

**Agenda**  
**Finance and Administration Committee**  
**West Olive Administration Building**  
**12220 Fillmore, West Olive, MI 49460**  
**Tuesday, April 20, 2010**  
**9:30 a.m.**

**Consent Items:**

1. Approval of the Agenda
2. Approval of Minutes from the March 16, 2010 Meeting

**Action Items:**

3. Budget Adjustments Greater than \$50,000  
Suggested Motion:  
To approve budget adjustments #153, 154, 155, 156, 207, 208, 209, 217, 218 and 222.
4. 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 March 2010.
5. Statement of Review  
Suggested Motion:  
To approve the Statement of Review for the month of March 2010.
6. Equalization Report  
Suggested Motion:  
To approve and forward to the Board of Commissioners the 2010 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.
7. Treasurer's Investment Report  
Suggested Motion:  
To receive for information the Treasurer's Quarterly Investment Report as of March 2010.
8. Quarterly Financial Status Report  
Suggested Motion:  
To receive for information the Interim Financial Statement for the General Fund, Mental Health Fund and Public Health Fund as of March 31, 2010.
9. Resolution to Authorize "Qualifying Statements" for Bonding Purposes  
Suggested Motion:  
To approve and forward to the Board of Commissioners the Resolution to authorize Certification of a "Qualifying Statement" for bonding purposes.

10. Resolution – Juror Mileage Rates

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution regarding juror mileage rates at the Michigan State Employee Travel Standard Rate.

11. Bond Cremation Project

Suggested Motion:

To recommend to the Board of Commissioners the disintegration of the records be witnessed by the County Treasurer and the Fiscal Services Department Senior Accountant in addition to the Fiscal Services Director, as required by MLL 129.124, Sec 4.

12. Cost of Service Analysis Report

Suggested Motion:

To accept and forward to the Board of Commissioners the Maximus Cost of Services Analysis Report for Ottawa County.

13. Government Finance Officers Association Certificate for Excellence in Financial Reporting

Suggested Motion:

To receive and forward to the Board of Commissioners the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting for the County of Ottawa's December 31, 2008 Comprehensive Annual Financial Report.

14. Allocation of 2009 Unreserved Undesignated Fund Balance

Suggested Motion:

To approve and recommend to the Board of Commissioners that \$464,096 of the 2009 General Fund fund balance be designated for the 2010 budget shortfall in tax revenue.

15. Purchase of MERS (Michigan Municipal Employees Retirement System) Generic Service Credits for Chad G. Klaver

Suggested Motin:

To approve and forward to the Board of Commissioners the purchase of one (1) year of MERS generic service credit for \$11,973 (total cost to be paid by employee).

Total Cost	\$11,973
Employer Cost	\$0
Employee Cost	\$11,973

16. MIWorks! Personnel Requests

Suggested Motion:

To approve and forward to the Board of Commissioners the proposal from MiWorks! to create three positions (two (2) Business Service Representatives and one (1) Workforce Intelligence Analyst) and increase the hours of a current position (Procurement Contract Coordinator) as listed below at a cost of \$205,649. All three positions will sunset as of June 30, 2011.

17. Bond Resolution – Holland Township

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Refunding Bonds, in the not-to-exceed amount of \$2,350,000 to refinance the Holland Township 1998 Water & Refunding Bonds.

**Discussion Items:**

None

**Adjournment**

**Comments on the day's business are to be limited to three (3) minutes.**