

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, August 13, 2020 – 1PM

Virtual Meeting – Connectivity Instructions **Attached**

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

1PM

CALL TO ORDER:

ROLL CALL:

OPENING PRAYER: Commissioner Mark DeYoung

PLEDGE OF ALLEGIANCE:

COMMUNICATIONS: None

APPROVAL OF MINUTES: Attached

July 23, 2020 & August 3, 2020

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

PRESENTATIONS:

PROCLAMATIONS:

INFORMATIONAL SESSION:

Medical Care Community—Kimberly Turcott, Director

ADMINISTRATIVE REPORTS:

- a. 2nd Quarter Wellness Report—Amy Doeden, Coordinator

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 (7/31/20 & 8/7/20 & 8/14/20)

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

ACTION ITEMS:

1. Off Road Vehicle Ordinance Communication
2. Child Care/FOC State Grant Application/2021 Budget (191-391)

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

DISCUSSION ITEMS:

1. 2021 Budget—Personnel Requests (Fully Funded)
2. Sheriff's Office—authorize Vehicle Replacement (193-749)
3. Administration—CDBG/CARES Reimbursement COVID Expenditures (193-668)

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

NOTICE OF APPOINTMENTS & ELECTIONS:

1. Tourist Council
 - One Representative—term expired 4/12/20 Application REC 7/23/20

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”

APPOINTMENTS:

1. Brownfield Redevelopment Authority
 - 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
 - One City Gov. Representative—term expires 12/31/20
5. Tourist Council
 - One Representative—term expired 12/31/20

ELECTIONS:

1. Economic Development Commission
 - Downtown Representative—term expired 12/31/19
2. Commission on Aging:
 - One Member At Large—term expires 12/31/21

PUBLIC PARTICIPATION:

FUTURE AGENDA ITEMS:

REQUEST FOR PER DIEM/MILEAGE:

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

ADJOURNMENT: Next Meeting – Thursday, August 27, 2020, 1:00PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**



Allegan County Board of Commissioners

Meeting
August 13, 2020 @ 1:00p

Connecting via Zoom Webinar



Allegan County
3283 122nd Ave
Allegan, MI 49010

Copyright © 2020 County of Allegan. All rights reserved.

STEP 1: Connect to the Zoom Site

- OPTION 1: Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 892 4327 5606, then #, then # again
- Type in Meeting Password: 81320, then #

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

<STOP here>

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

- OR -

- OPTION 2: Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/89243275606>
- Meeting Password: 81320

<Continue with the rest of the instructions>

STEP 2: Enter registration information

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

Registration details:

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

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

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

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

Four blue arrows with white text provide instructions:

1. Enter name and email (points to the name fields)
2. Click this box (points to the reCAPTCHA "I'm not a robot" checkbox)
3. Answer challenge question (points to the reCAPTCHA image grid)
4. Click when done. (points to the "Join Webinar in Progress" button)

The footer contains navigation links:

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

STEP 3: This Window will appear when connected.



STEP 4: Adjust audio settings (if needed)

1

Select a Speaker
✓ Remote Audio
Same as System
Test Speaker & Microphone...
Leave Computer Audio
Audio Settings...

2

Settings

General
Video
Audio
Share Screen
Virtual Background
Recording
Statistics
Feedback
Keyboard Shortcuts
Accessibility

Speaker: Test Speaker | Remote Audio

Output Level: [Slider]

Volume: [Slider]

Microphone: Test Mic

Input Level: [Slider]

Volume: [Slider]

Automatically adjust volume

Use separate audio device to play ringtone simultaneously

Automatically join audio by computer when joining a meeting

Mute my microphone when joining a meeting

Press and hold SPACE key to temporarily unmute yourself

Sync buttons on headset

Advanced

269-673-4514
mblee@allegancounty.org

Economic Development — Greg King, Director
ADMINISTRATIVE REPORTS:

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 (3/20/20 & 3/27/20)

Audio Settings ^

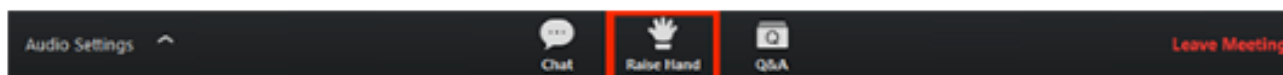
Chat Raise Hand Q&A

STEP 5: Raise hand to be recognized to speak.

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

On bottom of screen.

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



2. The host will be notified that you've raised your hand.

3. Click **Lower Hand** to lower it if needed.



STEP 6: To leave the meeting

The screenshot shows a Zoom meeting window. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. The main content is a document from Microsoft Word, titled "BOC20200409_agenda [Compatibility Mode] - Word". The document header includes the "Allegan County Board of Commissioners" logo and contact information for Jim Storey and Gale Dugan. The agenda items listed are:

- DISTRICT 1** (Dean Kapenga): Virtual Meeting – Connectivity Instructions **Attached**
- DISTRICT 2** (Jan Storey)
- DISTRICT 3** (Max R. Thiele)
- DISTRICT 4** (Mark Drayton)

The agenda items are: IPM, CALL TO ORDER, ROLL CALL, OPENING PRAYER, PLEDGE OF ALLEGIANCE, COMMUNICATIONS: Attached, APPROVAL OF MINUTES: Attached, PUBLIC PARTICIPATION, ADDITIONAL AGENDA ITEMS, APPROVAL OF AGENDA, PRESENTATIONS, PROCLAMATIONS, INFORMATIONAL SESSION: Attached, ADMINISTRATIVE REPORTS, and CONSENT ITEMS.

At the bottom of the Zoom window, there is a control bar with "Audio Settings", "Chat", "Raise Hand", "Q&A", and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

JULY 23, 2020 SESSION

JOURNAL 68

<u>PAGE</u>	<u>ITEM</u>	<u>SUBJECT MATTER</u>
672	1	JULY 23, 2020 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL
672	2	APPROVAL OF MINUTES FOR 7/9/2020
672-673	3	PUBLIC PARTICIPATION - COMMENTS
674	4	APPROVAL OF AGENDA AS PRESENTED
674-675	5	CLAIMS FOR 7/17/2020 AND 7/24/2020
675	6	2020 BOARD PLANNING: SALE OF 277 NORTH STREET - ALLEGAN
675	7	DISCUSSION: OFF ROAD VEHICLE ORDINANCE
676	8	ADMINISTRATIVE REPORTS
676-682	9	2 ND QUARTER CAPTIAL REPORT
683	10	APPOINTMENTS: 911 POLICY & PROCEDURE BOARD
683	11	PUBLIC PARTICIPATION - NO COMMENTS
683	12	REMOTE ATTENDANCE FOR MEETINGS
683	13	ADJOURNMENT UNTIL AUGUST 13, 2020

AFTERNOON SESSION**JULY 23, 2020 SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL**

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met remotely online connecting through a Zoom webinar on July 23, 2020 at 1:00 P.M. in accordance with the motion for adjournment of July 9, 2020, and rules of this Board; Chairman Storey presiding.

The invocation was offered by District #1 Commissioner Kapenga.

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	DIST #5	TOM JESSUP
DIST #2	JIM STOREY	DIST #6	GALE DUGAN
DIST #3	MAX THIELE	DIST #7	RICK CAIN
DIST #4	MARK DeYOUNG		

JULY 9, 2020 SESSION MINUTES - ADOPTED

2/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to approve the minutes for the July 9, 2020 session as distributed. Motion carried by voice vote. Yeas: 7 votes. Nays: 0 votes.

PUBLIC PARTICIPATION - COMMENTS

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

1. Jason Stone of 3490 130th Ave in Hopkins addressed the board with a proactive approach regarding the ORV ordinance and his support of passing the ORV ordinance
2. Stephanie Allen of 216 Lowe Street in Allegan addressed the board in her support of passing the ORV ordinance
3. Hopkins Village President Terry Weick of 608 West Main Street in Hopkins addressed the board and noted they have not had any issues with ORV use in the Village of Hopkins and welcomes ORV users
4. Regina Coffey of 3241 128th Ave in Allegan addressed the board in her support of passing the ORV ordinance
5. Matt Campbell of 2240 Abbey Drive in Allegan addressed the board in his support of passing the ORV ordinance
6. Scott Beltman 3110 130th Ave in Hopkins addressed the board on the memorandum dated July 22, 2020 on the ORV ordinance and his support of passing the ORV ordinance - attached is copy of memorandum
7. Administrator Sarro read an email from Marcia Belton of 3114 130th Ave in Hopkins with her support of passing the ORV ordinance
8. Vickie Swainston of 3020 136th Ave in Hamilton addressed the board with her support of passing the ORV ordinance
9. County Prosecutor Myrene Koch addressed the board she has been contacted by multiple residents and would be happy to serve on a committee to review what is in the best interest of Allegan County regarding the ORV ordinance
10. Sheriff Frank Baker addressed the board and noted they are not taking a position on the situation at this time, just looking at all options available

M E M O R A N D U M

July 22, 2020

TO: Board of Commissioners

FROM: Robert J. Sarro, County Administrator

RE: Off Road Ordinance (ORV) – Scott Beltman, Public Participation Documentation

On July 21, 2020, Scott Beltman requested that the following information be available for viewing during his comments under public participation for the July 23, 2020, Board Meeting:

From Scott Beltman

I just wanted to share a couple emails with you per our phone conversation today that I received from Hillsdale county sheriff and Hillsdale county road commission safety director regarding the ORV ordinance in their county. Please include these letters in Thursday's meeting.

Hillsdale county is south of Jackson and is similar to Allegan county, both are mostly rural counties with lots of farm land. Neither counties have established ORV trails, but both have ORV use, both farming and recreational purposes.... Also just for clarity, the Hillsdale ordinance passed in 2014 and was unanimously voted to extend 5 more years in September 2019.

Below I have attached copies of emails I have received regarding the matter.

Email 1 – From Sheriff Timothy J. Parker, Hillsdale County (To Scott Beltman)

Thanks for getting the prospective from a county in Southern Michigan that does not have established ORV trails. As I stated to you here in Hillsdale there have been no major issues with our current ORV ordinance. It has actually made our enforcement easier due to the fact that every ORV along the roadway did not need to be checked by patrols. Now instead of Deputies turning the blind eye toward farmers but taking enforcement actions against others, everyone is treated equally. Good luck, it is always hard to change people's minds once they are locked in on an idea.

Email 2 – From Chet Briner, Safety Director/Construction Manager, Hillsdale County Road Commission (To Scott Beltman)

To whom it may concern. The Hillsdale County ORV Ordinance was adopted by action of the Hillsdale County Board of Commissioners September 10, 2019. I've talked to HCRC managing director, foremen and office receptionist on the ORV ordinance. We haven't had any issues with the public or any road damage due to ORV's that we didn't already have before the ordinance was adopted. My family and I ride on the road ways to get from point A to Point B and back and to local gas stations, if needed. The operation of off road vehicles is a positive ordinance for our first year. Any questions let me know.

Email 3 – From Undersheriff Bingaman, St. Joseph County (To Scott Beltman)

Per our conversation, St. Joseph County passed an ORV ordinance in April 2019. We have not experienced an increase in ATV/ORV accidents or fatalities as a result. We have responded to what would be the normal caseload of ATV/ORV complaints no different than prior to the passage of the ordinance. I will attach a copy of our ordinance most of our local jurisdictions have also passed golf cart ordinances and again have not resulted in an increase in accidents or injuries to this point. Please let me know if you have any further questions.

AGENDA - ADOPTED AS PRESENTED

4/ Moved by Commissioner Thiele, seconded by Commissioner DeYoung to adopt the meeting agenda as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

FINANCE COMMITTEE - CLAIMS & INTERFUND TRANSFERS

5/ **WHEREAS**, Administration has compiled the following claims for July 17, 2020 and July 24, 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.

JULY 17, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	121,420.38	121,420.38	
Central Dispatch/E911 Fund – 2110	835.63	835.63	
Friend of Court Office – 2151	4,052.22	4,052.22	
Health Department Fund – 2210	6,168.79	6,168.79	
Solid Waste – 2211	25,324.66	25,324.66	
Transportation Grant – 2300	44,808.97	44,808.97	
Capital Improvement Fund - 2450	378,224.33	378,224.33	
Indigent Defense – 2600	5,609.87	5,609.87	
Local Corrections Officers Training Fund - 2640	2,500.00	2,500.00	
Justice Training Fund—P.A.302, 1982 - 2660	2,000.00	2,000.00	
Grants - 2790	9,248.85	9,248.85	
Child Care-Circuit/Family – 2921	75,110.25	75,110.25	
Senior Millage – 2950	537.23	537.23	
Delinquent Tax Revolving Fund -6160	1,366.19	1,366.19	
Delq Tax Revolving Fund – 2019 Taxes - 6199	6,269.12	6,269.12	
Drain Equip Revolving – 6390	220.92	220.92	
Self-Insurance Fund – 6770	333,222.01	333,222.01	
Drain Fund - 8010	2,147.70	2,147.70	
TOTAL AMOUNT OF CLAIMS	\$1,019,067.12	\$1,019,067.12	

JULY 24, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund – 1010	91,298.45	91,298.45	
Park/Recreation Fund - 2080	5,346.76	5,346.76	
Friend of Court Office – 2151	79.00	79.00	
Health Department Fund – 2210	3,555.63	3,555.63	
Solid Waste – 2211	23,248.31	23,248.31	
Transportation Grant – 2300	3,861.50	3,861.50	

Capital Improvement Fund - 2450	13,234.65	13,234.65	
Animal Shelter - 2550	6,250.00	6,250.00	
Register of Deeds Automation Fund – 2560	133.98	133.98	
Indigent Defense – 2600	131,260.91	131,260.91	
Palisades Emergency Planning Facility UP - 2630	123.25	123.25	
Local Corrections Officers Training Fund - 2640	658.00	658.00	
Grants - 2790	4,599.93	4,599.93	
Saugatuck City – 2811	196.08	196.08	
Child Care-Circuit/Family – 2921	2,584.29	2,584.29	
Senior Millage – 2950	182,349.39	182,349.39	
Fleet Management - 6612	267.89	267.89	
Self-Insurance Fund – 6770	165,535.18	165,535.18	
Drain Fund - 8010	56,035.83	56,035.83	
TOTAL AMOUNT OF CLAIMS	\$690,619.03	\$690,619.03	

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for July 17, 2020 and July 24, 2020.

Moved by Commissioner Dugan, seconded by Commissioner Cain to adopt the report of claims for July 17, 2020 and July 24, 2020. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

2020 BOARD PLANNING: SALE OF 277 NORTH STREET – ALLEGAN

6/ WHEREAS, on February 27, 2020, the Board of Commissioners authorized the Administrator to reduce price of 277 North Street in the City of Allegan (former CMH-ACC Building) to \$325,000 for a period of 90 days; and

WHEREAS, the property remains for sale.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes the Administrator to maintain the reduced listing price of \$325,000 through December 31, 2020.

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to approve the resolution as presented. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

DISCUSSION ITEMS:

OFF ROAD VEHICLE ORDINANCE – CONFIRM BOARD ACTION FROM 7/24/2014

7/ Commissioners had discussion on feedback they have received from their municipalities on establishing a countywide ORV ordinance. There were multiple opinions from each jurisdiction both for and against a countywide ordinance and whether it should be decided on a local level versus countywide. Chairman Storey allowed for discussion from residents attending the Zoom meeting for their input. Discussion followed.

Moved by Commissioner Thiele, seconded by Commissioner Cain to confirm the board's action on July 24, 2014 on off road vehicles. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

OFF ROAD VEHICLES – TAKE NO ACTION (RESOLUTION FROM 7/24/2014)

19/ Moved by Commissioner Storey, seconded by Commissioner Kapenga to take no action regarding development of an ordinance to allow off road vehicle to travel on county road. Motion carried

ADMINISTRATIVE REPORTS

8/ Administrator Sarro noted his written report was submitted to Commissioners. Highlights included: COVID19 protocol changes relative to workplace health screening, temperatures and face masks; courthouse roofing project; National Public Safety Telecommunicator Week; July 2020 local revenue sharing distribution; CARES Act funding; Michigan Supreme Court decision on tax foreclosure/sale; new transportation buses; and the County Services complex pine trees.

2ND QUARTER CAPITAL REPORT

9/ Project Manager Valdis Kalnins addressed the board with the 2nd quarter Capital Report.

**2020 Capital Project Report - 2nd Quarter**

Status of Approved 2020 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								
Status at end of 3rd Quarter								
Status at end of 2nd Quarter	63	0	0	5	10	18	10	20
Status at end of 1st Quarter	62	0	0	15	9	20	10	8
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

Multi-Year CIP Project Data	Capital Project Funding Approved In:									TOTAL
	2013	2014	2015	2016	2017	2018	2019	2020		
Capital Projects:	30	37	25	29	27	38	32	43		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	1	1	1	2	5	10		20
Total Completed	29	37	25	27	27	35	28	10		218
Remaining to be Completed	1	0	0	2	0	3	4	33		43

Cumulative Project Metrics for 2020	Actual	# On Schedule	# On Budget	# In Scope	% On Schedule	% On Budget	% In Scope
1st Quarter Completed	8	7	8	7	88%	100%	88%
2nd Quarter Completed	20	17	20	18	85%	100%	90%
3rd Quarter Completed							
4th Quarter Completed							
Carryover Projects							

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

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

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

7

Status of Projects with Budgets over 100K - 06/30/2020

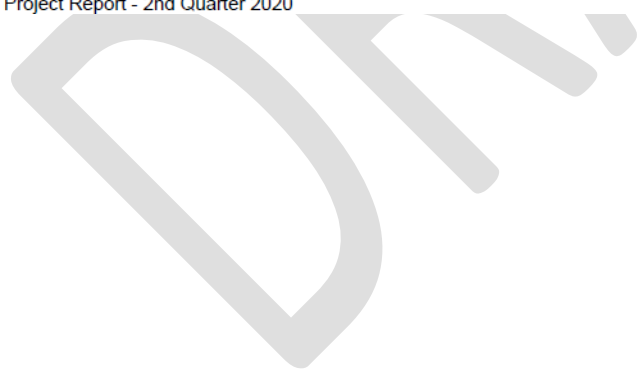
Projects Sorted by Total Approved Funding

#	Prj ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	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	M	M	M	M	M	M	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: Progress has been made, but still waiting for resolution of 2 items by Motorola. 10% of final billing retained pending completion.																						
2	12033-20							Courthouse Improvements - Construction	2020	\$ 935,300	S	S	D	D	D	D	C	C	E	E	E	E	E	
		Scope: Construct a new security entrance, add a sally port and improve holding cells.																						
		Update: Project scope and overall plan has been finalized. GMB is working on detailed construction drawings and technical specifications in preparation for RFP release in August.																						
3	11024-20A							Roof Replacement at ACSO - Section 1B	2020	\$ 520,000	C	C	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: Execution completed. Waiting for final billing.																						
4	11018-20							Indigent Defense Offices	2020	\$ 366,300	C	C	E	E	E	M	Done							
		Scope: Replace roofing materials on remaining 1/3 of Section 1. 2/3 completed in 2019 project.																						
		Update: Public Defender has moved into the Human Services Building. Wrapping up a few loose ends for integrating card access with building controls.																						
5	11204-18							GL - Pavilion Replacement	2018	\$ 283,629	C	C	C	C	C	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: Contract for pavilion replacement awarded and is scheduled for this fall. Boat launch re-scheduled for 2022 to pursue potential opportunity to replace ramp using DNR work crew.																						
6	15030							ROD Public Records Management System Upgrade	2018	\$ 270,000	E	Done	Done											
		Scope: Replace current software solution used by Register of Deeds to manage public land records and Clerk to manage vital records.																						
		Update: Project completed.																						
7	14000-15							Annual Heat Pump Replacements (Phase I and II)	2015	\$ 220,000	C	C	E	E	E	Done	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: Project completed with replacement of 28 heat pumps.																						
8	11024-20B							Roof Replacement at Courthouse - Section 2 and 4	2020	\$ 215,000	S	D	C	C	E	E	E	E	E	E	E	Done		
		Scope: Replace roofing materials on Section 2 and 4 of the County Courthouse.																						
		Update: Contractor is currently working on-site to replace roof sections and work should be completed in July.																						
9	14040-20D							Vehicles - Replace 6 Sheriff's Utility Vehicles	2020	\$ 201,000	C	C	M	M	M	M	M	Done						
		Scope: Purchase 6 replacement Utility Vehicles for Sheriff's Patrol																						
		Update: Vehicles have been ordered, awaiting delivery in the summer.																						
10	12081-18							Court Recording Solution Upgrade (Phase III)	2018	\$ 172,500	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: Installation of new equipment in remaining three small hearing rooms to complete the project has been scheduled for August by the contractor.																						
11	14004-17A							ACSO Parking Lot - Construction	2016	\$ 167,000					E	E	E	M	Done					
		Scope: Front lot reconstruction to add parking spaces, improve ADA parking, pedestrian safety and signage.																						
		Update: Major construction completed. Waiting for delivery of bollards and final billing.																						
12	16013-20							Dispatch CAD Upgrade	2020	\$ 160,000	C	C			E	E	E	E	E	E	E	E	E	E
		Scope: Upgrade New World Computer Aided Dispatch System hardware and software.																						
		Update: Site and system data being gathered by IS in preparation for upgrade which will start to ramp up in the second half of this year.																						
13	11025-20A							Body Scanner Replacement	2020	\$ 160,000					S	S	D	C	C	E	E	Done		
		Scope: Purchase a body scanner to replace the one acquired through federal surplus.																						
		Update: Preliminary discussions underway with Sheriff's Office.																						
14	15013-17C							YH Surveillance and Intercom System Replacement	2013	\$ 138,571	E	E	E	M	M	M	Done							
		Scope: Replace and enhance aging video surveillance and room intercom systems.																						
		Update: Contractor has returned to work on-site to wrap up a few loose ends needed to complete project.																						

Status of Projects with Budgets over 100K - 06/30/2020

Projects Sorted by Total Approved Funding

#	Prj ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Jan20	Feb20	Mar20	Apr20	May20	Jun20	Jul20	Aug20	Sep20	Oct20	Nov20	Dec20	
15	11019-19A							Dispatch Console Replacement	2019	\$ 120,000	E	M	M	M	M	Done							
		Scope: Replace aging dispatch consoles.																					
		Update: Project Complete.																					
16	16021-20							Jail Security System Upgrade	2020	\$ 115,000	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: New servers have been delivered and configured. They are being racked and expected to come online in early July.																					
17	11028-20B							YH Fire Safety System Improvements	2020	\$ 100,000	S	D	C	E	E	E	E	E	E	E	Done		
		Scope: Upgrade the fire suppression system in the Youth Home.																					
		Update: Work is underway by Contractor.																					
18	11075-20							Emergency Siren Activation Solution	2020	\$ 100,000					D	D	D	C	C	C	E	E	
		Scope: Research and implement an alternate method to for siren activation that does not rely on maintaining any VHF infrastructure.																					
		Update: Dispatch is researching and discussing options with vendors to find a potential solution.																					



Project Budget Status as of 06/30/2020

#	Prj ID	Project Name	Initial Funds 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	16013-20	Dispatch CAD Upgrade	\$ 160,000	\$ -	\$ 160,000	\$ 33,341	\$ 113,192	\$ 13,466	\$ -	No
3	11019-19A	Dispatch Console Replacement	\$ 120,000	\$ (3,833)	\$ 116,168	\$ 110,069	\$ -	\$ -	\$ 6,099	Yes
4	11075-20	Emergency Siren Activation Solution	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No
5	11006-20	911 Audio Call Recorder Upgrade	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 14,678	\$ 322	\$ -	No
6	15013-20A	Dispatch Surveillance Camera Replacement	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	No
7	11005-18	Dispatch PFN 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	\$ (3,833)	\$ 2,835,168	\$ 2,307,544	\$ 380,330	\$ 141,196	\$ 6,099	
	#2300	TRANSPORTATION GRANT								
9	11025-20B	ACT Tire Changer and Wheel Balancer Replacement	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No
10	15013-20B	ACT Surveillance Camera Replacement	\$ 6,000	\$ 489	\$ 6,489	\$ -	\$ 6,489	\$ -	\$ -	No
11	11025-20C	Vehicle Diagnostic Scanner Replacement	\$ 5,500	\$ -	\$ 5,500	\$ -	\$ -	\$ 5,500	\$ -	No
12	14004-20	Pavement Maintenance 2020 - Transportation	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	No
		TOTALS FOR #2300 - TRANSPORTATION GRANT	\$ 29,500	\$ 489	\$ 29,989	\$ -	\$ 6,489	\$ 23,500	\$ -	
	#2450	PUBLIC IMPROVEMENT FUND								
13	12033-20	Courthouse Improvements - Construction (see note at bottom)	\$ 935,300	\$ -	\$ 935,300	\$ -	\$ 9,817	\$ 925,484	\$ -	No
14	11024-20A	Roof Replacement at ACSO - Section 1B	\$ 520,000	\$ -	\$ 520,000	\$ -	\$ 499,872	\$ 20,128	\$ -	No
15	11024-20B	Roof Replacement at Courthouse - Section 2 and 4	\$ 215,000	\$ -	\$ 215,000	\$ -	\$ 186,941	\$ 28,059	\$ -	No
16	14040-20D	Vehicles - Replace 6 Sheriff's Utility Vehicles	\$ 201,000	\$ -	\$ 201,000	\$ -	\$ 197,964	\$ 3,036	\$ -	No
17	12081-18	Court Recording Solution Upgrade (Part III - 2020)	\$ 172,500	\$ 21,673	\$ 194,173	\$ 173,607	\$ 14,891	\$ 5,675	\$ -	No
18	14004-17A	ACSO Parking Lot Improvements	\$ 198,000	\$ (31,000)	\$ 167,000	\$ 157,585	\$ -	\$ 9,415	\$ -	No
19	11025-20A	Body Scanner Replacement	\$ 160,000	\$ -	\$ 160,000	\$ -	\$ -	\$ 160,000	\$ -	No
20	14000-15	Annual Heat Pump Replacements - Phase I (2015)	\$ 118,694	\$ -	\$ 118,694	\$ 118,694	\$ -	\$ -	\$ 0	Yes
21	16021-20	Jail Security System Upgrade	\$ 115,000	\$ -	\$ 115,000	\$ 31,631	\$ 36,219	\$ 47,150	\$ -	No
22	14000-17	Annual Heat Pump Replacements - 2016, 17 -Phase II	\$ 101,306	\$ -	\$ 101,306	\$ 89,211	\$ -	\$ -	\$ 12,095	Yes
23	14004-18A	Resurface Front Lot at County Services Building	\$ 65,000	\$ 31,000	\$ 96,000	\$ 95,228	\$ -	\$ -	\$ 772	Yes
24	14040-20A	Vehicles - Replace 3 Facilities Pick-ups	\$ 90,000	\$ -	\$ 90,000	\$ 29,629	\$ 57,344	\$ 3,027	\$ -	No
25	11072-20	eTicket Solution Implementation	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ 7,283	\$ 62,717	\$ -	No
26	12033-20	Courthouse Improvements - Design	\$ 64,700	\$ -	\$ 64,700	\$ 27,741	\$ 36,959	\$ -	\$ -	No
27	11026-20A	Probate Court Microfilm Scanning	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000	\$ -	No
28	13004-18	Pictometry Imagery (2020)	\$ 56,000	\$ -	\$ 56,000	\$ -	\$ 55,560	\$ 440	\$ -	No
29	11030-20B	CSB HVAC Unit Replacement - 2020	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 37,667	\$ 12,333	\$ -	No
30	13096-20A	Pump House 1 Reconstruction	\$ 50,000	\$ 25,000	\$ 75,000	\$ -	\$ 68,691	\$ 6,309	\$ -	No
31	11033-19A	Animal Shelter - Floor Refinishing	\$ -	\$ 40,000	\$ 40,000	\$ 39,054	\$ -	\$ -	\$ 946	Yes
32	14040-20E	Vehicles - Equip Sheriff's Vehicles	\$ 39,000	\$ -	\$ 39,000	\$ -	\$ -	\$ 39,000	\$ -	No
33	14040-20B	Vehicles - Replace 2 Court Vehicles	\$ 38,500	\$ -	\$ 38,500	\$ -	\$ 37,512	\$ 988	\$ -	No
34	11033-19B	Animal Shelter - HVAC Improvements	\$ -	\$ 35,000	\$ 35,000	\$ 30,952	\$ -	\$ -	\$ 4,048	Yes
35	11055-20	Vehicles -Marine Shallow Water Boat and Trailer	\$ 30,000	\$ -	\$ 30,000	\$ 28,630	\$ -	\$ -	\$ 1,371	Yes
36	14004-20	Pavement Maintenance 2020 - County	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
37	11019-20	CH Chair Replacement - 2020	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	No
38	13096-18	Repair Pumphouse Retaining Wall	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	No
39	13018-20	Scanner Replacements	\$ 20,000	\$ -	\$ 20,000	\$ 12,800	\$ -	\$ -	\$ 7,200	Yes
40	13096-20B	Water Tower - Clean and Re-paint Interior	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000	Yes
41	13096-20C	Lagoon Structure Valve Replacement	\$ 16,000	\$ -	\$ 16,000	\$ 14,753	\$ -	\$ -	\$ 1,247	Yes
42	11053-19	County Website Redesign	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No
43	13017-20	Copier Replacements	\$ 16,000	\$ -	\$ 16,000	\$ 9,768	\$ -	\$ -	\$ 6,232	Yes
44	11030-20A	ACSO Relocate and Repair / Replace Heat Pumps	\$ 16,000	\$ -	\$ 16,000	\$ -	\$ -	\$ 16,000	\$ -	No

Project Budget Status as of 06/30/2020

#	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?
45	14004-17B	HSB Parking Lot Study	\$ 15,000	\$ -	\$ 15,000	\$ 14,500	\$ -	\$ -	\$ 500	Yes
46	15014-20	Server Replacements	\$ 15,000	\$ -	\$ 15,000	\$ 13,730.73	\$ -	\$ -	\$ 1,269	Yes
47	11002-20	ACSO Repair Domestic Water Boiler	\$ 13,000	\$ -	\$ 13,000	\$ 9,229	\$ -	\$ -	\$ 3,771	Yes
48	11033-19C	Animal Shelter - Sink Replacement	\$ -	\$ 10,000	\$ 10,000	\$ 6,562	\$ -	\$ -	\$ 3,438	Yes
49	11059-20	Inmate Lookup Tool	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
50	11030-20C	ACSO Dehumidification Controls for Air Handlers	\$ 10,000	\$ -	\$ 10,000	\$ 4,248	\$ 4,248	\$ 1,505	\$ -	No
51	11028-20	Friend of the Court Vault Renovation	\$ 8,000	\$ -	\$ 8,000	\$ 7,200	\$ 800	\$ -	\$ -	No
52	11007-20A	UPS Battery Replacement - CH	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ -	No
		TOTALS FOR #2450 - PUBLIC IMPROVEMENT FUND	\$ 3,611,000	\$ 131,673	\$ 3,742,673	\$ 914,753	\$ 1,251,767	\$ 1,513,265	\$ 62,888	
	#2465	CHILD CARE CAPITAL								
53	15013-17C	YH Surveillance and Intercom System Replacement	\$ 70,000	\$ 68,571	\$ 138,571	\$ 92,443	\$ 16,365	\$ 29,763	\$ -	No
54	11028-20B	Youth Home Fire Safety System	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 82,964	\$ 17,036	\$ -	No
55	11030-20D	Youth Home AC Replacement	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 13,850	\$ 1,150	\$ -	No
56	11019-20B	Cheever Wardrobe Replacement	\$ 10,000	\$ -	\$ 10,000	\$ 8,361	\$ -	\$ -	\$ 1,640	Yes
57	14004-20	Pavement Maintenance 2020 - Youth Home	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	No
58	11007-20B	UPS Battery Replacement - YH	\$ 2,300	\$ -	\$ 2,300	\$ -	\$ -	\$ -	\$ 2,300	Yes
		TOTALS FOR #2465 - CHILD CARE CAPITAL	\$ 202,300	\$ 68,571	\$ 270,871	\$ 100,804	\$ 113,179	\$ 52,949	\$ 3,940	
	#2470	LOCAL GOVERNMENT REVENUE SHARING (PARKS)								
59	11204-18	Gun Lake Watercraft Launch and Pavilion - Engineering	\$ 27,266	\$ -	\$ 27,266	\$ 27,266	\$ -	\$ -	\$ -	Yes
60	11204-18	Gun Lake Watercraft Launch and Pavilion - Construction	\$ 75,438	\$ -	\$ 75,438	\$ -	\$ 75,438	\$ -	\$ -	No
61	14040-20C	Vehicles - Replace 3 Parks Vehicles	\$ 93,000	\$ -	\$ 93,000	\$ -	\$ 57,758	\$ 35,242	\$ -	No
62	11208-20	Vault Outhouse Venting and Roof Replacement	\$ 30,000	\$ -	\$ 30,000	\$ 11,750	\$ -	\$ -	\$ 18,250	Yes
63	14004-20	Pavement Maintenance 2020 - Parks	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	No
		TOTALS FOR #2470 - LOCAL GOV. REV. SHARING (PARKS)	\$ 250,704	\$ -	\$ 250,704	\$ 39,016	\$ 133,196	\$ 60,242	\$ 18,250	
	#VARIOUS	OTHER CAPITAL PROJECTS								
64	11033-20B	Animal Shelter Dog Run	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	No
65	15030	ROD Public Records Management System Upgrade	\$ 300,000	\$ (100,000)	\$ 200,000	\$ 187,363	\$ -	\$ -	\$ 12,637	Yes
66	11018-20	Indigent Defense Offices	\$ 366,300	\$ -	\$ 366,300	\$ -	\$ 19,805	\$ 346,495	\$ -	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.

Project Schedule and Status as of 6/30/2020

Typ	Prj ID	S	D	C	E	M	F	Project Name	Jan20	Feb20	Mar20	Apr20	May20	Jun20	Jul20	Aug20	Sep20	Oct20	Nov20	Dec20	On Time	In Budget	In Scope
PROJECTS COMPLETED																							
1	11007-20B							UPS Battery Replacement - YH	Done												Y	Y	Y
2	15030							ROD Public Records Management System Upgrade	E	Done	Done										N	Y	Y
3	13018-20							Scanner Replacements	E	Done	E	E	Done								Y	Y	Y
4	13096-20B							Water Tower - Clean and Re-paint Interior	Cancelled - Inspection revealed interior is in good condition											Y	Y	Y	
5	11033-19C							Animal Shelter - Sink Replacement	E	M	Done										Y	Y	Y
6	11033-19A							Animal Shelter - Floor Refinishing	E	M	Done										Y	Y	Y
7	14000-15							Annual Heat Pump Replacements - Phase I (2015)	E	E	Done	E	E	Done							Y	Y	Y
8	15014-20							Server Replacements	Y	C	Done	E	E	Done							Y	Y	Y
9	11019-20B							Cheever Wardrobe Replacement	C	E	E	Done	M	Done							Y	Y	Y
10	11033-19B							Animal Shelter - HVAC Improvements	E	M	M	Done									Y	Y	Y
11	14004-17B							HSB Parking Lot Study	C	E	E	E	Done	M	Done						Y	Y	Y
12	11204-18							Gun Lake Watercraft Launch and Pavilion - Engineering	M	M	M	M	Done								N	Y	N
13	11055-20							Vehicles - Marine Shallow Water Boat and Trailer	D	C	C	E	Done	M	Done						Y	Y	Y
14	11002-20							ACSO Repair Domestic Water Boiler	C	E	E	M	Done								Y	Y	Y
15	11019-19A							Dispatch Console Replacement	E	M	M	M	M	Done							Y	Y	Y
16	13096-20C							Lagoon Structure Valve Replacement	E	E	E	E	M	Done							Y	Y	Y
17	13017-20							Copier Replacements	Y	C	E	E	M	Done							Y	Y	Y
18	14004-18A							Resurface Front Lot at County Services Building				E	E	Done	M	Done					Y	Y	Y
19	11208-20							Vault Outhouse Venting and Roof Replacement		D	C	C	E	Done	M	Done					Y	Y	Y
20	14000-17							Annual Heat Pump Replacements - 2016, 17 -Phase II	C	C	E	E	E	Done	E	Done					N	Y	Y
PROJECTS IN MONITORING																							
21	15013-17C							YH Surveillance and Intercom System Replacement	E	E	E	M	M	M	Done								
22	11018-20							Indigent Defense Offices	C	C	E	E	E	M	Done								
23	13074							911 Radio System Replacement - Procure New System	M	M	M	M	M	M	Done								
24	11006-20							911 Audio Call Recorder Upgrade	C	E	E	E	E	E	Done								
25	11028-20							Friend of the Court Vault Renovation		S	D	C	E	E	M	Done							
26	14040-20D							Vehicles - Replace 6 Sheriff's Utility Vehicles	C	C	M	M	M	M	M	Done							
27	14040-20A							Vehicles - Replace 3 Facilities Pick-ups	C	C	M	M	M	M	M	Done							
28	14040-20B							Vehicles - Replace 2 Court Vehicles	C	C	M	M	M	M	M	Done							
29	14040-20C							Vehicles - Replace 3 Parks Vehicles	C	C	M	M	M	M	M	Done							
30	11024-20A							Roof Replacement at ACSO - Section 1B	C	C	E	E	E	E	E	E	E	E	Done				
PROJECTS IN EXECUTION																							
31	11030-20C							ACSO Dehumidification Controls for Air Handlers	D	E	C	E	E	E	Done								
32	12081-18							Court Recording Solution Upgrade (Part III - 2020)	C	C	E	E	E	E	Done								
33	14004-17A							ACSO Parking Lot Improvements				E	E	E	M	Done							
34	11030-20D							Youth Home AC Replacement	D	C	C	C	E	E	E	Done							
35	11005-18							Dispatch PFN SIP Card Purchase	E	E	E	E	E	E	E	Ctovr	M	Done					
36	16021-20							Jail Security System Upgrade	C	C					E	E	M	Done					
37	11030-20B							CSB HVAC Unit Replacement - 2020	D	C	C	C	E	E	E	E	E	Done					
38	11024-20B							Roof Replacement at Courthouse - Section 2 and 4	S	D	C	C	E	E	E	E	E	E	Done				
39	11028-20B							Youth Home Fire Safety System	S	D	C	E	E	E	E	E	E	E	Done				
40	15013-20B							ACT Surveillance Camera Replacement					C	E	C	C	E	E	M	Done			
41	13004-18							Pictometry Imagery (2020)	M						E	E	M	M	M	Done			
42	14040-20E							Vehicles - Equip Sheriff's Vehicles	E	E	E	E	E	E	E	E	E	E	E	Done			
43	11072-20							eTicket Solution Implementation		D	C	C	E	Eval	Eval	C	E	E	E	Done			
44	14004-20							Pavement Maintenance 2020 - County	D	D	C	C	E	E	E	E	E	E	M	Done			
45	11204-18							Gun Lake Pavilion - Construction	C	C	C	C	C	E	E	E	E	E	E	Done			
46	16013-20							Dispatch CAD Upgrade	C	C					E	E	E	E	E	E			
47	11053-19							County Website Redesign	D	C	C	C	C	E	E	E	E	E	E	E			
48	12033-20							Courthouse Improvements - Design	E	E	E	E	E	E	E	E	E	E	E	E			

X - Unplanned Project

Project Schedule and Status as of 6/30/2020

Typ	Prj ID	S	D	C	E	M	F	Project Name	Jan20	Feb20	Mar20	Apr20	May20	Jun20	Jul20	Aug20	Sep20	Oct20	Nov20	Dec20	On Time	In Budget	In Scope
PROJECTS IN CONTRACTING																							
49	13096-18							Repair Pumhouse Retaining Wall		C	C	C	C	C	E	E	Done						
50	11033-20B							Animal Shelter Dog Run		C	C	C	C	C	E	Done							
51	11030-20A							ACSO Relocate and Repair / Replace Heat Pumps	D	C	C	C	C	C	E	E	Done						
52	11025-20C							Vehicle Diagnostic Scanner Replacement		S	D	C	C	C	E	E	M	Done					
53	13096-20A							Pump House 1 Reconstruction			D	D	C	C	E	E	E	M	Done				
54	11025-20B							ACT Tire Changer and Wheel Balancer Replacement			S	D	D	C	C	E	E	E	M	Done			
55	11059-20							Inmate Lookup Tool	D	C	C	C	C	C	E	E	E	E	E	E	Done		
56	15013-20A							Dispatch Surveillance Camera Replacement					D	C	C	C	E	E	M	Done			
57	11007-20A							UPS Battery Replacement - CH					D	C	C	C	E	E	M	Done			
58	11204-18							Gun Lake Watercraft Launch - Construction	C	C	C	C	C	Postponed to 2020									
PROJECTS IN DEVELOPMENT																							
59	11019-20							CH Chair Replacement - 2020					S	C	D	C	E	E	M	Done			
60	11025-20A							Body Scanner Replacement					S	S	D	C	C	E	E	E	Done		
61	11026-20A							Probate Court Microfilm Scanning			S		D	D	C	C	E	E	E	E	Done		
62	11075-20							Emergency Siren Activation Solution					D	D	D	C	C	C	E	E			
63	12033-20							Courthouse Improvements - Construction	S	S	D	D	D	D	C	C	E	E	E	E			
PROJECTS IN SCOPING																							

X = Unplanned Project
 Capital Project Report - 2nd Quarter 2020

APPOINTMENTS: 911 POLICY & PROCEDURE BOARD

10/ Chairman Storey announced the appointment of the following individual to the 911 Policy and Procedure Board to fill a 2-year term; term to expire 7/31/2022.

James Pitsch, 3124 143rd Ave, Dorr MI

Moved by Commissioner Dugan, seconded by Commissioner Kapenga to approve the appointment as made. Motion carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

PUBLIC PARTICIPATION - NO COMMENTS

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

REMOTE ATTENDANCE FOR MEETINGS

12/ Moved by Commissioner Dugan, seconded by Commissioner DeYoung to continue to meet remotely via Zoom for the month of August; and to have the first meeting in September to be held in the Zimmerman Room with proper precautions using face masks.

Moved by Commissioner Dugan, seconded by Commissioner DeYoung to amend the resolution to remove the reference of having the first meeting in September from the motion. Motion amendment carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

Amended motion to continue to meet remotely via Zoom for the month of August carried by roll call vote. Yeas: 7 votes. Nays: 0 votes.

ADJOURNMENT UNTIL AUGUST 13, 2020 AT 1:00 P.M.

13/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to adjourn until August 13, 2020 at 1:00 P.M. The motion carried and the meeting was adjourned at 4:37 P.M.



Deputy Clerk

Board Chairperson

Minutes approved during the 00/00/2020 Session

ALLEGAN COUNTY BOARD OF COMMISSIONERS

INDEX

AUGUST 3, 2020 SPECIAL SESSION

JOURNAL 68

<u>PAGE</u>	<u>ITEM</u>	<u>SUBJECT MATTER</u>
685	1	AUGUST 3, 2020 SPECIAL SESSION - PLEDGE OF ALLEGIANCE, ROLL CALL
685	2	PUBLIC PARTICIPATION - NO COMMENTS
685	3	APPROVAL OF AGENDA AS PRESENTED
685-686	4	NORTH STREET PROPERTY SALE
686	5	ADJOURNMENT UNTIL AUGUST 13, 2020

AFTERNOON SESSION**AUGUST 3, 2020 SPECIAL SESSION - INVOCATION, PLEDGE OF ALLEGIANCE, ROLL CALL**

1/ The Board of Commissioners of the County of Allegan, State of Michigan, met remotely online connecting through a Zoom webinar on August 3, 2020 at 1:04 P.M. in accordance with the motion for adjournment of July 23, 2020, and rules of this Board; Chairman Storey presiding.

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	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 Kapenga, seconded by Commissioner Dugan to adopt the meeting agenda as presented. Motion carried by roll call vote. Yeas: 6 votes. Nays: 0 votes. Absent: 1 vote.

DISCUSSION ITEMS:**NORTH STREET PROPERTY SALE**

4/ Blake Rosekrans from Martin Commercial Properties addressed the board with a purchase agreement/offer on the property listed by the County at 277 North Street in the City of Allegan. The offer was for \$275,000 - cash offer with no financing contingencies.

Moved by Commissioner Kapenga, seconded by Commissioner Cain to counter offer the potential purchaser in the amount of \$285,000 to acquire the property at 277 North Street in the City of Allegan. Motion carried by roll call vote. Yeas: 6 votes. Nays: 0 votes. Absent: 1 vote.

Commissioner Thiele requested to be put on the record that the first resolution and the discussion relative to the 2nd resolution have not been reconciled. They are conflicting and needs to be corrected before proceeding.

WHEREAS, on March 8, 2018, the Allegan County Board of Commissioners (Board) approved to sell the property located at 277 North Street, Allegan MI; and

WHEREAS, the Board considered a submitted purchase agreement to purchase the property from the County for \$275,000 which would require Allegan County to pay buyer and seller brokerage commissions or fees as they may apply; and

THEREFORE BE IT RESOLVED that the Board authorizes the County Administrator to release a counter proposal changing the sale price to \$285,000; and

BE IT FURTHER RESOLVED that, pending acceptance of the Board's counter proposal, the Board hereby authorizes the County Administrator to work with legal counsel to finalize any necessary documentation to complete the sale of the North Street Property (Parcel 0351-210-006-00); and

BE IT FINALLY RESOLVED that the County Administrator is authorized to sign any necessary documents on behalf of the County.

Moved by Commissioner Dugan, seconded by Commissioner Cain to adopt the revised resolution on the sale of the property at 277 North Street in Allegan. Motion carried by roll call vote. Yeas: Kapenga, Storey, DeYoung, Dugan and Cain. Nays: Thiele. Absent: Jessup.

ADJOURNMENT UNTIL AUGUST 13, 2020 AT 1:00 P.M.

5/ Moved by Commissioner Kapenga, seconded by Commissioner Dugan to adjourn until August 13, 2020 at 1:00 P.M. The motion carried and the meeting was adjourned at 2:30 P.M.

Jennifer Dien

Deputy Clerk

Board Chairperson

Minutes approved during the 00/00/2020 Session



**ALLEGAN COUNTY MEDICAL CARE
COMMUNITY**
AUGUST 2020

OVER 150 YEARS OF CARING

Allegan County Medical Care Community traces its roots to 1866, when Allegan County established the County Poor Farm to provide for the poor, sick, homeless, and disabled of the County and to act as a safety net for those with needs that could not be met at home. Many counties across the State of Michigan developed similar poor farms or poor houses to meet the needs of their County as well. Public Act 280 of the Public Acts of 1939 provided the statutory framework for the creation and operation of County Medical Care Facilities of the State of Michigan. The Allegan County Poor Farm was closed in 1968 as construction of the Allegan County Medical Care Facility, our current Community, began on this same property. ACMCC has been in operation since 1971.

MISSION AND VALUES

Mission: *To Serve the Aged and Disabled With Care, Love, and Dignity*

Values:

- ▶ *Respect*
- ▶ *Compassion*
- ▶ *Honesty*
- ▶ *Integrity*
- ▶ *Dedication*

2020: WHAT A YEAR COVID-19 AND IT'S IMPACT

As the World, the United States, and the State of Michigan have responded to the COVID-19 pandemic, ACMCC, as a skilled nursing facility, has seen tremendous changes as our COVID-19 Prevention and Response Plan was initiated and then modified through the numerous changes through Executive Orders, CDC and MDHHS guidance, and regulatory changes.



CORONAVIRUS

COVID-19 IMPACT: PREVENTION AND RESPONSE



ACMCC has worked extremely hard to adopt all guidance and recommendations to maintain resident and staff safety. At this time, we have had no residents who have tested positive for COVID-19 since the pandemic began. This is due to the continuous dedication of the ACMCC team to follow the frequent policy and guidance changes that have occurred since the beginning of the COVID crisis. Some of these included:

- ❖ Restriction of all visitation to the facility, including family members, contractors, deliveries, etc. All medical visits, when feasible, are accomplished virtually. Visits for the end of life only. All other family visits via Skype or phone.
- ❖ Cancellation of all communal dining and activities for residents. Residents encouraged to remain in their rooms. Activities staff changed programming for in-room activities and “doorway” activities to help address boredom and loneliness with these changes.

COVID-19 IMPACT: PREVENTION AND RESPONSE

Education

- ❖ COVID has brought many new concepts and ideas, such as social distancing, use of PPE under CDC guidance for limited supply/contingency usage, contact tracing, etc. Many other infection control standards were not new to ACMCC, as we already work with MRSA, C-Diff, Hepatitis, influenza, etc. However, with COVID, all efforts were enhanced to combat this new, not fully understood virus. Educating staff, residents, family members of new changes and guidance in many forms has been vital:
 - Staff messaging system through the Electronic Medical Record of daily changes.
 - Memos and communications on staff bulletin boards and time clock.
 - Letters and weekly Robo-Calls to all resident contacts, staff, and residents of changes and ACMCC's COVID-status, more often if any suspected or actual cases.
 - Daily Facebook updates of ACMCC's COVID status and interventions.
 - Signage and physical changes to remind and enforce policy changes.

COVID-19 IMPACT: PREVENTION AND RESPONSE CONTINUED

- ❖ Creation of a designated, separate COVID area for confirmed positive cases and later, from additional guidance, creation of a designated hospital transfer/unknown COVID status area in our former Rehab Center.
- ❖ Addition of isolation carts at each room doorway entry with PPE and sanitation supplies, dedicated vital sign kits for each room. Full PPE for staff (masks or N95s depending on status, face shields, isolation gowns).
- ❖ Anti-chamber, quarantine walls constructed at both entrances and all room entrances. Dedicated staff changing area and entrance for an actual COVID outbreak.



COVID-19 IMPACT: PREVENTION AND RESPONSE CONTINUED

Before
COVID—
Rehab
Center
Room
Entry



COVID—
Rehab Center
Room with
Antechamber
at Entry to
Reduce Air
Flow



COVID-19 IMPACT: FACILITY LIFE

As an Eden Alternative Community that has prided itself on not only meeting the Regulatory Requirements of the Nursing Facility Resident Bill of Rights, ACMCC has worked on continuous improvements to make this facility closer and closer to life in one's own home. With that in mind, has been the adoption of homelike practices, such as:

- ❖ Creation of residential style kitchens and living areas to increase the look and feel of home and to be inviting to visitors, socializing with peers and caregivers.
- ❖ Expansion of activity offerings to both inside and outside the building with gardens in each household, ability to visit neighbors on other households and partake in a variety of activity options.
- ❖ Breakfast and medications upon arising to support a more normal, non-institutional home-style start to each day.

Just to name a few...



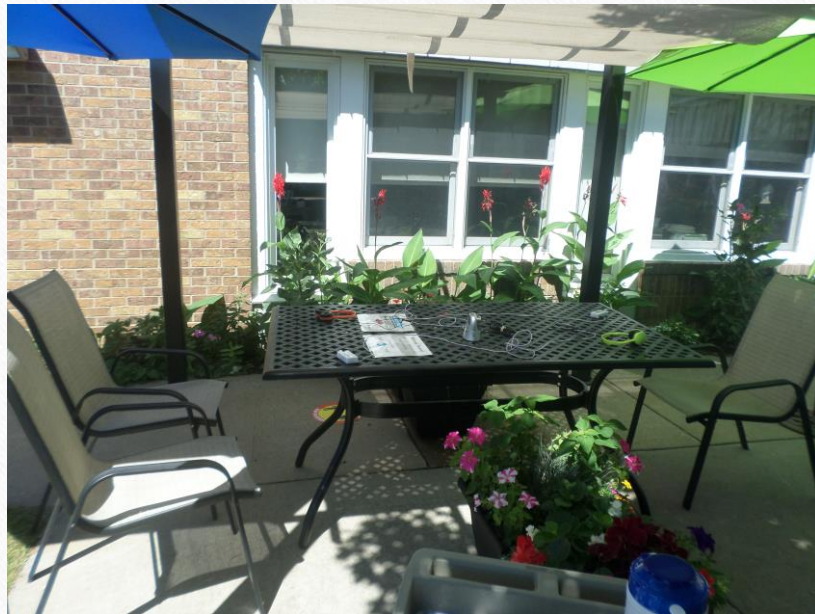
COVID-19 IMPACT: FACILITY LIFE

Restrictions and the Impact on Quality of Life:

- Visitation Restrictions-still ongoing after 5 months, with some newer guidance for residents with ADL decline, significant communication deficits, and end-of-life or hospice care. The least amount of potential exposure is always followed, with in-person indoor visits for very limited circumstances such end-of-life or hospice. Outdoor visits are utilized whenever possible or window visits. Social distancing, mask use for visitors and resident, screening/temperature checks, sanitizing are all in place.



COVID-19 IMPACT: FACILITY LIFE



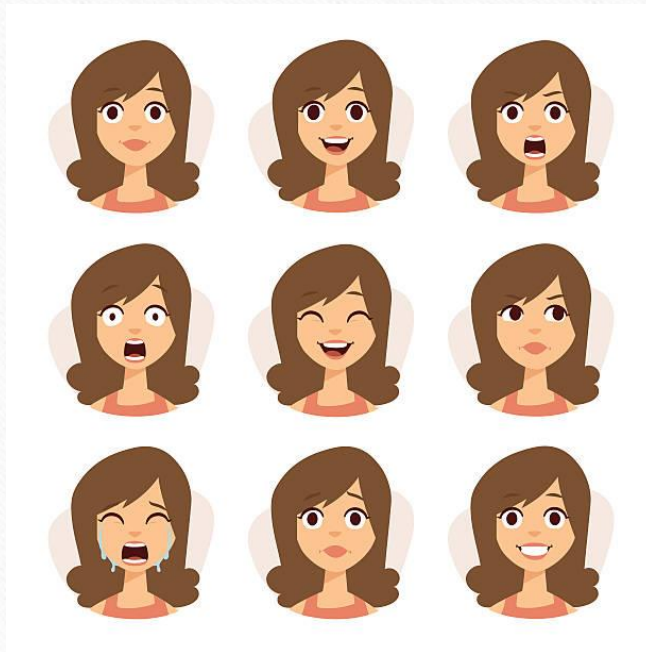
COVID-19 IMPACT: FACILITY LIFE

Restrictions and the Impact on Quality of Life:

- Cancellation of all communal activities and dining.
- Restrictions to travel from resident rooms and from hallway to hallway to reduce potential spread and reduce contact.
- Access to medical appointments only for emergency needs.
- No community outings of any kind.
- Residents are to wear masks when staff are assisting with care and whenever exiting their rooms.



COVID-19 IMPACT: FACILITY LIFE



ACMCC is extremely proud of the safety precautions that we have implemented and that we have been successful in preventing a COVID-19 outbreak among our resident population. We are, however, struggling with seeing the impact on quality of life as the pandemic has continued. A great number of our resident population is not cognitively able to understand that a pandemic is occurring. Many do not understand why they are restricted. Many do not recognize us with our masks on. Residents living with dementia use body language and facial expressions to help them to find familiarity and sense if a person is safe or not. We have had to adapt our practices to help.

COVID-19 IMPACT: SATISFACTION

In June, per our usual annual Quality Assurance practices, we conducted our Annual Resident and Family Satisfaction Surveys. Even with COVID-19 and the lack of being able to visit, observe the facility, or interact in-person with staff, we received tremendous feedback and appreciation.

100% expressed Overall Satisfaction
100% would recommend ACMCC to others

Hard to improve on excellence!

The respect and care is excellent. Communication is proactive. The staff is empathetic and provides individualized care.

ACMCC has a long history and excellent reputation as a nursing/long term care facility. Administration & care staff take a genuine interest in the residents and do their best to provide quality care and show compassion to the residents...

My good first impression has not worn off.

Throughout COVID you have done an exceptional job of keeping us as active as possible and in a safe environment.

COVID-19 IMPACT: QUALITY

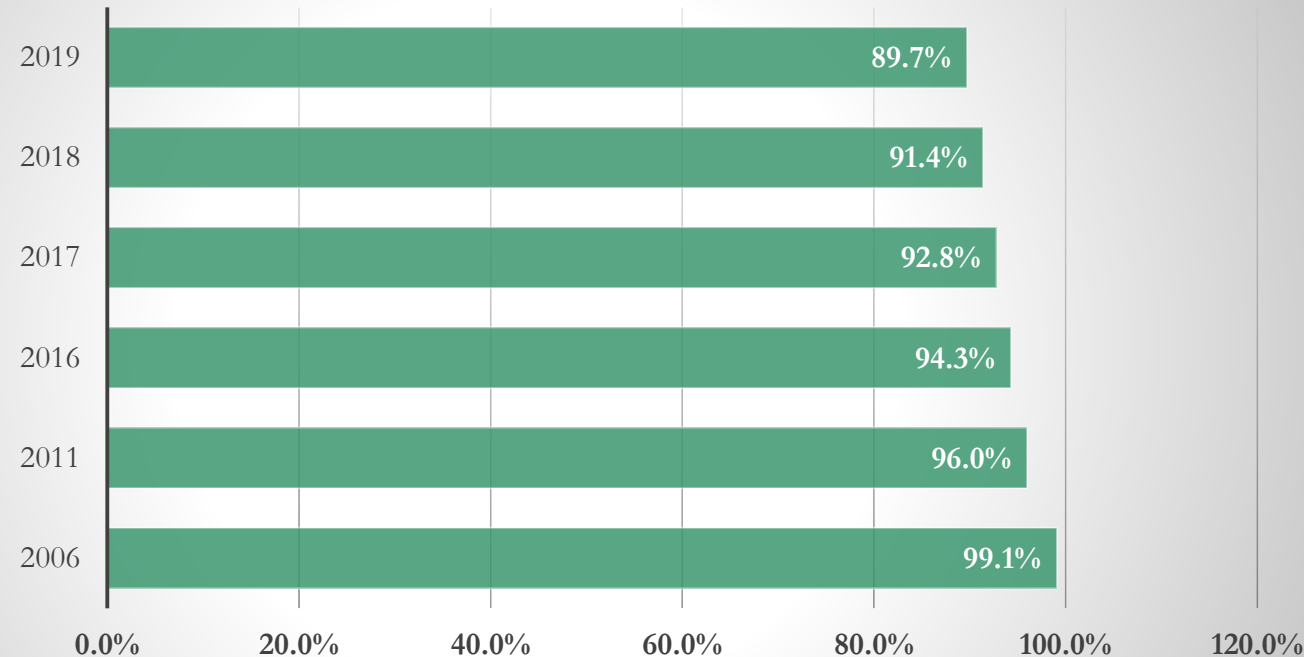
Five Star Rating on Nursing Home Compare continues: This designation is based on the CMS Quality Measures, Staffing Levels, and State/Federal Inspection Results. New methods are being added related to COVID-19 from daily reporting and CDC reporting that we provide, as well as Infection Control-Focused Survey results.

Medicare.gov | Nursing Home Compare
The Official U.S. Government Site for Medicare

ACMCC was surveyed by two surveyors from LARA for an Infection Control-Focused Survey on June 18-19. We received no deficiencies and the surveyors shared very favorable comments regarding our COVID-19 measures.

OCCUPANCY

Average Daily Occupancy Percentages



	2006	2011	2016	2017	2018	2019
■ Average Daily Census	99.1%	96.0%	94.3%	92.8%	91.4%	89.7%

With COVID-19, census has been impacted with hospitals closed to elective surgeries impacting rehab stays, restrictions to visitation and resident lifestyle, and general fear of COVID in any facility.

FINANCES

With the impact of COVID-19 and its impact on census and reduced referrals, nonuse of 6 available rooms for potential admissions to create the COVID designated space, increased costs related to PPE, and reduction in the offerings of the Generations program, ACMCC has received CARES Act assistance and a long-owned State MIP Program Reconciliation that have been our saving grace in these difficult times.

CARES Act: \$26,297.29 received 4/1/2020
\$54,392.98 received 4/28/2020
\$111,940.37 received 5/1/2020

MIP Reconciliation: \$547,000 received 6/4/2020 (Owed for over a year to ACMCC from the State Medicaid program)

With these funds received in 2020, we are currently seeing a small amount of black ink on our ledger.

There is a potential for additional CARES Act funding for facilities that complete CMS/CDC Trainings. We are, of course, already working on the weekly trainings to be eligible.

FINANCES CONTINUED

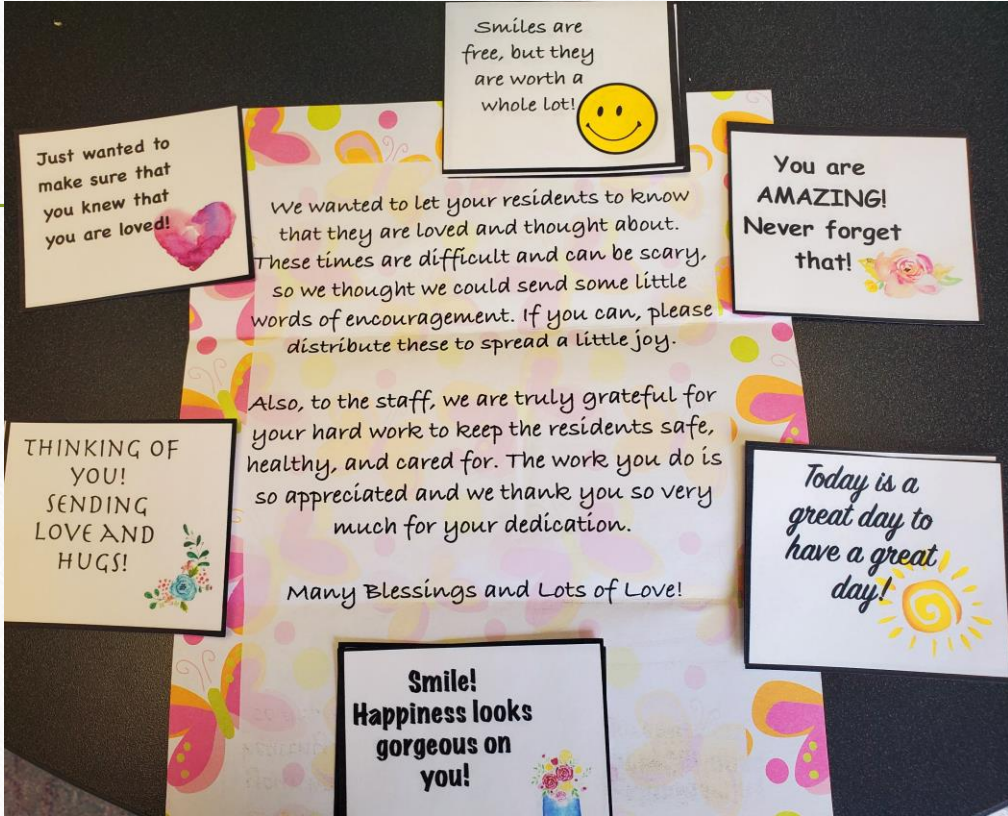
The financial challenges of ACMCC remain unchanged and the highlights are below. COVID-19 feels as if it has put the world, in general, in limbo. ACMCC shares this feeling as we have worked through the day to day changes in life during a pandemic, while striving to keep our eyes of the future. As our millage campaign also is in a current state of limbo, our finances remain a large concern.

- ❖ Uncollectable resident accounts as we act as the Safety Net for Allegan County seniors needing our care but are unable to pay or qualify for Medicaid assistance.
- ❖ Aging building in need of repair and the need to ensure that we are able to continue offering high quality services and an environment that support them.
- ❖ Unstable governmental funding sources that account for 90% of ACMCC's revenue.
- ❖ The need to progress in our Strategic Plan to bridge any gaps in the Allegan County senior service care continuum as the County's Medical Care Community.

SUMMING IT UP

ACMCC has worked through the newest major challenge of the COVID-19 pandemic, continued financial and reimbursement issues. We have worked with our DHHS Board, our amazing staff team, supportive family members, County partners to be innovative and work through these issues while maintaining 5 STAR Quality Ratings, Award Winning Customer Satisfaction Scores, and having remained free of a COVID-19 outbreak.

Times continue to change more rapidly than ever before. We appreciate the ability to continue to serve as Allegan County's Medical Care Community.



THANK YOU!!

**The Support of our Allegan County partners,
the DHHS Board, the Allegan County Board
of Commissioners, and the Community of
Allegan County is so appreciated!**



PRIMARY OBJECTIVES

Please see *Allegan County Comprehensive Worksite Wellness—Objectives and Metrics* for detailed objectives and metrics.

1. Maintain sustainable healthcare costs and expenditures

A fundamental principle is that preventing costly diseases and keeping healthy employees healthy may result in healthcare cost savings. See page 3 of this report for related data. Additional data will be provided in annual Wellness Key Performance Indicators report.

2. Increase health and wellness

Reducing and eliminating risk factors is a process that occurs over time and we expect to see positive health trends after 3 to 5 years of wellness programming. Programming began in November 2013 and benchmark participation occurred in September 2015. See page 2 of this report for related data. Annual wellness report will better indicate health trends.

3. Increase productivity

Increased productivity results from reduced absenteeism and reduced presenteeism. Presenteeism occurs when health problems affect productivity of at-work employees. Data on self-reported absenteeism and self-reported presenteeism is currently available.

4. Increase healthy workplace culture

A healthy workplace culture is essential to successful wellness program outcomes as it provides support for individuals beginning or maintaining healthy lifestyle behaviors. Related data can be found on the annual Wellness Key Performance Indicators report.

5. Increase engagement

See page 2 of this report for related data. Plan is to continue our efforts to raise awareness of the wellness benefit and to make wellness activities accessible to increase wellness engagement.

6. Increase integration across County programs

Quarterly Health Strategy meetings with all health-related vendors occur to ensure optimum program utilization, data-sharing and cooperation, and support for organizational wellness objectives. Vendors include: insurance broker, medical insurance, wellness, worker's compensation, disability and employee assistance program. Additional examples of integration are occurring:

- Wellness coaches make medical referrals for routine preventive care and follow-up care for at-risk individuals.
- Wellness coaches make employee assistance program referrals for employees with emotional health and/or addiction concerns.
- Wellness and Employee Engagement Teams collaborate to plan and conduct events to meet joint objectives.
- Fitness Center 2016, 2017, 2018 & 2019 fee was waived for wellness-eligible Allegan County employees (all Allegan County employees). Fitness Center Policy update on October 1, 2019 established zero fees for all AC employees and their spouse/adult dependents with AC medical insurance coverage.
- New Fitness Center members receive a welcome email promoting exercise and physical fitness-related wellness benefits.
- See Allegan County Comprehensive Worksite Wellness — Objectives and Metrics for a complete list on integrations solutions implemented.



COMPREHENSIVE WORKSITE WELLNESS—PARTICIPATION

Objective 5. Increase engagement

5.1. Increase Wellness participation

<u>Employees—Comprehensive¹</u>	<u>Mar '17</u>	<u>Mar '18</u>	<u>Mar '19</u>	<u>Mar '20²</u>	<u>Jun '20²</u>	<u>Bnchmrk³</u>
5.1.1. # Enrolled	291	312	312	328	314	
5.1.1. % Enrolled	84%	86%	85%	85%	82%	
5.1.1. # Core Participation ⁴	289	308	304	242	317	
5.1.1. % Core Participation ⁴	84%	85%	83%	63%	82%	75%

Spouses—Comprehensive

5.1.2. # Enrolled	17	24	26	24	24	
5.1.2. # Core Participation	8	14	17	3	3	

Employees—Select⁵

5.1.3. # Enrolled	9	8	13	14	15	
5.1.3. % Enrolled	7%	4%	7%	9%	9%	

Spouses—Select

5.1.4. # Enrolled	3	3	3	3	3	
-------------------	---	---	---	---	---	--

Group Programs

	<u>Date</u>	<u># Participants</u>
5.1.5 Social Distancing Healthy Distractions Challenge	4/6 — 6/1	11
5.1.5 Positive Attitude Challenge	4/20 — 5/3	9
5.1.5 Food for Thought Webinar (2 times)	5/8	9
5.1.5 Address Stress, Build Resiliency Webinar	5/18	10
5.1.5 Fruit and Vegetable Challenge	6/15 — 7/5	8
5.1.5 Character Strength Survey & Webinar	6/25	14

Participation Incentive implemented January, '15. Benchmark participation first met September, '15.

¹Comprehensive Program # of employees eligible (Full-time, Regular Part-time, Elected Salaried, Job Share): Mar.'17=345, Mar.'18=361, Mar.'19=368, Mar.'20=385, Jun.'20=385.

²Data skewed due to service interruption with COVID-19.

³Holtyn & Associate best practice benchmark participation indicator at 12 to 24 months. AC Wellness and Holtyn services implemented November, 2013.

⁴Core components: Biometric Screening, Health Survey and Coaching.

⁵Select Program # of employees eligible (Irregular Part-time, Seasonal, Temporary, Per Diem): Mar.'17=128, Mar.'18=191, Mar.'19=191, Mar.'20=155, Jun'20=163. Per Diems eligible 1/1/18.

Key: EE=employee, L&L=Lunch and Learn, G&G=Grab and Go, BP=blood pressure.

COMPREHENSIVE WORKSITE WELLNESS—HEALTH METRICS

Comprehensive Employee data from Assessment (biometric screening), Healthy Survey & Coaching

Objective 2: Increase health and wellness

2.1 Reduce lifestyle health risk factors

	<u>Mar '17</u>	<u>Mar '18</u>	<u>Mar '19</u>	<u>Mar '20²</u>	<u>Jun '20²</u>	<u>Bnchmrk⁶</u>
2.1.1. Lifestyle Health Risk Factors ^{7,10}						
Low risk (0-2 risks)	64%	63%	61%	56%	57%	70%
Medium risk (3-4 risks)	26%	29%	29%	34%	33%	—
High risk (5+ risks)	10%	8%	10%	10%	10%	—
2.1.2. Zero Cardiovascular Disease Risk Factors ⁸	36%	38%	NA	NA	NA	—

Measured Health Risk Factors (low % desired):

2.1.3. Body Mass Index Overweight/Obese	79%	81%	82%	82%	80%	66%
2.1.4. % Body Fat Below Average/Poor ⁹	62%	63%	NA	NA	NA	NA
2.1.5. Waist at risk	50%	48%	53%	60%	55%	42%
2.1.6. High Blood Pressure Stage 1 ¹⁰	NA	NA	41%	NA	55%	
High Blood Pressure Stage 2 (140+/90+) ¹⁰	12%	15%	16%	17%	15%	13%
2.1.7. High Cholesterol (≥200)	33%	33%	35%	33%	35%	32%
2.1.8. Glucose at risk ¹⁰	0%	0%	3%	6%	7%	1%
2.1.9. Poor Fitness ¹⁰	16%	14%	29%	18%	20%	13%

Self-reported Health Risk Factors (low % desired):

2.1.10. No Exercise/Leisure-time Activity	10%	13%	14%	11%	9%	12%
2.1.11. Smoking	9%	8%	8%	7%	7%	12%
2.1.12. High Stress	33%	26%	31%	27%	28%	32%
2.1.13. Low Coping	3%	3%	2%	2%	2%	5%
2.1.14. Depression	10%	9%	13%	14%	13%	12%
2.1.15. Alcohol at risk	2%	3%	3%	11%	10%	4%
2.1.16. High Fat Consumption	19%	22%	29%	29%	33%	20%
2.1.17. Low Fiber Consumption	34%	32%	26%	27%	28%	30%
2.1.18. Sleep (<7 hours per night) ¹¹	NA	NA	45%	40%	39%	

⁶Holtyn & Associates benchmark best practice goals for AC at 5 yrs. Blue font indicates that benchmark goal was met.

⁷Lifestyle Health Risk Factors include 2.1.5. — 2.1.18. except 2.1.10.

⁸Cardiovascular Disease Risk Factors include 2.1.3. — 2.1.9. & 2.1.11. As of 1/1/19, Holtyn looks at total cardiovascular disease risk factors in the population, not per person.

⁹No longer a Holtyn standard metric or measured risk factor as of 1/1/19.

¹⁰Updated national norms for Blood Pressure, Glucose & Fitness as of 1/1/19.

¹¹Sleep (<7 hours/night) is new health risk factor as of 1/1/19.



HEALTH CARE EXPENDITURES

Objective 1: Maintain sustainable health care costs and expenditures

1.4. Medical (paid claims) - Actives and Retirees

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2020—3/2020	356,467	1/2019—3/2019	508,096	1/2018—3/2018	766,770	1/2017—3/2017	656,106	1/2016—3/2016	634,153	1/2015—3/2015	585,120
4/2020—6/2020	266,258	4/2019—6/2019	413,077	4/2018—6/2018	659,309	4/2017—6/2017	724,646	4/2016—6/2016	877,937	4/2015—6/2015	603,730
		7/2019—9/2019	552,596	7/2018—9/2018	764,044	7/2017—9/2017	665,137	7/2016—9/2016	949,647	7/2015—9/2015	711,768
		10/2019—12/2019	555,078	10/2018—12/2018	606,659	10/2017—12/2017	895,999	10/2016—12/2016	893,037	10/2015—12/2015	806,708

1.5. Prescription Drugs (paid claims) - Actives and Retirees

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2020—3/2020	183,100	1/2019—3/2019	133,399	1/2018—3/2018	117,485	1/2017—3/2017	127,713	1/2016—3/2016	173,413	1/2015—3/2015	153,663
4/2020—6/2020	202,950	4/2019—6/2019	200,861	4/2018—6/2018	208,314	4/2017—6/2017	196,157	4/2016—6/2016	191,069	4/2015—6/2015	144,697
		7/2019—9/2019	216,140	7/2018—9/2018	192,355	7/2017—9/2017	213,390	7/2016—9/2016	235,438	7/2015—9/2015	186,217
		10/2019—12/2019	215,927	10/2018—12/2018	242,884	10/2017—12/2017	236,395	10/2016—12/2016	228,381	10/2015—12/2015	189,196

1.15. Comprehensive Worksite Wellness

<u>Apr—Jun 2020</u>		<u>Jan—Mar 2020</u>	
1.16. Wellness Vendor	30,102.82	1.16. Wellness Vendor	6,662.98
1.17. Wellness Administration	10,805.92	1.17. Wellness Administration	9,687.15
<u>1.18. Incentive</u>	<u>300</u>	<u>1.18. Incentive</u>	<u>0</u>
1.15. Total	41,208.74	1.15. Total	16,350.13

Period	Vendor	Administration	Miscellaneous	Incentive ¹²	Total
2013—To Date	486,455.16	282,814.44	3,549.42	410,655.00	1,183,474.02
2019	88,391.93	41,155.77	0	87,210.00	216,757.70
2018	81,069.48	39,567.97	45.39	83,145.00	203,827.84
2017	83,316.85	38,624.33	0	87,000.00	208,941.18
2016	82,319.91	35,524.10	0	81,300.00	199,144.01
2015	75,355.19	38,322.35	0	71,700.00	185,377.54
2014	29,236.00	35,278.76	49.99	NA	64,564.75
2013	10,000.00	33,848.09	3,454.04	NA	47,302.13

¹²2018 decrease due to accounting adjustment for state funding for Friend of the Court salary & wages.

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 7/31/20, 8/7/20 and 8/14/20; 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.

July 31, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 1010	73,343.35	73,343.35	
Central Dispatch/E911 Fund - 2110	467.84	467.84	
Central Dispatch CIP - 2118	15,505.67	15,505.67	
Health Department Fund - 2210	2,392.44	2,392.44	
Transportation Grant - 2300	6,581.94	6,581.94	
Capital Improvement Fund - 2450	451,979.09	451,979.09	
Register of Deeds Automation Fund - 2560	12,500.00	12,500.00	
Indigent Defense - 2600	98,742.29	98,742.29	
Grants - 2790	8,236.34	8,236.34	
Victims Rights Grant - 2791	75.00	75.00	
Child Care-Circuit/Family - 2921	7,625.14	7,625.14	
Senior Millage - 2950	1,882.75	1,882.75	
Delinquent Tax Revolving Fund - 6160	10,197.85	10,197.85	
Tax Reversion - 6200	13,506.98	13,506.98	
Fleet Management - 6612	411.90	411.90	
Self-Insurance Fund - 6770	343,473.22	343,473.22	
Drain Fund - 8010	37,260.78	37,260.78	
TOTAL AMOUNT OF CLAIMS	\$1,084,182.58	\$1,084,182.58	

August 7, 2020

	TOTAL AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT DISALLOWED
General Fund - 1010	122,716.51	122,716.51	
Park/Recreation Fund - 2080	3,569.69	3,569.69	
Friend of the Court Office - 2151	435.56	435.56	
Health Department Fund - 2210	1,369.89	1,369.89	

Solid Waste - 2211	12,135.05	12,135.05	
Transportation Grant - 2300	1,157.32	1,157.32	
Capital Improvement Fund - 2450	37,512.00	37,512.00	
Indigent Defense - 2600	70,522.28	70,522.28	
Law Library Fund - 2690	5,167.49	5,167.49	
Grants - 2790	20,100.21	20,100.21	
Child Care-Circuit/Family - 2921	1,521.51	1,521.51	
Senior Millage - 2950	1,022.48	1,022.48	
Delinquent Tax Revolving Fund - 6160	53,705.75	53,705.75	
Self-Insurance Fund - 6770	24,839.18	24,839.18	
Drain Fund - 8010	25,602.50	25,602.50	
TOTAL AMOUNT OF CLAIMS	\$381,377.42	\$381,377.42	

August 14, 2020

THEREFORE BE IT RESOLVED that the Board of Commissioners adopts the report of claims for 7/31/20, 8/7/20, 8/14/20, 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

**BOARD OF COMMISSIONERS—APPROVE OFF ROAD VEHICLE ORDINANCE
COMMUNICATION**

WHEREAS, on July 23, 2020, the Allegan County Board of Commissioners (Board) authorized the County Administrator to prepare a communication to the local units regarding the position of the Board regarding a county-wide Off Road Vehicle Ordinance.

THEREFORE BE IT RESOLVED, the Board approves the communication as presented; and

BE IT FINALLY RESOLVED, the County Administrator is authorized to send the communication to all local units of government within Allegan County on behalf of the Board.

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*

MEMORANDUM

July 29, 2020

DISTRICT 1

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

TO: Local Unit Representatives
RE: Off Road Vehicle Ordinance

DISTRICT 2

Jim Storey
269-848-9767
jstorey@
allegancounty.org

DISTRICT 3

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

DISTRICT 4

Mark DeYoung
616-681-9413
mdeyoung@
allegancounty.org

DISTRICT 5

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

DISTRICT 6

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

DISTRICT 7

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

On July 23, 2020, at the request of interested citizens, the Allegan County Board of Commissioners discussed the concept of a county-wide Off Road Vehicle (ORV) Ordinance. This was considered in 2014 resulting in the decision of the Board to take no action regarding the development of an ordinance to allow ORVs to travel on county roads. During the July 23 Meeting, the Board reaffirmed the 2014 decision largely due to the absence of a unified position being represented by all, or even the majority of, local units in the County. Considering the geographical, roadway and philosophical differences that may exist across the County, the matter remains best considered at the local level.

The decisions outlined above are solely in relation to the development of a single county-wide ordinance and do not represent a position on the use of ORVs on roads within a local unit. In the event local units decide to pursue an ORV ordinance, there may be travel and enforcement needs that span beyond local unit borders. This presents an opportunity for various local units to work together regionally or across the County to ensure consistency.

In an effort to provide a base for consistency and safety, the Road Commission, Sheriff's Office and Prosecutor's Office are offering assistance to any local unit or group of local units that may consider developing an ORV ordinance. These agencies are also willing to work collaboratively with other local law enforcement agencies and stakeholders. The following contact information is being provided for your convenience:

Road Commission
Craig Atwood, P.E., Director
1308 Lincoln Road
Allegan, MI 49010
(269) 673-2184
catwood@alleganroads.org

Sheriff's Office
Frank Baker, Sheriff
640 River Street
Allegan, MI 49010
(269) 673-0467
fbaker@allegancounty.org

Prosecuting Attorney's Office
Myrene K. Koch, Prosecutor
113 Chestnut Street
Allegan, MI 49010
(269) 673-0280
mkoch@allegancounty.org

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"

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

CHILD CARE FUND—APPROVE BUDGET PLAN FOR FY2021

BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the County Child Care Budget in the amount of \$4,568,604.74 for the period October 1, 2020 through September 30, 2021; 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.

Allegan County Grants

Request for Action (RFA) Form - Application / Acceptance

Section I - General Information

Name of Grant	Grant Period / Term
Child Care Fund	Oct 1, 2020- Sept 30, 2021
Source of Grant Funding - Agency Name	Federal, State, Local
MI Dept of Health and Human Services (MDHHS)	State
Submitted by and/or Program Manager	Service Area Requesting
Erin Stender/Chris Dulac	Courts
Brief summary of Grant program	Provides funding to reimburse Allegan County primarily for costs that support programming for neglected, abused, and delinquent youth in Michigan.

Section II - Application

Request Type	Renewal Grant	Work Order No.	191-391
Specific Action Requested	BOC Approval	Request Date	7/27/2020
Request Submission Deadline (Date)	8/15/2020	Approval Date	
Grant request approved by BOC with Budget	YES		
Signatures Needed	County administrator		
Funding Sources	Estimated amounts approved with Grant Renewal list	Application Amount	
Grant Funding	\$ 2,455,013	\$	2,284,303
Required Local Match	\$ 2,530,469	\$	2,284,302
Other Revenue	\$ 494,450	\$	-
TOTAL	\$ 5,479,932	\$	4,568,605

Notes or Additional Information

Metrics and Measurements at Application - Identify Goals and Purpose

<p>Out of Home Care - Juvenile Justice : reimburses 50 percent of board and care expenditures for youth in eligible abuse/neglect or juvenile justice out-of-home placements. Eligible placements include youth living in licensed family foster homes, independent living placements, or a licensed child caring institution.</p>	<p>Customers - valuable and necessary quality services</p>
<p>In-Home Care - intended to provide early intervention services for youth who are within, or likely to come within the jurisdiction of the family court for delinquency, abuse or neglect AND/OR those affecting a youth's early return to his or her home from foster care or institutional care.</p>	<p>Customers - valuable and necessary quality services</p>
<p>County/Court-Operated Facilities - Direct Expenditures for out-of-home care, including day treatment facilities, by the court, and/or the tribal/county MDHHS</p>	<p>Customers - valuable and necessary quality services</p>
<p>Out of Home Care - Neglect Abuse - Juvenile Justice : reimburses 50 percent of board and care expenditures for youth in eligible abuse/neglect or juvenile justice out-of-home placements. Eligible placements include youth living in licensed family foster homes, independent living placements, or a licensed child caring institution.</p>	<p>Customers - valuable and necessary quality services</p>

County Child Care Budget Summary (DHS-2091)

Michigan Department of Health and Human Services (MDHHS)

Children's Services Agency

Allegan County for October 1, 2020 through September 30, 2021

Organization	Court Contact Person	Telephone Number	Email Address
Allegan County	Christopher Dulac - CCF Organization Management	(269) 673-0333	cdulac@allegancounty.org
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2020 through September 30, 2021	Tim Click - CCF Organization Management	(269) 948-3205	clickt@michigan.gov

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Court or Tribal Supervised		\$0.00	\$203,000.00	\$203,000.00
B. In-Home Care		\$0.00	\$1,022,788.74	\$1,022,788.74
C. County/Court-Operated Facilities		\$0.00	\$3,342,816.00	\$3,342,816.00
D. Subtotals (A+B+C)		\$0.00	\$4,568,604.74	\$4,568,604.74
E. Revenue		\$0.00	\$0.00	\$0.00
F. Net Expenditure		\$0.00	\$4,568,604.74	\$4,568,604.74

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Neglect Abuse		\$0.00	\$701,200.00	\$701,200.00

Please Note: The *Neglect/Abuse Out-of-Home Care* amount reflects ONLY the county court's share of these expenditures. Effective October 2019 the State of Michigan pays 100% of Neglect/Abuse Out-of-Home placements and the county then reimburses the state 50%.

Cost Sharing Ratios	County 0% / State 100%	Court	Combined
Foster Care During Release Appeal Period		\$0.00	\$0.00

Cost Sharing Ratios	County 0% / State 100% \$15,000.00 Maximum	MDHHS	Court	Combined
Basic Grant		\$0.00	\$0.00	\$0.00

Total Expenditure	\$4,568,604.74
--------------------------	----------------

BUDGET DEVELOPMENT CERTIFICATION

THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2020 through September 30, 2021; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.

Presiding Judge	Date
County Director of MDHHS Signature	Date
Chairperson, Board of Commissioner's Signature	Date
And/or County Executive Signature	Date

Michigan Department of Health & Human Services (MDHHS) will not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your area.

AUTHORITY: Act 87, Publication of of 1978, as amended.
 COMPLETION: Required.
 PENALTY: State reimbursement will be withheld from local government.

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

2021 BUDGET—APPROVE PERSONNEL REQUESTS

WHEREAS, on July 9, 2020, the County Administrator updated the Board regarding personnel requests received through the 2021 budget submission process; and

WHEREAS, such requests have been analyzed by the Administrative Team in conjunction with the requesting departments and reviewed based on need and affordability; and

WHEREAS, each position requested through the 2021 budget submission has merit to be considered now or in the future (based on existing or future needs); and

WHEREAS, based on the current funding environment, it is recommended the County Administrator be authorized to create, fill or change the following positions coterminous with the external funding source or materially consistent with the reallocated funding sources described; and

<i>Dept</i>	<i>Position Request</i>	<i>Funding Source</i>
Fully Funded review in August		
Circuit Court - Cheever	Reclass Part-time Treatment Specialist to Full-time	Completed - Board Previously Updated
Admin.	New Administrative Legal Counsel	Reallocating existing legal contractual or personnel funds, to fund position.
Clerk	New Part-time Deputy Circuit Court Clerk (25 hours a week)	Utilizing CPL funds
Health	New Epidemiologist	Additional ELPHS funds
Health	New Health Educator	Additional ELPHS funds and reallocation of Personal Health Assistant
Health	Eliminate Personal Health Assistant (1/1/2021)	

WHEREAS, it is further recommended the remaining positions be considered through the 2021 budget process, or at a later time based on potential revenue changes as shown below.

Additional Appropriation Requested - New Requests for Consideration with 2021 Budgets		
District Court	New Two Full-time Deputy District Court Clerks	
FOC	New Bench Warrant Officer	
Pros. Attny	Reclass Two IRPT Legal Admin. To Two Full-time Specialists	
Additional Appropriation - Previous Requests for evaluation later in 2021		
Pros. Attny	New Two Assistant Prosecuting Attorneys	
Sheriff	New Criminal Sexual Assault Detective	
Sheriff	New Domestic Violence Detective	
Sheriff	New General Case Detective	
Sheriff	New Deputy Sheriff - Road Patrol	

THEREFORE BE IT RESOLVED the Board accepts and approves the recommendations outlined above effective immediately; and

BE IT FINALLY RESOLVED that the County Administrator is authorized to sign the necessary documents on behalf of the County and the Executive Director of Finance is authorized to perform the necessary budget adjustments to complete this action.

DRAFT

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 REPLACEMENT

WHEREAS, one Sheriff police interceptor vehicle was totaled due to an accident; and

Vehicle Description:	MMRMA Claim Reimbursement:	Additional CIP Requested:
Unit #17 VIN GC91772	\$9,000	\$23,994

THEREFORE BE IT RESOLVED that the Board of Commissioners authorizes the capital purchase of one police interceptor vehicle from Signature Ford at \$32,994 through the Macomb County Bid 21-18 Cooperative Agreement; and

BE IT FURTHER RESOLVED, the County Administrator is authorized to allocate \$23,994 from capital and the \$9,000 received from MMRMA for the total loss of the unit, for a total of \$32,994; 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.



ALLEGAN COUNTY
REQUEST FOR ACTION FORM

Completed RFA form must be attached to a work order request through the Track-It System. If you have any questions regarding this process, please contact Administration @ ext. 2633.

RFA#: 193-749

Date: 8/5/20

Request Type Purchases - Capital Budget Select a Request Type to reveal and complete required form.
Department Requesting Administration
Submitted By Dan Wedge, Executive Director of Services
Contact Information ex 2902

Item(s):

Seeking Allegan County Board approval to replace one vehicle for County fleet from CIP. A vehicle was lost due to an accident: Sheriff vehicle unit #17 Vin GC91772.

Purchase Price \$32,994.00 (net impact to CIP \$23,994). MMRMA totaled #17 Vin GC91772 vehicle and approved a reimbursement of \$9,000 which was deposited in CIP 2450.000.682.00.00.

Once approved the vehicle will be purchased from Signature Ford (Macomb County Bid 21-18, a cooperative agreement).

Total Bid Price \$32,994.00

Budgeted? Yes No

No. Bids Sent _____

No. Bids Received _____

Prebid or Qualifications:

Macomb County Bid 21-18, a cooperative agreement

Recommendation of Award:

Executive Director of Services recommends replacement through Signature Ford

Equipment / Service / Supplies:

Where it was advertised _____

REMINDER - Include Tabulation Sheet



Allegan County

3283 122nd Avenue
Allegan, MI 49010
269-686-4529 fax 269-673-2190

Purchase Order No. 14040-19-20CR2

PURCHASE ORDER

Vendor

Name Signature Ford (Bill Campbell)
Address 1960 E Main St
City Owosso St MI ZIP 48867
Phone 989-725-2888

Ship To

Name Allegan County Transportation
Address 750 Airway Drive
City Allegan St MI ZIP 49010
Phone 269-686-4529 (Dan Wedge)

Qty	Units	Description	Unit Price	TOTAL
1	each	2021 Interceptor, 3.3L V6 Direct-Injection FFV (K8A/500A) Color: Arizona Beige Clearcoat Metallic (E3)	\$31,544.00	\$31,544.00
1	each	Dark Car Feature (43D)	\$20.00	\$20.00
1	each	Dome Lamp - Red/White (17T)	\$50.00	\$50.00
1	each	Spot Lamp - Dual - LED Bulbs - Unity (51S)	\$620.00	\$620.00
1	each	Noise Suppression Bonds (Ground Straps) (60R)	\$100.00	\$100.00
1	each	Global Lock/Unlock (18D)	\$0.00	\$0.00
1	each	Rear Door Handles/Locks/Windows Inoperable (68G)	\$75.00	\$75.00
1	each	Lock System (Single Key) - Keyed Alike 0151x (59G)&(59_)	\$50.00	\$50.00
1	each	Class III Trailer Tow Lighting Package (52T)	\$80.00	\$80.00
1	each	Rear Lighting Solution (66C)	\$455.00	\$455.00
		Replace crashed unit #17 (lost 7/8/2020)		

Payment Details

- Check
- Cash
- Account No.
- Credit Card

Name _____
CC # _____
Exp Date _____

SubTotal	\$32,994.00
Shipping & Handling	\$0.00
Taxes State	
TOTAL	\$32,994.00

Shipping Date

Approval

Rober Sarro,
County Administrator
_____ Date _____

Date _____
Order No _____
Sales Rep _____
Ship Via _____

Notes/Remarks

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

**ADMINISTRATION—CDBG/CARES AND OTHER FUNDS FOR REIMBURSEMENT
COVID EXPENDITURES**

WHEREAS, the U.S. Department of Housing & Urban Development (HUD) has awarded MI Economic Development Corp (MEDC) funds to reimburse COVID related expenditures through the Community Development Block Grant (CDBG) from January 21, 2020 to December 31, 2020; and

WHEREAS, Allegan County wishes to continue the Community Development Block (CDBG) Housing Program funded through the Michigan State Housing Development Authority (MSHDA); and

WHEREAS, numerous COVID related funding opportunities continue to become available, often with short timeframes for response.

THEREFORE BE IT RESOLVED that the Allegan County Board of Commissioners hereby approves the application for and acceptance of CARES reimbursement for COVID expenditures for a total of \$320,354 or greater if permitted by the program from January 21, 2020 through December 31, 2020; and

BE IT FURTHER RESOLVED that the County Administrator is authorized through March 31, 2021, to apply for any accept any COVID related funding opportunities to reimburse County expenditures or to provide funding for direct services to eligible populations (e.g. veterans, low to moderate income, seniors, etc.) during the pandemic; and

BE IT FURTHER RESOLVED updates on funding sources pursued will be provided through the Administrator's Report, Quarterly Performance Reports and/or Request for Action Reports

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.



ALLEGAN COUNTY
REQUEST FOR ACTION FORM

Completed RFA form must be attached to a work order request through the Track-It System. If you have any questions regarding this process, please contact Administration @ ext. 2633.

RFA#: 193668
Date: 08/03/2020

Request Type Grant Select a Request Type to reveal and complete required form.
Department Requesting Finance
Submitted By Kriss Kraker on behalf of Finance and Lorna Nenciarini
Contact Information Kriss cell 616-566-4112 or kkraker@allegancounty.org or Finance@allegancounty.org

Name of Grant:
CDBG - CARES Reimbursement of COVID Expenditures

Summary of Grant:
US Department of Housing & Urban Development (HUD) has awarded Mi Economic Development Corp (MEDC) funds to reimburse COVID related expenditures through Community Development Block Grant (CDBG) from Jan. 21, 2020 to Dec. 31, 2020.

Grant Submission Deadline Date Aug 14, 2020

- APPLICATION
- ACCEPTANCE
- New
- Renewal
- Continuation

Amount (Not including local match) \$320,354.00

Source of Grant Funds (% of allocation) _____

- Type of Match
- Cash
 - Inkind

Amount / Description / Source of Match:

Term of Grant January 21, 2020 to December 31, 2020

- Does it involve personnel?
- No
 - Yes

- Does it involve ongoing Operational Activities (recoverable?)
- No
 - Yes

COVID expenditures related to areas that have direct public service interaction.

Admin Fees \$0.00

Equipment / Ongoing Costs _____

- Does it effect other operations?
- Yes
 - No

If requested, smaller governmental units in Allegan County can request funds to be passed through the County.

Disposition:



MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

July 31, 2020

Re: CDBG Reimbursement of COVID Expenditures Letter of Interest

Dear County Official:

The State of Michigan continues to respond to the needs of our cities and counties across the state that have been negatively impacted by the COVID-19 virus. We are writing to you today to make you aware of funding support available to the county through the State of Michigan's Community Development Block Grant (CDBG) Program to assist you in your COVID-19 related recovery efforts in the amount up to the allocation listed in Attachment A.

Please note that the funding is identified as an allocation to the county and is not a grant award until the potential grant offer has been approved by the Michigan Strategic Fund (MSF).

CDBG funding is awarded to the State by the U.S. Department of Housing and Urban Development (HUD) and administered by the Michigan Economic Development Corporation (MEDC), through the MSF. Expenditures must be made for a previously COVID related eligible expense that benefited low- and moderate-income people, removed blight, or met needs having a particular urgency that posed a serious and immediate threat to the health or welfare of the community and be eligible under the Housing Community Development Act (HCDA).

The counties that are allocated funds will be required to comply with all CDBG Program requirements as stated in the CDBG Grant Administration Manual ([Link](#)). To assist the county with making a decision on continuing with the process, the CDBG program requirements are summarized below. These requirements include, but are not limited to:



- **National Objective**
 - Ensuring that the project activities benefited low- and moderate-income people, removed blight, or met needs having a particular urgency that posed a serious and immediate threat to the health or welfare of the community.
- **Environmental Review**
 - Ensuring that the correct level of environmental review will be completed.
- **Financial Management**
 - Ensuring that the community has a sound financial management system.
 - Ensuring that costs are reasonable.
 - Ensuring that the correct procurement process will be followed when engaging consultants and contractors.
 - Ensuring that contractors are properly licensed, bonded, and insured.
- **Reporting requirements**
 - Single Audit Requirement due once per year.
 - Section 3 Summary Report due once per year. (depending on activities funded)
 - MEDC Payables due once per year.
 - Contract and Subcontract Activity Report once per year. (depending on activities funded)
- **Plan and Policy Requirements**
 - Procurement Policy
 - Public Participation Plan
 - Residential Anti-Displacement and Relocation Plan
 - Section 3 Policy
 - Section 3 Plan
 - Fair Housing Ordinance/Plan
 - Excessive Force Policy

The allocation to the county is contingent upon several factors, including (i) submission by the county of completed documentation required under the CDBG Program, (ii) satisfactory county support, (iii) available funding, (iv) the project activities occurring within the geographic boundary of the county, (v) approval of an award by the MSF, (vi) execution of a final grant agreement between the county and the MSF containing pre-disbursement, compliance and reporting requirements, and (vii) execution and certification of the Applicant section of the grant agreement, and all other detailed terms and conditions, required by the MSF.

A CDBG Specialist will be assigned after the return of Attachment B and will be available to assist you through the process.

This letter of interest is subject to the county's ability to receive approval from the MSF and execute a grant agreement with the MSF.

Due no later than **midnight, August 14, 2020**. Return to CDBG@michigan.org one of the following:

- a. This Letter of Interest, Attachment B, signed by the Authorized Elected Official, **accepting** the offer to continue in the CDBG COVID-19 allocation process.

OR;

- b. This Letter of Interest, Attachment B, signed by the Authorized Elected Official, **declining** the offer to continue in the CDBG COVID-19 allocation process. By electing to decline the offer to continue in the allocation process or by electing not to sign and return this Letter of Interest to CDBG@michigan.org no later than **midnight, August 14, 2020** the county is choosing not to pursue the proposed CDBG funding.

As indicated above, please return, Attachment B to CDBG@michigan.org no later than **midnight, August 14, 2020**, this Letter of Interest signed on Attachment B by the county's authorized elected official indicating whether this offer to continue in the process is being accepted or declined.

Submit the documents and/or questions to the State of Michigan CDBG Program via email at CDBG@michigan.org

We look forward to receiving your response and working with you to assist with your county's COVID-19 response efforts.

Sincerely,



Christine Whitz
Director, Community Development Block Grant Program

Attachment A – CDBG CARES Funding County Allocations
Attachment B – Letter of Interest Response