

Agenda
FINANCE AND ADMINISTRATION COMMITTEE
West Olive Administration Building
12220 Fillmore, West Olive, MI 49460
May 19, 2009
9:30 a.m.

Consent Items:

1. Approval of Agenda
2. Approval of May 12, 2009 Finance and Administration Committee Minutes

Action Items:

1. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustments #218, 219, 220, 239, 241, 255 and 256.
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 April 2009.
3. Statement of Review
Suggested Motion:
To approve the Statement of Review for the month of April, 2009.
4. Reclassification of One (1) Probation Officer/Treatment Specialist
Suggested Motion:
To approve and forward to the Board of Commissioners the reclassification of one (1) FTE Probation Officer/Treatment Specialist (District Court CBA paygrade 09) to three (3) .4875 FTE Field Supervision Officers (Enforcement Officers) and add two (2) hours to a current Community Corrections Secretary position (.75 FTE to .8 FTE) at a cost savings of \$11,441.
5. General Fund Revenues over Expenditures for 2008
Suggested Motion:
To approve and recommend to the Board of Commissioners that \$389,492 of the 2008 General Fund fund balance be designated for the 2009 budget shortfall in tax revenue and \$148,425 for the Survey and Remonumentation Program.

6. Resolution to Approve the 2009 Millage Rate for Ottawa County
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to approve the 2009 Millage Rate for Ottawa County of 3.6 mills.
7. Resolution to Approve the 2009 Millage Rate for E-911
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to approve the 2009 Millage Rate for E-911 of .4400 mills.
8. Resolution to Approve the 2009 Millage Rate for Parks
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution to approve the 2009 Millage Rate for Parks of .3165 mills.
9. Purchase of BS&A Software for the Equalization Department
Suggested Motion:
To approve and forward to the Board of Commissioners the purchase of the BS&A software and hardware upgrades for the Equalization Department in the amount of \$52,952. Funding to come from the Register of Deeds Automation Fund.
10. Purchase of BS&A Software for the Treasurer's Office
Suggested Motion:
To approve and forward to the Board of Commissioners the purchase of the BS&A software and hardware upgrades for the Treasurer's Office in the amount of \$72,294. Funding to come from the Homestead Property Tax Fund.
11. Contract Payments from PA2 Funds
Suggested Motion:
To approve and forward to the Board of Commissioners the recommendation to use reserved PA2 Funds for current budget year contract payments and to reserve the current year PA2 Fund revenues for future year's payments.
12. General Fund Fiscal Year End
Suggested Motion:
To approve and forward to the Board of Commissioners the recommendation to continue with a December 31 fiscal year end for the General Fund.

Discussion Items:

1. Treasurer's Investment Update for April 2009