

Agenda
FINANCE AND ADMINISTRATION COMMITTEE
West Olive Administration Building
12220 Fillmore, West Olive, MI 49460
January 20, 2009
9:30 a.m.

Consent Items:

1. Approval of Agenda
2. Approval of Minutes from the December 16, 2008 Meeting

Action Items:

1. Election of Committee Vice-Chair
Suggested Motion:
To elect _____ as Vice-Chair of the Finance and Administration Committee for 2009.
2. Monthly Budget Adjustments
Suggested Motion:
To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of December 2008.
3. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustments #968, 977, 978, 980, 981, 989, 991, 1000, 1001, 1004, 1007, 1008, 1009, 1.
4. Statement of Review for December
Suggested Motion:
To approve the Statement of Review for the month of December 2008.
5. Quarterly Financial Status Report
Suggested Motion:
To receive for information the Interim Financial Statement for General Fund, Mental Health and Public Health as of December 31, 2008.

6. Quarterly Treasurer's Investment Report

Suggested Motion:

To receive for information the Treasurer's Quarterly Investment Report as of December 31, 2008.

7. Reclassification of One (1) Records Processing Clerk II to One (1) Public Service Center clerk (PC IV)

Suggested Motion:

To approve and forward to the Board of Commissioners the proposal from the Register of Deeds to reclassify a 1.0 FTE Records Processing Clerk II (Group T paygrade 6) to a 1.0 FTE Public Service Center Clerk (Records Processing Clerk IV, Group T paygrade 8) at a cost of \$2,307 for 2009. Funding to come from vacant positions in the General Fund.

8. Fiscal Year 2009 Funding Proposal

Suggested Motion:

To approve and forward to the Board of Commissioners the Fiscal Year 2009 funding Proposal of \$29,694 to continue operations of the District Court Drug Court through September 30, 2009. Funding to come from Fund 2850 (Community Corrections) fund balance.

Discussion Items:

1. Engagement letter with Vredeveld Haefner, LLC for the Ottawa County, Michigan Insurance Authority's 2008 audit.
2. Engagement letter with Vredeveld Haefner, LLC for the County of Ottawa 2008 audit.
3. Engagement letter with Vredeveld Haefner, LLC for the Ottawa County Drain Commission 2008 audit.