Lake B10 -----Lake B11 -----Lake B12 -----Lake B13 -----Lake</p>	<p>C01 -----Lake C02 -----Lake C03 -----Lake C04 -----Lake C05 -----Lake C06 -----Lake C07 -----Lake C08 -----Lake C09 -----Lake C10 -----Lake C11 -----Lake C12 -----Lake C13 -----Lake</p>	<p>D01 -----Lake D02 -----Lake D03 -----Lake D04 -----Lake D05 D06 D07 D08 D09 D10 D11 2018 D12 D13 1994</p>
<p>E01 -----Lake E02 E03 E04 E05 E06 2018 E07 2018 E08 2016 E09 2016 E10 2015 E11 2015 E12 1999 E13 1997</p>	<p>F01 1993 F02 F03 2018 F04 F05 -----River F06 F07 2014 F08 F09 2014 F10 F11 1999 F12 1999 F13 1998</p>	<p>G01 1993 G02 1993 G03 1995 G04 2014 G05 2007 G06 -----River G07 2014 G08 2013 G09 2013 G10 2003 G11 2013 G12 1999 G13 1998</p>

Allegan County Remonumentation Plan Appendix AA
Town 3 North, Range 16 West, Saugatuck Township - Continued

H01	1998	I01	1998	J01	1998
H02		I02	2011	J02	
H03	2011	I03	2010	J03	2010
H04		I04	2010	J04	
H05	-----River	I05	2009	J05	2009
H06		I06	-----River	J06	2009
H07	2011	I07	-----River	J07	
H08		I08	1995	J08	2009
H09	2003	I09	1995	J09	2003
H10	2003	I10	2003	J10	2003
H11	2003	I11	2007	J11	2003
H12		I12	2007	J12	2007
H13	1998	I13	1998	J13	1998
K01	1997	L01	1997	M01	1996
K02	2006	L02	2006	M02	2001
K03	2006	L03	2005	M03	2001
K04	2005	L04	2005	M04	2001
K05	2000	L05	2005	M05	2001
K06	2005	L06	2006	M06	2006
K07	2005	L07	-----River	M07	2006
K08	2005	L08	2005	M08	2006
K09	2003	L09	2003	M08	2001
K10	2003	L10	2003	M09	2001
K11	2003	L11	2003	M10	2001
K12	2003	L12	2003	M11	1999
K13	2000	L13	2000	M12	1999
001	1996 (MP25 I07)	016	(MP16)	<p style="text-align: center;">Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point # Meander Points MP2 thru MP6, MP12, MP19 thru MP21, MP26 & MP28 thru MP34 not being completed as part of this program as all standard section corners have been established near these points</p>	
002	1996 (MP24 I07)	017	(MP17)		
003	1999 & rev2000 (MP14)	018	(MP18)		
004	2001 (MP13)	019			
005	2001 (MP1 M06)	020			
006	2001 (MP1 M07)	021			
007	2006 (MP27 L07)	022			
008	2010 (MP7 I06)	023			
009	2012 (MP8 H05)	<p>Note: E-2 & J-7 where not set by GLO however a reference (or at corner pt) position for these points desirable</p>			
010	2012 (MP9 H05)				
011	(MP11)				
012	(MP10)				
013	(MP23)				
014	(MP22)				
015	(MP15)				
		<p>(105 of 142 corners completed as of 2019)</p>			


Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 11 West, Leighton Township

		A01	1993
		A02	2002
		A03	1998
		A04	1998
		A05	2002
		A06	2002
		A07	2002
		A08	2002
		A09	1999
		A10	1999
		A11	1999
		A12	1999
		A13	1994
B01	1993	C01	1993
B02		C02	
B03		C03	
B04		C04	1997
B05		C05	
B06		C06	
B07	1996	C07	1996
B08		C08	
B09		C09	
B10		C10	
B11		C11	
B12		C12	
B13	1997	C13	1997
E01	1993	F01	1993
E02		F02	
E03		F03	2016
E04	1997	F04	
E05		F05	2016
E06	2019	F06	
E07	1996	F07	1996
E08	2019	F08	
E09	2019	F09	2015
E10	2017	F10	
E11	2017	F11	2015
E12	2017	F12	
E13	1997	F13	1997
		G01	1993
		G02	2015
		G03	2010
		G04	2015
		G05	2014
		G06	2014
		G07	1996
		G08	2014
		G09	2014
		G10	2013
		G11	2013
		G12	2013
		G13	1997

Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 11 West, Leighton Township
Continued

H01	1993	I01	1993	J01	1993
H02		I02	2010	J02	
H03	----Lake	I03	----Lake	J03	Ref
H04		I04	2011	J04	
H05	2012	I05	2010	J05	2010
H06		I06	2009	J06	
H07	1996 & rev2006	I07	1996 & rev2006	J07	1996 & rev2006
H08		I08	2009	J08	
H09	2012	I09	2007	J09	2007
H10		I10	2007	J10	2008
H11	2011	I11	2007	J11	2007
H12		I12	2007	J12	2008
H13	1997	I13	1997	J13	1997
K01	1993	L01	1993	M01	1993
K02	2006	L02	2006	M02	1995
K03	2006	L03	2006	M03	1995
K04	2006	L04	2006	M04	1995
K05	2005	L05	2005	M05	1995
K06	2005	L06	2006	M06	1995
K07	1996 & rev2006	L07	1996	M07	1995
K08	1996 & rev2006	L08	1996 & rev2006	M08	1995
K09	2003	L09	1996	M09	1995
K10	2003	L10	2003	M10	1998
K11	2002	L11	2002	M11	1998
K12	2002	L12	2002	M12	1998
K13	1997	L13	1997	M13	1995
001	2011 (MP1)	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #		Note: J03 falls in a pond GLO did not establish this corner nor meander the pond. However, it is prudent to have ref points established for this corner. (124 of 173 corners completed as of 2019)	
002	2011 (MP2)				
003	2011 (MP3)				
004	(MP4)				
005	(MP5)				
006	(MP6)				

**Allegheny County Remonumentation Plan Appendix AA
Town 4 North, Range 12 West, Dorr Township**

		A01 1994 A02 2000 A03 2000 A04 2000 A05 2000 A06 2000 A07 2000 A08 2000 A09 2000 A10 2000 A11 1999 A12 1999 A13 1995
B01 1994 B02 B03 B04 B05 2002 B06 2002 B07 2001 B08 2001 B09 2001 B10 B11 B12 B13 1995	C01 1994 C02 C03 2019 C04 2019 C05 2002 C06 2002 C07 2002 C08 2001 C09 2019 C10 1999 C11 2018 C12 2018 C13 1995	D01 1994 D02 D03 2018 D04 D05 2017 D06 D07 2001 D08 2001 D09 1999 D10 1999 D11 1999 D12 D13 1996
E01 1994 E02 2017 E03 2017 E04 2015 E05 1997 E06 1998 E07 1997 E08 2001 E09 2004 E10 1999 E11 2015 E12 2015 E13 1996	F01 1997 F02 F03 2016 F04 F05 2014 F06 F07 2007 F08 F09 2001 F10 F11 2014 F12 F13 1996	G01 1997 G02 2014 G03 2012 G04 2012 G05 2005 G06 2014 G07 2007 G08 2012 G09 2001 G10 2011 G11 2011 G12 2011 G13 1996

Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 12 West, Dorr Township
Continued

H01 1997	I01 1997	J01 1997
H02	I02 2011	J02
H03 2013	I03 2010	J03 2009
H04	I04 2010	J04
H05 2000	I05 2005 & rev2017	J05 2005 & rev2017
H06	I06 2009	J06
H07 2007	I07 2005	J07 2005
H08	I08 2010	J08
H09 2013	I09 2007	J09 2007
H10	I10 2007	J10 2008
H11 2013	I11 2007	J11 2007
H12	I12 2007	J12 2009
H13 1996	I13 1996	J13 1998
K01 1997	L01 1997	M01 1994
K02 2006	L02 2006	M02 2002
K03 2006	L03 2006	M03 1998
K04 2006	L04 2006	M04 1998
K05 2005	L05 2005	M05 1998
K06 2005	L06 2006	M06 2002
K07 2005	L07 2004	M07 2002
K08 2004	L08 2005	M08 2002
K09 2003	L09 2003	M09 1999
K10 2003	L10 2003	M10 1999
K11 2002	L11 2002	M11 1999
K12 2002	L12 2002	M12 1999
K13 1998	L13 1998	M13 1994
	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #	(142 of 169 corners completed as of 2019)

Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 13 West, Salem Township

				A01	1996
				A02	2000
				A03	1998
				A04	1998 & rev2007
				A05	1998
				A06	1998 & rev2007
				A07	1998
				A08	2000
				A09	2000
				A10	2002
				A11	1999
				A12	1999
				A13	1993
B01	1997	C01	1997	D01	1997
B02		C02	2002	D02	
B03		C03	1998	D03	2019
B04		C04	1998	D04	
B05		C05	1998	D05	2016
B06		C06	2002	D06	
B07	2001	C07	2002	D07	2010
B08	2001	C08	2001	D08	
B09	2001	C09	2010	D09	2010
B10		C10	2019	D10	
B11	2019	C11	2003	D11	2016
B12		C12	2003	D12	
B13	1993	C13	1993	D13	1993
E01	1997	F01	1997	G01	1997
E02	2001	F02		G02	2013
E03	2001	F03	2014	G03	2013
E04	2015	F04		G04	2012
E05	2015	F05	2014	G05	1993
E06	2015	F06		G06	1993
E07	2001	F07	2014	G07	1993
E08	2001	F08		G08	2012
E09	2001	F09	2014	G09	2012
E10	2015	F10		G10	2011
E11	1993	F11	2013	G11	2011
E12	1993	F12		G12	2001
E13	1993	F13	1998	G13	1998

Allegan County Remonumentation Plan Appendix AA
 Town 4 North, Range 13 West, Salem Township
 Continued

H01 1997	I01 1997	J01 1997
H02	I02 2010	J02
H03 2011	I03 2010	J03 1999
H04	I04 2009	J04 1999
H05 2008	I05 2009	J05 1998
H06 2008	I06 2008	J06
H07 2008	I07 2008	J07 2008
H08	I08 2008	J08
H09 2010	I09 2008	J09 2008
H10	I10 2008 Ref	J10
H11 2001	I11 1993	J11 1993
H12 2001	I12 2001	J12
H13 1998	I13 1998	J13 1998
K01 1994	L01 1997	M01 1994
K02 1994	L02 2001	M02 2000
K03 1994	L03 2001	M03 2000
K04 2006	L04 2006	M04 2000
K05 2005	L05 2005	M05 2000
K06 2005	L06 2006	M06 2000
K07 2003	L07 2003	M07 2000
K08 2003	L08 2003	M08 2000
K09 1998	L09 1998	M09 1998
K10 2002	L10 2002	M10 2000
K11 1993	L11 2002	M11 1999
K12 2002	L12 2002	M12 1999
K13 1995	L13 1995	M13 1995
	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ----- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #	(141 of 169 corners completed as of 2019)

Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 14 West, Overisel Township

		A01 1997	
		A02 2000	
		A03 2000	
		A04 1999	
		A05 1998	
		A06 1998	
		A07 1998	
		A08 1998	
		A09 1998	
		A10 1998	
		A11 2000	
		A12 2000	
		A13 1996	
B01 1997		C01 1997	D01 1997
B02		C02	D02
B03 1999		C03 2019	D03 2007
B04 1999		C04 1999	D04 2007
B05 1999		C05 2019	D05 2007
B06 1999		C06 1999	D06
B07 1999		C07 2002	D07 1993
B08		C08 1993	D08 1993
B09 1998		C09 2002	D09 1993
B10 1998		C10 1994	D10 1994
B11 1998		C11 2017	D11 1994
B12		C12 2017	D12 1995
B13 1996		C13 1996	D13 -----Swamp (004 +)
E01 1997		F01 1996	G01 1997
E02 1993		F02 1996	G02 1993
E03 2016		F03 1996	G03 1997
E04 2007		F04	G04 2015
E05 2002		F05 2015	G05 2014
E06 2002		F06	G06 2014
E07 2002		F07 2014	G07 2014
E08 1993		F08	G08 2014
E09 2015		F09 1995	G09 1996
E10 1994		F10 1995	G10 1995
E11 1998 & ref2017		F11 1995	G11 2013
E12 1998		F12 1995	G12 1995
E13 -----River (007 +)		F13 -----Swamp (003 +)	G13 1995

Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 14 West, Overisel Township
Continued

H01	1997	I01	1997	J01	1997
H02		I02	2012	J02	
H03	1997	I03	1997	J03	2010
H04		I04	2011	J04	
H05	2012	I05	2011	J05	2010
H06		I06	2011	J06	
H07	2012	I07	2009	J07	2010
H08		I08	2009	J08	
H09	1995	I09	2007	J09	2007
H10	1995	I10	1995	J10	2008
H11	1995	I11	2007	J11	2007
H12		I12	2007	J12	2008
H13	1998	I13	1998	J13	1998
K01	1997	L01	1997	M01	1996
K02	1995	L02	1995 & rev2007	M02	1995
K03	2006	L03	2006	M03	1998
K04	2006	L04	2006	M04	1998 & rev2007
K05	2005	L05	2005	M05	1998
K06	2005	L06	2006	M06	1998 & rev2007
K07	2005	L07	2005	M07	1998
K08	2005	L08	2005	M08	2000
K09	2005	L09	2004	M09	2000
K10	2004	L10	2005	M10	1999
K11	2004	L11	2002	M11	1999
K12	2002	L12	2002	M12	1999
K13	1998	L13	1998	M13	1993
001	1996 (MP13 F13)	Year = Year Peer Group Approved		Meander Points MP1 thru MP12 not being completed as part of this program (at this time) as all standard section corners (or reference points to) have been established near these points (160 of 178 corners completed as of 2019)	
002	1996 (F13)	No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #			
003	1996 (F13)				
004	1996 (D13)				
005	1996 (D13)				
006	1997 (D13)				
007	1997 (MP15 E13)				
008	1997 (E13)				
009	1997 (E13)				
010	1997 (E13)				
011	1997 (E13)				
012	1998 (MP14)				

Allegan County Remonumentation Plan Appendix AA
 Town 4 North, Range 15 West, Fillmore Township
 Continued

H01 1993	I01 1997	J01 1997
H02	I02	J02
H03 2014	I03 2012	J03 2010
H04	I04 2011	J04
H05 2014	I05 2012	J05 2009
H06	I06 2012	J06
H07 2013	I07 2010	J07 2009
H08	I08 2010	J08
H09 2013	I09 2008	J09 2008
H10	I10 2008	J10
H11 2013	I11 2008	J11 2008
H12	I12 2008	J12
H13 1997	I13 1997	J13 1998
K01 1997	L01 2000	M01 1997
K02 2007	L02 2007	M02 2000
K03 2007	L03 2007	M03 2000
K04 2007	L04 2007	M04 2000
K05 1997	L05 2005	M05 2000
K06 1997	L06 2005	M06 1998
K07 1997	L07 2005	M07 1998
K08 1997	L08 2005	M08 1998
K09 1998	L09 2004	M09 1998
K10 2004	L10 2005	M10 1998
K11 2004	L11 2002	M11 1998
K12 2002	L12 2002	M12 2000
K13 1998	L13 1998	M13 1996
	Year = Year Peer Group Approved No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #	(111 of 169 corners completed as of 2019)

Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 16 West, Laketown Township

	<p>A01 -----Lake A02 -----Lake A03 -----Lake A04 -----Lake A05 -----Lake A06 -----Lake A07 -----Lake A08 -----Lake A09 -----Lake A10 -----Lake A11 -----Lake A12 -----Lake A13 -----Lake</p>	
<p>B01 -----Lake B02 -----Lake B03 -----Lake B04 -----Lake B05 -----Lake B06 -----Lake B07 -----Lake B08 -----Lake B09 -----Lake B10 -----Lake B11 -----Lake B12 -----Lake B13 -----Lake</p>	<p>C01 -----Lake C02 -----Lake C03 -----Lake C04 -----Lake C05 -----Lake C06 -----Lake C07 -----Lake C08 -----Lake C09 -----Lake C10 -----Lake C11 -----Lake C12 -----Lake C13 -----Lake</p>	<p>D01 -----Lake D02 -----Lake D03 -----Lake D04 -----Lake D05 -----Lake D06 -----Lake D07 -----Lake D08 -----Lake D09 -----Lake D10 -----Lake D11 -----Lake D12 -----Lake D13 -----Lake</p>
<p>E01 -----Lake E02 -----Lake E03 -----Lake E04 -----Lake E05 -----Lake E06 -----Lake E07 -----Lake E08 -----Lake E09 -----Lake E10 -----Lake E11 -----Lake E12 -----Lake E13 -----Lake</p>	<p>F01 1993 F02 F03 F04 F05 F06 F07 2016 F08 F09 2016 F10 F11 1996 F12 F13 1993</p>	<p>G01 1993 G02 1994 G03 2019 G04 2019 G05 2014 G06 2015 G07 2014 G08 2014 G09 2013 G10 2013 G11 1999 G12 1999 G13 1993</p>

Allegan County Remonumentation Plan Appendix AA
Town 4 North, Range 16 West, Laketown Township

Continued

H01	1993	I01	1993	J01	1993
H02	1994	I02	1994	J02	1995
H03	1994	I03	2011	J03	1994
H04		I04	2011	J04	
H05	2013	I05	2011	J05	2010
H06		I06	2010	J06	
H07	2012	I07	2010	J07	2009
H08		I08	2009	J08	
H09	2012	I09	2007	J09	1994
H10		I10	1994	J10	1994
H11	2012	I11	2007	J11	1994
H12		I12	2007	J12	2008
H13	1993	I13	1998	J13	1998
K01	1993	L01	1993	M01	1993
K02	1995	L02	1995	M02	1995
K03	2007	L03	1994	M03	2001
K04	2007	L04	2007	M04	2000
K05	2005	L05	2005	M05	2000
K06	2005	L06	2007	M06	2000
K07	2003	L07	2002	M07	2000
K08	2002	L08	2002	M08	2000
K09	2003	L09	1994	M09	1999
K10	1994	L10	1994	M10	1994
K11	2003	L11	1994	M11	1999
K12	2003	L12	2003	M12	1999
K13	1997	L13	1997	M13	1996
001	2001 (MP7)	Year = Year Peer Group Approved		Meander Points MP8 & MP9 not being completed as part of this program (at this time) as all standard section corners (or reference points to) have been established near these points (89 of 112 corners completed as of 2019)	
002	(MP2)	No Year = Not yet completed as of end of 2019 Grant ---- = Corner not to be completed as part of plan Ref = reference point set in lieu of corner (MP3) = GLO Meander Point #			
003	(MP3)				
004	(MP4)				
005	(MP5)				
006	(MP6)				
007					
008	(MP1)				

APPENDIX BB
PERPETUAL MONUMENT MAINTENANCE PLAN

Upon entering maintenance, corners will be revisited based on the year it was originally remonumented (oldest first), unless specific corners have been identified as having been removed for various reasons, or newly acquired information had determined that a corner's remonumented position may be in question. It is anticipated that the corner list selected in Appendix AA may not be a complete listing of all desirable points to be reviewed by this program. New evidence or conditions that were not anticipated at this time may uncover additional points desired for review under this program. Once the program has entered this "maintenance" phase, these other desirable positions may be added / reviewed as may be come known.

"As described" will be defined as the monument exists as previously stated with at least 3 existing witnesses, unless otherwise defined.

A Land Corner Recordation Certificate (LCRC) does not need to be filed with geodetic coordinates if all the following conditions are met:

- The monument exists as previously stated.
- At least 3 existing witnesses remain.
- No additional information has been found to refute the location
- Less than 25 years have elapsed since the previous LCRC's recording

Geodetic coordinates will still be obtained or checked during the revisit and provided to the county program to update / maintain the database until at least 3 previous location observations / separate year visits agree at which point this requirement can be re-evaluated.

Once in the maintenance phase of the program, the peer review group need not review every corner and fewer meetings are likely. However, there shall be a minimum of 1 meeting per year. Corners that have new evidence conflicting a corners position shall be reviewed. The group will also discuss procedures, progress, and review any corners which the County Representative has identified as desirable for review (which may include corners which have been obliterated and where review of the reestablishment procedure is desired).

APPENDIX CC
PEER REVIEW GROUP

The county peer review group will include only Professional Surveyors licensed in the State of Michigan. The peer review group must have at least three members. The County Representative is the chair of the peer review group. The peer review group members are recommended by the County Representative, selected by the County Administrator and are approved by the County Board of Commissioners (reviewed annually). A firm may choose to have multiple Professional Surveyors listed as alternate peer group members, however, surveyors from the same firm share one vote, and share one fee for the meeting. It is important that peer group members attend the meetings (at least one per firm). Occasional missing of a meeting will happen, but consistent lack of attendance will be grounds for dismissal from the group at the County Representatives discretion and may put at risk their respective firms "contract surveyor" status which will also be at the County Representatives discretion (appeal of this decision can be made to the County Administrator and the County Board of Commissioners). Prospective persons desiring to become members of the peer review group should consult with the County Representative and it is recommended that they attend meeting(s) as members of the public (not compensated) in the prior grant year to learn the expectations of the role and show desire to become part of the group.

While the named peer group person(s) are the voting group members, companies / firms are the entities that conduct the remonumentation process of a corner. These are known as "contract surveyors" and it is important that these "contract surveyors" are familiar with the expectations and processes of the peer group. For this reason and until amended, "contract surveyors" for the remonumentation program (Allegan County) are to be the firms that have a representative as a member of the peer review group. The peer group relies heavily on the information found / observed during the remonumentation process. If a surveyor who prepared the LCRC cannot present the corner to the peer review group, the presentation can be delegated to the crew chief or other Professional Surveyor who actively participated in preparing the document (but should not be someone who has no knowledge of the corner or the process used to determine the proper location of the corner). "Contract surveyors" who are members of the peer review group cannot vote on corners they present.

If the county representative is also the county administrator for the program, that individual and that individual's organization shall not be a "contract surveyor" within the borders established by the county plan.

Walk-in corners from any Professional Surveyor in the State of Michigan are acceptable. No fee will be paid for walk-in corners, but enough material to complete the Remonumentation of the corner will be provided and the recording fee will be covered within the remonumentation program. A copy of all research materials and the LCRC will be necessary to complete the "walk-in".

APPENDIX DD
GEODETTIC COORDINATES

Unless specifically changed:

- Geodetic coordinates reported will be in decimal degrees for Latitude and Longitude.
- Accuracy of the coordinate will be within 1.0 feet.
- A database will be maintained by the County Representative.
- It should be noted that geodetic coordinates are defined differently by different jurisdictions. Even Latitude and Longitude can be misleading without the confines of a certain datum and date of observation. Use extreme caution when using these absolute coordinates and they are to be used in a context of their accuracy and reliability. It is not recommended to replace a corner based upon it's geodetic coordinate alone. If a question of position arises, the distance from a witness will be weighted as more accurate than a geodetic coordinate. Also, relative distances from nearby known corner points (which, if not on the LCRC, maybe found from surveys within the corner's remon research packet) would likely be better evidence as to the corners position.
- Lack of geodetic coordinates shall not be reason for recording a new LCRC during maintenance phase.

APPENDIX EE
AGREEMENTS FOR ACTIVE GEODETTIC CONTROL SITES

No agreements between the County and MDOT for the maintenance of Continually Operating Reference Sites (CORS) exist.

APPENDIX FF
COUNTY REVISIONS TO THE REMONUMENTATION PLAN

Specifically amended from the 1992 Allegan County Remonumentation plan is Section VIII: Geodetic Densification & Maintenance Program. NOAA / NGS geodetic markers are not part of the program and geodetic coordinates will be obtained as stated in Appendix DD above.

Where conflicts exist the 2020 Revised County Plan will supersede the original 1992 Allegan County Remonumentation plan.