

Allegan County Board of Commissioners



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

*Jim Storey, Chairperson
Dean Kapenga, Vice Chairperson*

BOARD PLANNING SESSION-AGENDA

Thursday, March 10, 2022, @ 9:00AM
County Services Building, Board Room
Virtual Meeting Options - Instructions **Attached**

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

9:00AM CALL TO ORDER:

ROLL CALL:

OPENING PRAYER: Commissioner Mark DeYoung

PLEDGE OF ALLEGIANCE:

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

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

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

DISCUSSION ITEMS:

1. Board Planning Process (Multi Year Planning)
 - a. Citizen Survey
 - b. Ottawa County Newsletter (Commissioner Kapenga)
2. Broadband Funding Models from Workgroup
3. Administrative Update

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

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

OTHER ITEMS:

PUBLIC PARTICIPATION:

FUTURE AGENDA TOPICS:

1. Administrative Update

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

ADJOURNMENT: Next Meeting—Thursday, March 24, 2022, 9:00AM @ COUNTY SERVICES BUILDING, BOARD ROOM.

DISTRICT 7
Rick Cain
269-744-7918
rcain@
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”



Allegan County Board of Commissioners



Allegan County Board of Commissioners Meeting

March 10, 2022



Allegan County
3283 122nd Ave
Allegan, MI 49010

STEP 1: Connect to the Meeting

- OPTION 1: Zoom over Telephone

- Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
- Type in Meeting ID: 863 0066 7161, then #, then # again
- Type in Meeting Password: 31022, then #

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

<STOP here>

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

- OPTION 2: Youtube

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

<STOP here>

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

- OPTION 3: Zoom over Web browser

- Open Internet Explorer or Chrome
- Navigate to <https://zoom.us/j/86300667161>
- Meeting Password: 31022

<Continue with the rest of the instructions>

STEP 2: Enter registration information

Webinar Registration - Zoom

zoom.us/webinar/register/WN_YneHxuk_SjqfnMwchbtUEg

Webinar Registration

Topic: BOC Meeting - 4/9/2020

Time: Apr 9, 2020 01:00 PM in Eastern Time (US and Canada)


* Required information

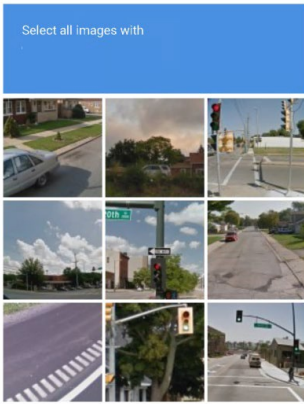
First Name *

Last Name *

Email Address *

Confirm Email Address *

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1. Enter name and email

2. Click this box

3. Answer challenge question

4. Click when done.

STEP 3: This Window will appear when connected.



STEP 4: Adjust audio settings (if needed)

The image shows a Zoom meeting interface with the 'Settings' window open to the 'Audio' tab. A blue arrow labeled '1' points to the 'Audio' menu in the Zoom interface. A blue arrow labeled '2' points to the 'Settings' window. The 'Settings' window shows the following options:

- Speaker:** Test Speaker, Remote Audio (selected)
- Output Level:** [Slider]
- Volume:** [Slider]
- Microphone:** Test Mic (selected)
- 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

The meeting agenda includes:

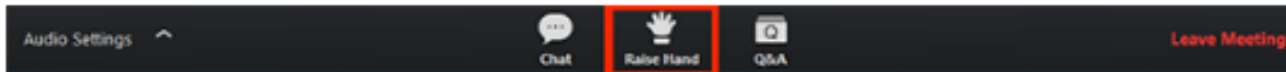
- Economic Development — Greg King, Director**
- ADMINISTRATIVE REPORTS:**
- CONSENT ITEMS:**
- 1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/20/20 & 3/27/20)

STEP 5: Raise hand to be recognized to speak.

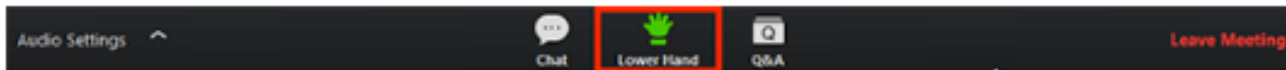
- Once “Raise Hand” is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.

On bottom of screen.

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



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



STEP 6: To leave the meeting

The screenshot shows a Zoom meeting interface. At the top, a green banner reads "You are viewing Allegan County Administration's screen" with a "View Options" dropdown. In the top right corner, there is a "Enter Full Screen" button. The main content is a document viewer displaying a Microsoft Word document titled "BOC20200409_agenda [Compatibility Mode] - Word". The document header includes the "Allegan County Board of Commissioners" logo and contact information for County Services Building, including address, phone, fax, and website. Below the header, the document is titled "BOARD OF COMMISSIONERS MEETING – AGENDA" and lists items for District 1, 2, 3, and 4, along with a central agenda list including "CALL TO ORDER", "ROLL CALL", "OPENING PRAYER", "PLEDGE OF ALLEGIANCE", "COMMUNICATIONS", "APPROVAL OF MINUTES", "PUBLIC PARTICIPATION", "ADDITIONAL AGENDA ITEMS", "PRESENTATIONS", "PROCLAMATIONS", "INFORMATIONAL SESSION", and "ADMINISTRATIVE REPORTS". At the bottom of the document viewer, it shows "PAGE 1 OF 2" and "251 WORDS".

At the bottom of the Zoom window, there is a control bar with the following elements from left to right: "Audio Settings" with an upward arrow, "Chat" with a speech bubble icon, "Raise Hand" with a hand icon, "Q&A" with a speech bubble icon, and a red "Leave Meeting" button. A large blue arrow points to the "Leave Meeting" button.



Project Scoping Form

Version 2.0

PURPOSE: The purpose of this document is to gauge the value this project idea has in reaching a desired future state, gauging the project’s impact on budget and resources, and charting a course for next steps.

Project Name:	Board Goals Planning Process
Project Sponsor:	Board of Commissioners
Project Manager:	County Administrator or designee
Date Initial Scope Submitted:	2/28/22
Date Scope Completed:	

PART A – PROJECT SUMMARY

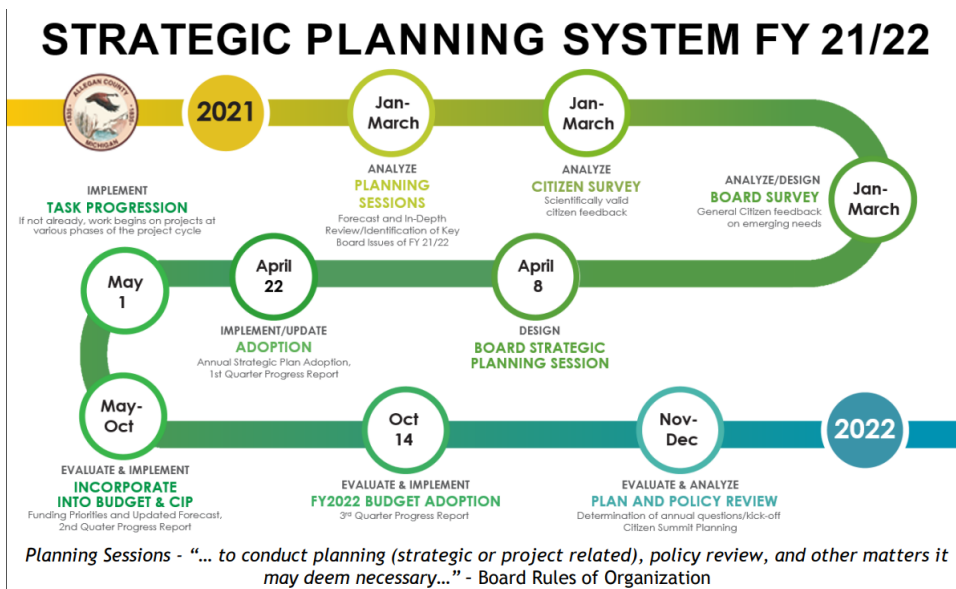
1. CURRENT STATE

Historically, the County has approached planning in a number of different ways. In 1993, the County utilized a facilitated process using an external firm, KV Associates (Lansing, MI), to develop a rather large plan. However, the execution of several projects and initiatives within this plan did not move forward in a timely fashion. Since that time, the County proceeded into more of an internal approach to planning. Unfortunately, this too often resulted in difficulties due the large scale and scope, rendering the focus and prioritization of resources difficult to execute.

The Board through assistance of Administration has been setting Board level specific goals since 2007. In an effort to progress not only the area of planning but also in the area of execution of projects, a planning and project management process was developed. Since 2015, a term based (2-years) process has been utilized and incrementally improved based on feedback from the Board. Board resolutions recognizing the completion of projects as well as project reporting demonstrate that these processes and systems in place have been effective.

Most recently, on April 22, 2021, the Allegan County Board of Commissioners engaged in and approved an organizational Strategic Plan for 2021-2022. The plan was constructed using data from a county-wide community survey conducted in 2019 along with previous strategic planning documents of projects and initiatives, including but not limited to the County’s capital improvement plan, facility master plan, and tax limitation plan. Using industry standard strategic planning methodologies, a gap analysis process was executed to validate the current state of the County and prioritize the survey data to map out a desired future state.

Allegan County Strategic Planning Cycle



2. DESIRED FUTURE STATE

While the current process has progressively increased in effectiveness, a few opportunities for improvement have arisen:

- The inclusion of an independent third-party facilitator may help keep the decision making process on track and focused on establishing clear outcomes. External facilitators typically create an atmosphere of neutral or unbiased facilitation. They are willing to ask difficult questions and confront assumptions. They can move the group forward when dealing with difficult or controversial issues.
- It is paramount that clear, concise, and S.M.A.R.T. (specific, measurable, attainable, relevant, timely) goals be developed and progress reporting on those goals as well as an evaluation of performance take place to reach objective conclusions.
- Integrating existing plans and projects into the overall strategic planning process will help reaffirm or reestablish priorities and order of execution.

- While the scope and duration of planning has changed and developed over time, and through the last several cycles has been effective using a 2 year term basis, there is an opportunity to better align the Boards planning cycle to the desired 5 year process that aligns to the operational budget and even incorporate long term projects into the 15-20 year capital. As such, it is recommended that the next planning cycle be for a 5 year basis.

3. ADDITIONAL BACKGROUND

Provide any additional background information relevant to this project not already mentioned above if necessary to give a broader context for this project.

The budget policy establishes an annual expenditure threshold of \$1,300,000 each year for capital projects as well as allocations to other strategic decision points (i.e. early debt payment, building construction, etc.). Awareness of these factors are critical to set realistic goals and should not be seen as barriers to planning and can lead to a discussion on reprioritization or alternate options as necessary.

4. SCHEDULING CONSIDERATIONS

List any scheduling factors to be considered such as new regulations coming into effect, timing project with cyclical business processes, seasonal requirements, increasing risk, etc. that have an impact on when this project is started, completed and/or work on it may be performed.

One scheduling concern is the potential to plan for more projects to be delivered than the resources that may be available. As such, any resources limitation should be clearly identified within the planning process (eg. limitation of funds, personnel, etc.).

The planning process should be completed by October 1, 2022 and incorporated into the 2022 annual budget process.

5. PRIORITY CONSIDERATIONS

Is the primary objective of this project to (check one or both):

- address an **operational** need necessary to maintain the status quo. (5 year operational)
- address a **strategic** desire to change or enhance the status quo.

Fill out the Priority Matrix in Part D to help prioritize this project and enter the score here: **Score**

6. ATTACHMENTS AND REFERENCES

6.1 List any relevant supporting or reference materials such as product quotes, legislation, photos, budget calculations, etc. and attach to the track it request as separate documents. Photos can be inserted directly into this scoping document.

- None (or list documents)

6.2 List hyperlinks to any relevant information that can be found online with a brief description.

- None (or list hyperlinks)

PART B – PROJECT DETAIL

7. PROJECT BUDGET

Does your project involve expenditures, revenues or fees? **Yes** **No** - If “Yes”:

7.1 Initial Project Funding:

Where is the proposed initial funding for this project coming from?

- Existing budgeted operational funds to be used
- New operational funds requested in next year’s budget
- Capital / project / contingency funds requested
- Existing grant funds available
- New grant funding to be applied for
- Other: (describe)

7.2 Capital / Grant / Contingency Expenditures:

Expenditure Item	Year	Budget Account	Estimated Cost
3 rd party facilitator (expenses and supplies)	1	\$3,000	\$3,000
Total Estimated Exact Expenditure			\$3,000
Total Funding Request			\$3,000

7.3 How was the cost estimate determined? Was the full scope considered in estimating cost? Attaching quotes or cost breakdowns from other projects is desirable.

Describe:

7.4 Operational Expenditure Changes if Any (include year’s 1 – 5 if applicable):

Expenditure Item	Year	Budget Account	Estimated Change
BOC special project budget	1	101-101.000	\$3,000

Insert narrative, notes and clarifications for continued expenditure(s) if needed.

7.5 If project has associated operational expenditures, are they incorporated and sufficiently funded in your most recent or pending five-year budget submittal? Yes No N/A

7.6 Estimated Revenue Changes if Any (include year’s 1-5 if applicable):

Revenue Item	Year	Budget Account	Estimated Change
None (or itemize)	1		\$0

Insert narrative, notes and clarifications for projected revenue.

7.7 Are anticipated revenues incorporated in your most recent or pending five-year budget submittal? Yes No N/A

7.8 If any fees are impacted by or associated with this project describe any changes:

Not Applicable (or describe proposed changes).

7.9 Funding Approval Authority:

What is the highest level of approval needed to authorize funding for this project?

- Manager / Director / Elected Official
- Commission, Committee, Team or other group: **InsertName**
- County Administrator
- Board of Commissioners

7.10 Funding Approval Process:

What process should be used to approve project funding?

- Internal to Service Area / Department
- Through Annual Budget Process - Year: **20XX**
- Budget Adjustment - Request for Action (RFA)
- Personnel Request - Request for Action (RFA)
- Other: **(describe)**

Insert narrative, notes and clarifications about the funding approval process.

8. ASSET MANAGEMENT

Will your project result in a change to the assets owned by the county? **Yes** **No** - If "YES":

8.1 Assets Added:

Asset description and detail	Quantity	Useful Life
None (or list and describe items)		

Asset addition notes and clarifications:

8.2 Assets Removed:

Asset description and detail	Quantity	Disposition	Revenue
None (or list and describe items)			\$0

Asset removal notes and clarifications:

9. PROCUREMENT AND CONTRACTING

Will you need to procure products and/or contract for services? **Yes** **No** - If "YES":

9.1 What is the estimated cost of products or services to be procured? **\$3,000**

9.2 If this an emergency purchase, provide a rationale supported by the Purchasing Policy:

Not Applicable (or provide a rationale)

9.3 Which procurement strategy is being proposed?

- Sole Source
- Reverse Auction

- Cooperative Purchase
- Product/services procured through quotes
- Request for Proposal (RFP) for products and/or services
- Other

Insert narrative, notes and clarifications about the procurement strategy.

9.4 If this is a sole source procurement, provide a rationale supported by the Purchasing Policy:

Not Applicable (or provide a rationale)

9.5 What level of approval will be needed to purchase product and/or award service contract based on account authority and approval thresholds?

- Manager / Director / Elected Official
- Commission, Committee, Team or other group: InsertName
- County Administrator (RFA needed)
- Board of Commissioners (RFA needed)

Insert narrative, notes and clarifications about the procurement strategy.

10. PROCESS, PROCEDURE, POLICY and PERSONNEL CHANGES

If any processes, procedures or polices will be impacted by pursuing this project, please describe and elaborate:

Not Applicable (or describe the process, procedure or policy and how it will be impacted)

If any personnel changes will be needed to realize this project, please describe and elaborate:

Not Applicable (or describe the changes)

PART C – PROJECT MANAGEMENT SECTION

11. TRAINING AND TESTING

11.1 If any training will be needed in order to implement this project, describe:

Not Applicable (or describe)

11.2 If any testing / verification will be needed in order to implement this project, describe:

Not Applicable (or describe)

12. RESOURCE NEEDS ESTIMATES

12.1 Taking into consideration all other sections of this Project Scoping Form, estimate the number of months to complete each stage of the project including lag times. If the project has multiple phases, add additional tables. PMT will assist you in putting together an Activity Schedule to estimate resource needs.

Estimated Months for each Project Stage						
Project Stage:	Total	Scoping	Development	Contracting	Execution	Monitoring
Duration:						

Estimated Resource Hours by Project Stage						
Resource Name	Total	Scoping	Development	Contracting	Execution	Monitoring

13. MISCELLANEOUS PROJECT MANAGEMENT NOTES

Use this area for any additional notes on managing the project.

PART D – PROJECT PRIORITIZATION MATRIX

Legislative Compliance			
Category	Scoring Criteria	Project Relevance	Points
State/Federal Mandate	20 = Complies with a State or Federal mandate / ordinance / law, 0 = not applicable or not mandated		

Employee Impact			
Category	Scoring Criteria	Project Relevance	Points
Safety and Security	5 = increases or would result in a decrease without this action, 0 = not applicable or no impact		
Capabilities of employees (skills, abilities and knowledge)	10 = increases or would result in a decrease without this action, 0 = not applicable or no impact		
Employee Wellness	5 = increases or would result in a decrease without this action, 0 = not applicable or no impact		

Operational Impact			
Category	Scoring Criteria	Project Relevance	Points
Efficiency / Capacity	10 = increases or would result in a decrease without this action, 0 = not applicable or no impact		
Scope	5 = impact multiple service areas 2 = impacts a single service area		
Prevention Planning	5 = Aligns to an existing plan (i.e. maintenance, improvement, replacement), or prolongs/preserves the life of an asset and prevents greater expenditure later, 0 = Not applicable or no impact		

Financial Impact			
Category	Scoring Criteria	Project Relevance	Points
Expenditures	5 = Decreases expenditures or would result in an increase without this action, 0 = Not applicable or no impact		
Return on Investment (ROI)	5 = ROI within 2 years, 2 = ROI within 5 years 0 = Not applicable or no impact		
Revenue	5 = Increases revenue or would result in a decrease without this action, 0 = Not applicable or no impact		

Risk Management & Liability	5 = decreases liability or would result in an increase without this action, 0 = not applicable or no impact		
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Service Impact			
Category	Scoring Criteria	Project Relevance	Points
Level of Service	5 = increases or would result in a decrease without this action, 0 = not applicable or no impact		
Quality of Service	5 = increases or would result in a decrease without this action, 0 = not applicable or no impact		
Accessibility of Service	5 = increases or would result in a decrease without this action, 0 = not applicable or no impact		
Collaboration	5 = increases or would result in a decrease without this action, 0 = not applicable or no impact		



ALLEGAN COUNTY FACILITATED PROJECT SUBMISSION PROCESS

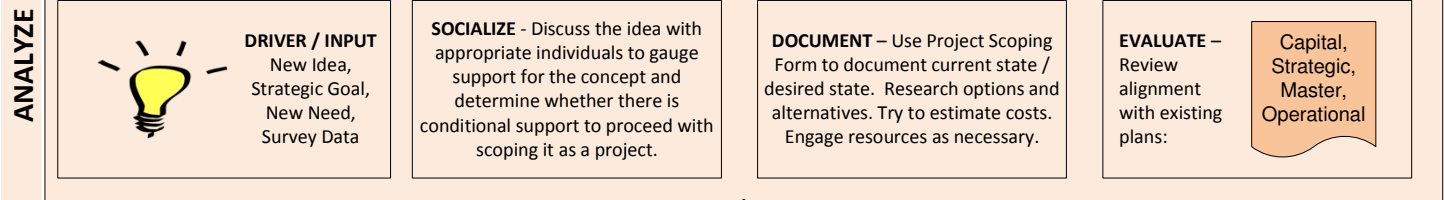
Revised 2022-03-08

Projects involving one or more of the following elements are typically facilitated by the Project Management Team (PMT):

- 1) PROCUREMENT** – Projects where procurement will involve the use of capital funds or may exceed the \$10,000 Purchasing Policy threshold for an RFP.
- 2) CONTRACTING** – Projects where implementation will require obligating the County through an agreement, contract, MOU or other similar document.
- 3) FUNDING** – Projects where funding is needed and appropriation will require Administration or Board approval per budget thresholds.
- 4) SCOPE** – Projects where significant effort, coordination and communication is needed between several service areas, stakeholder groups and/or any central services (PMT, IS, Facilities, Administration or the Board) to help plan, approve and/or execute.

If your project meets one or more of these criteria, proceed with Project Socialization and Preliminary Scoping. If not sure, consult with the PMT.

PROJECT SOCIALIZATION AND PRELIMINARY SCOPING PROCESS – through this process, an idea gains appropriate buy-in and pertinent information is collected, the results of which are typically documented in a Project Scoping Form and then submitted as a Work Order to the PMT along with any supporting materials.



SUBMIT WORK ORDER – When ready, submit a Work Order using TrackIT with the Type “Project Management” and select one of the following Subtypes:

- 1) Bids & Purchases** – use for items typically budgeted but Admin/Board approval needed to authorize expenditure because of thresholds
- 2) Contracts & Agreements** – use for contracts, agreements, amendments, MOUs, etc. relating to services already under contract
- 3) New Project** – use for items that will materially change the status quo and/or don’t have funds – will likely start with a Scoping Form, examples include:
 - Mid-Year Capital Projects (not submitted through annual budget process)
 - New service / purchase desired that will likely require a contract and/or have budgetary impacts
 - Projects that may need resource involvement from Central Services (Admin, HR, Finance, IS, FM) to execute

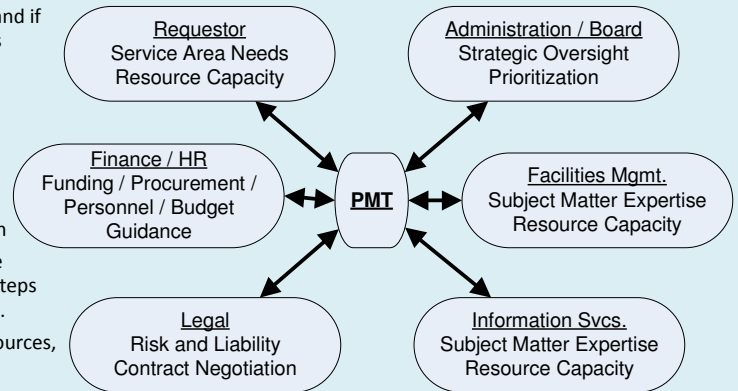
PROJECT REVIEW AND DEVELOPMENT PROCESS - through this process, the PMT will act as the hub in a “hub and spoke” model to evaluate a project and if merited, work collaboratively with the REQUESTOR and other resources as necessary to develop it to a SHOVEL READY state.

Factors to be considered by the PMT when evaluating a submission:

- Clarity of project scope
- Priority relative to established project schedules
- Flexibility to re-prioritize other commitments
- Funding availability
- Resource capacity and availability accommodate planning and execution

Within 3-5 business days of receiving a Work Order, PMT will acknowledge receipt of the project submission and inform the REQUESTOR about next steps and will continue to guide the development until project is SHOVEL READY.

When SHOVEL READY, there may be a potential wait time for funding, resources, scheduling, weather, legislation, etc. before a project can move forward.



APPROVAL

PMT submits a Request for Action (RFA) whenever Admin/Board signature or approval is needed to move forward.

Update Plans
(Capital, Strategic, Master, Operational, etc.)

POTENTIAL OUTCOMES:

- A contract award is made for an approved capital project based on an RFP, 3 Quotes or sole source procurement with or without a budget adjustment
- A project lacking funding is approved for mid-year capital appropriation or incorporated into the slate of projects for next year’s consideration.
- A contract for services is awarded, amended, extended or terminated.
- A contract for a new service or solution is negotiated and fully executed.
- A project may move ahead as an operational project coordinated by the most appropriate service area when resources allow.
- A project is shelved due to lack of funding, resources or other reason and may be reconsidered if circumstances change.

EVALUATE – REPORTING AND METRICS

- Update plans (Capital, Strategic, Master, Operational, etc.) accordingly
- Report on progress as necessary

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

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

NATIONAL COMMUNITY SURVEY (NCS)—AUTHORIZE SURVEY

BE IT RESOLVED the Board authorizes the County Administrator to negotiate and sign contract documents purchasing the services from the Polco National Research Center, Inc., 8001 Terrance Ave, Middleton, WI 53562; and

BE IT FURTHER RESOLVED that the Board appropriates \$24,200 for this project for the following services

- Polco Performance Plan 2022 \$17,000
- Full page of Custom Question \$4,800
- Remote Presentation of Results \$2,400

and contingent upon collection of the following contributing agencies

- Community Action of Allegan County \$2,000
- Allegan County Community Mental Health \$2,000
- Allegan Area Educational Services Agency \$1,000
- Allegan United Way \$500; and

BE IT FURTHER RESOLVED, Administration will build within the County's five year operational budget a plan to conduct a survey every three years; and

BE IT FINALLY RESOLVED that the Executive Director of Finance is authorized to make necessary budget adjustments within the existing operational budgeted funds and revenue collections to complete this project.

Summary of past Board Actions -

- On February 10, 2022, the Board of Commissioners Meeting referred discussion to the March 10, 2022, Meeting to have Administration's recommendation on continuing the citizen survey and engage with other community groups to participate in the survey.
- On January 27, 2022, the Board of Commissioners Meeting authorized County Administration to receive an updated quote from the National Community Survey along with a request on the cost for increased distribution.
- On October 24, 2019, the Board of Commissioners approves the release of the survey; as presented.

- On September 12, 2019, the Board of Commissioners authorized the County Administrator to negotiate and sign contract documents, purchasing the services of the National Research Center, Inc., 2955 Valmont Rd, Suite 300, Boulder, CO 80301.

DRAFT

MEMORANDUM

March 7, 2022

TO: Rob Sarro, County Administrator

FROM: Dan Wedge, Executive Director of Services

RE: National Community Survey (NCS)

At the January 27, 2022 Board of Commissioners meeting several questions were asked about the past National Community Survey conducted in November of 2019 and reported on in March of 2020. At the February 10, 2022 Board of Commissioners meeting, Dan Wedge, Executive Director of Services, presented information on the past survey and initial pricing. The Board requested the former 2019 workgroup assemble and form a recommendation on National Community Survey for 2022.

The workgroup met on February 18, 2022. Below are the following outcomes from that meeting:

- Members of the workgroup shared how their organization use the data and confirmed the survey met expectations.
- Each partner agency confirmed willingness to serve on the workgroup.
- Workgroup recommends keeping the existing workgroup and may consider input from Lakeshore Advantage, Housing Next, Health Care, Judicial, city, or township.
- There is a financial commitment from four partner agencies for a total of \$5,500
 - Community Action of Allegan County
 - Allegan County Community Mental Health
 - Allegan Area Educational Service Agency
 - Allegan United Way
- Workgroup recommends the Polco Performance Plan 2022 including the recommended 2,700 mailing address made up of 1,500 paper copies and 1,200 postcards with links to web data entry. This is expected to provide a statistically appropriate methodology to garner community-wide representativeness with approximately a 6% margin of error (4-6% is typical and meets best practices for performance measurement, about 250-450 responses) The package would include an on-line (supplemental) version in addition to the representative sample
- Workgroup recommend the full page of custom question as was used in 2019.
- Considered the in-person Presentation of Results with included Microsoft® PowerPoint for use with other groups or presentations by the County, however decided this was too costly at \$3,900 and asked for cost on Remote Presentation.
- Workgroup recommends adding the Remote Presentation of Results at \$2,400, this will be conducted on Zoom and include a Microsoft® PowerPoint for use with other groups or presentations by the County.
- There will be additional discussion on determining the geographical areas.

As reported previously, with the County's 2019 participation in The National Community Survey™, Allegan County conducted a mailed survey to 1,700 resident's addresses and 293 were

returned. Surveys were mailed to selected households in mid-November 2019 and data was collected through early January. The National Community Survey: [Community Livability Report](#). The results from this main survey effort represented residents' opinions. After the above data collection period was underway, the County made available a web-based survey to its residents through a link on the County's website. Visitors to the site were able to complete the survey from December 20, 2019 to January 13, 2020 and 532 surveys were received. The results from both the mailed survey (Opt-in) and the online survey (Supplemental) were reported separately.

The National Community Survey™ Conducted in 2019 mailed 1,700 surveys for a total cost of \$17,500 and included 3 additional options, 1. Custom Questions, 2. Cross tabulation by geographic subgroups and 3. Cross tabulation by demographic subgroups.

The 2022 quote received includes mailing 2,700 surveys for a base cost of \$17,000 and includes Cross tabulation by geographic subgroups and demographic subgroups. The custom question option is an additional \$2,800 for a total cost \$19,800. This would be for a similar services with additional mailed out surveys and new on line services available to the public.

Additional service options costs:

- Not recommended: Mailed Paper Surveys - Add mailed paper surveys as a portion of the sample (three-part mailing to each household, with postage paid envelopes and cover letters that include the option to complete the survey online if preferred). \$350 per 100 addresses
- Not recommended: Postcard Invitations - Additional addresses will be selected to receive mailed invitations to complete the survey online. Each address will receive two mailings, an initial, and a reminder postcard. \$120 per 100 addresses

This memorandum includes the revised pricing. For additional information please contact me at 269-686-4529.

Thank you,

Dan Wedge

Executive Director of Services

National Community Survey Scope of Work 2022

Polco Performance Plan 2022

All Polco Premium Features are available to you during your subscription term to engage with your target audiences. Respondents answer questions via Polco's civic surveying and engagement platform which includes real time results and the option to have respondents verified against voter lists. As participants respond they become part of your community's digital panel available for follow up questions, surveys, polls, and other engagement.

The Performance plan includes 1 benchmark survey per 12-month period. Your online report will include comparisons to our National Benchmarks, and demographic and geographic comparisons (if response is sufficient by subgroup). Our customer success team will guide your benchmark survey process to ensure smooth implementation.

A representative sample of residents (or other appropriate stakeholders) will be invited to complete the survey to ensure statistically significant response and results. We will use statistically appropriate methodologies to garner community-wide representativeness with approximately a 6% margin of error (4-6% is typical and meets best practices for performance measurement, about 250-450 responses) per local jurisdiction. The invitations will contain an introduction outlining the importance of the survey and instructions for completing it. To supplement this effort, the client will be asked to participate in outreach efforts with guidance on best practices from Polco. Responses will be statistically weighted to ensure the best representation of your community (or stakeholder group, if applicable).

Full Page of Custom Questions

As The NCS is a comprehensive survey we suggest not adding custom questions to minimize respondent burden and recommend asking custom questions in a separate survey on Polco. However, we recognize that while you are making this larger effort to get input from your residents you may want to add a few custom items. This is not included in the Polco Performance plan, but can be added.

Remote Presentation of Results

A senior Polco staff member will make one presentation of survey results to staff, Council, Boards, or other appropriate groups. This will be conducted on Zoom or another appropriate technology (that is feasible for both parties and suits the purpose). For this presentation, we use Microsoft® PowerPoint or Google Slides as a visual aid and a copy of the slideshow is shared with your staff for internal use.

Allegan County, MI - NCS

Allegan County, MI	Dan Wedge	Reference: 20220201-143233246
113 Chestnut Street	County Development, Planning	Quote created: February 1, 2022
Allegan County, MI 49010	dwedge@allegancounty.org	Quote expires: April 2, 2022
United States	2696864529	Quote created by: Damema Mann
		damema@n-r-c.com
		+1 (303) 226-6983

Products & Services

Item & Description	Quantity	Unit Price	Total
<p>Polco Performance Plan 2022</p> <p>All Polco Premium Features are available to you during your subscription term to engage with your target audiences. Respondents answer questions via Polco's civic surveying and engagement platform which includes real time results and the option to have respondents verified against voter lists. As participants respond they become part of your community's digital panel available for follow up questions, surveys, polls, and other engagement.</p> <p>The Performance plan includes 1 benchmark survey per 12-month period. Your online report will include comparisons to our National Benchmarks, and demographic and geographic comparisons (if response is sufficient by subgroup). Our customer success team will guide your benchmark survey process to ensure smooth implementation.</p> <p>A representative sample of residents (or other appropriate stakeholders) will be invited to complete the survey to ensure statistically significant response and results. We will use statistically appropriate methodologies to garner community-wide representativeness with approximately a 6% margin of error (4-6% is typical and meets best practices for performance measurement, about 250-450 responses) per local jurisdiction. The invitations will contain an</p>	1	\$17,000.00 / year	\$17,000.00 / year for 1 year

introduction outlining the importance of the survey and instructions for completing it. To supplement this effort, the client will be asked to participate in outreach efforts with guidance on best practices from Polco. Responses will be statistically weighted to ensure the best representation of your community (or stakeholder group, if applicable).

Full Page of Custom Questions	1	\$4,800.00 / year	\$4,800.00 / year
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As The NCS is a comprehensive survey we suggest not adding custom questions to minimize respondent burden and recommend asking custom questions in a separate survey on Polco. However, we recognize that while you are making this larger effort to get input from your residents you may want to add a few custom items. This is not included in the Polco Performance plan, but can be added.

Remote Presentation of Results	1	\$2,400.00 / year	\$2,400.00 / year
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A senior Polco staff member will make one presentation of survey results to staff, Council, Boards, or other appropriate groups. This will be conducted on Zoom or another appropriate technology (that is feasible for both parties and suits the purpose). For this presentation, we use Microsoft® PowerPoint or Google Slides as a visual aid and a copy of the slideshow is shared with your staff for internal use.

Subtotals

Annual subtotal			\$24,200.00
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Questions? Contact me		Total	\$24,200.00
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Damema Mann
damema@n-r-c.com
+1 (303) 226-6983

Polco / NRC
8001 Terrace Ave, Ste 201
Middleton, WI 53562
US

The Ottawa Way

NEWSLETTER

BIANNUAL NEWSLETTER | WINTER 2022

Introducing Ottawa County's first newsletter!

In it you will find stories about people, programs and places affirming that you made a great choice to live in Ottawa County. As the seventh-most populous county in Michigan and consistently one of the fastest growing in the state, Ottawa County is truly 'Where You Belong.'

New to West Michigan? Perhaps you were attracted to the area's spectacular Lake Michigan coastline, where nature is cherished and protected. Maybe it was the friendly people of Ottawa County who are working hard to succeed in charming downtown small businesses, at manufacturing hubs with global impact, or on acres passed down from generations that brought you here. Perhaps you saw that in Ottawa County, we embrace innovation and never wait for someone to solve our problems for us. We've coined this lifestyle 'The Ottawa Way.'

Newcomers and natives alike can be confident that the Ottawa County public services you receive are high-quality and cost-effective. Ottawa County's property tax levy is not only lower than neighboring counties, but it is the sixth lowest in Michigan. We care about people and take our jobs serving you very seriously. Whether you find yourself navigating the halls of our office buildings or muscling through unfamiliar government processes, you can rest assured that we are here to help!



Ottawa County
Where You Belong

Help 'freeze' heating costs for less fortunate

With the cold weather comes a seasonal fear for some families: heating bills and how to pay for them. Community Action Agency in Ottawa County assists financially qualifying families with utilities, but they need your support. Join Walk for Warmth so that, together, we can keep kids warm this winter. ALL of your gifts stay in Ottawa County. A one-time helping hand paying an energy bill can make a big difference to a neighbor struggling to stay financially afloat. You can:

- Walk the 2-mile stroll in Zeeland on Saturday, February 5 at 8:30 a.m. Register online at miOttawa.org/w4w. You can also register that morning at City on a Hill located at 100 Pine Street in Zeeland. Make a donation of any amount and join others walking for the cause. If a financial gift is not in your budget, you can simply walk to raise awareness that there are people grappling to make ends meet right here in Ottawa County.
- Walking in the bitter cold not for you? Unable to make it on February 5? You can donate to Walk for Warmth at miOttawa.org/w4w. Checks payable to Walk for Warmth can be sent to Community Action Agency, 12251 James Street, Suite 300, Holland, MI, 49424.

A group participates in Walk for Warmth in 2019



If you need utility assistance or other services, please call 211.

Oral health program delivers ‘Miles of Smiles’

Many of us take our visits to the dentist for granted, but for some Ottawa County residents, access to dental care is not financially feasible. Ottawa County’s 2020 Community Health Needs Assessment identified that 22.6% of survey respondents had not had a routine teeth cleaning in the previous year. For those who can’t afford to see a dentist, the stigma of poor oral health can have long-lasting social and psychological impacts, including a lack of self-confidence, poor mental health or fewer employment opportunities.

For more than 26 years, the Ottawa County Department of Public Health (OCDPH) Miles of Smiles program has met this critical oral health care need by providing dental services to Medicaid insured and financially qualifying uninsured children, age birth to

20. The work of Miles of Smiles protects the future dental health of the individuals served, preventing expensive restorative needs.

The Miles of Smiles mobile unit is a 40-foot, custom designed dental office on wheels. The unit is equipped with dental treatment rooms, a reception area, a sterilization center, digital x-ray system, wheelchair lift and cloud-based dental software.

A former patient’s parent said, “You were out at school yesterday and you worked on my son. I just wanted to let you know how thankful I am. He got off the bus and had the biggest smile I’ve ever seen. Then he gets in the car and he looks at me and smiles even bigger. . . he says ‘look mom they fixed my teeth.’ He had decay in his

front teeth and kids had started teasing him about it, so he wasn’t really smiling a lot. You did the fillings, and I can’t thank you enough. The smile you put on my child is just. . . I don’t have the words, but thank you.”

Miles of Smiles is able to provide these services through community partnerships as well as a network of approximately 100 volunteer dental professionals and students. Funding for Miles of Smiles is provided by Ottawa County, donations and grants.

For more information on Miles of Smiles or to learn how you can volunteer, visit www.miottwa.org/dental or call 616-393-5694.



Miles of Smiles welcomed a new mobile unit in the fall of 2020. The unit administers nearly all of the oral health services you would receive at an annual visit to a traditional dental office.

Miles of Smiles volunteer dentist Stephen C. Meade examines a patient.



Miles of Smiles Registered Dental Hygienist Megan Arreola prepares for a dental x-ray.

Benefits for veterans

The County could not be more grateful for veterans. The Ottawa County Department of Veterans Affairs is available to assist those who are applying for benefits. The department can help with:

- Federal benefits like injury compensation, pensions and more
- Medical transportation
- Emergency financial assistance
- Retrieving military service records

To make an appointment or request medical transportation, call the office on Monday, Tuesday or Friday between 9 a.m. and 4 p.m. at 616-393-8387.

Thanks to millage, county’s mental health needs are being met

Ottawa County cares about its people. In 2016, residents declared that compassion when voters passed a 10-year millage dedicated to mental health. “The millage has given us the flexibility to direct vital supports and services when and where they are needed,” said Lynne Doyle, Executive Director of Community Mental Health of Ottawa County. Five years on, programming funded by this millage has reached thousands of Ottawa County’s most vulnerable residents. Examples of millage funded programming include:

- Social recreational programs: enhances well-being for adults with disabilities by adding additional meaning to their life. Ottawa County partners with the Momentum Center, Heritage Homes Inc. Social Rec program, IKUS Life Enrichment Services Rec Connect, and Pioneer Resources LARC program to offer a variety of activities and opportunities throughout the county.
- Ottawa Pathways to Better Health: assists people with accessing community services to improve physical and mental health. The program works to decrease unnecessary hospitalizations and emergency department visits with early intervention and referrals.
- Ottawa Community Schools Network: ensures that students are physically, emotionally and socially well and have strong family supports so that each child reaches their potential.
- Senior Reach: provides mental health services to seniors, allowing them to remain independent in their communities.
- Housing: assists in securing grants for homeless and permanently disabled persons.



Pam and a Heritage Homes Direct Caregiver enjoy social time.

Understanding property taxes

Taxable values. Assessments. Millage rates. What do they mean? More importantly, how do they relate to residential property taxes?

In Michigan, assessments are placed at 50% of market value. Calculating those assessments is the responsibility of either the local municipality or the Ottawa County Equalization Department (who provides this service on behalf of some local municipalities). Assessors review properties to ensure accuracy of data on the assessment roll.

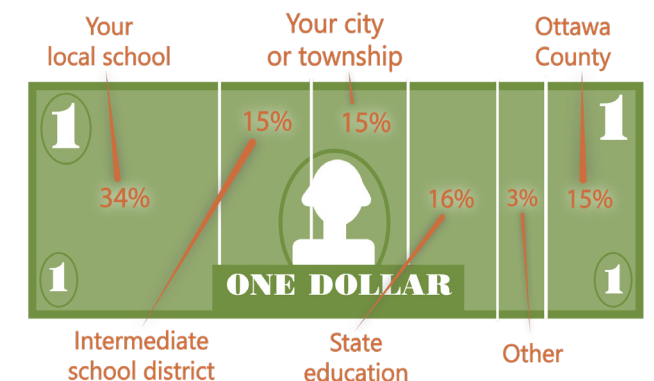
What determines whether my assessment increases? Township or city assessors place assessments on every property in their jurisdiction based on sales of like properties. To aide assessors in this and to confirm assessments are placed uniformly, the Ottawa County Equalization Department analyzes the real estate market using sales and appraisal studies every year to determine how much classes of property should change to match the market. Equalization safeguards fair and equitable assessments across the entire county.

What about taxes? How much property tax you pay is based on your taxable value and your millage rate. Your taxable value is calculated from the initial purchase price of your property. In the year following the transfer of ownership, your taxable value is set to your assessed value. Each year thereafter it may increase by the lesser of 5% or the rate of inflation (absent any new construction on the property). In areas where property values are

increasing quickly, a property’s taxable value will frequently lag behind its assessment.

Calculating your property tax bill is not complex. The equation to determine your tax bill is: taxable value x millage rate ÷ 1000. For math challenged folks, rest assured your tax bill does this for you. For those interested in digging in further, you can use the formula to compute how much of your bill goes to your local library, school district, and to all the other public agencies. Incidentally, residents will be happy to learn that Ottawa County boasts the sixth-lowest millage in the state.

How is a property tax dollar divided up?



In other words, 15¢ of each property tax dollar you pay funds law enforcement, parks, mental health and other county operations.

Deputy awarded after rescuing woman from burning house

Deputy Cassie Tolman from the Ottawa County Sheriff's Office was honored with the Lifesaving Award after rescuing an elderly woman from her burning Grand Haven Township home. On October 1, 2021, Ottawa County Central Dispatch received a call from a woman who was trapped in her bedroom as her house was quickly becoming engulfed in flames. Unable to escape through the blaze and the thick, dark smoke, the caller, Joyce Stille, was directed by the 911 dispatcher to get low to the ground and cover her mouth in an attempt to filter the air. Help was on the way. Ottawa County's Deputy Tolman was the first to arrive at the scene. Taking swift action, Deputy Tolman was able to extricate Ms. Stille through the window, saving her life. In a brief ceremony at the Ottawa County Board of Commissioners meeting on November 23, 2021, Deputy Tolman was presented the Lifesaving Award in the company of family, colleagues and friends. Several Ottawa County Central Dispatch employees were also recognized for their roles in the lifesaving incident.

Keep your loved ones safer with Smart911

Smart911 allows you to create a safety profile for your household. You'll include information that 9-1-1 might need in an emergency. Then, when someone in your household dials 9-1-1 from any phone associated with your Safety Profile, your profile is immediately displayed to the dispatcher providing details to facilitate the best, fastest response possible. In an emergency, seconds count. To sign up, please visit [Smart911.com](https://www.smart911.com) or download the app.

Your Smart911 safety profile can include:

- phone numbers for all of your devices
- home, work and other addresses
- floor plans
- medical conditions
- medications
- vehicles
- pets
- and more



Smart911
Download the Smart911® App
It Could Save Your Life



Joyce Stille and Deputy Tolman



The Stille residence after the home was engulfed by flames on October 1.



Exterior of the Stille residence after the blaze on October 1.



Sheriff Steve Kempker presents the Lifesaving Award to Deputy Tolman.

Venture out for a winter StoryWalk®

Many residents are already familiar with the sledding, snowshoeing and skiing available at Pigeon Creek County Park. (If you're not, check out miottawa.org/winter-rec) A StoryWalk® is another great way to get outside this winter as a family. Pages from a featured book are posted along a path for your family to read together during park hours. Thank you to our local libraries for making StoryWalk® possible. Stories, dates and parks are:

- | | | |
|---------------------------------|--------------|----------------------------|
| • Thank You, Omu!/Gracias, Omu! | Jan 2-16 | Paw Paw Park East |
| • Winter Dance | Jan 17-30 | Hager Park |
| • Once Upon a Winter Day | Jan 24-Feb 6 | Hemlock Crossing |
| • Ten Ways to Hear Snow | Feb 7-20 | Hawthorn Pond Natural Area |
| • Over and Under the Snow | Feb 14-27 | Riley Trails |
| • Almost Time | Feb 28-Mar 6 | Hemlock Crossing |



Farmland programs support vital local agriculture industry

No matter where you live in Ottawa County, chances are you are not far from a local farm market or farm stand. It's one of the things we love about our county, and it's one of the reasons that in recent years Ottawa County leadership has placed a greater programming emphasis on supporting our food and ag industry.

The County's anchor program for supporting agriculture is its Farmland Preservation Program. This program protects our vital farmland by placing permanent conservation easements

on agricultural property, ensuring it will be available to produce food, fiber and more for generations to come. Landowner interest in the program has grown significantly in recent years, with 32 farmers applying to preserve 3,300 acres of farmland. One of the reasons more farmers are interested in this program is that many of them lack an heir to take over their operations, which led us to a new effort to support our ag industry – a Beginning Farmer and Rancher Development Program (BFRDP) grant.

The BFRDP funded the MiFarmLink project that began in 2020. The project supports new farmers coming into the industry to take over for aging farmers by increasing access to farmland, mentorship opportunities and succession planning resources.



Programs like Farmland Preservation and MiFarmLink are ways the County achieves the goals set forth in their Focus on Agriculture Plan, an ag economic development guide that was approved during 2020's National Agriculture week. This plan identifies key ways to support and enhance the second biggest industry in our County – agriculture.

Discover more at miottawa.org/farmland and mifarmlink.org.



Three generations of the Klein family pose around their preserved property

Countywide groundwater monitoring project

Ottawa County and its partners are working to map the groundwater beneath their feet in order to guide local policy decisions and effectively manage a dwindling aquifer supply.

In 2018, a Michigan State University Institute of Water Research groundwater study revealed that without intervention, the quality and quantity of the County's bedrock aquifer system will continue to decline. Since that time, the County has developed a detailed plan to mitigate the issues, formed a Groundwater Board to guide local policies, and begun the difficult task of raising awareness of water shortage in West Michigan.

The County's Department of Strategic Impact (DSI) is spearheading the Groundwater Sustainability Initiative and is currently engaged in a multitude of mitigation strategies. In August of 2021, DSI partnered with the Michigan Geological Survey (MGS) to drill several wells in strategic locations across the County. This joint effort allowed the County to share the cost of drilling the wells with MGS, who is working on a separate project – drilling down into the bedrock layers and analyzing core samples to confirm the location of glacial and bedrock aquifers and to map the regional movement of glaciers during the last ice age.

The wells are currently in the process of being converted into monitoring stations, and the County has entered an agreement to share data with the U.S. Geological Survey's model, the National Groundwater Monitoring Network.

The severity of the County's groundwater situation has been recognized by the State of Michigan, which has recently approved the appropriation of \$1.1 million to be used towards additional groundwater monitoring.



County to break ground on new Family Justice Center

This spring, Ottawa County will break ground on a new Family Justice Center to better serve residents. This project will bring the entire Family Division of the 20th Circuit Court under one roof in centrally located West Olive. The Family Court,

Friend of the Court and Juvenile Court will be in the new building.

To finance the construction project, the County will sell bonds to investors who will be repaid with interest. The interest rate

paid is based on the County's bond rating, akin to an individual's credit score. Like credit scores, a better bond rating means a lower interest rate. Ottawa County boasts a AAA credit rating, the best score possible. Borrowing also allows the County to spread the cost of the facility across multiple generations.



Left: The Family Justice Center will be built in West Olive on existing county-owned property at the Fillmore Street Complex.



Below: An architectural rendering of the Family Justice Center to be constructed in 2022.

Thoughtful planning underway for American Rescue Plan Act funds

This past year, Ottawa County received \$56.6 million in federal American Rescue Plan Act (ARPA) funds. The Act, passed this past March, is intended to deliver relief in the wake of COVID-19. More specifically, the primary purposes of these funds, as highlighted by the U.S. Treasury Department, are:

1. Support urgent COVID-19 response efforts
2. Replace lost revenue for eligible state, local, territorial and tribal governments
3. Support immediate economic stabilization
4. Address systemic public health and economic challenges

To ensure the public has a voice in how Ottawa County utilizes these ARPA funds, the County Board of Commissioners on June 8, 2021 appointed 19 community members to serve on an American Rescue Plan Act Advisory Committee. Representing

a cross-section of the community, these 19 committee members include local government, charitable foundations, economic development, nonprofit and human service agency professions.

The committee went straight to work prioritizing how the \$56.6 million should be spent. Following extensive discussions, fact-finding and outreach, the Advisory Committee settled on this funding hierarchy recommendation:

1. County operations: Offsetting costs and strain on resources due to the pandemic
2. Countywide broadband: Address persistent gaps in high-speed internet service
3. Affordable housing: Leverage federal dollars through public/private partnerships to build needed affordable housing units
4. Social and human needs: Uplift and

expand upon social programs and assistance, such as child care and mental health

5. Business stabilization needs: Provide support services to businesses such as necessary working capital, technology improvements, workforce retention and training

What's next?

Once the priorities are reviewed and approved by the Board of Commissioners, the Advisory Committee plans to finalize the application forms and logistics associated with funding distributions for approved projects, along with reporting and accountability requirements. When these plans are in place, the Committee expects to receive its first round of funding requests from various Ottawa County entities aligned with the recommended funding priorities. The County looks forward to seeing the positive impacts of this federal assistance.

Your County Commissioners

The Board of Commissioners provides leadership and policy direction for all County activities. The Board is comprised of 11 members elected every two years from districts of equal population.

The Board of Commissioners meets the 2nd and 4th Tuesdays of each month at 1:30pm in the Board Room at 12220 Fillmore Street in West Olive. You can view meetings live on [youTube.com/miOttawa](https://www.youtube.com/miOttawa) or watch them later at your convenience. Meetings are open to the public and include opportunities for participation.

In lieu of speaking at the meeting, you can contact your County Commissioner at any time via phone, email or letter. Letters should be addressed to Ottawa County Administration, 12220 Fillmore Street, West Olive, MI 49460 and include your County Commissioner's name. If you are unsure which district you reside in, use our interactive mapping tool at miOttawa.org/BOC.

 <p>District 1 Francisco Garcia fgarcia@miOttawa.org 616-610-3995</p>	 <p>District 2 Joe Baumann jbaumann@miOttawa.org 616-399-8489</p>	 <p>District 3 Doug R. Zylstra dzylstra@miOttawa.org 616-443-4281</p>
 <p>District 4 Allen Dannenberg adannenberg@miOttawa.org 616-403-0379</p>	 <p>District 5 Randall J. Meppelink rmeppelink@miOttawa.org 616-836-1277</p>	 <p>District 6 Kyle J. Terpstra kterpstra@miOttawa.org 616-240-3377</p>
 <p>District 7 James Holtvluwer jholtvluwer@miOttawa.org 616-732-2760</p>	 <p>District 8 Greg DeJong gdejong@miOttawa.org 616-437-7954</p>	 <p>District 9 Philip D. Kuyers pkuyers@miOttawa.org 616-218-2534</p>
 <p>District 10 Chair Roger Bergman rbergman@miOttawa.org 616-283-2234</p>	 <p>District 11 Vice Chair Matthew Fenske mfenske@miOttawa.org 616-437-6723</p>	

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The Ottawa Way

NEWSLETTER

Photo: Hemlock Crossing County Park



This newsletter is printed on 10% post-consumer waste recycled paper



Ottawa County
12220 Fillmore Street
West Olive, Michigan 49460



ALLEGAN COUNTY
BROADBAND ACTION WORKGROUP



MARCH 2022



Who are we?

The Broadband Action Workgroup (BAW), established by the Allegan County Board of Commissioners, holds regular meetings on the first and third Thursday of each month.



What are our goals?

Upon verification of eligibility through the ARPA funds or identification/allocation of alternative funds, hire a directly employed or contracted project lead (and possibly team) to lead the project and deliver results for Board approved Specific, Measurable, Actionable, Realistic, Timebased (S.M.A.R.T,) goals.

Consider partners, technical professionals, and other stakeholders to serve as an advisory resource to the project team.

Gather necessary and relevant data to form S.M.A.R.T. Goals

Consider plans, proposals, legislative initiatives, and other resources to establish and implement plans for increased accessibility.

Timeline

September 2021

Steve Shults, GM/CEO of Bloomingdale Communications, met with the workgroup

Steve Sedore, Director of Operations for Allegan County, presented on County history in this area.

October 2021

Merit presented to the workgroup

Holland Board of Public Works presented their municipal broadband project to the workgroup

November 2021

Workgroup understood a need to hire a project manager

December 2021

Mandy Cooper, Lakeshore Advantage, presented on economic trends to the rest of the workgroup

Existing ARPA correspondence was reviewed and interview committee was formed

Bob Stewart, Frontier Communications State Director, presented to the workgroup

Timeline (cont.)

January 2022

The project manager interview process picked up steam and the committee met regularly

A communication from the workgroup was drafted (and sent 2/2/22) to all local government units to gauge interest

February 2022

Scoring sheet and procedure for review were approved by the workgroup.

Jill Dunham was hired as the Project Manager

Resolution was passed calling for the funding of MIHI (Michigan High Speed Internet Office)

March 2022

Great Lakes Energy presented to the workgroup

Steve Schuls, Bloomingdale Communications, returned to the workgroup

Next steps:

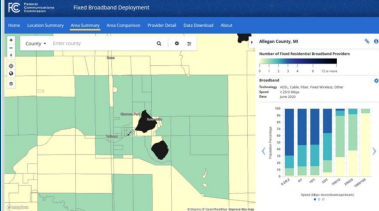
- Identifying the need and prioritizing areas
- Scoring matrix review
- Recommending fundable projects

Where is the interest?

Significant need has been communicated in Pullman (Lee Township); Green Lake (Leighton Township); as well as Monterrey Township and northern portions of the county.

WHY DOES ONE OF THE MOST UNDERSERVED AREAS IN ALLEGAN COUNTY (PULLMAN) REMAIN UNDERSERVED?

IT IS MISREPRESENTED AS SERVICED.



Fixed Broadband Deployment

Allegan County, MI

Number of Fixed Residential Broadband Providers

Service Area	Number of Providers
Area 1	1
Area 2	1
Area 3	1
Area 4	1
Area 5	1
Area 6	1
Area 7	1
Area 8	1
Area 9	1
Area 10	1
Area 11	1
Area 12	1
Area 13	1
Area 14	1
Area 15	1
Area 16	1
Area 17	1
Area 18	1
Area 19	1
Area 20	1
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Area 41	1
Area 42	1
Area 43	1
Area 44	1
Area 45	1
Area 46	1
Area 47	1
Area 48	1
Area 49	1
Area 50	1

Michigan.gov

ATTORNEY GENERAL

NEWS ABOUT CONSUMER PROTECTION INITIATIVES RESOURCES CONTACT

AG Nessel Joins FTC Lawsuit Against Frontier Communications for Misrepresenting Internet Speeds

Contact: Lenore Mulvaney 517-699-2165 lenore.mulvaney@ag.state.mi.us

May 19, 2021

LANSING Michigan Attorney General Dana Nessel has signed on to a lawsuit initiated by the Federal Trade Commission (FTC) against internet service provider Frontier Communications, alleging that the company did not provide internet consumers with internet service at the speeds it promised them, and charged much of them for more expensive and higher speed service than the company actually provided.

FEDERAL TRADE COMMISSION
PROTECTING AMERICA'S CONSUMERS

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Home • News & Events • Press Releases • FTC Sues Frontier Communications for Misrepresenting Internet Speeds

FTC Sues Frontier Communications for Misrepresenting Internet Speeds

May 19, 2021

Company failed to deliver DSL Internet speeds for which consumers paid and were promised

SHARE THIS PAGE

It is the intent of the workgroup to recommend funding of projects that advance broadband access and affordability in Allegan County. We see our role as reviewing and supporting funding requests before final approval by the Board of Commissioners.

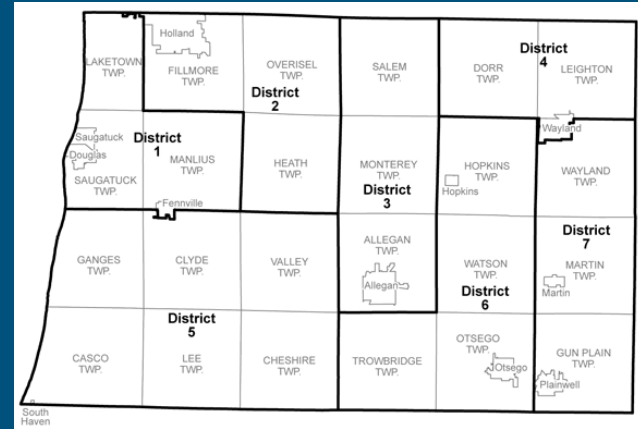
Jill Dunham

Broadband Project Manager



Understanding the need

- Contact made with all Townships
 - Meeting will be held with Supervisors on March 22
- Met individually with providers:
Comcast; Spectrum; Great Lakes Energy; Midwest Energy; AcenTek; Michwave



Where do we go from here?

- Exploring options for surveys
- Prioritizing the investment(s) of ARPA funds

Scoring Sheet for Allegan County American Rescue Plan Act Grants

Name of Applicant

Review Criteria

ARPA Funding Requirements	<u>Qualifies for Funding:</u>	<u>Does Not meet Expenditure Qualifications:</u>
	meets or exceeds 100 Mbps symmetrical service <input type="checkbox"/> Yes <input type="checkbox"/> No	If does not meet expenditure qualifications, you may stop review here.
	Provide service upon completion <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Incorporates federal low-income subsidy programs <input type="checkbox"/> Yes <input type="checkbox"/> No	
ARPA Priorities	last-mile service <input type="checkbox"/> Yes	
	service owned, operated, or affiliated with local governments <input type="checkbox"/> Yes	
	communities currently lacking reliable 100/20 Mbps wireline <input type="checkbox"/> Yes	
	lack of affordable access to broadband service <input type="checkbox"/> Yes	
State and Broadband Funding Alignment	Lack Sufficient Access to Broadband 100/25 (USDA, RDOF) <input type="checkbox"/> Yes	
	Be in a rural area (USDA, RDOF) <input type="checkbox"/> Yes	
	Are was not previously funded or overlap with other funding service areas (USDA Reconnect) <input type="checkbox"/> Yes	
Department of Commerce - Digital Equity Act	High poverty (USDA) <input type="checkbox"/> Yes	
	low-income households, aging populations, incarcerated individuals, veterans, individuals with disabilities, individuals with a language barrier, racial and ethnic minorities, and rural inhabitants <input type="checkbox"/> Yes	
Other Funding	<input type="checkbox"/> Yes	

If requestor is a local govt. unit, is it contributing significant funding as well as other resources to the success of project (Total of 5 Points Possible) Total Points Awarded

Local unit contibuting <50% ARPA	Local unit contibuting <50% ARPA funds but contibuting equivilant or greater funds for other sources.	Local unit contibuting >90% ARPA or other funds to project.	Local unit contibuting >90% ARPA or other funds to project and has significant local resources participating in project completion
(0-4)	(5-9)	(10-14)	(15-20)

Overall Project (Total of 5 Points Possible): Total Points Awarded

Project poorly constructed and there would be little potential and/or community support	Project somewhat described but without enough detail to gauge impact or impact deemed low	Project well described with a complete picture and good community collaboration	Cleverly developed project with high potential for success; a novel proposal
0	(1-2)	(3-4)	(5)

Demonstrates a critical, identified need in the community: (Total of 10 Points Possible) Total Points Awarded

Project goals are unclear or inappropriate; objectives not offered or not specific, measurable, acheivable, realistic & time based, not related to the goals/objectives of ARPA	Project goals are clear; questionable objectives are offered that are weak orlack specificity or measures; Somewhat related to the goals/objectives of ARPA	Project goals are well framed and adequate; objectives are adequate to the task but could perhaps be strengthened; Clearly related to the goals/objectives of ARPA	Project goals are exceptionally well crafted; objectives are rich and do much in helping the project define success; Will definitely help reach the goals/objectives of ARPA RFP
(0-2)	(3-5)	(6-8)	(9-10)

Project Plan demonstrates a long-term investment in the community (Total of 20 Points Possible) Total Points Awarded

Proposed steps are not offered or are not appropriate; Person/s responsible for different tasks are not stated or unclear; Time for completing steps not well established or may not be feasible	Proposed steps seem misguided or could be significantly improved; Person/s responsible for completing tasks are somewhat appropriate but could be improved, time for completing steps is offered but could be improved significantly	Proposed steps are adequate as presented; Person/s responsible for completing steps are adequate for the proposed effort; Time for completing steps seen as well founded and very achievable	Proposed steps are polished and well thought out; Person/s responsible for completing steps are well suited for the effort; Time for completing tasks is correctly assessed and confident this applicant can deliver on the planned work
(0-4)	(5-9)	(10-14)	(15-20)

Demonstrates an impact that extends beyond the boards of the local unit (Total of 5 Points Possible) Total Points Awarded

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Appropriate partners or stakeholders are not involved, or no partners are identified	Some appropriate partners or stakeholders appear to be missing	The partners and stakeholders identified are adequate and their roles are clearly stated	The partners and stakeholders identified are fitting and will strengthen the project; and a letter of support provided that clearly indicates the partners role
0	(1-2)	(3-4)	(5)

Demonstrates a funding need that is beyond the ability of the local unit to fund solely through its allocation of ARPA funds as well as other resources (Total of 5 Points Possible) Total Points Awarded

Budget is very poorly constructed; disconnected from project	Budget marginally constructed, appropriately connected to the project with some exceptions	Budget matches well with scope or work as offered and is appropriate to the work	Budget is well crafted and in synergy with project plan
0	(1-2)	(3-4)	(5)

Demonstrates a long-term strategy to maximize impact and supports a strong and equitable recovery from the pandemic and economic downturn. (Applicant will receive extra points) Total Points Awarded

Purpose of grant was not	The purpose of the grants
0	(2)

Total Number of Points

Recommendations for Award Amount or other considerations:

**A RESOLUTION TO SUPPORT THE FUNDING AND STAFFING OF
THE MICHIGAN HIGH SPEED INTERNET OFFICE**

WHEREAS Governor Gretchen Whitmer, Lieutenant Governor Garlin Gilchrist, State Senator Aric Nesbitt, and State Representative Mary Whiteford have gone on the record that high speed broadband is a top infrastructure priority.

WHEREAS in Allegan County alone almost 34 percent of households do not have access to broadband at their homes.

WHEREAS the COVID-19 pandemic has demonstrated the dire and immediate need for affordable, reliable high speed broadband internet access at homes and businesses.

WHEREAS the digital divide is exacerbating the homework gap and learning inequity for students without broadband access at home.

WHEREAS educators are burdened with having to develop instruction for students both with and without high speed broadband at home.

WHEREAS lack of broadband access stifles entrepreneurship and attraction of both businesses and talent.

WHEREAS lack of broadband access negatively impacts economic development, property values, personal prosperity, education, health and safety and overall quality of life.

WHEREAS farmers rely on high speed broadband to monitor their crops, maintain their essential and costly equipment as well as tracking commodity prices, promoting agri-tourism and selling their products.

WHEREAS communities without broadband experience higher rates of lost lives, injury, and crime, and residents in these communities have difficulty leveraging capabilities like TeleHealth, online banking, virtual meetings, working remotely and distance learning.

WHEREAS broadband access can combat the isolation experienced by our seniors and those living alone by enabling them to stay connected to family and friends.

WHEREAS the Allegan County Board of Commissioners established the Broadband Action Workgroup in 2021 with the goal to feasibly close the digital divide and provide recommendations on the spending of funds.

WHEREAS a stated goal of the Broadband Action Workgroup is to consider plans, proposals, legislative initiatives, and other resources to establish and implement plans for increased accessibility.

RECOGNIZING that Governor Gretchen Whitmer established the Michigan Office of High Speed Internet on June 2, 2021 to coordinate and advance state efforts on expanding internet access.

RECOGNIZING the Infrastructure Investment and Jobs Act was signed into law by President Joe Biden on November 15, 2021 and has received bipartisan support including from Congressman Fred Upton (R-St. Joseph).

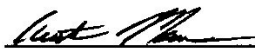
RECOGNIZING that Governor Gretchen Whitmer signed Executive Directive 2021-12 on November 29, 2021 readying state departments and agencies in response to the Infrastructure Investment and Jobs Act.

BE IT RESOLVED the Allegan County Broadband Action Workgroup supports funding and full-time staff for the Michigan High Speed Internet Office.

BE IT FURTHER RESOLVED the Allegan County Broadband Action Workgroup urges members of the State Legislature and Executive Office of the Governor to promptly reach an agreement to fund the Michigan High Speed Internet Office and appropriate federal funding to counties to expand broadband.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to Governor Gretchen Whitmer; Lieutenant Governor Garlin Gilchrist; State Senator Aric Nesbitt; State Representative Mary Whiteford; State Representative Steven Johnson; the Allegan County Board of Commissioners; and the Michigan Association of Counties.

Adopted: 2/17/22 Voice Vote Yes: 8 Abs: 0 Acont: 3



Austin Marsman, Chairperson
Allegan County Broadband Action Workgroup