

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: June 16, 2009

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Dennis Swartout, Robert Karsten, James Holtvluwer

ABSENT: Gordon Schrotenboer

STAFF & GUESTS: Alan Vanderberg, Administrator; Keith Van Beek, Assistant Administrator; Sherri Sayles, Deputy Clerk; Greg Rappleye, Corporation Counsel; Bradley Slagh, Treasurer; Jessica Kinser, Management Financial Analyst; June Hagan, Fiscal Services Director

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and approve by consent the minutes of the May 19, 2009, meeting as presented.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 09-062 Motion: To approve budget adjustments #257, 264, 265, 340 and 341.
Moved by: Rycenga **UNANIMOUS**

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 09-063 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 May 2009.
Moved by: Holtvluwer **UNANIMOUS**

SUBJECT: STATEMENT OF REVIEW

FC 09-064 Motion: To approve the Statement of Review for the month of May 2009.
Moved by: Karsten **UNANIMOUS**

SUBJECT: RESOLUTION TO DESIGNATE KEITH VAN BEEK, ASSISTANT COUNTY ADMINISTRATOR, AS THE “CONTACT PERSON” FOR THE FEDERAL STIMULUS ENERGY AND EFFICIENCY AND CONSERVATION BLOCK GRANT APPLICATION AND AWARD PROCESS, AS REQUIRED BY LAW

FC 09-065 Motion: To approve and forward to the Board of Commissioners the proposed Resolution to designate Keith Van Beek, Assistant County Administrator, as the “contact person” for the Federal Stimulus Energy and Efficiency and Conservation Block Grant application and award process, as required by Federal Regulation.
Moved by: Rycenga UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE 2009 TAX ALLOCATION

FC 09-066 Motion: To approve and forward to the Board of Commissioners the Resolution to accept and approve the 2009 Final Order of the Ottawa County Tax Allocation Board; allocating 4.440 mills to the County of Ottawa.
Moved by: Holtvluwer UNANIMOUS

SUBJECT: GOVERNMENT FINANCE OFFICERS ASSOCIATION DISTINGUISHED BUDGET PRESENTATION AWARD

FC 09-067 Motion: To receive and forward to the Board of Commissioners the Government Finance Officers Association’s Distinguished Budget Presentation Award for the fiscal year beginning January 1, 2009.
Moved by: Karsten UNANIMOUS

SUBJECT: TREASURER’S ANNUAL “BALANCE IN LAND SALE PROCEEDS ACCOUNT” REPORT

FC 09-068 Motion: To accept for information and forward to the Board of Commissioners the Annual “Balance in Land Sale Proceeds Account” Report.
Moved by: Holtvluwer UNANIMOUS

SUBJECT: DEMOLITION OF THE COUNTY BUILDING
At 333 CLINTON (MSU EXTENSION)

FC 09-069 Motion: To approve and forward to the Board of Commissioners the recommendation to demolish the County Building at 333 Clinton, Grand Haven, and complete a berm with landscaping at a cost of approximately \$28,500. Funding to come from the Building Projects budget or the Public Improvement Fund.
Moved by: Rycenga UNANIMOUS

SUBJECT: CREATION OF RESERVE ACCOUNT -
TECHNOLOGY IMPROVEMENTS

FC 09-070 Motion: To approve and forward to the Board of Commissioners the creation of a reserve account – Technology Improvements – for lease revenue from the Fillmore Street tower with revenue received to be reserved for future technology improvements.
Moved by: Holtvluwer UNANIMOUS

SUBJECT: CONTRACT: FINANCIAL ADVISOR FOR BOND
ISSUES

FC 09-071 Motion: To approve and forward to the Board of Commissioners the contract with The PFM Group to provide financial advisor services for County and Public Utility bond issues.
Moved by: Rycenga UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. General Pooled Fund Portfolio as of May 31, 2009 – The May 2009 Treasurer’s investment update was presented.
2. 2010 Budget – The Committee briefly discussed the 2010 budget. The Board of Commissioners will be meeting in July to rank discretionary services.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:22 a.m.