

**FINANCE & ADMINISTRATION COMMITTEE**

**Approved Minutes**

DATE: March 16, 2010

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrottenboer, Robert Karsten, Donald Disselkoen, Roger Rycenga, Dennis Swartout

STAFF & GUESTS: June Hagan, Fiscal Services Director; Sherri Sayles, Deputy Clerk; Linda Brown, Deputy Drain Commissioner; Greg Rappleye, Corporation Counsel; Keith VanBeek, Assistant Administrator; Bradley Slagh, Treasurer; Ken Rizzio, Economic Development; Connie Knap, Request Foods; Steve DeWitt, Request Foods; William Rysdyk, Request Foods; Don Komejan, Holland Township Manager; Kurt Brauer, Warner, Norcross & Judd; Media

**SUBJECT: CONSENT ITEMS**

FC 10-028 Motion: To approve the agenda of today as presented and to approve the minutes of the February 16, 2010, meeting as presented.  
Moved by: Disselkoen **UNANIMOUS**

**SUBJECT: OTTAWA COUNTY AGRICULTURAL  
PROCESSING RENAISSANCE ZONE (APRZ)  
DESIGNATION RECOMMENDATION FOR  
REQUEST FOODS, INC./PRESENTATION**

FC 10-029 Motion: To approve the Resolution designating 24 acres of vacant property in Holland Township as an Agricultural Processing Renaissance Zone (APRZ).  
Moved by: Rycenga **UNANIMOUS**

**SUBJECT: MONTHLY BUDGET ADJUSTMENTS**

FC 10-030 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 February 2010.  
Moved by: Schrottenboer **UNANIMOUS**

**SUBJECT: BUDGET ADJUSTMENTS GREATER THAN  
\$50,000**

FC 10-031 Motion: To approve budget adjustments #92, 93, 94, 95, 114, 125, 126,  
127 and 128.  
Moved by: Karsten **UNANIMOUS**

**SUBJECT: STATEMENT OF REVIEW FOR FEBRUARY**

FC 10-032 Motion: To approve the Statement of Review for the month of February  
2010.  
Moved by: Karsten **UNANIMOUS**

**SUBJECT: APPOINTMENT TO OTTAWA COUNTY TAX  
ALLOCATION BOARD**

FC 10-033 Motion: To approve and forward to the Board of Commissioners the  
name of Roger Cotner for appointment to the Ottawa County Tax  
Allocation Board, pursuant to MCL 211.205(e).  
Moved by: Rycenga **UNANIMOUS**

**SUBJECT: MUNN DRAIN PROJECT**

FC 10-034 Motion: to approve and forward to the Board of Commissioners the  
Resolution pledging the County's full faith and credit for bonds to be  
issued by the County Drain Commissioner in an amount not to exceed  
\$805,000.00 to finance the Munn Drain Project.  
Moved by: Schrotenboer **UNANIMOUS**

**SUBJECT: AGREEMENT FOR ADMINISTRATIVE  
SERVICES – OTTAWA COUNTY LAND BANK  
AUTHORITY**

FC 10-035 Motion: To approve and forward to the Board of Commissioners the  
proposed agreement between Ottawa County and the Ottawa County Land  
Bank Authority for the provision of administrative services.  
Moved by: Schrotenboer **UNANIMOUS**

**SUBJECT: DISCUSSION ITEMS**

1. Treasurer's Investment Report for February 2010 – The February 2010  
Financial Month End update was presented by Bradley Slagh.

2. Budget Balancing Options – June Hagan reviewed with the Committee the budget balancing survey options from last year and asked if there was anything else that needed to be reviewed and analyzed. Some of last year’s options included lump sum payment, personnel reductions, eliminate the 457 match, reducing business hours, changes to the health plan, straight across the board cuts, millage increase and eliminating training and conferences. June reported the County is looking at a \$5.3 million deficit this year if 100% if the revenue sharing comes through. 59% of the general fund is personnel cost. She is concerned with some of the financing tools being used because investments are down. It was suggested to survey the employees for their input. Further discussion will take place at a Board Work Session to review options and impacts.

SUBJECT: ADJOURNMENT

FC 10-036 Motion: To adjourn at 10:38 a.m.  
Moved by: Karsten

UNANIMOUS