



County of Ottawa

Board of Commissioners

Philip D. Kuyers
Chairperson

James C. Holtrop
Vice-Chairperson

12220 Fillmore Street, Room 310, West Olive, Michigan 49460

West Olive (616) 738-4898

Fax (616) 738-4888

Grand Haven (616) 846-8295

Grand Rapids (616) 662-3100

Website: www.miOttawa.org

April 23, 2010

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, April 27, 2010 at 1:30 p.m.**, for the regular **April** meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan.

The Agenda is as follows:

1. Call to Order by the Chairperson
2. Invocation – Commissioner Swartout
3. Pledge of Allegiance to the Flag
4. Roll Call
5. Presentation of Petitions and Communications
 - A. Government Finance Officers Association Certificate for Excellence in Financial Reporting, June Hagan, Fiscal Services Director
6. Public Comments and Communications from County Staff
7. Approval of Agenda
8. Actions and Reports
 - A. Consent Resolutions:

From the County Clerk

1. Board of Commissioners Meeting Minutes
Suggested Motion:
To approve the Minutes of the April 13, 2010 Board of Commissioners Meeting and April 13, 2010 Board of Commissioners Work Session.

Joyce E. Kortman Dennis W. Swartout Jane M. Ruiter Matthew M. Hehl Roger G. Rycenga
Gordon D. Schrottenboer Robert W. Karsten James H. Holtvluwer Donald G. Disselkoen

2. Payroll
Suggested Motion:
To authorize the payroll of April 27, 2010 in the amount of \$_____.

From the Finance and Administration Committee

3. Monthly Accounts Payable for April 1, 2010 through April 16, 2010
Suggested Motion:
To approve the general claims in the amount of \$13,882,836.51 as presented by the summary report for April 1, 2010 through April 16, 2010.
4. Monthly Budget Adjustments
Suggested Motion:
To approve 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.

From Administration

5. Ottawa County Sheriff's Office 2009 Annual Report
Suggested Motion:
To receive for information the Ottawa County Sheriff's Office 2009 Annual Report.
6. Ottawa County Prosecuting Attorney's 2009 Annual Report
Suggested Motion:
To receive for information the Ottawa County Prosecuting Attorney's 2009 Annual Report.

B. Action Items:

From the Planning and Policy Committee

7. County Policies
Suggested Motion:
To approve the following proposed policies for review: General Policies: 001 - Administrator's Evaluation, 002 - Identify Theft Prevention; Fiscal Policies: 024 - Sale or Disposal of Used Equipment & Personal Property Policy, 025 - Travel and Meals Policy; Facilities Policies: 001 - Facilities Use Policy, 002 - Wellness Center Policy.
(Second Reading)

From the Finance and Administration Committee

8. Equalization Report
Suggested Motion:
To approve the 2010 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.
9. Resolution to Authorize "Qualifying Statements" for Bonding Purposes
Suggested Motion:
To approve and authorize the Board Chair and Clerk to sign the Resolution to authorize Certification of a "Qualifying Statement" for bonding purposes.
10. Bond Cremation Project
Suggested Motion:

To designate the Fiscal Services Director and the Fiscal Services Department Senior Accountant as witnesses for the cremation or disintegration by the County Treasurer of certain public bond documents and corresponding interest coupons, as provided for by the Bond Cremation Act, Act 56 of the Public Acts of 1962, MCL 129.122 et seq.

11. Cost of Service Analysis Report

Suggested Motion:

To receive the Maximus Cost of Services Analysis Report for Ottawa County.

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

Suggested Motion:

To receive 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.

13. Allocation of 2009 Unreserved Undesignated Fund Balance

Suggested Motion:

To approve and designate \$464,096 of the 2009 General Fund unreserved undesignated fund balance for the 2010 budget.

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

Suggested Motion:

To approve the purchase of one (1) year of MERS generic service credit for \$11,973 (total cost to be paid by Chad G. Klaver).

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

15. MIWorks! Personnel Requests

Suggested Motion:

To approve and authorize the Board Chair and Clerk to sign 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.

16. Bond Resolution – Holland Township

Suggested Motion:

To approve and authorize the Board Chair and Clerk to sign 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.

C. Appointments:

From the Human Resources Committee

17. To approve the name(s) of (* indicates recommendation of the Interview Subcommittee [third posting]):

*Jon Overway
to fill one (1) of two (2) Private Sector Representative Vacancies on the Technology Committee beginning January 1, 2010, and ending December 31, 2011 (two year term).

*Valorie Putnam
to fill one (1) Education Sector Vacancy on the Ottawa County Workforce Development Board beginning January 1, 2010, and ending December 31, 2012 (three year term).

*Randall S. Boss
To fill one (1) unexpired Business Sector vacancy on the Ottawa County Workforce Development Board beginning immediately and ending December 31, 2011.

*Marjorie DeBlaay
to fill one (1) unexpired Member Vacancy on the Housing Commission beginning immediately and ending December 31, 2011.

*Edward Sowards
*Marjorie DeBlaay
to fill two (2) Private Sector vacancies on the Community Action Agency Advisory Board beginning immediately and ending September 30, 2011.

D. Discussion Items:

From Administration

18. Ottawa County Sheriff's Office 2009 Annual Report
(Presented by: Gary Rosema, Sheriff)
 19. Ottawa County Prosecuting Attorney's 2009 Annual Report
(Presented by: Ron Frantz, Prosecuting Attorney)
9. Report of the County Administrator
 10. General Information, Comments, and Meetings Attended
 11. Public Comments
 12. Adjournment

**PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
APRIL SESSION – FIRST DAY**

The Ottawa County Board of Commissioners met on Tuesday, April 13, 2010, at 1:30 p.m. and was called to order by the Chair.

Mrs. Kortman pronounced the invocation.

The Clerk led in the Pledge of Allegiance to the Flag.

Present at roll call: Mrs. Kortman, Messrs. Kuyers, Swartout, Mrs. Ruiter, Messrs. Hehl, Rycenga, Schrotenboer, Disselkoen, Karsten, Holtrop, Holtvluwer. (11)

Public Comments and Communications from County Staff

Stu Visser, Park Township, thanked Mrs. Kortman for her years of service as a County Commissioner and announced he will be running for her vacant seat.

B/C 10-081 Mr. Holtrop moved to approve the agenda of today as presented. The motion passed.

B/C 10-082 Mr. Holtrop moved to approve the following Consent Resolutions:

1. To approve the Minutes of the March 23, 2010, Board of Commissioners Meeting.
2. To receive for information the Correspondence Log.
3. To authorize the payroll of April 13, 2010, in the amount of \$578.00.
4. To approve the general claims in the amount of \$2,579,634.23 as presented by the summary report for March 15, 2010 through March 31, 2010.
5. To receive for information the Ottawa County Clerk's 2009 Annual Report.
6. To receive for information the Ottawa County Michigan Works! 2009 Annual Report.
7. To receive for information the Ottawa County Drain Commission 2009 Annual Report.

The motion passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Ruiter, Messrs. Holtrop, Rycenga, Disselkoen, Schrotenboer, Mrs. Kortman, Messrs. Karsten, Hehl, Swartout, Kuyers. (11)

B/C 10-083 Mr. Swartout moved to receive and approve the Ottawa County Strategic and 2010 Business Plan. The motion passed as shown by the following votes: Yeas: Messrs. Rycenga, Hehl, Karsten, Mrs. Ruiter, Mr. Schrotenboer, Mrs. Kortman, Messrs. Swartout, Holtvluwer, Disselkoen, Holtrop, Kuyers. (11)

B/C 10-084 Mr. Swartout moved to receive the Plante & Moran Fiscal Services Department Organization Review. The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Swartout, Schrotenboer, Mrs. Kortman, Messrs. Disselkoen, Karsten, Mrs. Ruiter, Messrs. Rycenga, Hehl, Kuyers. (11)

B/C 10-085 Mr. Rycenga moved to approve and authorize the Board Chair and Clerk to sign the Resolution to allocate Recovery Zone Economic Development Bond (RZEDB) funds to the City of Coopersville in the amount of \$6,404,000. The motion passed as shown by the following votes: Yeas: Messrs. Karsten, Disselkoen, Holtrop, Mrs. Kortman, Messrs. Holtvluwer, Schrotenboer, Mrs. Ruiter, Messrs. Swartout, Rycenga, Hehl, Kuyers. (11)

B/C 10-086 Mr. Rycenga moved to approve and authorize the Board Chair and Clerk to sign the contract between the County of Ottawa and the County of Muskegon for the provision of Information Technology Services. The motion passed as shown by the following votes: Yeas: Messrs. Disselkoen, Karsten, Hehl, Holtrop, Mrs. Kortman, Mr. Swartout, Mrs. Ruiter, Messrs. Rycenga, Holtvluwer, Schrotenboer, Kuyers. (11)

B/C 10-087 Mr. Rycenga moved to receive for comment the following proposed policies for review: General Policies: 001 – Administrator’s Evaluation, 002 – Identify Theft Prevention; Fiscal Policies: 024 – Sale or Disposal of Used Equipment & Personal Property Policy, 025 – Travel and Meals Policy; Facilities Policies: 001 – Facilities Use Policy, 002 – Wellness Center Policy. (First Reading) The motion passed as shown by the following votes: Yeas: Mr. Schrotenboer, Mrs. Kortman, Messrs. Swartout, Holtvluwer, Mrs. Ruiter, Messrs. Disselkoen, Hehl, Holtrop, Karsten, Rycenga, Kuyers. (11)

Discussion Items:

1. Ottawa County Clerk's 2009 Annual Report – The 2009 County Clerk's Annual Report was presented by Daniel Krueger, County Clerk, and Sherri Sayles, Chief Deputy.

2. Ottawa County Michigan Works! 2009 Annual Report - The 2009 Michigan Works! Annual Report was presented by Bill Raymond, Michigan Works!/CAA Director.

3. Ottawa County Drain Commission 2009 Annual Report – The 2009 Drain Commission Annual Report was presented by Paul Geerlings, Drain Commissioner.

The Administrator's report was presented.

B/C 10-088 Mr. Holtvluwer moved to adjourn at 2:32 p.m. subject to the call of the Chair. The motion passed.

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners

PHILIP KUYERS, Chairman
Of the Board of Commissioners

**PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
APRIL SESSION – WORK SESSION**

The Ottawa County Board of Commissioners met on Tuesday, April 13, 2010, at 2:45 p.m. and was called to order by the Chair.

Present at roll call: Mrs. Kortman, Messrs. Kuyers, Swartout, Mrs. Ruiter, Messrs. Hehl, Rycenga, Schrotenboer, Disselkoen, Karsten, Holtrop, Holtvluwer. (11)

Work Session Items:

1. General Fund Five Year Projections Update – June Hagan, Fiscal Services Director, presented the 2011 preliminary figures. At this time, it shows an approximate \$5.6 million dollar deficit.
2. Financing Tools Update – June Hagan, Fiscal Services Director, reviewed the financing tools with the Board. Her two main concerns are the Solid Waste Clean-up fund and Delinquent Tax Revolving fund. Both funds will need to be watched closely.
3. Budget Balancing Methods for 2011 – June Hagan, Fiscal Services Director, reviewed a number of options of balancing methods for the 2011 budget. A survey will be going out to the Commissioners by e-mail that will enable them to prioritize the methods that they prefer be analyzed for possible use in the final balancing of the 2011 budget.
4. Discretionary Ranking – The Commissioners compiled the discretionary services rankings today. June Hagan will be sending them the final results.

B/C 10-089 Mr. Holtrop moved to adjourn at 3:37 p.m. subject to the call of the Chair. The motion passed.

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners

PHILIP KUYERS, Chairman
Of the Board of Commissioners

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: County Clerk

Submitted By: June Hagan

Agenda Item: Payroll

SUGGESTED MOTION:

To authorize the payroll of April 27, 2010 in the amount of \$_____.

SUMMARY OF REQUEST:

To pay the current payroll of the members of the Ottawa County Board of Commissioners. Pursuant to MCL 46.11, the Board of Commissioners is authorized to provide for and manage the ongoing business affairs of the County.

FINANCIAL INFORMATION:

Total Cost: _____ County Cost: _____ Included in Budget: Yes No

If not included in budget, recommended funding source: _____

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1-4

Objective: _____

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, c=US, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org
Reason: I am approving this document
Date: 2010.04.21 10:53:02 -0400

Committee/Governing/Advisory Board Approval Date: _____

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: Monthly Accounts Payable for April 1, 2010 through April 16, 2010

SUGGESTED MOTION:

To approve the general claims in the amount of \$13,882,836.51 as presented by the summary report for April 1, 2010 through April 16, 2010.

SUMMARY OF REQUEST:

Approve vendor payments in accordance with the Ottawa County Purchasing Policy.

FINANCIAL INFORMATION:

Total Cost: \$13,882,836.51 | County Cost: \$13,882,329.55 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: # 1

Objective: #1-6

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, c=US, ou=County of Ottawa, ou=Administrator's Office, email=vanderberg@ottawa.org
Reason: I am approving this document
Date: 2010.04.20 10:26:25 -0400

Committee/Governing/Advisory Board Approval Date:



County of Ottawa

Fiscal Services Department

June A. Hagan
Director

12220 Fillmore Street, Room 331, West Olive, Michigan 49460

West Olive (616) 738-4849
Fax (616) 738-4098
Grand Haven (616) 846-8295
Grand Rapids (616) 662-3100
e-mail: jhagan@mriottawa.org

To: Board of Commissioners
From: June Hagan, Fiscal Services Director 
Subject: Accounts Payable Listing – April 1, 2010 to April 16, 2010
Date: April 19, 2010

I have reviewed the Accounts Payable Listing for April 1 through April 15, 2010. The following information will give you the detail of some of the purchases made in specific funds during this period.

Fund 2450 – Public Improvement Fund

Management Fee – Manley Street Tower	\$ 2,466.36
--------------------------------------	-------------

Fund 5160 – Delinquent Tax Revolving Fund

Delinquent Real Property – Treasurer	\$9,936,393.06
--------------------------------------	----------------

Fund 6641 – Equipment Pool Fund

Vehicle Purchase - Sheriff Department	\$ 19,485.00
Vehicle Purchase – Parks and Recreation Department	\$ 13,625.00
Digital Radiography Unit – Health Department	\$ 9,751.00
Software Lease – IT Department	\$ 3,156.54

If you have any additional questions, please feel free to contact me.

Total Checks 04/01/2010 through 04/16/2010

I hereby certify that to the best of my knowledge the List of Audit Claims, a summary of which is attached, constitutes all claims received and audited for payment. The List of Claims shows the name of claimant, amount of claim, check number, and check date. The net amount of checks written during the period was \$13,882,329.55. The amount of claims to be approved totals \$13,882,836.51.

*Adjustments are voided checks.

June Hagan
June Hagan, Fiscal Services Director

April 19, 2010
Date

We hereby certify that the Board of Commissioners has approved the claims on this 27th day of April, 2010.

Philip Kuyers, Chairperson
Board of Commissioners

Daniel Krueger, Clerk

ACCOUNTS PAYABLE CHECKS 04/01/2010 THROUGH 04/16/2010

FUND NUMBER	FUND NAME	CLAIMS TO BE APPROVED	ADJUSTMENTS*	NET CHECK TOTALS
1010	GENERAL FUND	314,816.70	0.00	314,816.70
1500	CEMETERY TRUST	0.00	0.00	0.00
2081	PARKS & RECREATION	74,766.89	0.00	74,766.89
2082	PARK 12	0.00	0.00	0.00
2160	FRIEND OF COURT	2,415.33	0.00	2,415.33
2170	9/30 JUDICIAL GRANTS	268.85	0.00	268.85
2210	HEALTH	46,913.01	0.00	46,913.01
2220	MENTAL HEALTH	978,690.08	0.00	978,690.08
2271	SOLID WASTE CLEAN-UP	39,213.79	0.00	39,213.79
2272	LANDFILL TIPPING FEES	2,120.94	0.00	2,120.94
2320	TRANSPORTATION SYSTEM	27,364.00	0.00	27,364.00
2420	PLANNING COMMISSION	0.00	0.00	0.00
2444	INFRASTRUCTURE FUND	0.00	0.00	0.00
2450	PUBLIC IMPROVEMENT	2,466.36	0.00	2,466.36
2550	HOMESTEAD PROPERTY TAX	0.00	0.00	0.00
2560	REGISTER OF DEEDS AUTOMATION FUND	971.77	0.00	971.77
2590	LIPPERT GRANT	0.00	0.00	0.00
2601	PROSECUTING ATTORNEY GRANTS	0.00	0.00	0.00
2602	WEMET	17,173.76	0.00	17,173.76
2603	WEED AND SEED	0.00	0.00	0.00
2605	COPS-AHEAD-GEORGETOWN	0.00	0.00	0.00
2606	COPS-FAST-GEORGETOWN	0.00	0.00	0.00
2608	COPS-FAST-ALLENDALE	0.00	0.00	0.00
2609	SHERIFF GRANT PROGRAMS	0.00	0.00	0.00

ACCOUNTS PAYABLE CHECKS 04/01/2010 THROUGH 04/16/2010

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK TOTALS</u>
2610	COPS-UNIVERSAL	5,218.81	0.00	5,218.81
2640	EMT HOLLAND-PARK	0.00	0.00	0.00
2650	EMT GEORGETOWN TOWNSHIP	0.00	0.00	0.00
2661	SHERIFF ROAD PATROL	0.00	0.00	0.00
2690	LAW LIBRARY	1,529.16	0.00	1,529.16
2740	WIA-ADMIN. COST POOL	24,080.87	0.00	24,080.87
2741	WIA-YOUTH	8,687.20	0.00	8,687.20
2742	WIA-ADULT	26,048.27	0.00	26,048.27
2743	WIA-6/30 GRANT PROGRAMS	78,360.26	0.00	78,360.26
2744	WIA-12/31 GRANT PROGRAMS	12,526.76	0.00	12,526.76
2747	WIA-WORK FIRST YOUTH	0.00	0.00	0.00
2748	WIA-9/30 GRANT PROGRAMS	172,501.22	0.00	172,501.22
2749	WIA-3/31 GRANT PROGRAMS	0.00	0.00	0.00
2750	GRANT PROGRAMS-PASS THRU	0.00	0.00	0.00
2800	EMERGENCY FEEDING	1,276.82	0.00	1,276.82
2810	FEMA	0.00	0.00	0.00
2850	COMMUNITY CORRECTIONS PROG. GRANT	4,826.76	0.00	4,826.76
2870	COMMUNITY ACTION AGENCY (CAA)	23,646.45	0.00	23,646.45
2890	WEATHERIZATION	55,558.00	0.00	55,558.00
2900	DEPT OF HUMAN SERVICES	0.00	0.00	0.00
2901	DEPT OF HUMAN SERVICES	0.00	0.00	0.00
2920	CHILD CARE - PROBATE	168,614.19	(56.96)	168,557.23
2921	CHILD CARE - SOCIAL SERVICES	0.00	0.00	0.00
2930	SOLDIER & SAILORS RELIEF	2,698.05	0.00	2,698.05

ACCOUNTS PAYABLE CHECKS 04/01/2010 THROUGH 04/16/2010

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK TOTALS</u>
2940	VETERANS TRUST	0.00	0.00	0.00
2941	VETERANS TRUST	857.38	0.00	857.38
5160	DELINQUENT TAXES	9,936,393.06	0.00	9,936,393.06
6360	INFORMATION TECHNOLOGY	70,881.48	0.00	70,881.48
6410	WATER & SEWER REVOLVING	0.00	0.00	0.00
6450	DUPLICATING	242.94	0.00	242.94
6550	TELECOMMUNICATIONS	9,159.01	0.00	9,159.01
6641	EQUIPMENT POOL	46,017.54	0.00	46,017.54
6770	PROTECTED SELF-FUNDED INSURANCE	6,980.63	0.00	6,980.63
6771	PROTECTED SELF-FUNDED HEALTH INS.	81,279.31	0.00	81,279.31
6772	PROTECTED SELF-FUNDED UNEMPL INS.	0.00	0.00	0.00
6775	LONG-TERM DISABILITY INSURANCE	0.00	0.00	0.00
6776	PROTECTED SELF-FUNDED DENTAL INS.	0.00	0.00	0.00
6777	PROTECTED SELF-FUNDED VISION	0.00	0.00	0.00
6782	PROTECTED SELF-FUNDED INS PROG M.H.	0.00	0.00	0.00
7010	AGENCY	1,474,296.86	(450.00)	1,473,846.86
7040	IMPREST PAYROLL	163,974.00	0.00	163,974.00
7210	LIBRARY PENAL FINE	0.00	0.00	0.00
7300	EMPLOYEE SICK.PAY BANK	0.00	0.00	0.00
		<u>\$13,882,836.51</u>	<u>(506.96)</u>	<u>\$13,882,329.55</u>

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: Monthly Budget Adjustments

SUGGESTED MOTION:

To approve 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.

SUMMARY OF REQUEST:

Approve budget adjustments processed during the month for appropriation changes and line item adjustments.

Mandated action required by PA 621 of 1978, the Uniform Budget and Accounting Act.

Compliance with the Ottawa County Operating Budget Policy.

FINANCIAL INFORMATION:

Total Cost: _____ County Cost: _____ Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #1-6

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, ou=IS, ou=County of Ottawa, ou=Administrator's Office, email=vanderberg@ottawacounty.org
Reason: I am approving this document
Date: 2010.04.21 09:50:18 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>ADJ FOR ADDL ST. REV.</u>							
BA 114	3/16/2010	2748	7431	0003	5610.0100	Most-Allegan DSS Revenue	54,850.00-
BA 114	3/16/2010	2748	7431	0003	7390.0000	Operational Supplies	3,291.00
BA 114	3/16/2010	2748	7431	0003	8080.0000	Service Contracts	3,291.00
BA 114	3/16/2010	2748	7433	0007	8440.0050	Administration-Sub Agents	48,268.00
<u>REV 09-10 SPP/SIG GR</u>							
BA 116	3/01/2010	2210	6046		6710.0000	Other Revenue	12,543.00
BA 116	3/01/2010	2210	6046		7270.0000	Office Supplies	500.00
BA 116	3/01/2010	2210	6046		7280.0000	Printing & Binding	430.00
BA 116	3/01/2010	2210	6046		7300.0000	Postage	5.00-
BA 116	3/01/2010	2210	6046		7390.0000	Operational Supplies	2,925.00-
BA 116	3/01/2010	2210	6046		8210.0000	Contractual - Other	6,800.00-
BA 116	3/01/2010	2210	6046		8600.0000	Travel - Mileage	628.00-
BA 116	3/01/2010	2210	6046		8610.0000	Conferences & Other Travel	2,565.00-
BA 116	3/01/2010	2210	6046		9010.0000	Advertising	550.00-
<u>REC MONEY FRM NETWORKS</u>							
BA 117	3/01/2010	2210	6310		6710.0000	Other Revenue	2,000.00-
BA 117	3/01/2010	2210	6310		7390.0000	Operational Supplies	1,135.00
BA 117	3/01/2010	2210	6310		8210.0000	Contractual - Other	865.00
<u>TO ADJ EDGT-ADDL JET.</u>							
BA 121	3/01/2010	2748	7438	0003	5610.0100	Most-Allegan DSS Revenue	49,510.00-
BA 121	3/01/2010	2748	7438	0003	8310.0000	Administrative Expense	2,000.00
BA 121	3/01/2010	2748	7438	0003	8310.0020	Data Processing Services	1,000.00
BA 121	3/01/2010	2748	7438	0003	8610.0000	Conferences & Other Travel	1,000.00
BA 121	3/01/2010	2748	7438	0003	9010.0000	Advertising	1,000.00
BA 121	3/01/2010	2748	7438	0003	9100.0000	Insurance & Bonds	941.00
BA 121	3/01/2010	2748	7438	0007	8440.0050	Administration-Sub Agents	43,569.00
<u>PRIVATE DONATIONS</u>							
BA 124	3/01/2010	2901	6700		6750.0010	Donations	2,000.00-
BA 124	3/01/2010	2901	6700		7290.0000	Other Supplies	2,000.00
<u>ADJ FOR NEW, HIGHR PRJ</u>							
BA 125	3/16/2010	2271	5260		9670.0010	Landfill Clean-Up	147,000.00
BA 125	3/16/2010	2271	5260		9740.0000	Land Improvements	157,953.00

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
BRYNE JAG ST. FY 2010							
BRYNE JAG ST. FY 2010							
BA 126	3/16/2010	2602	3110		5430.0000	St Of MI-Public Safety	324,750.00-
BA 126	3/16/2010	2602	3110		8080.0000	Service Contracts	324,750.00-
<u>ADJ TAA BDGT FOR SVCS</u>							
BA 127	3/16/2010	2748	7430	0014	5610.0000	State Of Mich - Welfare	75,000.00-
BA 127	3/16/2010	2748	7430	0014	8440.0050	Administration-Sub Agents	75,000.00-
<u>ADJ BDG FOR CPTL ASST</u>							
BA 128	3/16/2010	2750	2930		8080.0000	Service Contracts	942,105.00-
BA 128	3/16/2010	2750	2930		9800.0000	Office Furniture & Equip.	942,105.00-
<u>HOUSEKEEPING SVC CNTR</u>							
BA 129	3/08/2010	1010	2667		8080.0000	Service Contracts	2,377.00-
BA 129	3/08/2010	1010	2668		6670.0000	Rent	3,583.00-
BA 129	3/08/2010	1010	2668		6670.2900	Rent -Social Services	12,606.00-
BA 129	3/08/2010	1010	2668		8080.0000	Service Contracts	18,566.00-
<u>TO ADD PART OF 2ND YR</u>							
BA 138	3/08/2010	2890	7297		5720.0000	St Of MI-Energy Coordin.	15,539.00-
BA 138	3/08/2010	2890	7297		7040.0000	Salaries - Regular	11,713.00
BA 138	3/08/2010	2890	7297		7150.0000	Social Security	448.00
BA 138	3/08/2010	2890	7297		7160.0000	Hospitalization	2,039.00
BA 138	3/08/2010	2890	7297		7160.0020	OPEB - Health Care	75.00
BA 138	3/08/2010	2890	7297		7170.0000	Life Insurance	18.00
BA 138	3/08/2010	2890	7297		7180.0000	Retirement & Sick Leave	890.00
BA 138	3/08/2010	2890	7297		7180.0010	457 Plan Contribution	168.00
BA 138	3/08/2010	2890	7297		7190.0000	Dental Insurance	114.00
BA 138	3/08/2010	2890	7297		7200.0000	Worker'S Compensation	2.00
BA 138	3/08/2010	2890	7297		7220.0000	Unemployment	21.00
BA 138	3/08/2010	2890	7297		7230.0000	Optical Insurance	28.00
BA 138	3/08/2010	2890	7297		7240.0000	Disability Insurance	23.00
<u>TRANSFR BAL FROM 2009</u>							
BA 139	3/08/2010	6550	2890		8010.0000	Consultants	9,400.00

ROLL_OVR BDG FOR 2007

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
ROLL_OVR BDG FOR 2007							
BA 141	3/16/2010	1010	4262		5050.0000	Fed. Grants-Public Safety	10,500.00-
BA 141	3/16/2010	1010	4262		7040.0000	Salaries - Regular	4,092.00
BA 141	3/16/2010	1010	4262		7090.0000	Overtime	200.00
BA 141	3/16/2010	1010	4262		7150.0000	Social Security	329.00
BA 141	3/16/2010	1010	4262		7160.0000	Hospitalization	882.00
BA 141	3/16/2010	1010	4262		7160.0020	OPEB - Health Care	36.00
BA 141	3/16/2010	1010	4262		7170.0000	Life Insurance	10.00
BA 141	3/16/2010	1010	4262		7180.0010	Retirement & Sick Leave	400.00
BA 141	3/16/2010	1010	4262		7180.0010	457 Plan Contribution	147.00
BA 141	3/16/2010	1010	4262		7190.0000	Dental Insurance	50.00
BA 141	3/16/2010	1010	4262		7200.0000	Worker'S Compensation	8.00
BA 141	3/16/2010	1010	4262		7220.0000	Unemployment	5.00
BA 141	3/16/2010	1010	4262		7230.0000	Optical Insurance	13.00
BA 141	3/16/2010	1010	4262		7240.0000	Disability Insurance	17.00
BA 141	3/16/2010	1010	4262		7390.0000	Operational Supplies	3,000.00
BA 141	3/16/2010	1010	4262		8500.0000	Telephone	123.00
BA 141	3/16/2010	1010	4262		8600.0000	Travel - Mileage	700.00
BA 141	3/16/2010	1010	4262		8610.0000	Conferences & Othr Travel	488.00
2008 HLS GRNT-PLANNER							
BA 142	3/16/2010	1010	4265		5050.0000	Fed. Grants-Public Safety	21,775.00-
BA 142	3/16/2010	1010	4265		7040.0000	Salaries - Regular	14,125.00
BA 142	3/16/2010	1010	4265		7150.0000	Social Security	1,138.00
BA 142	3/16/2010	1010	4265		7160.0000	Hospitalization	3,116.00
BA 142	3/16/2010	1010	4265		7160.0020	OPEB - Health Care	124.00
BA 142	3/16/2010	1010	4265		7170.0000	Life Insurance	40.00
BA 142	3/16/2010	1010	4265		7180.0000	Retirement & Sick Leave	1,573.00
BA 142	3/16/2010	1010	4265		7180.0010	457 Plan Contribution	524.00
BA 142	3/16/2010	1010	4265		7190.0000	Dental Insurance	176.00
BA 142	3/16/2010	1010	4265		7200.0000	Worker'S Compensation	24.00
BA 142	3/16/2010	1010	4265		7220.0000	Unemployment	11.00
BA 142	3/16/2010	1010	4265		7230.0000	Optical Insurance	43.00
BA 142	3/16/2010	1010	4265		7240.0000	Disability Insurance	71.00
BA 142	3/16/2010	1010	4265		7280.0000	Printing & Binding	200.00-
BA 142	3/16/2010	1010	4265		8500.0000	Telephone	369.00
BA 142	3/16/2010	1010	4265		8610.0000	Conferences & Othr Travel	641.00
2009 CARYOVR-ECON DEV							
BA 143	3/16/2010	1010	2010		6999.3900	Rev. (Over)Under Expend.	12,000.00-
BA 143	3/16/2010	1010	7211		8010.0000	Consultants	12,000.00

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>ADJUST LCC GRANT</u>							
<u>ADJUST LCC GRANT</u>							
BA 144	3/16/2010	2210	6048		7150.0000	Social Security	73.00-
BA 144	3/16/2010	2210	6048		7180.0010	457 Plan Contribution	39.00-
BA 144	3/16/2010	2210	6048		7390.0000	Operational Supplies	222.00
BA 144	3/16/2010	2210	6049		7150.0000	Social Security	3.00-
<u>REV FRM SAMSHA-SUPPLY</u>							
BA 145	3/16/2010	2210	6049		6710.0000	Other Revenue	500.00-
BA 145	3/16/2010	2210	6049		7390.0000	Operational Supplies	500.00
<u>ADDL FDS REC FOR CVRW</u>							
BA 148	3/16/2010	2601	2320		6710.0000	Other Revenue	140.00-
BA 148	3/16/2010	2601	2320		7270.0000	Office Supplies	140.00
<u>FNDG FOR BIZSTRM ENHA</u>							
BA 152	3/16/2010	2920	6620		5610.0010	State Charges Child Care	16,667.00-
BA 152	3/16/2010	2920	6624		8080.0000	Service Contracts	33,334.00
<u>CVR PROBATE CRT FEES</u>							
BA 157	3/24/2010	1010	1480		8030.0020	Juror Fees	490.00
<u>RCV'D MRE REV-FCN CR</u>							
BA 159	3/24/2010	2081	7510		6670.0010	Rent - Concessions	15,000.00-
<u>REE SURVEY EXP/REIMBU</u>							
BA 166	3/24/2010	2220	6495	5020	6710.0000	Other Revenue	559.00-
BA 166	3/24/2010	2220	6495	5020	7390.0000	Operational Supplies	559.00
<u>REDUCTN BSD ON CY BDG</u>							
BA 182	3/29/2010	2210	6010		7180.0010	457 Plan Contribution	1,283.00
BA 182	3/29/2010	2210	6012		7180.0010	457 Plan Contribution	2,156.00
BA 182	3/29/2010	2210	6045		7180.0010	457 Plan Contribution	1,295.00
BA 182	3/29/2010	2210	6053		7180.0010	457 Plan Contribution	1,630.00
BA 182	3/29/2010	2210	6058		7180.0010	457 Plan Contribution	5.00

Date 4/08/10
Time 15:54:50

County of Ottawa
Fiscal Services Department
Changes to Total Appropriations and Adjustments
Budget Adjustments From Date: 3/01/2010 Thru 3/31/2010

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
REV CRRYOVR FROM FY09							
REV CRRYOVR FROM FY09							
BA 188	3/29/2010	2210	6311		6710.0000	Other Revenue	185.00-
BA 188	3/29/2010	2210	6311		7390.0000	Operational Supplies	185.00
<u>TO ALW WAL-MRT DONATN</u>							
BA 191	3/29/2010	2610	3114		6750.0010	Donations	2,000.00-
BA 191	3/29/2010	2610	3114		7390.0000	Operational Supplies	2,000.00
<u>TO ALW DNATN TO PURCH</u>							
BA 193	3/29/2010	2610	3135		6750.0010	Donations	456.00-
BA 193	3/29/2010	2610	3135		7390.0000	Operational Supplies	456.00
<u>TO ALLOW TARGET DNATN</u>							
BA 196	3/29/2010	2610	3146		6750.0010	Donations	500.00-
BA 196	3/29/2010	2610	3146		7390.0000	Operational Supplies	500.00
<u>TO ADJ ACP ARRA</u>							
BA 197	3/29/2010	2740	7431	0006	5610.0000	State Of Mich - Welfare	39,373.00
BA 197	3/29/2010	2740	7431	0006	8080.0000	Service Contracts	39,373.00-
<u>TO MVE ACP \$ INTO TRN</u>							
BA 201	3/29/2010	2742	7454		5610.0000	State Of Mich - Welfare	39,373.00-
BA 201	3/29/2010	2742	7454	1320	8440.0040	Other Training	39,373.00
<u>TO EST COMM FNDTN GRT</u>							
BA 203	3/29/2010	2744	7293	0020	6750.0050	G H Community Foundation	3,362.00-
BA 203	3/29/2010	2744	7293	0020	8080.0000	Service Contracts	3,362.00
<u>FINAL EXP & OP TRNSFR</u>							
BA 92	3/16/2010	1010	2010		6999.3900	Rev. (Over)Under Expend.	311,139.00-
BA 92	3/16/2010	1010	9650		9990.5695	OCBA-Grand Haven/West Oly	311,139.00
<u>EST CIRCUIT CT ADTC BU</u>							
BA 93	3/16/2010	2170	1372		5410.0040	State of MI - Judicial	200,140.00-
BA 93	3/16/2010	2170	1372		7040.0000	Salaries - Regular	106,179.00

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>EST CIRCUIT CT ADTC BU</u>							
BA 93	3/16/2010	2170	1372		7050.0000	Salaries - Temporary	8,924.00
BA 93	3/16/2010	2170	1372		7150.0000	Social Security	12,025.00
BA 93	3/16/2010	2170	1372		7160.0000	Hospitalization	15,496.00
BA 93	3/16/2010	2170	1372		7160.0020	OPBB - Health Care	1,016.00
BA 93	3/16/2010	2170	1372		7170.0000	Life Insurance	245.00
BA 93	3/16/2010	2170	1372		7180.0000	Retirement & Sick Leave	9,082.00
BA 93	3/16/2010	2170	1372		7180.0010	457 Plan Contribution	1,684.00
BA 93	3/16/2010	2170	1372		7190.0000	Dental Insurance	690.00
BA 93	3/16/2010	2170	1372		7200.0000	Worker'S Compensation	268.00
BA 93	3/16/2010	2170	1372		7210.0000	Longevity	574.00
BA 93	3/16/2010	2170	1372		7220.0000	Unemployment	232.00
BA 93	3/16/2010	2170	1372		7230.0000	Optical Insurance	170.00
BA 93	3/16/2010	2170	1372		7240.0000	Disability Insurance	443.00
BA 93	3/16/2010	2170	1372		7390.0000	Operational Supplies	20,309.00
BA 93	3/16/2010	2170	1372		8080.0000	Service Contracts	10,163.00
BA 93	3/16/2010	2170	1372		8500.0000	Telephone	1,728.00
BA 93	3/16/2010	2170	1372		8600.0000	Travel - Mileage	10,912.00
<u>ESTABLISH 2010 BUDGET</u>							
BA 94	3/16/2010	2750	1320		5050.0000	Fed. Grants-Public Safety	350,000.00-
BA 94	3/16/2010	2750	1320		8080.0000	Service Contracts	350,000.00
<u>FINAL EXP & OP TRNSFR</u>							
BA 95	3/16/2010	5695	2614		6990.1010	Oper Trans-General Fund	311,139.00-
BA 95	3/16/2010	5695	2614		9750.0000	Building & Improvements	301,765.00
BA 95	3/16/2010	5695	2614		9800.0000	Office Furniture & Equip.	9,374.00

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Sheriff's Office

Submitted By: Keith Van Beek

Agenda Item: Ottawa County Sheriff's Office 2009 Annual Report

SUGGESTED MOTION:

To receive for information the Ottawa County Sheriff's Office 2009 Annual Report.

SUMMARY OF REQUEST:

In accordance with 2010 Rules of the Ottawa County Board of Commissioners:

Section 4.6 - Annual Reports From Departments of County Government - It is the policy of the Board of Commissioners to receive annual, written and oral Reports from all Departments of County government. Written reports shall be in a form approved by the County Administrator and shall, in the ordinary course, be submitted directly to the Board of Commissioners through the County Administrator's Office.

FINANCIAL INFORMATION:

Total Cost: _____ County Cost: _____ Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #2

Objective: #4

ADMINISTRATION RECOMMENDATION:

Recommended Not Recommended

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org
Reason: I am approving this document
Date: 2010.04.21 10:58:54 -0400

Committee/Governing/Advisory Board Approval Date:

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Prosecuting Attorney

Submitted By: Keith Van Beek

Agenda Item: Ottawa County Prosecuting Attorney's 2009 Annual Report

SUGGESTED MOTION:

To receive for information the Ottawa County Prosecuting Attorney's 2009 Annual Report.

SUMMARY OF REQUEST:

In accordance with 2010 Rules of the Ottawa County Board of Commissioners:

Section 4.6 - Annual Reports From Departments of County Government - It is the policy of the Board of Commissioners to receive annual, written and oral Reports from all Departments of County government. Written reports shall be in a form approved by the County Administrator and shall, in the ordinary course, be submitted directly to the Board of Commissioners through the County Administrator's Office.

FINANCIAL INFORMATION:

Total Cost: _____ County Cost: _____ Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #2

Objective: #4

ADMINISTRATION RECOMMENDATION:

Recommended Not Recommended

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, c=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@miottawa.org
Reason: I am approving this document
Date: 2010.04.22 09:09:00 -0400

Committee/Governing/Advisory Board Approval Date:

2009
ANNUAL REPORT



Office of the
Prosecuting Attorney

Submitted by:
Ronald J. Frantz
Ottawa County Prosecuting Attorney

EXECUTIVE SUMMARY

The 2009 **felony caseload** decreased by 21% from the 2008 level (1023 cases in 2009, compared to 1281 cases in 2008). This number has generally been declining since reaching a high point of 1536 cases in 2002. Felony crime categories showing significant increases were breaking and entering (up 22%, 132 cases) and felony drunk driving (up 22%, 122 cases). Categories showing significant declines were property crimes (down 10%, 235 cases), drug cases (down 6%, 801 cases), and robbery (down 77%, 6 cases).

The total **misdemeanor caseload** fell 5% in 2009 (7159 cases). However, **juvenile crime**, as represented by petitions filed by our office, rose by 2% to 1363 delinquency petitions filed. **Total criminal caseload** (combined felony, misdemeanor, and juvenile statistics) dropped by 6% (9,545 cases in 2009).

Along with the decline in overall caseload the other good news is that no **1st degree murders** occurred or were charged in 2009. This is particularly noteworthy after the unprecedented homicide level in 2008 when ten people were murdered. In 2009 we did try and convict the perpetrator of the 2008 Wright Township massacre of three family members who were murdered in their home, along with the girlfriend of one of the victims.

Gang violence has been declining over the last two years, after a spike in gang activity in 2007. Our Gang Task Force, which includes the Holland Police Department, the Ottawa and Allegan County Sheriffs' Departments, WEMET, federal agencies, and the Ottawa County Prosecutor, has been effective in investigating and prosecuting many gang offenders. While investigations and prosecutions will continue, the outlook for 2010 is promising. Aggressive law enforcement is effective in reducing gang violence.

Our **domestic violence caseload** had a modest 2% rise in 2009 (495 cases). This followed a dramatic 20% increase in 2008. The Lakeshore Alliance Against Domestic and Sexual Violence continues to actively promote prevention efforts and improvements in serving domestic violence victims and offenders. Our court-based domestic violence offender treatment initiative also seeks to reduce recidivism and better serve victims through the court process.

Our District and Circuit **Drug/Sobriety Courts** continue to accept drug and/or alcohol dependent offenders using a treatment court model. The prosecutor is an integral part of the team that selects offenders for the program and monitors their success.

The **Children's Advocacy Center** has been providing age-appropriate services for sexually abused children for over eleven years. This nationally accredited center conducted 304 interviews of children suspected of being sexual assault victims in 2009 (as compare to 269 interviews in 2008). Our office continues to work directly with investigators and center staff to assist young sexual assault victims in seeking justice in the criminal justice system and restoration of their lives.

The 2009 relatively low crime levels represent continuing positive trends in our criminal justice system. The Prosecutor's Office is proud to contribute to the quality of life we enjoy in Ottawa County.

Respectfully submitted,
Ronald J. Frantz, Prosecuting Attorney

MISSION STATEMENT

The mission of the Ottawa County Prosecutor's Office is to preserve and improve the quality of life for Ottawa County residents by promoting lawful conduct and enhancing safety and security through diligent efforts to detect, investigate, and prosecute criminal offenses in Ottawa County.

RESPONSIBILITIES OF THE PROSECUTOR

The prosecuting attorney is the chief law enforcement officer for Ottawa County. The Office was created by the Michigan Constitution. The responsibilities and authority of the Prosecutor are established by common law, statute, court rule, and appellate case law. In recent years changing attitudes in the courts and state legislature have significantly altered the traditional role of the Prosecutor. While adult and juvenile criminal matters still represent the major portion of the prosecution effort, a growing list of additional responsibilities has placed larger demands on prosecution resources. Nevertheless, we provide all mandated services, maximizing our efficiency by offering specialty services to crime victims and law enforcement. These specialties include the Family Court Unit, Domestic Violence Unit, Victims' Rights Unit, an Appellate Specialist, and a Law Enforcement Training Assistant.

Additional duties of the Prosecutor include serving as the chairman of the Concealed Weapons Licensing Board and Community Corrections Advisory Board. The Prosecutor also serves on the boards or oversight committees of the Children's Advocacy Center, Wrap Around Community Team, West Michigan Enforcement Team, Lakeshore Alliance Against Domestic and Sexual Violence, Ottawa Area Law Enforcement Leadership Committee, C.H.O.O.S.E. underage alcohol initiative, Human Services Council of Ottawa County, U. S. Department of Justice Project Safe Neighborhoods Program, Child Death Review Team, and the Prosecuting Attorneys Association of Michigan

ADMINISTRATIVE STAFF

Ronald J. Frantz **Prosecuting Attorney**
Douglas L. Mesman. Chief Assistant Prosecutor
Gregory J. Babbitt. Chief of Appeals Division
Craig E. Bunce Chief of Holland Division
Lee F. Fisher. Chief of West Olive Division
Kent D. Engle Senior Attorney
Karen J. Miedema Chief of Family Court Division
Deanna M. Sears. Office Administrator

ATTORNEY STAFF

GREGORY J. BABBITT, Grand Valley State University, B.S.; Thomas M. Cooley Law School, J.D.; 29 years of prosecution experience.

CRAIG E. BUNCE, Western Michigan University, B.S.; Valparaiso University School of Law, J.D.; 19 years of prosecution experience.

KENT D. ENGLE, Taylor University, B.A.; University of Detroit School of Law, J.D.; 22 years of prosecution experience.

LEE F. FISHER, Western Michigan University, B.S.; Thomas M. Cooley Law School, J.D.; 21 years of prosecution experience.

RONALD J. FRANTZ, Kalamazoo College, B.A.; Case Western Reserve University School of Law, J.D.; 33 years of prosecution experience.

JOELLEN HAAS, Indiana University, B.A.; Thomas M. Cooley Law School, J.D.; 7 years of prosecution experience.

JENNIFER N. KUIPER, University of Michigan, B.A.; University of Toledo College of Law, J.D.; 6 years of prosecution experience.

SARAH F. MATWIEJCZYK, Michigan State University, James Madison College, B.A.; Michigan State University – Detroit College of Law, J.D.; 9 years of prosecution experience.

DOUGLAS L. MESMAN, Calvin College, B.A.; Thomas M. Cooley School of Law, J.D.; 31 years of prosecution experience.

KAREN J. MIEDEMA, Ferris State University, B.S.; Wayne State University Law School, J.D.; 21 years of prosecution experience.

JUDITH K. MULDER, DePauw University, B.S.; Thomas M. Cooley Law School, J.D.; 21 years of prosecution experience.

JOHN R. SCHEUERLE, Michigan State University, B.A.; Detroit College of Law, J.D.; 11 years of prosecution experience.

EDUARDO VELAZQUEZ-HERNANDEZ, Carleton College, B.A.; Notre Dame College of Law, J.D.; 11 years of prosecution experience.

SUPPORT STAFF

CRIMINAL DIVISION

- Amanda Arismendez Legal Assistant II
- Jennifer Bastien. Legal Assistant II
- Mallory Beil Legal Clerk
- Belinda Coronado-DeValle. Legal Assistant II
- Mary Dykstra. Legal Assistant II
- Cathy Eidson. Legal Assistant III
- Soonja Hixon Legal Assistant I
- Angie Rogers Legal Assistant II
- Dawn Slater. Legal Assistant III

FAMILY COURT DIVISION

Juvenile & Probate Court

- Jane Gardner Legal Assistant II

Child Support Unit

- Toni Sleutel. Child Support Investigator
- Becky Visser Child Support Investigator

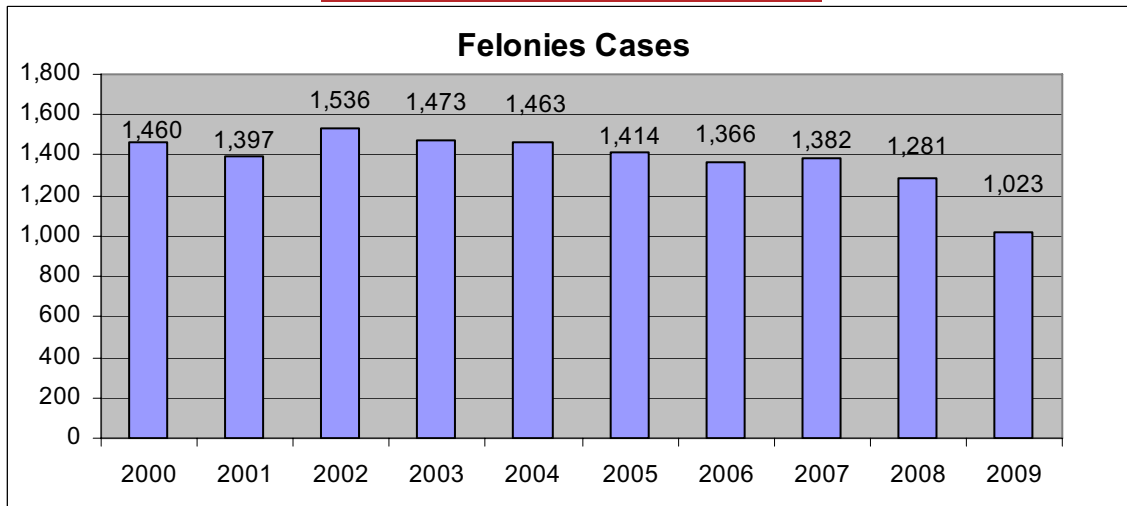
VICTIM ASSISTANCE UNIT

- Joan Grillo Victims' Rights Coordinator
- Lesley Morano Victim Advocate
- Stephanie Stoddard. Victim Advocate

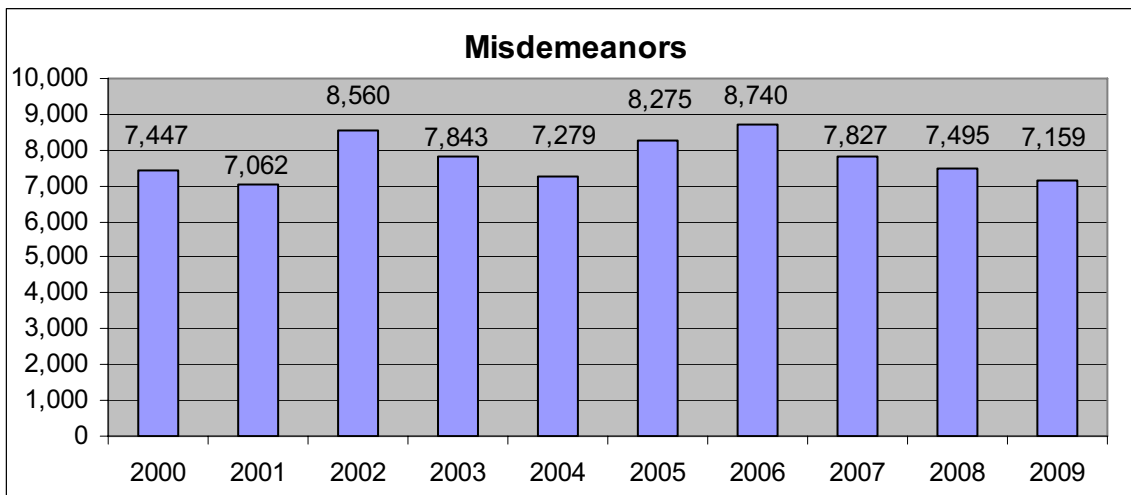
DOMESTIC ASSAULT UNIT

- Jennifer Bouwens Violence Intervention Officer

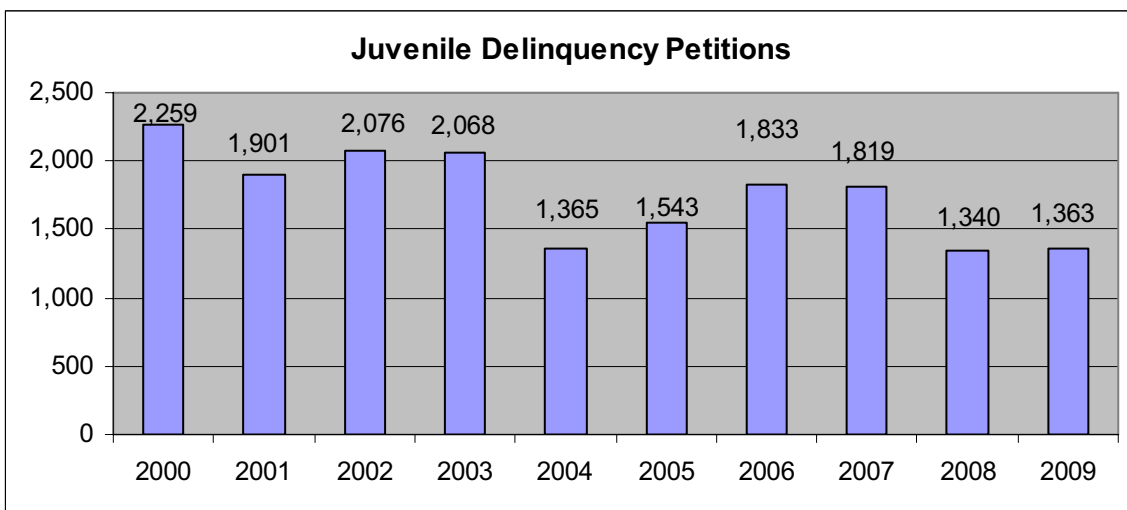
CRIMINAL CASELOAD



Adult Felony Cases: 2008: 1,281 2009: 1,023 21% decrease

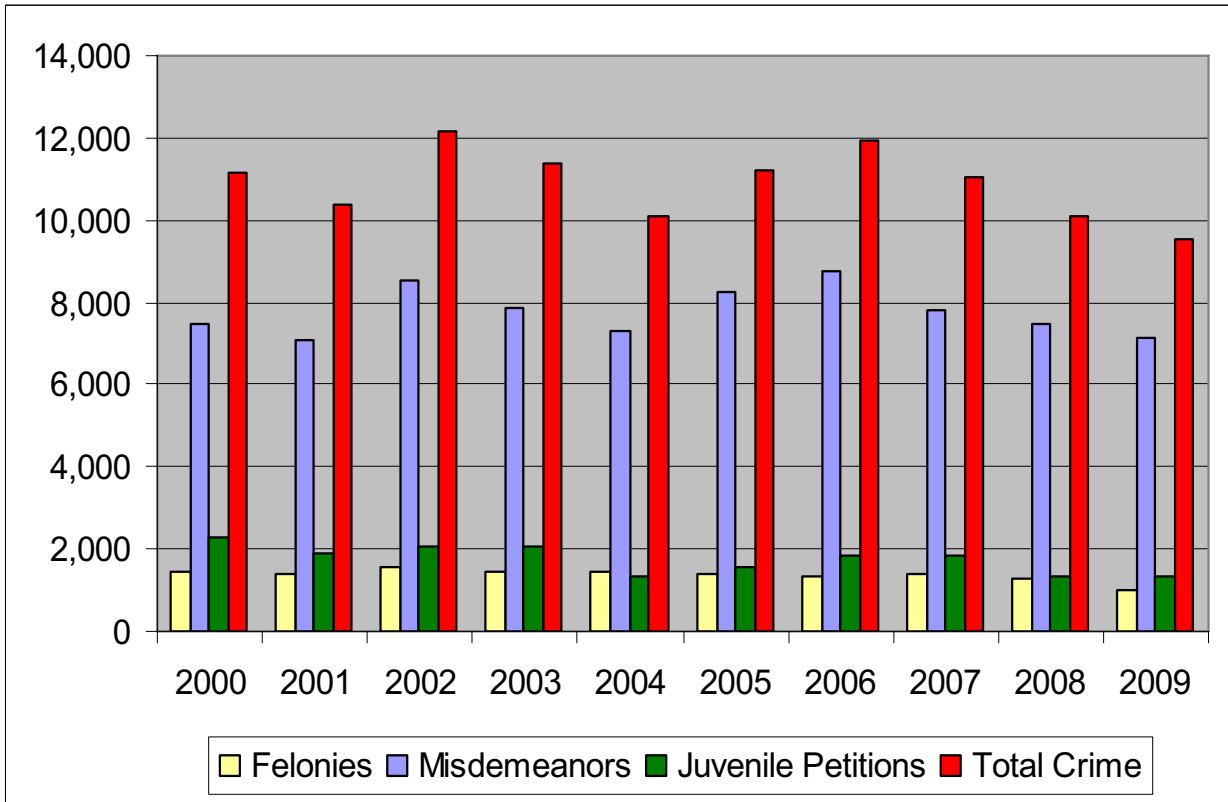


Adult Misdemeanors: 2008: 7,495 2009: 7,159 5% decrease



Juvenile Delinquency: 2008: 1,340 2009: 1,363 2% increase
 Note: 33% reduction from 2003 to 2004 due in part to a change in data collection methodology

TOTAL CRIME STATISTICS



Total Crime (combined):

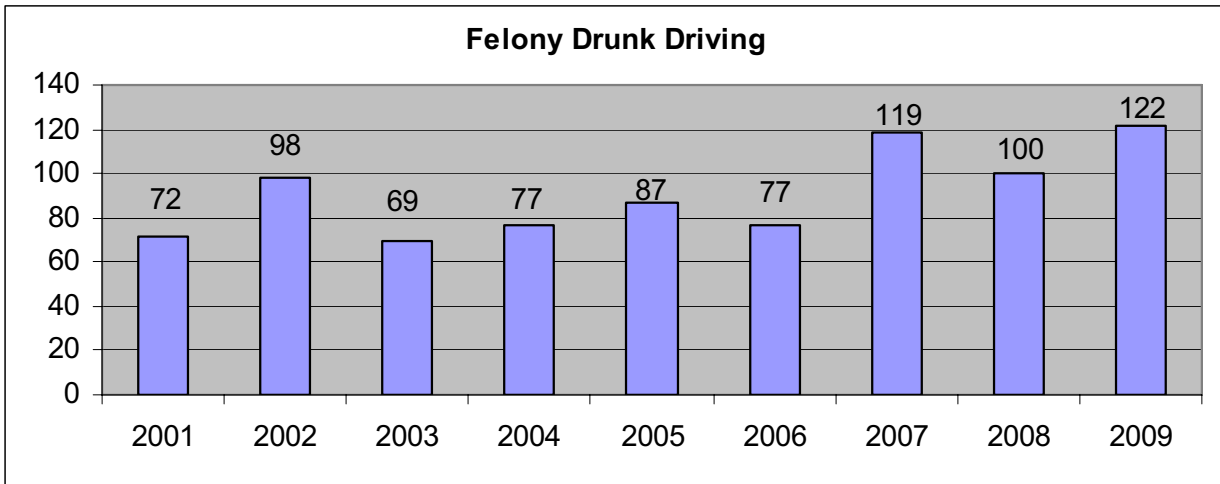
2008: 10,116

2009: 9,545

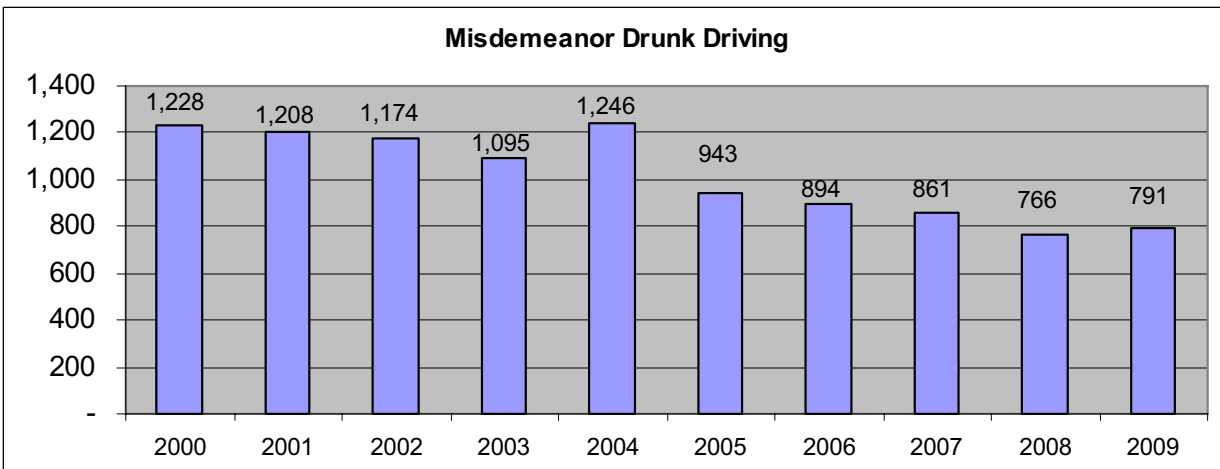
6 % decrease

CRIME CATEGORIES

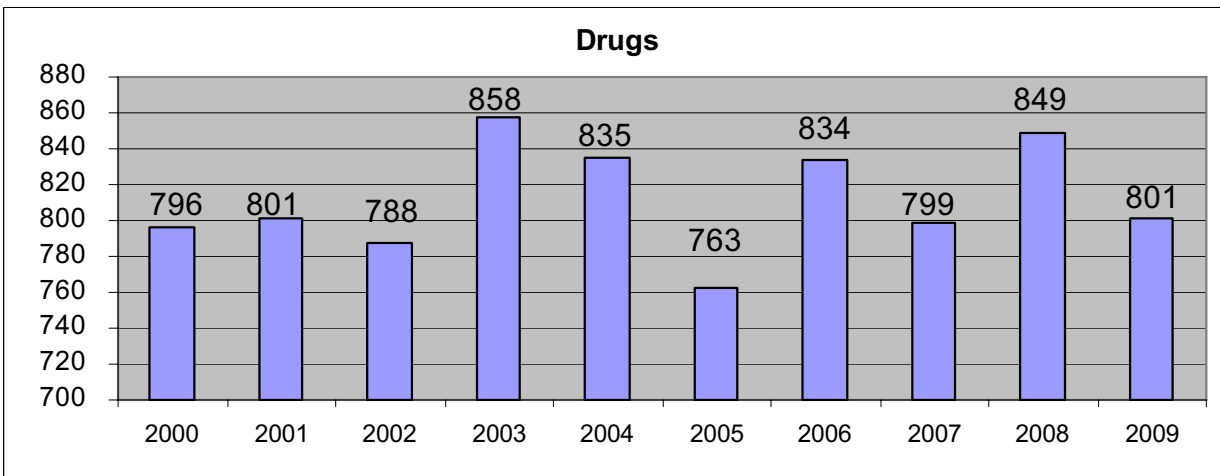
All categories reported for adult crime data only.



Felony Drunk Driving: 2008: 100 2009: 122 22% increase

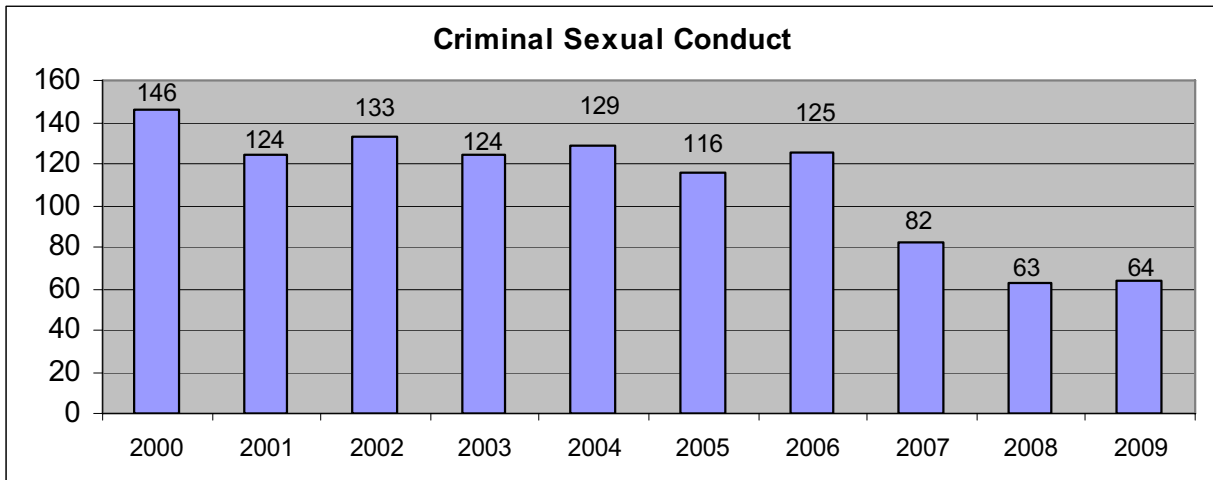


Misdemeanor Drunk Driving: 2008: 766 2009: 791 4% increase

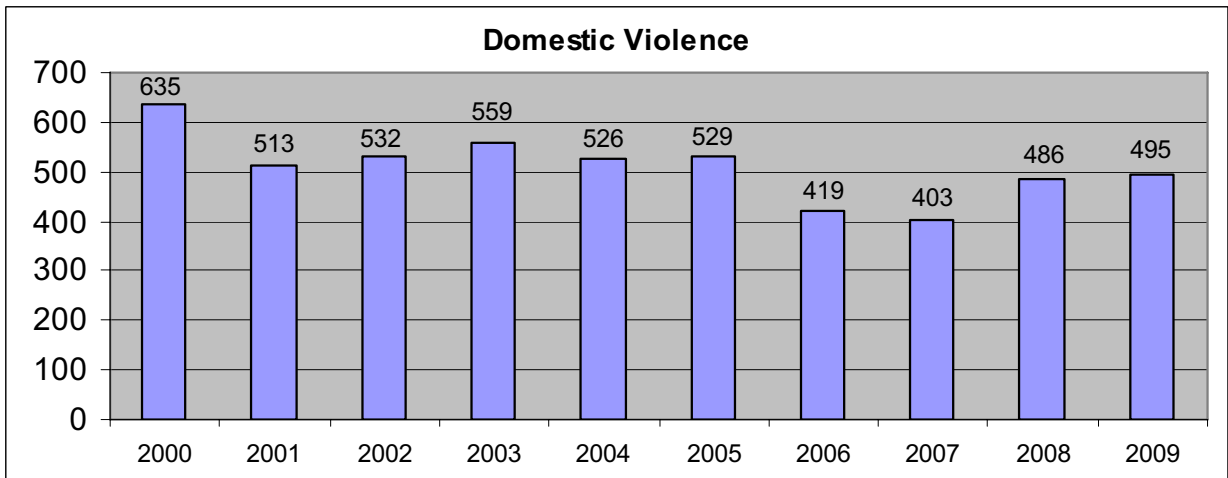


Drug Cases: 2008: 849 2009: 801 6% decrease

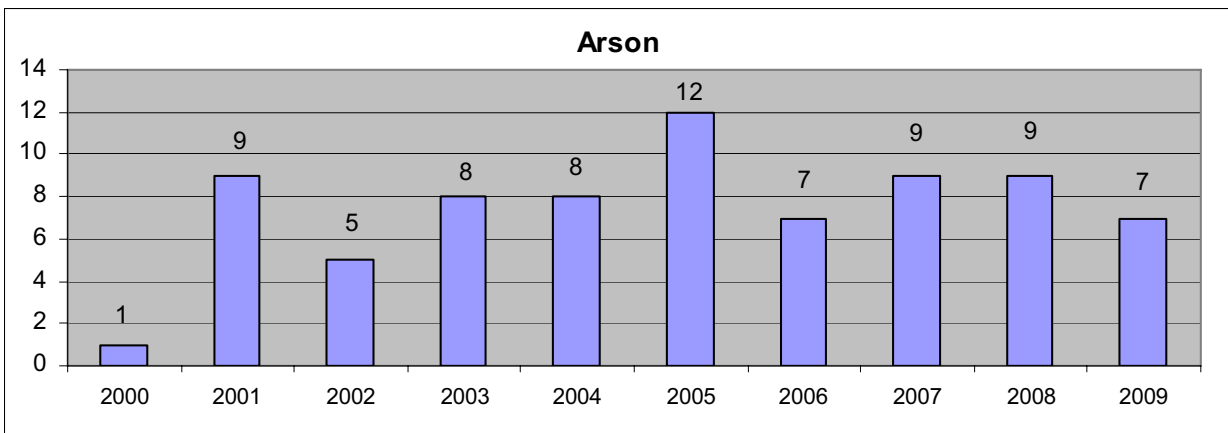
CRIME CATEGORIES CONTINUED



Criminal Sexual Conduct: 2008: 63 2009: 64 2% increase

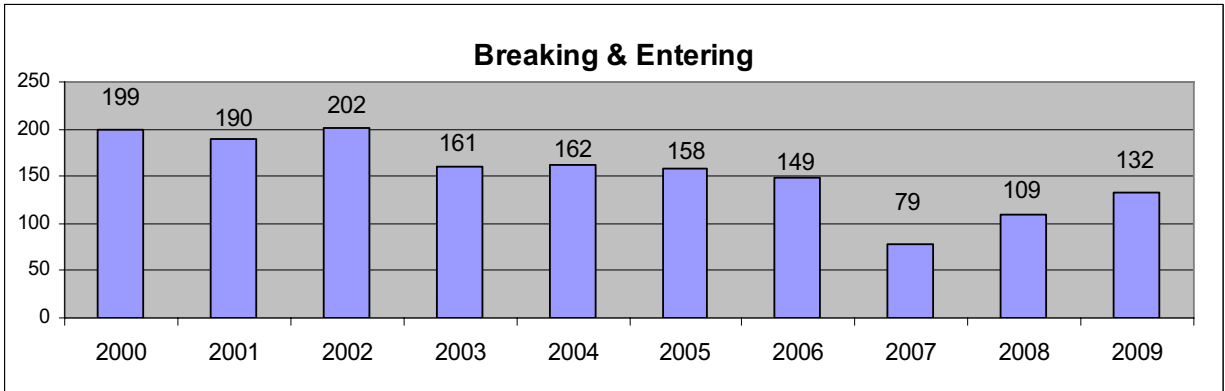


Domestic Violence: 2008: 486 2009: 495 2% increase

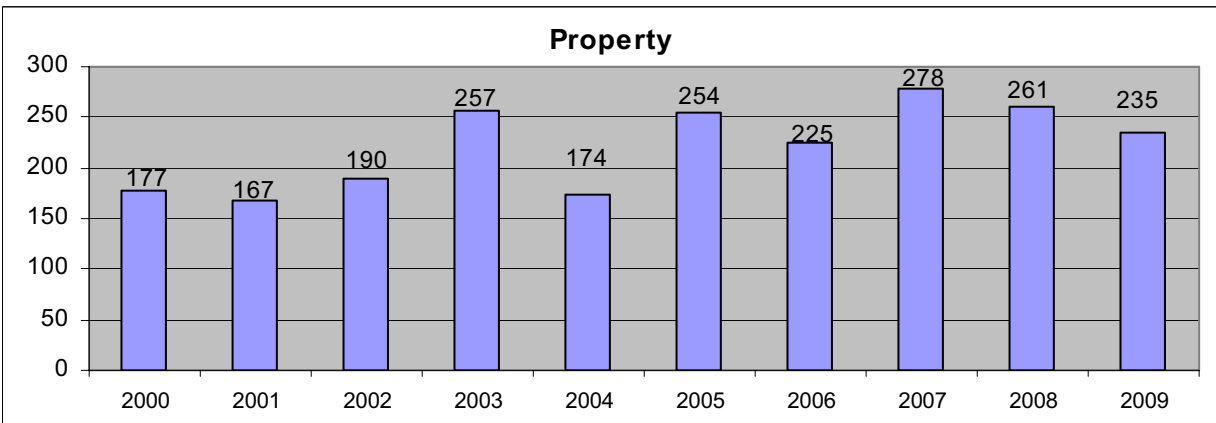


Arson: 2008: 9 2009: 7 23% decrease

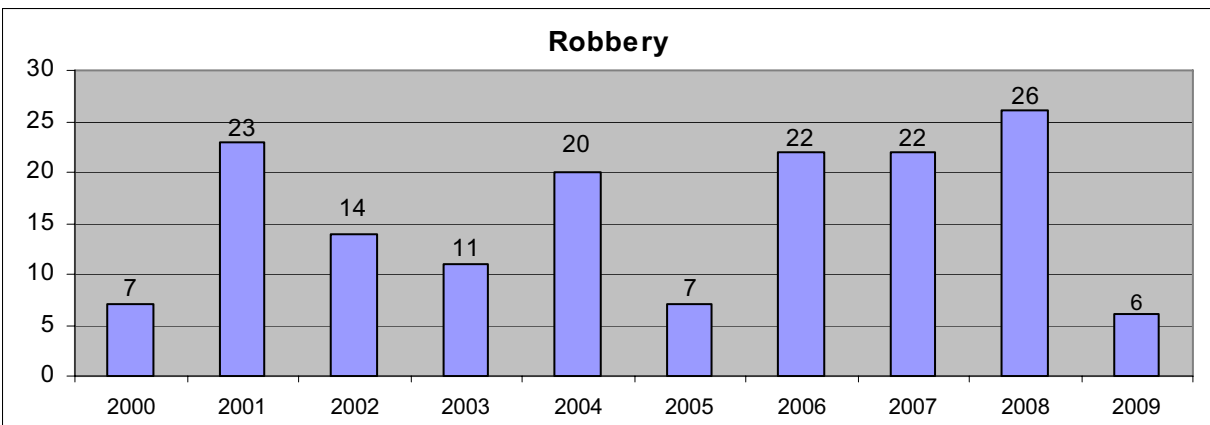
CRIME CATEGORIES CONTINUED



Breaking & Entering: **2008:** 109 **2009:** 132 22% increase

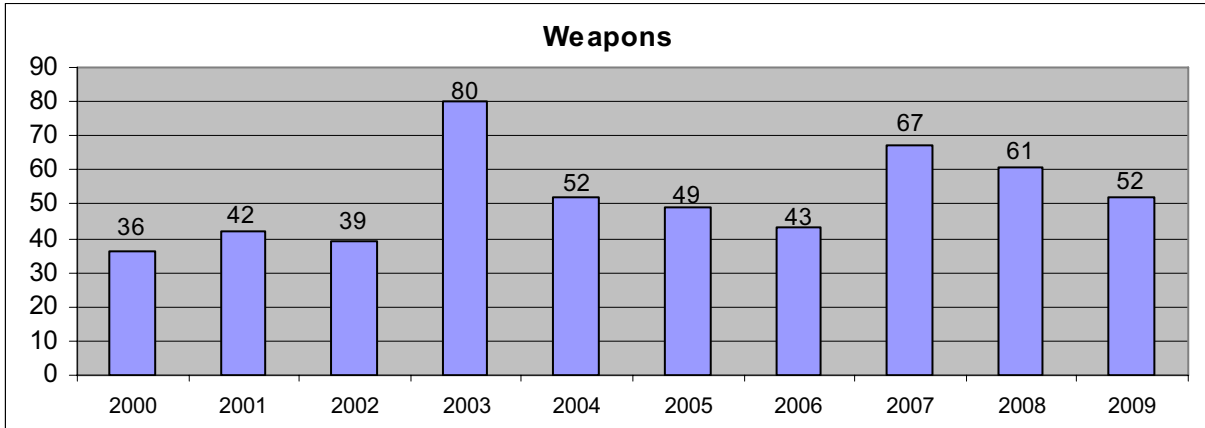


Property: **2008:** 261 **2009:** 235 10% decrease



Robbery: **2008:** 26 **2009:** 6 77% decrease

CRIME CATEGORIES CONTINUED



Weapons:

2008: 61

2009: 52

15% decrease

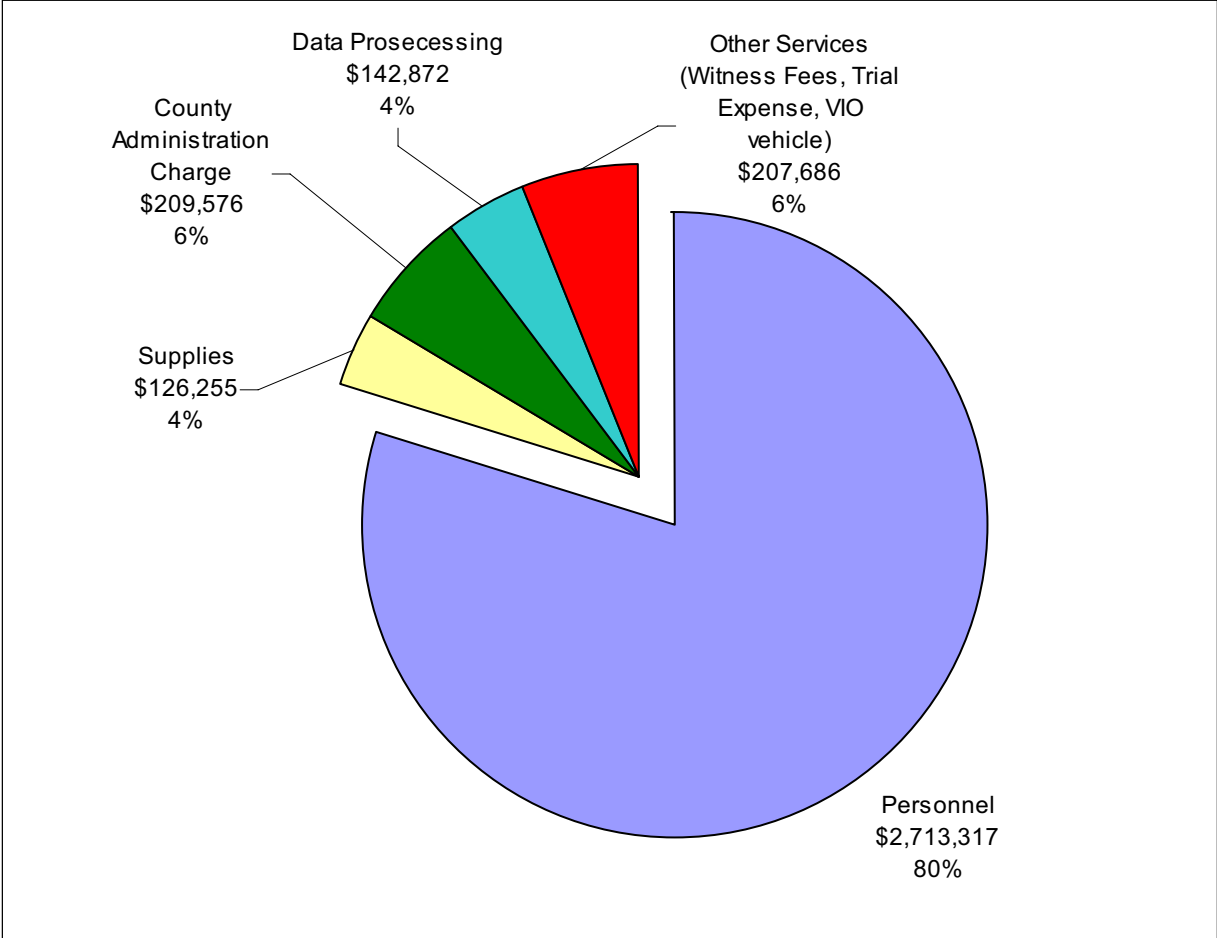
ADDITIONAL STATISTICS

Category	2008	2009	% Change
Felony Trials:			
Jury	22	22	No change
Non-Jury	2	10	400 %
Misdemeanor Trials			
Jury	15	14	(7 %)
Non-Jury	41	31	(25 %)
Civil Infraction Bench Trials	896	945	6 %
<hr/>			
Appeals Filed	13	8	(38 %)
Application for Leave to Appeal	22	33	50 %
Appeals Pending Decision	11	21	91 %
Parole Reviews	128	182	43 %
<hr/>			
Child Abuse & Neglect Cases	96	79	(18 %)
<hr/>			
Child Support Cases			
Paternity	213	176	(18 %)
Non-Support	449	352	(22 %)
URESAs: Incoming	15	18	20 %
Outgoing	18	46	156 %
<hr/>			
Concealed Weapons Board:			
Applicant Interviews	471	1059	125 %
Reviews (without applicant)	169	541	220 %
<hr/>			
Crime Victims Rights:			
Felony	1002	754	(25 %)
Misdemeanor	759	516	(32 %)
Juvenile	508	516	2 %
<hr/>			
Extraditions (Governor's Warrants)	6	4	(34 %)
<hr/>			
Contested Mental Hearings & Guardianship Hearings	17	53	212 %
<hr/>			
Statutory Civil Infractions	15,921	17,058	8%
<hr/>			
Violation of Personal Protection Order Hearings	49	65	33 %
<hr/>			
Requests for Warrant Authorization (Returned for more investigation or denied)	1,436	1,825	27 %

FINANCIAL DATA

TOTAL BUDGET:

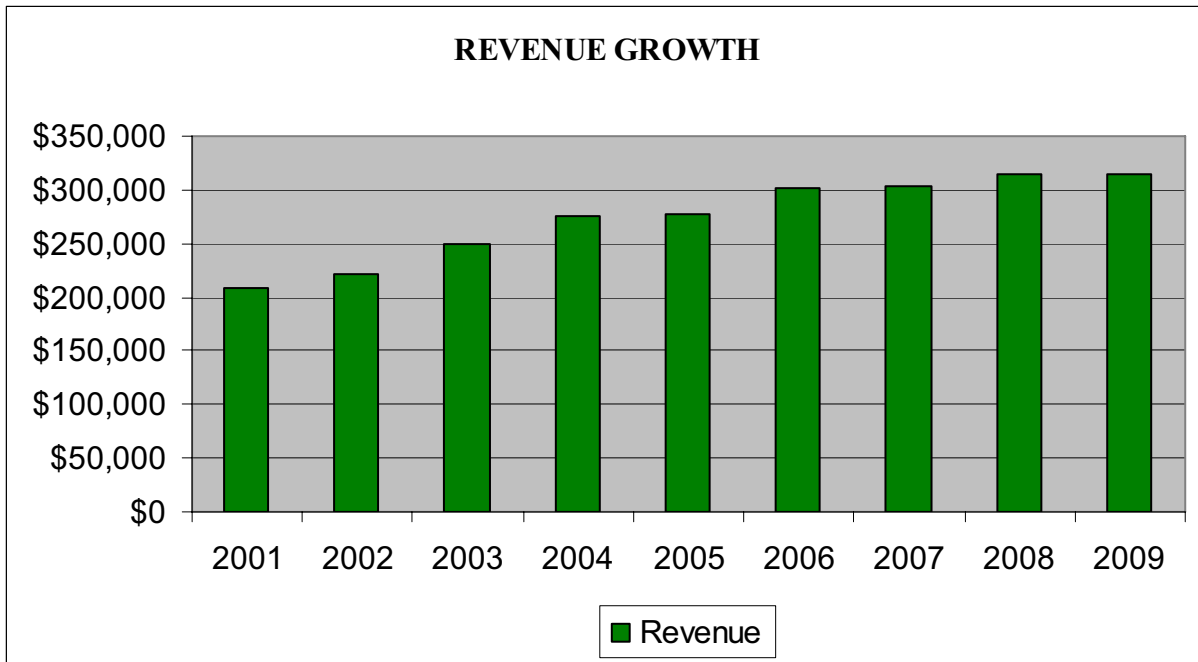
**Annual Expense
2009**



Total Budget:	2008	2009	% change
Annual total:	\$3,398,485	\$3,399,705	.5 %

REVENUE

The Prosecutor's office revenue consists of state funding via grants, contracts and cost reimbursement. Services include Crime Victims' Rights, legal services provided to the Department of Human Service in child abuse and neglect matters, establishment of child support and paternity orders, food stamp fraud prosecution, drivers license hearings for the Secretary of State, and legal services for Allegan County cases pending in the 58th District Court in Holland (venue: Holland City, Allegan County). The County also bills offenders convicted of Operating While Intoxicated and other specified offenses, for reimbursement of prosecution costs pursuant to local ordinance.



50% Increase over ten year period

Revenue:	2008	2009	% change
Annual total:	\$314,242	\$314,665	1 %

2009 Prosecutor Revenue:

Crime Victim's Rights	\$140,733
F.I.A. Contract	16,356
Cooperative Reimbursement	115,911
OWI Reimbursement	18,450
Allegan Reimbursement	13,828
Driver License Hearings	1,456
Food Stamp Fraud	<u>7,931</u>
Total Revenue	\$314,665

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: County Policies

SUGGESTED MOTION:

To approve the following proposed policies for review: General Policies: 001 - Administrator's Evaluation, 002 - Identify Theft Prevention; Fiscal Policies: 024 - Sale or Disposal of Used Equipment & Personal Property Policy, 025 - Travel and Meals Policy; Facilities Policies: 001 - Facilities Use Policy, 002 - Wellness Center Policy. (Second Reading)

SUMMARY OF REQUEST:

County policies require periodic review and updates. This request is to review the County policies and forward them to the Board of Commissioners for a first and second reading and approve. (Second Reading)

FINANCIAL INFORMATION:

Total Cost: \$0.00 | County Cost: \$0.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #4

Objective: #1

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org
Reason: I am approving this document
Date: 2010.04.21 16:42:59 -0400

Committee/Governing/Advisory Board Approval Date: Planning and Policy 4/08/2010

OTTAWA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATOR'S EVALUATION POLICY

I. POLICY

This policy is established to assure an evaluation of the County Administrator is completed in a timely and regular manner.

II. STATUTORY REFERENCES

The Board of Commissioners may establish such rules and regulations regarding the business concerns of the County as the Board considers necessary and proper. See: MCL 46.11(m); Act 156 of 1851, as amended.

III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

The original Board Policy on this subject matter was adopted in May 1999.

Board of Commissioners Resolution Number and Policy Adoption Date: BC 01-032, January 23, 2001.

Name and Date of Last Committee Review.

Administrator's Evaluation Procedures

PROCEDURE

1. Human Resources will provide to each Commissioner a copy of the Administrator's Evaluation Form (see attached) by October 1 of each year.
2. Each Commissioner should complete and return the Evaluation Form to the Board Chairperson by November 1 of each year.
3. The Board Chairperson shall appoint a three (3) person committee consisting of the Board Chair, Vice Chair and Finance Committee Chair at the second Board Meeting in October. The Committee shall be approved by the Board of Commissioners.
4. The Committee shall review the completed Board members' evaluation of the Administrator by November 15, and personally meet with the Administrator by December 1. The Committee will give an oral and written evaluation of the Administrator's past years performance, and during this meeting the Administrator shall submit his/her goals and objectives for the upcoming year.
5. The Evaluation Committee shall submit a written report to the full Board of Commissioners by December 15.
6. The Evaluation Form shall be reviewed by December 30 in every even numbered calendar year by the Evaluation Committee. Any changes to the Evaluation Form recommended by the Evaluation Committee and/or the Administrator shall be referred to the Planning and Policy Committee for consideration no later than the next February meeting of the Committee.

REVIEW PERIOD

The County Administrator will review this Policy at least once every two years, and will make recommendations for changes to the Planning & Policy Committee.

OTTAWA COUNTY BOARD OF COMMISSIONERS

OTTAWA COUNTY BOARD OF COMMISSIONERS
IDENTITY THEFT PREVENTION PROGRAM POLICY

I. POLICY:

Ottawa County will establish and administer an Identity Theft Prevention Program Policy applicable to all covered departments designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account or an existing covered account, and to provide for continued administration of the Program in compliance with the Federal Trade Commission's Red Flags Rule (Part 681 of Title 16 of the Code of Federal Regulations) implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACT Act) of 2003, and to comply with other requirements of state and federal law concerning client and patient confidentiality.

Under the Red Flag Rule, every financial institution and creditor, including, in appropriate instances, a local governmental entity, is required to establish an "Identity Theft Prevention Program" tailored to its size, complexity and the nature of its operation. Each program must contain reasonable policies and procedures to:

1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flags that have been incorporated into the Program;
3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and
4. Ensure the Program is updated periodically, to reflect changes in risks to customers or to the safety and soundness of the creditor from Identity Theft.

II. STATUTORY REFERENCES

16 CFR 681, Sections 114 and 315 of the Fair and Accurate Transactions Act (FACTA) of 2003.

MCL 46.11(l)

III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

Board of Commissioners Policy Adoption Date and Resolution Number: _____

Board of Commissioners Review Date and Resolution Number: _____

Name and Date of Last Committee Review: _____

Related Policies: _____

OTTAWA COUNTY BOARD OF COMMISSIONERS
IDENTITY THEFT PREVENTION PROGRAM POLICY

PROCEDURE

A. Definitions

- i. Identifying information means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including: name, address, telephone number, social security number, date of birth, government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, unique electronic identification number, computer's Internet Protocol address, or routing code.
- ii. Identity theft means fraud committed or attempted using the identifying information of another person without authority.
- iii. A covered account means:
 - a. An account that a financial institution or creditor offers or maintains, primarily for personal, family, or household purposes that involves or is designed to permit multiple payments or transactions. Covered accounts include credit card accounts, mortgage loans, automobile loans, margin accounts, cell phone accounts, utility accounts, checking accounts and savings accounts; and
 - b. Any other account that the financial institution or creditor offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the financial institution or creditor from identity theft, including financial, operational, compliance, reputation or litigation risks.
- iv. A covered department means the Ottawa County Health Department, Ottawa County Mental Health Agency, Ottawa County Fiscal Services Department, Ottawa County Michigan Works!/Community Action Agency, Human Resources, and any other department identified in writing by the Administrator as a department or agency of the county which processes transactions in covered accounts.
- v. A red flag means a pattern, practice or specific activity that indicates the possible existence of identity theft.

B. Identification of Red Flags

Ottawa County identifies the following red flags, in each of the listed categories for all covered departments of the County:

1. Suspicious Documents
 - i. Identification document or card that appears to be forged, altered or inauthentic;

- ii. Identification document or card on which a person's photograph or physical description is not consistent with the person presenting the document;
- iii. Other document with information that is not consistent with existing customer information (such as if a person's signature on a check appears forged); and
- iv. Application for service that appears to have been altered or forged.

2. Suspicious Personal Identifying Information

- i. Identifying information presented that is inconsistent with other information the customer provides (example: inconsistent birth dates);
- ii. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on a credit report);
- iii. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
- iv. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
- v. Social security number presented that is the same as one given by another customer;
- vi. An address or phone number presented that is the same as that of another person;
- vii. A person fails to provide complete personal identifying information on an application when reminded to do so (however, by law social security numbers must not be required); and
- viii. A person's identifying information is not consistent with the information that is on file for the customer.

3. Suspicious Account Activity or Unusual Use of Account

- i. Change of address for an account followed by a request to change the account holder's name;
- ii. Payments stop on an otherwise consistently up-to-date account;
- iii. Account used in a way that is not consistent with prior use (example: very high activity);
- iv. Mail sent to the account holder is repeatedly returned as undeliverable;
- v. Notice to the covered department that a customer is not receiving mail sent by the covered department.
- vi. Notice to the covered department that an account has unauthorized activity;
- vii. Breach in the County's computer system security; and
- viii. Unauthorized access to or use of customer account information.

4. Alerts from Others

- i. Notice to the covered department from a customer, identity theft victim, law enforcement or other person that it has opened or is

maintaining a fraudulent account for a person engaged in Identity Theft.

C. Detecting Red Flags

1. New Accounts. In order to detect any of the Red Flags identified above associated with the opening of a new account, personnel of a covered department will, to the extent permitted by law, take the following steps to obtain and verify the identity of the person opening the account:

- i. Require certain identifying information such as name, date of birth, residential or business address, principal place of business for an entity, driver's license or other identification;
- ii. Verify the customer's identity (for instance, review a driver's license or other identification card);
- iii. Review documentation showing the existence of a business entity; and/or
- iv. Independently contact the customer.

2. Existing Accounts. In order to detect any of the Red Flags identified above for an existing account, personnel of a covered department will take the following steps to monitor transactions with an account:

- i. Verify the identification of customers if they request information (in person, via telephone, via facsimile, via email);
- ii. Verify the validity of requests to change billing addresses; and
- iii. Verify changes in banking information given for billing and payment purposes.

D. Preventing and Mitigating Identity Theft

In the event personnel of a covered department detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

1. Prevent and Mitigate

- i. Continue to monitor an account for evidence of Identity Theft;
- ii. Contact the customer;
- iii. Change any passwords or other security devices that permit access to accounts;
- iv. Not open a new account;
- v. Close an existing account;
- vi. Reopen an account with a new number;
- vii. Notify the County Fiscal Services Director for determination of the appropriate step(s) to take;

- viii. Notify law enforcement; and/or
- ix. Determine that no response is warranted under the particular circumstances.

2. Protect customer identifying information

- i. In order to further prevent the likelihood of identity theft occurring with respect to County accounts, the County will take the following steps with respect to its internal operating procedures for covered departments to protect customer identifying information:
- ii. Ensure that its website is secure or provide clear notice that the website is not secure;
- iii. Ensure complete and secure destruction of paper documents and computer files containing customer information;
- iv. Ensure that office computers are password protected and that computer screens lock after a set period of time;
- v. Keep offices clear of papers containing customer information;
- vi. Request only the last 4 digits of social security numbers (if any);
- vii. Ensure computer virus protection is up to date; and
- viii. Require and keep only the kinds of customer information that are necessary.

E. Client or Patient Confidentiality

Nothing herein shall require a covered department to adopt policies and procedures which violate any client or patient confidentiality requirements of state and federal law. To the maximum extent practicable, internal policies and procedures implemented hereunder shall be developed, administered and interpreted to comply with such client or patient confidentiality requirements.

F. Program Updates

This Policy and these procedures will be periodically reviewed and updated to reflect changes in risks to customers and the security of the County from Identity Theft. As needed and at not more than three (3) years intervals, the County Administrator will consider the County's experiences with Identity Theft situations, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, changes in types of accounts the County maintains and changes in the County's business arrangements with other entities. After considering these factors, the County Administrator will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the County Administrator will present the Board of Commissioners with his/her recommended changes and the Board will make a determination of whether to accept, modify or reject those changes to the Program.

G. Program Administration

1. **Oversight.** Responsibility for developing, implementing and updating this Program lies with the County Administrator reporting to the Board of Commissioners. The County Administrator will be responsible for Program administration, for ensuring appropriate training of County staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular, circumstances and considering periodic changes to the Program.
2. **Staff Training and Reports.** County staff within covered departments who are responsible for implementing the Program shall be trained in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected. County staff is required to provide reports to the Program Administrator on incidents of Identity Theft, the County's compliance with the Program, and the effectiveness of the Program.
3. **Specific Program Elements and Confidentiality.** For the effectiveness of Identity Theft prevention Programs, the Red Flag Rule envisions a degree of confidentiality regarding Ottawa County's specific practices relating to Identity Theft detection, prevention and mitigation. Therefore, under this Program, knowledge of such specific practices are to be limited to those employees who need to know them for purposes of preventing Identity Theft. Because this Program is to be adopted by a public body and thus publicly available, it would be counterproductive to list these specific practices here. Therefore, only the County's general red flag detection, implementation and prevention practices are listed in this document.



County of Ottawa

OTTAWA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATIVE POLICY – SALE OR DISPOSAL OF USED COUNTY EQUIPMENT AND PERSONAL PROPERTY

I. POLICY

Equipment, supplies and other County-owned personal property which has been determined to be obsolete, worn out, or no longer needed by the County shall be sold or otherwise disposed of in a manner which promotes public confidence in the fiscal integrity and good stewardship of the County.

II. STATUTORY REFERENCES

The Board of Commissioners may establish such rules and regulations regarding the business concerns of the County as the Board considers necessary and proper. See: MCL 46.11(m); Act 156 of the Public Acts of 1851, as amended.

III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

The original Board policy on this subject matter was adopted on _____.

ADMINISTRATIVE POLICY – SALE OR DISPOSAL OF USED COUNTY EQUIPMENT AND
PERSONAL PROPERTY

PROCEDURES

Equipment, supplies or other County personal property which has been determined by a Department Head or the Fiscal Services Director to be obsolete, worn out or no longer needed by the County shall be disposed of in the following manner:

- (1) For Items Over \$5,000 (Original Cost):
 - (a) Disposal shall be by auction, sealed bid, public offering, or any other method the Fiscal Services Director deems to be in the County's best interest.
 - (b) A file shall be maintained by the Fiscal Services Director containing the following information on each item disposed of:
 - (1) Item Description
 - (2) Tag Number
 - (3) Original Cost and Date of Purchase if available
 - (4) Date of Transfer or Sale
 - (5) Dollar Amount Received at Sale
 - (6) Method of Transfer-Auction, Sealed Bid, Public Offering, Other
- (2) For Items under \$5,000 (Original Cost) or Lost, Stolen, Unclaimed and Other Property:
 - (a) The Fiscal Services Director shall sell or otherwise dispose of these items in a manner which encourages fairness and price competition and/or as appropriate for the situation.
 - (b) A file shall be maintained by the Fiscal Services Director indicating the date, method of disposition, amount of sale, and a description of the item sold.

Whenever fiscally prudent to do so, equipment, supplies or other County personal property which has no resale value shall be disposed of in an environmentally responsible manner, which, whenever possible, provides for the recovery, recycling, and safe disposal of such materials and their constituent parts. The County will not donate County equipment or personal property. Employees may purchase surplus equipment per (1)(a) above. The County may establish programmatic exceptions to this rule that benefit County purposes.

REVIEW PERIOD

The County Administrator will review this Policy at least once every two years, and will make recommendations for changes to the Planning & Policy Committee.



County of Ottawa

TRAVEL AND MEAL POLICY

I. POLICY

This policy shall apply to all County employees, elected and appointed officials, and any other person who submits a travel or expense voucher to the County for reimbursement.

The responsibility for ensuring compliance with this policy rests with each traveler's department head. The Administrator and/or the Administrator's designee reserves the right to question travel vouchers which appear to violate the intent of this policy or to waive, where special circumstances warrant, any regulation/requirement herein.

All officers, employees and persons traveling on official business are expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business. The person authorized to approve reimbursement of expenses is the traveler's department head.

The County Administrator and/or the Administrator's designee is responsible for interpretation and enforcement of this policy as they apply to all County employees, elected officials, and non-County personnel but excluding the County Administrator. The Finance and Administration Committee of the Board of Commissioners is responsible for interpretation and enforcement of this policy as they apply to the County Administrator, and may hear appeals of the Administrator's interpretation of this policy.

II STATUTORY REFERENCES

Internal Revenue Service Code.

The Board of Commissioners may establish such rules and regulations regarding the business concerns of the County as the Board considers necessary and proper. See: MCL 46.11(m); Act 156 of 1851, as amended.

III COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

The original Board policy on this subject matter was adopted in January 28, 1992.

Board of Commissioners Resolution Number: BC 92-58

Board of Commissioner Review Date and Resolution Number: BC 04-172, July 2004

Board of Commissioners Revised Adopted Date: BC 04-185, August 2004

Name and Date of Last Committee Review: Planning and Policy – April 18, 2001/Personnel Committee June 14, 2004.

IV. PROCEDURES

A. GENERAL INFORMATION

1. All expenses must be annotated. A person must substantiate an expenditure for travel by adequate records or by sufficient evidence corroborating his/her own statement as to: (a) amount, (b) time and place, (c) business purpose, and (d) business relationship to taxpayers (IRS Code Section 954A) Also, an arrangement is not a reimbursement or an express expense allowance arrangement if it (a) does not require the employee to substantiate the covered expenses to the employer or (b) allows an employee to retain amounts in excess of substantiated covered expenses (IRS Code Section 941A).
2. Use of credit cards will be accepted as evidence of payment if supported by a detailed receipt, appropriately annotated to support cash payments.
3. Actual travel expenses of persons, other than County employees, who are called upon to contribute time and services as consultants, advisers or volunteers, must be authorized by the appropriate department head. Documentation must be furnished as required by these regulations. Complete explanation and justification must be shown on the vouchers. This type of expense should be submitted on the Expense Voucher.
4. Authority for Travel: All travel other than normally assigned in-County travel and travel of less than one day (not overnight), shall be duly authorized and approved by the department head. Sufficient budgeted funds must be available for such travel except that the Board of Commissioners may authorize travel and provide non-budgeted funds upon special request.
5. Advances for Travel: Normally, all travelers on official business for the County are expected to provide themselves with funds to cover their expenses. (Reimbursements will be processed in weekly check runs).
 - a. The county will pay direct the following expenses:
 1. Registration costs for conferences and seminars.
 2. Public transportation costs (i.e., air, boat, bus or rail).
 3. Lodging charges.
 - b. In unusual cases, an actual advance can be requested. The advance will be determined by using the per diem guidelines established in this policy and the following are met:
 1. The travel advance is authorized by the Administrator and/or the Administrator's designee who is to ensure that the advance is reasonable and complies with these regulations.
 2. Upon the traveler's return, a final accounting of the actual expenses incurred plus required receipts will be submitted to the Fiscal Services Department within fifteen (15) days on an Expense Voucher.

B. EXPENSE VOUCHERS

1. The Expense Voucher form is to be used for reimbursement of expenses
2. The expenses of only one person shall be included on a single expense voucher, except when an employee in a custodial capacity is responsible for and pays expenses of other who accompany him or her. Names of others must be recorded on the expense voucher.
3. Itemized receipts must be attached for all items of expenses. Any receipt not submitted where required by this policy may cause the expense for same to be denied or reimbursed at rates determined by the Administrator or Administrator's designee.
4. Expense vouchers shall be submitted within fifteen (15) days after incurring the expenditures.

C. TRANSPORTATION

All travel must be by "usually" traveled route. In case a person travels by an indirect route for his or her own convenience, or uses a slower or more expensive mode of transportation, any extra costs shall be borne by the traveler and reimbursement for expenses will be based on only such charges as would have been incurred by a usually traveled route as determined by the Administrator and/or the Administrator's designee, i.e. Person has a conference in Denver, Colorado, scheduled to start Monday at 8:30 a.m. and concludes Friday at 11:00 a.m. The airlines schedule would allow the traveler to depart Sunday and allow them to return Friday. If for whatever reason the individual elected to drive there and back leaving Saturday and returning Sunday, expenses incurred for lodging and meals on Saturday and the following Saturday and Sunday would not be reimbursed by the County.

1. **Public Carrier:** The expense of traveling by public carrier (rail, airplane, boat) will be allowed on the basis of actual cost. All travelers are expected to travel by the most economical mode of transportation. Transportation expense in excess of the cost of coach-class air fare will not be allowed unless justification therefore is given and the approval of the Administrator and/or the Administrator's designee is obtained before leaving on the proposed trip. The cost for luggage on the public carrier will be reimbursed.
2. **Private Automobile:** If travel is by privately owned automobile, the traveler will be reimbursed at the rate established by the Board of Commissioners. (See Mileage Policy) If the travel is by private automobile, the maximum allowance will be the established mileage rate or coach-class air fare (round trip), whichever is the lesser amount.
3. Any transportation arrangements other than what is covered above will require specific approval by the Administrator and/or the Administrator's designee, prior to commencing travel.

D. LODGING

The actual paid lodging receipt is required for lodging reimbursement. Any change in hotel charges during continuous occupancy by an employee must be explained on the voucher. Documentation must show single occupancy rate as certified by the hotel or other lodging. IRS Tax Code Section 954A: A taxpayer must have documentary evidence for any lodging expense while traveling away from home.

1. When a traveler in County travel status shares hotel or other lodging with non-county travelers (family members, friends, etc.), reimbursement to the traveler will be as follows:
 - a. If hotel or other lodging is shared with one or more non-County travelers who receive no travel reimbursement from another source, reimbursement to the traveler will be at the rate of single occupancy as certified by the hotel or other lodging (the rate of single occupancy must be on the receipt) regardless of the number of persons and/or rooms occupied. At no time will reimbursement be allowed for an additional room, or for non-County travelers.
 - b. If hotel or other lodging is shared with a County or non-County traveler on County business who is receiving reimbursement for travel, reimbursement will be reduced by a proportionate amount of the bill, based on the number of persons occupying the room.
2. Only out-of-county lodging will be reimbursed.

E. MISCELLANEOUS EXPENSES

Miscellaneous expenses incidental to official County travel shall be held to the minimum amount required for essential and efficient conduct of County business. The department head or his/her authorized representative approving the travel voucher will be held responsible for their certification for all items of expense as being necessary and correct. The following miscellaneous items are reimbursable with appropriate receipts:

1. **Registration Fees:** Enrollment or registration fees for conventions and meetings, associations or organizations are allowable for individuals attending as official representatives of the County. Receipts must be attached to the voucher. Registration literature must be attached indicating if meals are included in the fee. If meals are included in the registration fee, corresponding meals are not reimbursable.
2. **Parking Fees:** Reimbursement for parking fees is allowable, with receipts.
3. **Taxi Cab:** Necessary taxi cab fares will be allowed with receipts. If receipts are not available, a full explanation is required.
4. **Car Rental:** Allowable only if: (a) approved in advance of travel by the Administrator or the Administrator's designee, (b) it is more advantageous for County business and (3) more economical than some other mode of transportation. Explanation and receipt are required.

5. Fax: Charges are allowable when necessary for official business. A full explanation is required to include date, place person faxed and the nature of the business.

6. Personal Expenses: The County will not reimburse for the following: fees and tips for valets¹, flight insurance, housekeeping/maid service, alcoholic beverages, cleaning and pressing clothing, renting movies, snacks and similar personal expenses.

7. Personal Phone Calls: An employee is allowed one phone call home (duration not to exceed 5 minutes) for each day away.

8. Health Club Costs: Reimbursement for reasonable costs not to exceed \$10.00 per day for use of health club facilities during travel greater than one day. Receipts are required for reimbursement.

9. Baggage Handling: Charges for handling and checking baggage at hotels, depots, and terminals are allowable, when such charges are incurred as a necessary expense of the trip and not for the convenience of the traveler. The allowable rate shall not exceed \$2.00 at each point of handling.

10. Toll Bridge, Toll Road, and Ferry Boat Expenses: Toll bridge, toll road and ferry boat expenses are allowed with receipts.

F. MEALS

A traveler is entitled to a full day's meal reimbursement when travel commences before 7:00 a.m. and extends beyond 8:00 p.m. or they are out of town at a multi-day conference, seminar or training session. Whenever meals are included in the registration fee, provided by public transportation or paid by others, the traveler shall not be entitled to any allowance for those particular meals.

1. Meals will not be reimbursed for non-County travelers (spouses, members of a family, friends, etc.)

2. In-county meals will be reimbursed for Associations or Organization meetings with a receipt.

3. Guest Meals: The cost of guest meals is reimbursed only if it can be shown that such cost is necessary to conduct official County business and has prior approval of the Administrator. In no case will the amount allowed be in excess of the maximum established in this policy. Full explanation must be given on the voucher, including the name, position, and employer of the guest, nature of business discussed and how it relates to the County as required by the IRS Code. Alcoholic beverages are not reimbursable by the County. The total cost of the meals for guests cannot exceed the amount permitted an employee. A detailed receipt is required for a guest meal.

4. Food Services/Tips: The maximum allowable tip for meals is 20% of the actual meal cost, excluding alcoholic drinks.

¹ Fees and tips for valet charges will be reimbursed, when accompanied with receipts, when such charges are incurred as a necessary expense of the trip and not for the convenience of the traveler.

5. The following are the maximum rates established for meal reimbursement with receipts:

		In-State	Select Cities ²	Out-of-State	Select Cities ³
Breakfast	Travel must commence prior to 7:00 a.m. and extend beyond 8:30 a.m.	\$8.00	\$9.00	\$10.00	\$12.00
Lunch	Travel must commence prior to 11:30 a.m. and extend beyond 2:00 p.m.	\$12.00	\$13.00	\$15.00	\$18.00
Dinner	Travel must commence prior to 6:30 p.m. and extend beyond 8:00 p.m.	\$26.00	\$29.00	\$31.00	\$36.00
Total Reimbursement ⁴		\$46.00	\$51.00	\$56.00	\$66.00

6. Days Defined: In computing the meal allowance for continuous travel of more than 24 hours, the hour of departure shall be considered as the beginning of the day, and for each full 24 hour period thereafter, the employee shall be entitled to the authorized maximum meal reimbursement with proper documentation:

Examples:

- a. Departure – June 1, 9:00 a.m.
Return – June 5, 4:30 p.m.
Allowable – June 1, lunch and dinner; June 2 through June 4, three (3) full day meals; June 5, breakfast and lunch plus four (4) days lodging.
- b. Departure – June 1, 3:00 p.m.
Return – June 2, 10:30 a.m.
Allowable – dinner, lodging, breakfast.

G. TRAVEL OUTSIDE THE CONTIGUOUS 48 STATES

Reimbursement for all expenses related to conferences or travel outside the contiguous 48 states must be approved in advance of the travel by the Finance and Administration Committee.

² Select Cities in-state: Charlevoix, Mackinaw Island, Ann Arbor, Detroit, Pontiac and South Haven.

³ Select Cities out-of-state: Los Angeles, San Francisco, San Diego, Washington D.C., Chicago, New Orleans, Baltimore, Boston, Las Vegas, New York, Austin Texas, Dallas, Houston.

⁴ Total excludes a maximum 20% tip.



County of Ottawa

OTTAWA COUNTY BOARD OF COMMISSIONERS

FACILITIES USE POLICY

I. POLICY

The County makes its facilities available for public use for organizations, employees of Ottawa County, and non-employees of Ottawa County. County facilities include County rooms, buildings and grounds. Users of County facilities must comply with all County rules and regulations during the rental period. Users must also leave County facilities in neat, clean, and orderly condition upon vacating the facility. The County shall be indemnified and held harmless from any and all claims and liabilities caused by the rental of a County facility.

This policy applies to all organizations or individuals wishing to rent a room and/or parking lot from the County.

This policy does not apply to Parks and Recreation Department reservation system for Park Facilities.

II. STATUTORY REFERENCES

The Board of Commissioners may establish such rules and regulations regarding the business concerns of the County as the Board considers necessary and proper. See: MCL 46.11(m); Act 156 of the Public Acts of 1851, as amended.

III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

Board of Commissioners Resolution Number and Policy Adoption Date: _____

Board of Commissioners Review Date and Resolution Number: _____

Name and Date of Last Committee Review: _____

FACILITIES USE POLICY

PROCEDURE

1. Facility rental requests must come to the Fiscal Services Department with the exception of Park reservations which are secured through the Parks and Recreation Department. Every individual or group wishing to rent a room and/or parking lot must complete an Agreement (Attachment A) for use of county rooms, buildings and/or grounds and provide verification of insurance.
2. The Fiscal Services Department employee taking the facility rental request is responsible for making the reservation on the room schedule, preparing a "Resource Room/Parking Lot Billing Sheet" for Accounts Receivable, and faxing/sending an unsigned copy of the Agreement to the organization contact or individual.
3. The Fiscal Services Director may waive #5 on the Agreement if the organization or individual is unable to name the County as an additional name insured.
4. The Fiscal Services Director shall sign the Agreement when completed and if the use is of an appropriate nature.
5. Users of County facilities must comply with County rules and regulations, including the prohibition of smoking in County rooms and buildings and within 25 feet of a building, doors, ventilation or operable windows and possession and/or consumption of alcohol on County grounds or within County rooms and buildings.
6. Room and parking lot rates shall be charged as follows:
 - Building Room Rate: \$15.00/Half Day; \$30.00/Full Day
 - Parking Lot Rate: \$25.00/Day Per Lot
7. The User must notify the County of all changes and/or cancellations twenty-four (24) hours prior to the scheduled meeting date and time. Notification of cancellations without twenty-four hour notice will result in the full rental cost being charged to the user.
8. Invoicing for the rental shall be done by the Fiscal Services Department, Accounts Receivable, after the event has occurred. The completed Billing Sheet and a copy of the completed Agreement are necessary documentation. If an organization or individual has requested multiple rentals, the organization or individual will be billed after the last rental date, unless requested by the User.
9. Payments for the facilities rental must be received within thirty (30) days of the due date printed on the invoice.

REVIEW PERIOD:

AGREEMENT FOR USE OF COUNTY ROOMS,
BUILDINGS AND/OR GROUNDS

This agreement is made this _____ day of _____, 2009, by and between the County of Ottawa (hereinafter, "the County") and _____, (hereinafter "the user") with reference to the following facts and circumstances.

A. The County is the owner and/or occupant pursuant to lease of a room, building, buildings or grounds which the User desires to use for a specific activity on a specific date; and,

B. The User desires to occupy and use the rooms, building, buildings or grounds specified for a specific activity on a specific date, in accordance with the terms of this Agreement.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. User agrees to rent and the County agrees to provide the occupancy and use of the following room, building, buildings and/or grounds:

on the following date(s):

From _____ AM / PM until _____ AM / PM

This use and occupancy shall be for the following purpose:

and for no other purpose and the premises shall not be occupied or used by the User, or by any person claiming a right or occupancy or use thereunder, for any other purpose during the term of the rental.

2. In return for the use of the premises during the term of rental the User shall pay to the County the sum of \$_____. Payment must be received within thirty (30) days of the due date on the invoice sent by the Fiscal Services Department.

3. The User shall be responsible for cleaning and general upkeep of the premises rented during the term of the rental, and shall be required to return the premises to the County in a neat, clean, and orderly condition upon expiration of the use term. The User agrees to comply with all County rules and regulations for the use of County rooms, buildings, and grounds, and to assure that all persons claiming a right to such occupancy or use pursuant to this Agreement comply with all County rules and regulations. In particular, it is noted that smoking is not permitted within County rooms and buildings and that the possession and/or consumption of alcoholic beverages is not permitted on County grounds or within County rooms or buildings.

4. The User shall be required to notify Fiscal Services of any cancellation of or change to the original request, at least twenty-four (24) hours in advance of the scheduled meeting date. If the required twenty-four (24) hour notice is received, for cancellations, the rental cost will be waived.

5. The User shall be required to purchase and have in effect comprehensive general liability insurance coverage in an amount not less than \$1,000,000, naming the County, including its employees, officials, officers, and/or agents, and/or the Ottawa County Building Authority as an additional named insured, and may in addition be required to obtain or have in effect any special coverage or coverages relating to special or particular risks created or occasioned by the contemplated activities of the User.

Exemptions or modifications to the insurance requirements may be made by the County if it appears that the User's contemplated activities during the term of the use do not pose a substantial risk of loss.

6. The User shall indemnify and hold the County, including its employees, officials, officers, and/or agents, harmless from any and all claims and liability, including costs and attorneys' fees, caused or occasioned by the User's occupation and use of the premises during the term of this Agreement.

IN WITNESS WHEREOF the parties have executed this Agreement the date first set forth above.

COUNTY OF OTTAWA

By: _____
June Hagan, Director
Fiscal Services

USER

By: _____

Its: _____



County of Ottawa

USE OF WELLNESS CENTER

I. POLICY

The County of Ottawa recognizes that regular exercise and a healthy lifestyle contribute to lower health costs and a productive workforce. The purpose of this policy is to establish the requirements for all employees, retirees and authorized guests using the Wellness Centers and the equipment contained therein. The primary consideration in establishing this policy is the safety, health and comfort of employees, retirees and their guests.

II STATUTORY REFERENCES

The Board of Commissioners may establish such rules and regulations regarding the business concerns of the County, as the Board considers necessary and proper. MCL 46.11 (m); Act 156 of 1851, as amended.

III COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

The original Board policy on this subject matter was adopted in _____.

Board of Commissioners Resolution Number and Policy Adoption Date: _____

Board of Commissioner Review Date and Resolution Number: _____

Name and Date of Last Committee Review: _____

PROCEDURE

1. Eligibility for Use
 - a. All County of Ottawa full-time and regular part-time employees and their spouses.¹
 - b. All County of Ottawa retirees and their spouses.
 - c. Individuals who occupy leased office space in County buildings², as approved by Administration.
2. Waiver and Release of Liability
 - a. An Acknowledgment Risk Assumption must be completed by all individuals who desire to use the facilities and/or equipment.
3. Use Guidelines
 - a. Use of the fitness/exercise facilities and or equipment is at the individual's sole risk.
 - b. During peak use or when others are waiting, users will limit his/her time on equipment to thirty (30) minutes.
 - c. Users will wipe down equipment after use.
 - d. Except for water or sports drinks, food and drink are not permitted.
 - e. Shoes and pant cuffs must be devoid of any sand or dirt prior to entering the fitness room.
 - f. Users will re-rack weights and replace equipment after use.
 - g. Users will utilize a walkman/headphones when watching a TV monitor.
 - h. Malfunctioning or broken equipment will be posted with an "Out-of-Order" sign. Individuals will report broken or malfunctioning equipment to Fiscal Services.
 - i. Lockers are available in the locker rooms. Individuals may place a lock on the locker door during their use of the fitness room. Items are to be removed from the locker when the individual completes their workout. No locks shall be left on the lockers when not in use.

¹ Includes part time road patrol deputies and part time corrections deputies with the Sheriff's Office.

² State Police officers assigned to WEMET, State Employees working for DHS.

4. In Case of An Emergency

- a. The fitness room located in the Fillmore Street complex is equipped with an Automated External Defibrillator (AED) device located on the back (west) wall of the fitness room.
- b. Only individuals trained in the use of an AED will use the device in the event of an emergency.

REVIEW PERIOD

The Human Resources Director will review these procedures at least once every two years.

DRAFT

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Equalization Department

Submitted By: June Hagan

Agenda Item: Equalization Report

SUGGESTED MOTION:

To approve the 2010 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.

SUMMARY OF REQUEST:

State law requires the County Board to ensure that assessments are fair and equitable throughout the County. The department determines the total equalized value for each class of property. The Board of Commissioners must approve the Equalization report prior to the first Monday of May.

FINANCIAL INFORMATION:

Total Cost: \$0.00 | County Cost: \$0.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #2

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, o=County of Ottawa, ou=Administrator's Office, email=vanderberg@ottawacounty.org
Reason: I am approving this document
Date: 2010.04.20 16:28:00 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010

Ottawa County 2010 Equalization Report



Prepared By:
**Ottawa County
Equalization Dept.**



County of Ottawa

Equalization Department

Michael R. Galligan
Director

James J. Bush
Deputy Director

12220 Fillmore Street • West Olive, Michigan 49460
E-mail Director: mgallig@co.ottawa.mi.us

(616) 738-4826
Fax (616) 738-4009

April 27, 2010

Board of Commissioners
Ottawa County, Michigan

Ladies and Gentlemen:

The Ottawa County Equalization Department has prepared this report as required by statute to report our findings to the Board of Commissioners in culmination of our equalization activities for the year. An Equalization Study was conducted in every real property class plus the aggregate personal class in each of the 23 primary assessment units of Ottawa County for 2010, the results of which are incorporated into this report.

This book begins with the required "Certification of Recommended County Equalized Valuations by Equalization Director" followed by an unsigned copy of the "L4024" report to be approved by the Board of Commissioners. Third is the familiar Ottawa County Equalization Summary, showing the Assessed Value, Equalized Value, Recommended Factor, and the Taxable Value for each class in each unit.

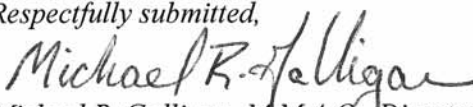
The remainder of the book presents statistical data setting forth the major class comparisons for the entire county and the individual units. Charts and graphs near the front show the percent change by local unit and the total county by class. Also included are school district valuations by units and unit valuations by school districts. Amounts under Act 198 (Industrial Facilities Exemptions), DNR lands and neighborhood enterprise zones are not included in these computations but are separately reported at the back of the book.

Please note that any class of property with a ratio between 49.00% and 50.00% will be considered to be at 50.00% according to Michigan State Tax Commission guidelines. Each class of real property plus the aggregate of personal property is separately equalized in each local unit of government. All County Equalization values are subject to review and change by the Michigan State Tax Commission through the process of State Equalization in May.

We are again pleased to report that all classes in all units are being equalized as assessed. The last time the County Equalization Report recommended added value to a unit was in 1998.

Establishing property values this year in these volatile times has been particularly challenging for local unit assessors and Equalization staff. I would like to thank the local unit assessors and the Equalization staff for their commitment, dedication and cooperation.

Respectfully submitted,


Michael R. Galligan, M.M.A.O., Director

**This Report Authorized by
Ottawa County Board of Commissioners**

Philip D. Kuyers	Chair	District 2
James C. Holtrop	Vice Chair	District 10
Joyce E. Kortman		District 1
Dennis W. Swartout		District 3
Jane M. Ruiter		District 4
Matthew M. Hehl		District 5
Roger G. Rycenga		District 6
Gordon D. Schrotenboer		District 7
Donald G. Disselkoen		District 8
Robert Karsten		District 9
James Holtvluwer		District 11

Table of Contents

Certification by Equalization Director-----	3
County Board of Commissioners Report of County Equalization-----	4-6
Equalization Summary-----	7-9
Graph of Historical Ottawa County (Equalized Value) -----	11
Percent Change by Unit -----	12
Percent Change by Unit (historical) -----	13-14
Percent Change by Class and Total Value by Class -----	15
Graph of Percent of County Share (Equalized Value) -----	16
Taxable Values of Parcels where Taxable Value Equals Assessed Value -----	17
2010 Tax Calendar -----	18-25
Ottawa County Map -----	27
Assessing Officers & Equalization Department Staff -----	28
Major Class Comparisons -----	30
Recapitulation of all Townships and Cities -----	31
Allendale Township -----	32
Blendon Township -----	33
Chester Township -----	34
Crockery Township -----	35
Georgetown Township -----	36
Grand Haven Township -----	37
Holland Township -----	38
Jamestown Township -----	39
Olive Township -----	40
Park Township -----	41
Polkton Township -----	42
Port Sheldon Township -----	43
Robinson Township -----	44
Spring Lake Township -----	45
Spring Lake Village -----	46
Tallmadge Township -----	47
Wright Township -----	48
Zeeland Township -----	49
Coopersville City -----	50
Ferrysburg City -----	51
Grand Haven City -----	52
Holland City -----	53
Hudsonville City -----	54
Zeeland City -----	55
School District Valuations -----	56
School Districts in Assessment Jurisdictions -----	57-59
Assessment Jurisdictions in School Districts -----	60-62
Assessment Jurisdictions in District Libraries and Authorities -----	63
Taxable Value by Class in School District -----	64
Renaissance Zones -----	66
Renaissance Zones -----	67
Special Rolls -----	68
Act 198 Equivalent S.E.V's by Assessment Jurisdictions -----	69
Act 198 Equivalent Taxable Values by Assessment Jurisdictions -----	70
Act 198 by School District in Assessment Jurisdictions -----	71-72
Act 198 by Assessment Jurisdiction in School Districts -----	73-74
Act 198 by District Library and Authorities -----	75
DNR-PILT -----	76
Neighborhood Enterprise Zone-----	76

Certification of Recommended County Equalized Valuations by Equalization Director

This form is issued under the authority of MCL 211.148. Filing is mandatory.

TO: State Tax Commission

FROM: Equalization Director of Ottawa County

RE: State Assessor Certification of Preparer of the required Recommended County Equalized
Valuations

for Ottawa County for year 2010

The Recommended County Equalized Valuations for the above referenced county and year were prepared under my direct supervision and control in my role as Equalization Director.

I am certified as an assessor at the level required for the county by Michigan Compiled Laws 211.10d and the rules of the State Tax Commission.

The State Tax Commission requires a Level M.M.A.O (IV) State Assessor Certification for this county.

I am certified as a Level M.M.A.O (IV) State Certified Assessing Officer by the State Tax Commission.

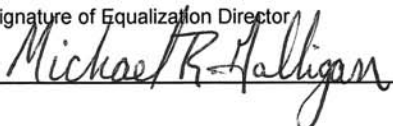

The following are my total Recommended County Equalized Valuations for each separately

equalized class of property in Ottawa County:

Agricultural	<u>612,995,867</u>	Timber-Cutover	<u>0</u>
Commercial	<u>1,320,574,090</u>	Developmental	<u>2,406,800</u>
Industrial	<u>844,725,800</u>	Total Real Property	<u>10,398,705,976</u>
Residential	<u>7,618,003,419</u>	Personal Property	<u>592,168,876</u>
		Total Real and Personal Property	<u>10,990,874,852</u>

Please mail this form to the address below within fifteen days of submission of the Recommended County Equalized Valuations to the County Board of Commissioners.

Michigan Department of Treasury
Assessment and Certification Division
Local Assessment Review
P.O. Box 30790
Lansing, Michigan 48909

Signature of Equalization Director 	Date 
---	---

Personal and Real Property - TOTALS

The instructions for completing this form are on the reverse side of page 3.

**L-4024
Page 1**

Ottawa County

Statement of acreage and valuation in the year 2010 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed (Col. 1) Acres Hundredths	Total Real Property Valuations (Totals from pages 2 and 3)		Personal Property Valuations		Total Real Plus Personal Property	
		(Col. 2) Assessed	(Col. 3) Equalized Valuations	(Col. 4) Assessed	(Col. 5) Equalized Valuations	(Col. 6) Assessed	(Col. 7) Equalized Valuations
Allendale	16,892	441,882,457	441,882,457	26,935,500	26,935,500	468,817,957	468,817,957
Blendon	22,148	251,686,700	251,686,700	7,058,300	7,058,300	258,745,000	258,745,000
Chester	21,814	104,954,600	104,954,600	7,069,500	7,069,500	112,024,100	112,024,100
Crockery	18,989	153,565,700	153,565,700	6,083,700	6,083,700	159,649,400	159,649,400
Georgetown	16,979	1,415,363,300	1,415,363,300	41,374,300	41,374,300	1,456,737,600	1,456,737,600
Grand Haven	14,916	737,661,269	737,661,269	32,829,500	32,829,500	770,490,769	770,490,769
Holland	13,336	1,080,997,300	1,080,997,300	105,145,100	105,145,100	1,186,142,400	1,186,142,400
Jamestown	20,631	315,296,700	315,296,700	22,265,600	22,265,600	337,562,300	337,562,300
Olive	21,030	191,582,500	191,582,500	11,130,300	11,130,300	202,712,800	202,712,800
Park	9,392	1,083,295,500	1,083,295,500	8,944,800	8,944,800	1,092,240,300	1,092,240,300
Polkton	23,330	133,631,800	133,631,800	5,429,000	5,429,000	139,060,800	139,060,800
Port Sheldon	11,613	755,705,800	755,705,800	21,171,500	21,171,500	776,877,300	776,877,300
Robinson	23,025	243,683,500	243,683,500	6,087,400	6,087,400	249,770,900	249,770,900
Spring Lake	8,043	747,179,000	747,179,000	33,367,041	33,367,041	780,546,041	780,546,041
Tallmadge	18,767	277,691,600	277,691,600	23,908,285	23,908,285	301,599,885	301,599,885
Wright	21,499	132,958,550	132,958,550	8,430,900	8,430,900	141,389,450	141,389,450
Zeeland	18,942	365,526,000	365,526,000	21,849,600	21,849,600	387,375,600	387,375,600
Ferensburg	1,372	186,735,300	186,735,300	4,504,400	4,504,400	191,239,700	191,239,700
Grand Haven	1,883	559,037,100	559,037,100	54,714,150	54,714,150	613,751,250	613,751,250
Holland	3,200	671,253,600	671,253,600	57,695,700	57,695,700	728,949,300	728,949,300
Hudsonville	1,702	217,669,100	217,669,100	18,215,900	18,215,900	235,885,000	235,885,000
Zeeland	1,454	226,982,200	226,982,200	59,538,800	59,538,800	286,521,000	286,521,000
Coopersville	2,531	104,366,400	104,366,400	8,419,600	8,419,600	112,786,000	112,786,000
Totals for County	313,488	10,398,705,976	10,398,705,976	592,168,876	592,168,876	10,990,874,852	10,990,874,852

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land in each township and city in the County of Ottawa and of the value of the real property and of the personal property in each township and city in said county as assessed in the year 2010, and of the aggregate valuation of the real property and personal property in each township and city in said county as equalized by the Board of Commissioners of said county on the 27th day of April 2010, at a meeting of said board held in pursuant to the provisions of Sections 209.1 - 209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 27th day of April, 2010.

Equalization
Michael R. Galligan

Clerk of the Board of Commissioners
Daniel C. Krueger

Chairperson of Board of Commissioners
Phillip D. Kuyers

Equalized Valuations - REAL

The instructions for completing this form are on the reverse side of page 3.

Ottawa County

Statement of acreage and valuation in the year 2010 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Equalized by County Board of Commissioners							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Allendale	33,776,967	119,417,890	13,259,400	275,428,200	0	0	441,882,457
Blendon	53,880,000	4,082,700	3,212,600	190,511,400	0	0	251,686,700
Chester	58,207,300	1,506,600	1,578,900	43,661,800	0	0	104,954,600
Crockery	22,741,000	10,703,700	4,810,600	115,310,400	0	0	153,565,700
Georgetown	7,021,400	143,401,700	28,534,300	1,236,405,900	0	0	1,415,363,300
Grand Haven	16,085,600	59,253,400	18,647,200	643,675,069	0	0	737,661,269
Holland	22,402,000	297,390,500	119,730,400	641,474,400	0	0	1,080,997,300
Jamestown	67,199,600	13,362,500	11,650,300	223,084,300	0	0	315,296,700
Olive	72,116,400	15,165,600	18,859,100	83,252,100	0	2,189,300	191,582,500
Park	11,330,600	31,555,700	0	1,040,409,200	0	0	1,083,295,500
Polkton	55,787,200	3,640,800	2,974,500	71,229,300	0	0	133,631,800
Port Sheldon	13,998,600	11,360,600	355,030,400	375,316,200	0	0	755,705,800
Robinson	35,299,100	4,512,500	3,878,900	199,993,000	0	0	243,683,500
Spring Lake	2,685,800	48,696,200	31,422,400	664,374,600	0	0	747,179,000
Tallmadge	27,651,400	15,875,700	12,786,100	221,378,400	0	0	277,691,600
Wright	48,498,600	8,603,800	6,825,400	69,030,750	0	0	132,958,550
Zeeland	56,671,600	57,567,400	19,515,300	231,771,700	0	0	365,526,000
Ferrysburg	0	13,728,300	8,863,100	164,123,900	0	0	186,735,300
Grand Haven	0	136,431,900	43,209,200	379,396,000	0	0	559,037,100
Holland	1,880,300	193,047,200	35,354,200	440,754,400	0	217,500	671,253,600
Hudsonville	392,500	64,019,900	15,866,400	137,390,300	0	0	217,669,100
Zeeland	861,100	39,100,700	76,879,100	110,141,300	0	0	226,982,200
Coopersville	4,508,800	28,148,800	11,818,000	59,890,800	0	0	104,366,400
Total for County	612,995,867	1,320,574,090	844,725,800	7,618,003,419	0	2,406,800	10,398,705,976

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the equalized valuations of real property classifications in each township and city in the County of Ottawa in the year 2010, as determined by the Board of Commissioners of said county on the 27th day of April 2010, at a meeting of said board held in pursuant to the provisions of Sections 209.1 -209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 27th day of April, 2010.

Equalization
Michael R. Galligan

Clerk of the Board of Commissioners
Daniel C. Krueger

Chairperson of Board of Commissioners
Philip D. Kuyers

Assessed Valuations - REAL

The instructions for completing this form are on the reverse side of page 3.

Ottawa County

Statement of acreage and valuation in the year 2010 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Assessed Valuations Approved by Boards of Review							(Col. 7) Total Real Property
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property	
Allendale	33,776,967	119,417,890	13,259,400	275,428,200	0	0	441,882,457	
Blendon	53,880,000	4,082,700	3,212,600	190,511,400	0	0	251,686,700	
Chester	58,207,300	1,506,600	1,578,900	43,661,800	0	0	104,954,600	
Crockery	22,741,000	10,703,700	4,810,600	115,310,400	0	0	153,565,700	
Georgetown	7,021,400	143,401,700	28,534,300	1,236,405,900	0	0	1,415,363,300	
Grand Haven	16,085,600	59,253,400	18,647,200	643,675,069	0	0	737,661,269	
Holland	22,402,000	297,390,500	119,730,400	641,474,400	0	0	1,080,997,300	
Jamestown	67,199,600	13,362,500	11,650,300	223,084,300	0	0	315,296,700	
Olive	72,116,400	15,165,600	18,859,100	83,252,100	0	2,189,300	191,582,500	
Park	11,330,600	31,555,700	0	1,040,409,200	0	0	1,083,295,500	
Polkton	55,787,200	3,640,800	2,974,500	71,229,300	0	0	133,631,800	
Port Sheldon	13,998,600	11,360,600	355,030,400	375,316,200	0	0	755,705,800	
Robinson	35,299,100	4,512,500	3,878,900	199,993,000	0	0	243,683,500	
Spring Lake	2,685,800	48,696,200	31,422,400	664,374,600	0	0	747,179,000	
Tallmadge	27,651,400	15,875,700	12,786,100	221,378,400	0	0	277,691,600	
Wright	48,498,600	8,603,800	6,825,400	69,030,750	0	0	132,958,550	
Zeeland	56,671,600	57,567,400	19,515,300	231,771,700	0	0	365,526,000	
Ferrysburg	0	13,728,300	8,883,100	164,123,900	0	0	186,735,300	
Grand Haven	0	136,431,900	43,209,200	379,396,000	0	0	559,037,100	
Holland	1,880,300	193,047,200	35,354,200	440,754,400	0	217,500	671,253,600	
Hudsonville	392,500	64,019,900	15,866,400	137,390,300	0	0	217,669,100	
Zeeland	861,100	39,100,700	76,879,100	110,141,300	0	0	226,982,200	
Coopersville	4,508,800	28,148,800	11,818,000	59,890,800	0	0	104,366,400	
Total for County	612,995,867	1,320,574,090	844,725,800	7,618,003,419	0	2,406,800	10,398,705,976	

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the assessed valuations of real property classifications in each township and city in the County of Ottawa in the year 2010, as determined by the Board of Commissioners of said county on the 27th day of April 2010, at a meeting of said board held in pursuant to the provisions of Sections 209.1 -209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 27th day of April, 2010.

Equalization
Michael R. Galligan

Clerk of the Board of Commissioners
Daniel C. Krueger

Chairperson of Board of Commissioners
Philip D. Kuyers

2010 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 1)

Unit	Agricultural Real Property			Commercial Real Property			Industrial Real Property					
	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable
TOWNSHIPS												
Allendale Ch	33,776,967	33,776,967	1.00000	12,371,650	119,417,890	119,417,890	1.00000	101,392,702	13,259,400	13,259,400	1.00000	11,651,566
Blendon	53,880,000	53,880,000	1.00000	26,545,760	4,082,700	4,082,700	1.00000	3,560,684	3,212,600	3,212,600	1.00000	1,752,088
Chester	58,207,300	58,207,300	1.00000	28,807,556	1,506,600	1,506,600	1.00000	1,399,359	1,578,900	1,578,900	1.00000	759,201
Crockery	22,741,000	22,741,000	1.00000	10,605,494	10,703,700	10,703,700	1.00000	7,935,906	4,810,600	4,810,600	1.00000	3,634,476
Georgetown Ch	7,021,400	7,021,400	1.00000	6,598,372	143,401,700	143,401,700	1.00000	137,522,623	28,534,300	28,534,300	1.00000	27,175,080
Grand Haven Ch	16,085,600	16,085,600	1.00000	7,657,726	59,253,400	59,253,400	1.00000	53,049,470	18,647,200	18,647,200	1.00000	17,307,293
Holland Ch	22,402,000	22,402,000	1.00000	10,001,924	297,390,500	297,390,500	1.00000	289,752,670	119,730,400	119,730,400	1.00000	117,015,214
Jamestown Ch	67,199,600	67,199,600	1.00000	25,395,765	13,362,500	13,362,500	1.00000	12,420,381	11,650,300	11,650,300	1.00000	7,987,263
Olive	72,116,400	72,116,400	1.00000	29,897,615	15,165,600	15,165,600	1.00000	13,641,231	18,859,100	18,859,100	1.00000	16,772,445
Park	11,330,600	11,330,600	1.00000	5,621,395	31,555,700	31,555,700	1.00000	27,571,341	0	0	NA	0
Polkton Ch	55,787,200	55,787,200	1.00000	27,655,817	3,640,800	3,640,800	1.00000	2,961,666	2,974,500	2,974,500	1.00000	2,575,501
Port Sheldon	13,998,600	13,998,600	1.00000	6,689,186	11,360,600	11,360,600	1.00000	10,563,652	355,030,400	355,030,400	1.00000	335,415,984
Robinson	35,299,100	35,299,100	1.00000	15,936,450	4,512,500	4,512,500	1.00000	3,525,195	3,878,900	3,878,900	1.00000	1,747,299
Spring Lake	2,685,800	2,685,800	1.00000	1,581,318	48,696,200	48,696,200	1.00000	44,809,175	31,422,400	31,422,400	1.00000	30,269,957
Tallmadge Ch	27,651,400	27,651,400	1.00000	11,661,355	15,875,700	15,875,700	1.00000	13,399,007	12,786,100	12,786,100	1.00000	9,867,561
Wright	48,498,600	48,498,600	1.00000	23,032,239	8,603,800	8,603,800	1.00000	6,138,529	6,825,400	6,825,400	1.00000	4,914,893
Zeeland Ch	56,671,600	56,671,600	1.00000	21,718,491	57,567,400	57,567,400	1.00000	51,127,914	19,515,300	19,515,300	1.00000	14,880,448
CITIES												
Coopersville	4,508,800	4,508,800	1.00000	1,584,094	28,148,800	28,148,800	1.00000	24,989,104	11,818,000	11,818,000	1.00000	10,183,680
Ferrysburg	0	0	NA	0	13,728,300	13,728,300	1.00000	11,761,947	8,883,100	8,883,100	1.00000	7,849,829
Grand Haven	0	0	NA	0	136,431,900	136,431,900	1.00000	126,471,894	43,209,200	43,209,200	1.00000	42,786,045
Holland	1,880,300	1,880,300	1.00000	820,614	193,047,200	193,047,200	1.00000	175,932,185	35,354,200	35,354,200	1.00000	34,532,576
Hudsonville	392,500	392,500	1.00000	297,716	64,019,900	64,019,900	1.00000	59,799,141	15,866,400	15,866,400	1.00000	15,158,138
Zeeland	861,100	861,100	1.00000	47,410	39,100,700	39,100,700	1.00000	36,272,125	76,879,100	76,879,100	1.00000	75,239,380
COUNTY TOTALS	612,995,867	612,995,867		274,527,947	1,320,574,090	1,320,574,090		1,215,997,901	844,725,800	844,725,800		789,475,937

2010 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 2)

Unit	Residential Real Property			Timber-Cutover Real Property			Developmental Real Property					
	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable
TOWNSHIPS												
Allendale Ch	275,428,200	275,428,200	1.00000	233,515,495	0	0	NA	0	0	0	NA	0
Blendon	190,511,400	190,511,400	1.00000	167,735,163	0	0	NA	0	0	0	NA	0
Chester	43,661,800	43,661,800	1.00000	37,235,038	0	0	NA	0	0	0	NA	0
Crockery	115,310,400	115,310,400	1.00000	94,385,410	0	0	NA	0	0	0	NA	0
Georgetown Ch	1,236,405,900	1,236,405,900	1.00000	1,199,276,843	0	0	NA	0	0	0	NA	0
Grand Haven Ch	643,675,069	643,675,069	1.00000	528,051,976	0	0	NA	0	0	0	NA	0
Holland Ch	641,474,400	641,474,400	1.00000	624,404,845	0	0	NA	0	0	0	NA	0
Jamestown Ch	223,084,300	223,084,300	1.00000	203,636,499	0	0	NA	0	0	0	NA	0
Olive	83,252,100	83,252,100	1.00000	74,079,649	0	0	NA	0	2,189,300	2,189,300	1.00000	890,474
Park	1,040,409,200	1,040,409,200	1.00000	852,286,505	0	0	NA	0	0	0	NA	0
Polkton Ch	71,229,300	71,229,300	1.00000	57,908,598	0	0	NA	0	0	0	NA	0
Port Sheldon	375,316,200	375,316,200	1.00000	262,498,086	0	0	NA	0	0	0	NA	0
Robinson	199,993,000	199,993,000	1.00000	176,445,610	0	0	NA	0	0	0	NA	0
Spring Lake	664,374,600	664,374,600	1.00000	575,363,909	0	0	NA	0	0	0	NA	0
Tallmadge Ch	221,378,400	221,378,400	1.00000	199,353,568	0	0	NA	0	0	0	NA	0
Wright	69,030,750	69,030,750	1.00000	62,908,405	0	0	NA	0	0	0	NA	0
Zeeland Ch	231,771,700	231,771,700	1.00000	216,426,808	0	0	NA	0	0	0	NA	0
CITIES												
Coopersville	59,890,800	59,890,800	1.00000	58,338,109	0	0	NA	0	0	0	NA	0
Ferrysburg	164,123,900	164,123,900	1.00000	135,269,373	0	0	NA	0	0	0	NA	0
Grand Haven	379,396,000	379,396,000	1.00000	326,114,445	0	0	NA	0	0	0	NA	0
Holland	440,754,400	440,754,400	1.00000	414,081,676	0	0	NA	0	217,500	217,500	1.00000	122,414
Hudsonville	137,390,300	137,390,300	1.00000	133,483,799	0	0	NA	0	0	0	NA	0
Zeeland	110,141,300	110,141,300	1.00000	107,244,003	0	0	NA	0	0	0	NA	0
COUNTY TOTALS	7,618,003,419	7,618,003,419		6,740,043,812	0	0		0	2,406,800	2,406,800		1,012,888

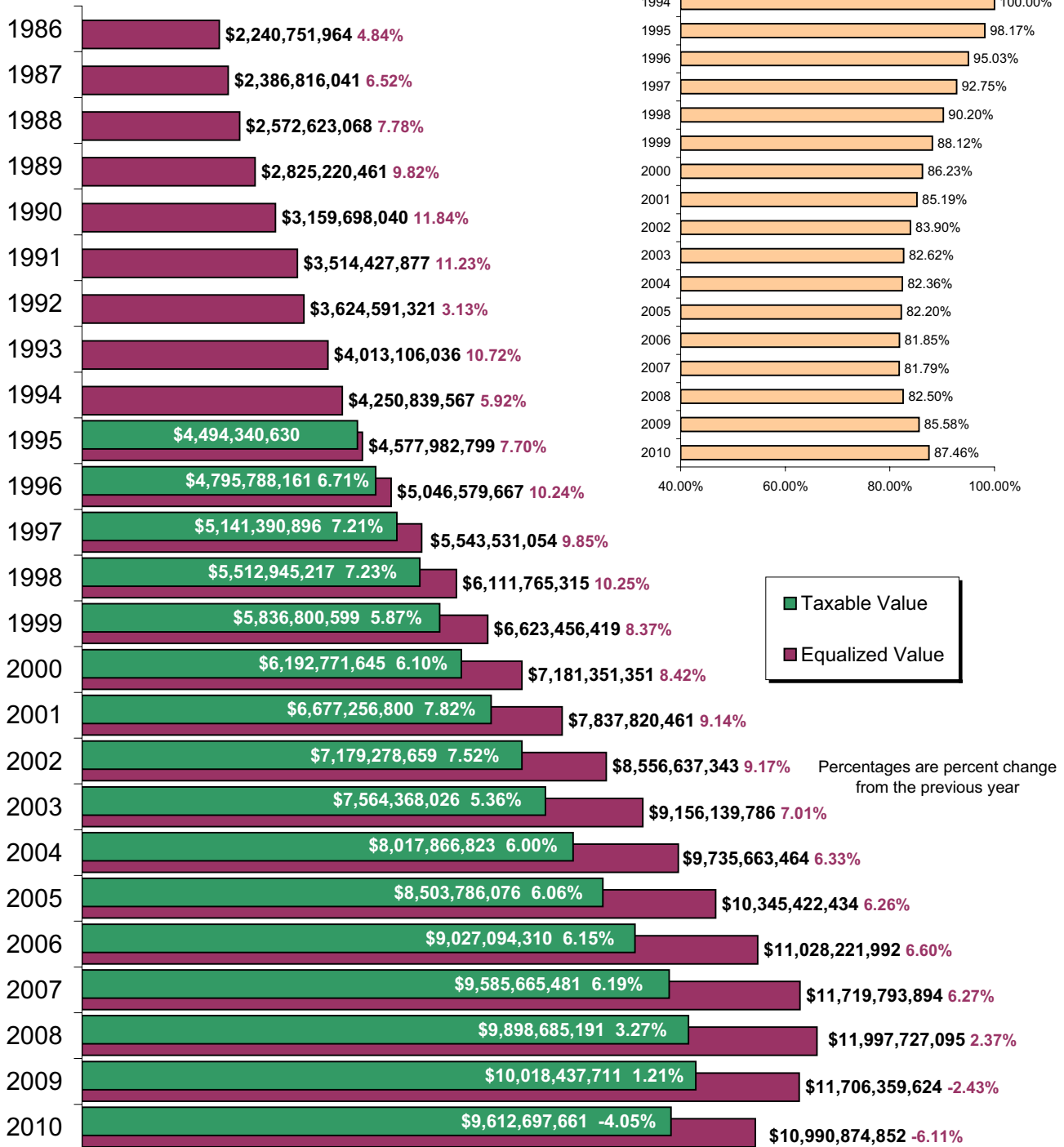
2010 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 3)

Unit	Total Real			Personal Property			Total Real and Personal			Percent of County Total		
	Assessed	Equalized	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Taxable	Equalized	Taxable
TOWNSHIPS												
Allendale Ch	441,882,457	441,882,457	358,931,433	26,935,500	26,935,500	1.00000	26,935,500	468,817,957	468,817,957	385,866,933	4.27%	4.01%
Blendon	251,686,700	251,686,700	199,593,895	7,058,300	7,058,300	1.00000	7,058,300	258,745,000	258,745,000	206,651,995	2.35%	2.15%
Chester	104,954,600	104,954,600	68,201,154	7,069,500	7,069,500	1.00000	7,069,500	112,024,100	112,024,100	75,270,654	1.02%	0.78%
Crockery	153,565,700	153,565,700	116,561,286	6,083,700	6,083,700	1.00000	6,020,088	159,649,400	159,649,400	122,581,374	1.45%	1.28%
Georgetown Ch	1,415,363,300	1,415,363,300	1,370,572,918	41,374,300	41,374,300	1.00000	41,374,300	1,456,737,600	1,456,737,600	1,411,947,218	13.26%	14.68%
Grand Haven Ch	737,661,269	737,661,269	606,066,465	32,829,500	32,829,500	1.00000	32,829,500	770,490,769	770,490,769	638,895,965	7.01%	6.65%
Holland Ch	1,080,997,300	1,080,997,300	1,041,174,653	105,145,100	105,145,100	1.00000	105,061,746	1,186,142,400	1,186,142,400	1,146,236,399	10.79%	11.92%
Jamestown Ch	315,296,700	315,296,700	249,439,908	22,265,600	22,265,600	1.00000	22,265,600	337,562,300	337,562,300	271,705,508	3.07%	2.83%
Olive	191,582,500	191,582,500	135,281,414	11,130,300	11,130,300	1.00000	10,801,056	202,712,800	202,712,800	146,082,470	1.84%	1.52%
Park	1,083,295,500	1,083,295,500	885,479,241	8,944,800	8,944,800	1.00000	8,944,800	1,092,240,300	1,092,240,300	894,424,041	9.94%	9.30%
Polkton Ch	133,631,800	133,631,800	91,101,582	5,429,000	5,429,000	1.00000	5,429,000	139,060,800	139,060,800	96,530,582	1.27%	1.00%
Port Sheldon	755,705,800	755,705,800	615,166,908	21,171,500	21,171,500	1.00000	21,155,548	776,877,300	776,877,300	636,322,456	7.07%	6.62%
Robinson	243,683,500	243,683,500	197,654,554	6,087,400	6,087,400	1.00000	6,058,597	249,770,900	249,770,900	203,713,151	2.27%	2.12%
Spring Lake	747,179,000	747,179,000	652,024,359	33,367,041	33,367,041	1.00000	33,367,561	780,546,041	780,546,041	685,391,920	7.10%	7.13%
Tallmadge Ch	277,691,600	277,691,600	234,281,491	23,908,285	23,908,285	1.00000	23,908,285	301,599,885	301,599,885	258,189,776	2.74%	2.69%
Wright	132,958,550	132,958,550	96,994,066	8,430,900	8,430,900	1.00000	8,430,900	141,389,450	141,389,450	105,424,966	1.29%	1.10%
Zealand Ch	365,526,000	365,526,000	304,153,661	21,849,600	21,849,600	1.00000	21,849,600	387,375,600	387,375,600	326,003,261	3.52%	3.39%
CITIES												
Coopersville	104,366,400	104,366,400	95,094,987	8,419,600	8,419,600	1.00000	8,419,600	112,786,000	112,786,000	103,514,587	1.03%	1.08%
Ferrysburg	186,735,300	186,735,300	154,881,149	4,504,400	4,504,400	1.00000	4,504,400	191,239,700	191,239,700	159,385,549	1.74%	1.66%
Grand Haven	559,037,100	559,037,100	495,372,384	54,714,150	54,714,150	1.00000	54,714,150	613,751,250	613,751,250	550,086,534	5.58%	5.72%
Holland	671,253,600	671,253,600	625,489,465	57,695,700	57,695,700	1.00000	57,695,700	728,949,300	728,949,300	683,186,665	6.63%	7.11%
Hudsonville	217,669,100	217,669,100	208,738,794	18,215,900	18,215,900	1.00000	18,205,145	235,885,000	235,885,000	226,943,939	2.15%	2.36%
Zeeland	226,982,200	226,982,200	218,802,918	59,538,800	59,538,800	1.00000	59,538,800	286,521,000	286,521,000	278,341,718	2.61%	2.90%
COUNTY TOTALS	10,398,705,976	10,398,705,976	9,021,058,485	592,168,876	592,168,876		591,639,176	10,990,874,852	10,990,874,852	9,612,697,661	100.00%	100.00%

County of Ottawa

County Equalized and Taxable Values By Year

Dollars as Equalized (County)

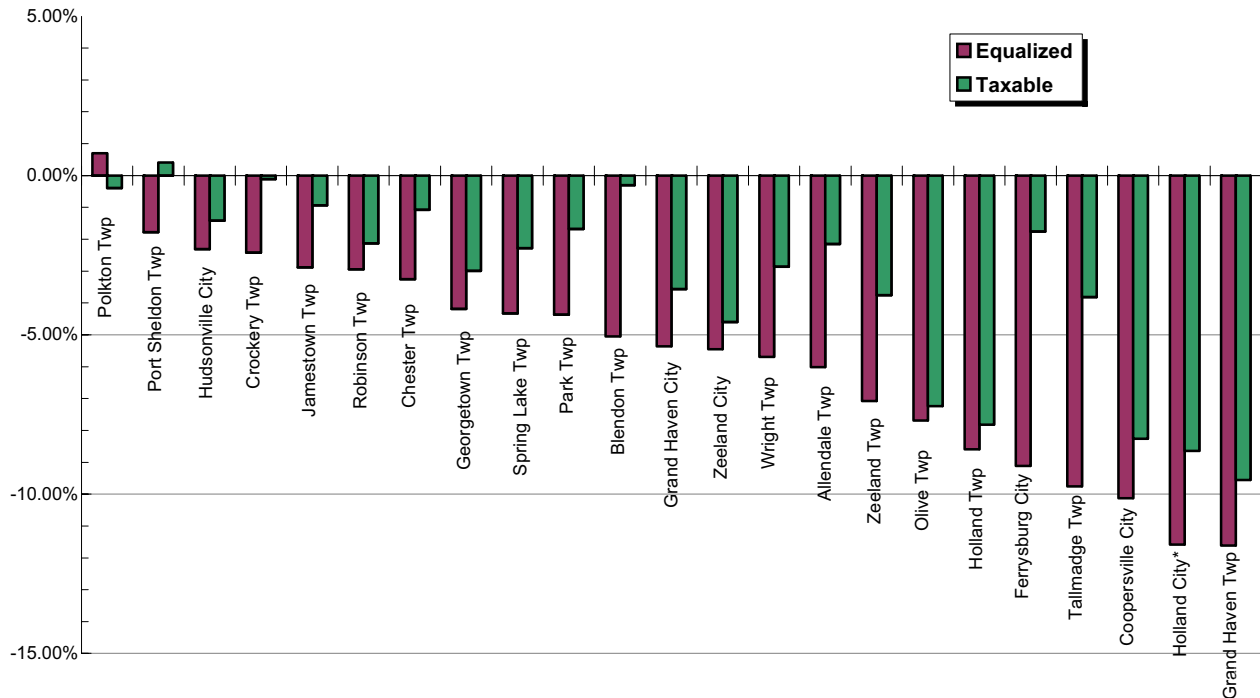


OTTAWA COUNTY PERCENT CHANGE - 2009 TO 2010

Includes New, Loss and Adjustment
By Local Unit

Township / City	2009 Equalized Value	2010 Equalized Value	C.E.V. % Change	2009 Taxable Value	2010 Taxable Value	Taxable % Change
Allendale Twp	498,788,300	468,817,957	-6.01%	394,349,450	385,866,933	-2.15%
Blendon Twp	272,504,500	258,745,000	-5.05%	207,290,001	206,651,995	-0.31%
Chester Twp	115,794,800	112,024,100	-3.26%	76,090,973	75,270,654	-1.08%
Crockery Twp	163,617,900	159,649,400	-2.43%	122,720,616	122,581,374	-0.11%
Georgetown Twp	1,520,422,500	1,456,737,600	-4.19%	1,455,553,586	1,411,947,218	-3.00%
Grand Haven Twp	871,692,250	770,490,769	-11.61%	706,390,099	638,895,965	-9.55%
Holland Twp	1,297,616,500	1,186,142,400	-8.59%	1,243,403,732	1,146,236,399	-7.81%
Jamestown Twp	347,567,500	337,562,300	-2.88%	274,264,204	271,705,508	-0.93%
Olive Twp	219,593,425	202,712,800	-7.69%	157,474,063	146,082,470	-7.23%
Park Twp	1,142,147,500	1,092,240,300	-4.37%	909,729,156	894,424,041	-1.68%
Polkton Twp	138,089,400	139,060,800	0.70%	96,915,178	96,530,582	-0.40%
Port Sheldon Twp	790,934,200	776,877,300	-1.78%	633,730,286	636,322,456	0.41%
Robinson Twp	257,344,900	249,770,900	-2.94%	208,152,870	203,713,151	-2.13%
Spring Lake Twp	815,873,635	780,546,041	-4.33%	701,416,460	685,391,920	-2.28%
Tallmadge Twp	334,216,614	301,599,885	-9.76%	268,421,924	258,189,776	-3.81%
Wright Twp	149,915,750	141,389,450	-5.69%	108,535,551	105,424,966	-2.87%
Zeeland Twp	416,874,300	387,375,600	-7.08%	338,722,973	326,003,261	-3.76%
Coopersville City	125,497,400	112,786,000	-10.13%	112,836,002	103,514,587	-8.26%
Ferrysburg City	210,417,400	191,239,700	-9.11%	162,236,002	159,385,549	-1.76%
Grand Haven City	648,515,550	613,751,250	-5.36%	570,391,535	550,086,534	-3.56%
Holland City*	824,442,300	728,949,300	-11.58%	747,839,220	683,186,665	-8.65%
Hudsonville City	241,452,800	235,885,000	-2.31%	230,207,300	226,943,939	-1.42%
Zeeland City	303,040,200	286,521,000	-5.45%	291,766,530	278,341,718	-4.60%
Total County	11,706,359,624	10,990,874,852	-6.11%	10,018,437,711	9,612,697,661	-4.05%
*Holland City - Ottawa County Portion Only						

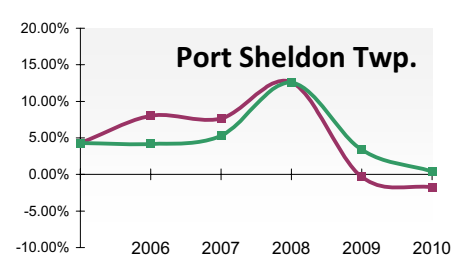
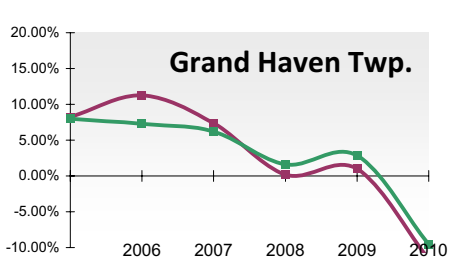
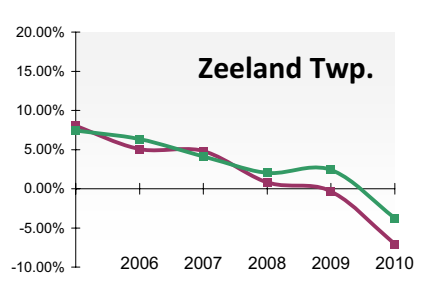
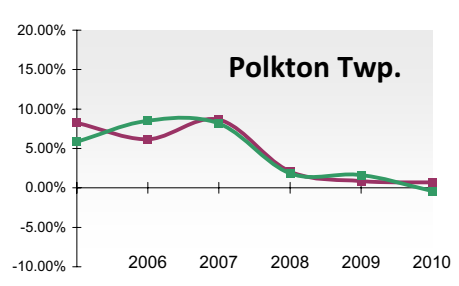
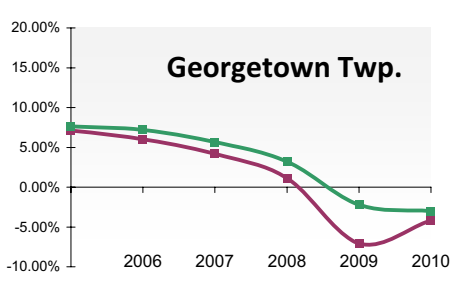
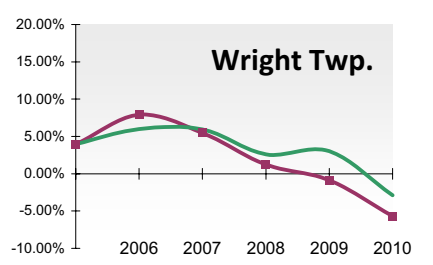
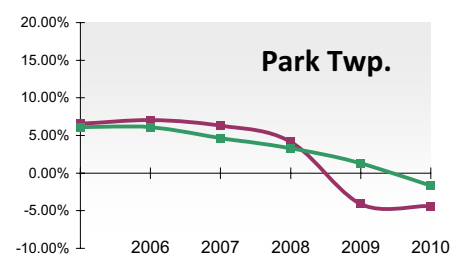
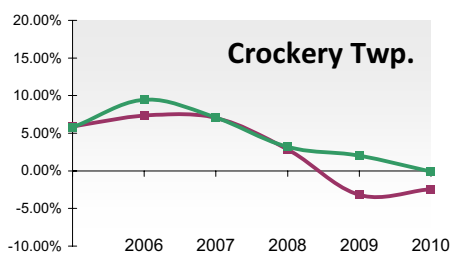
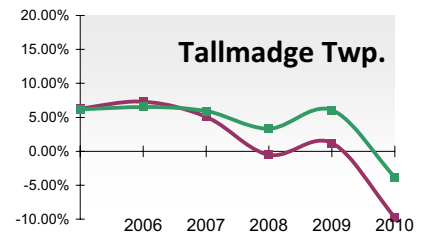
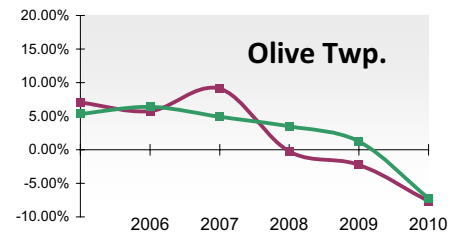
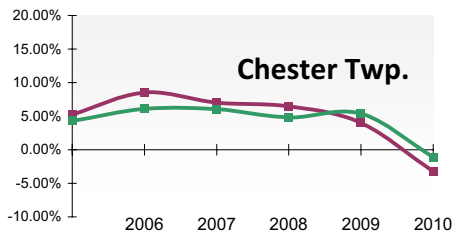
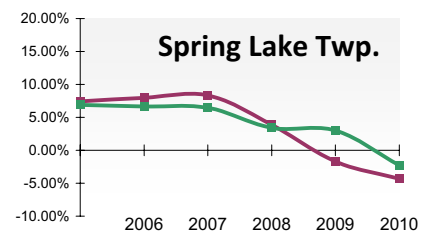
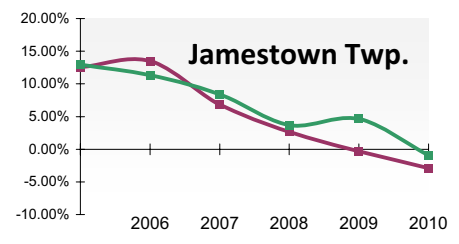
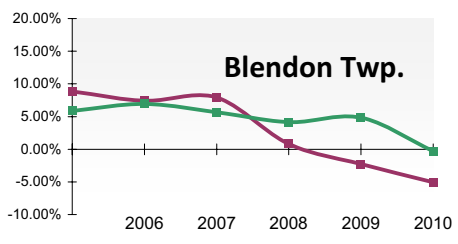
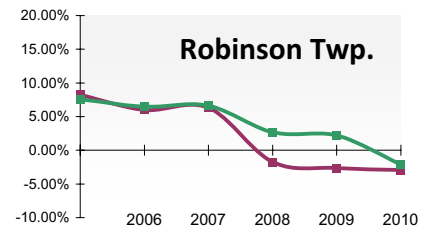
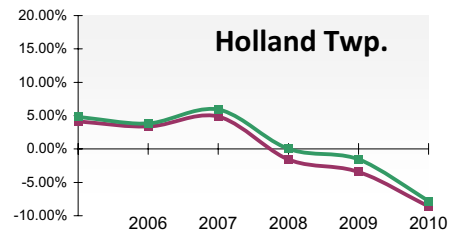
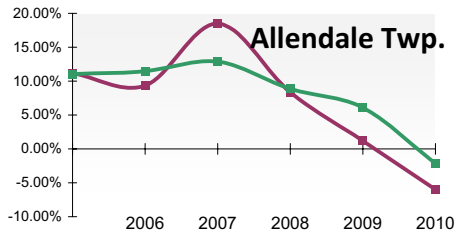
Arranged by Local Unit Equalized Value Change



OTTAWA COUNTY

PERCENT CHANGE IN VALUE FROM YEAR TO YEAR BY LOCAL UNIT

Includes New, Loss and Adjustment

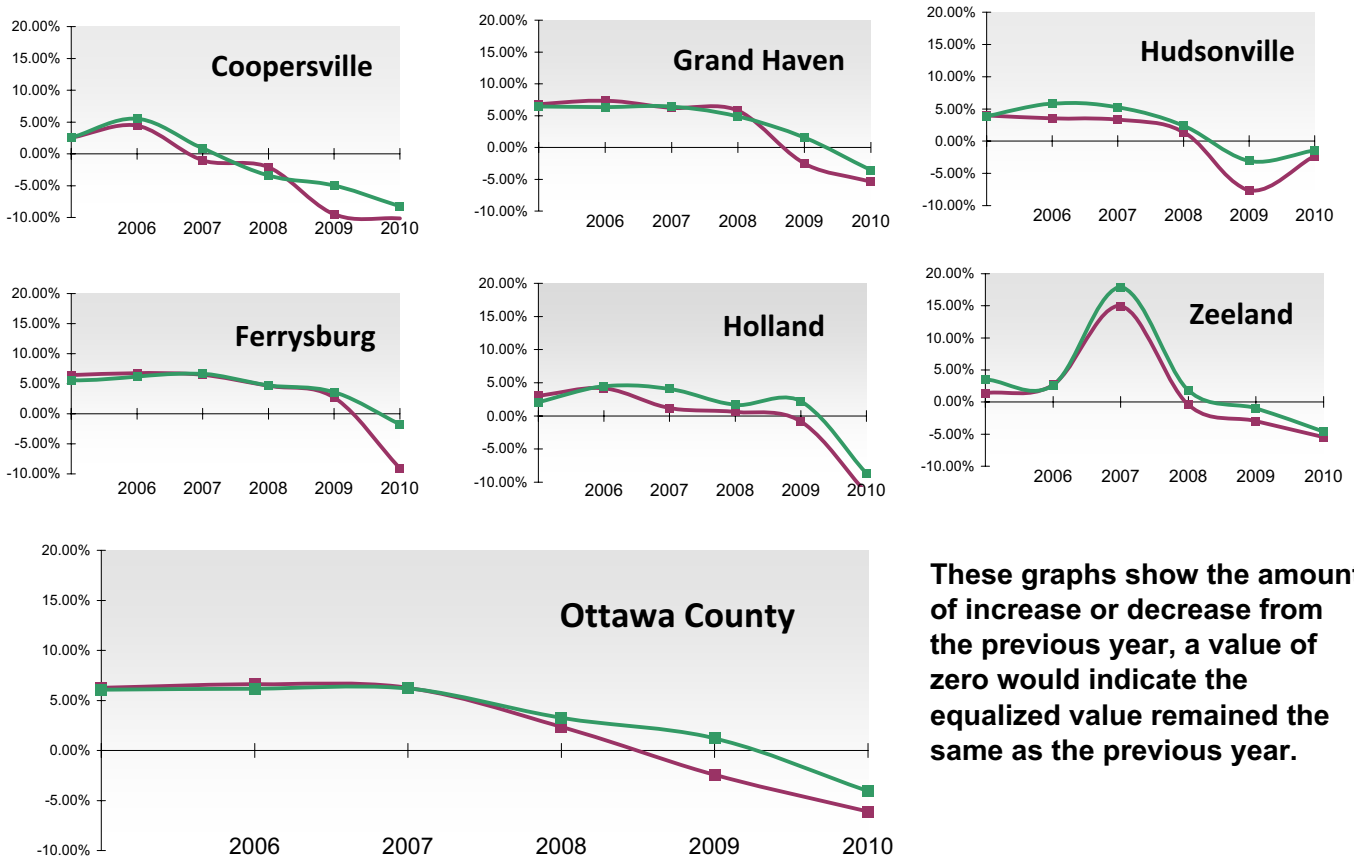


■ Equalized Value Change
■ Taxable Value Change

OTTAWA COUNTY

PERCENT CHANGE IN VALUE FROM YEAR TO YEAR BY LOCAL UNIT

Includes New, Loss and Adjustment



These graphs show the amount of increase or decrease from the previous year, a value of zero would indicate the equalized value remained the same as the previous year.

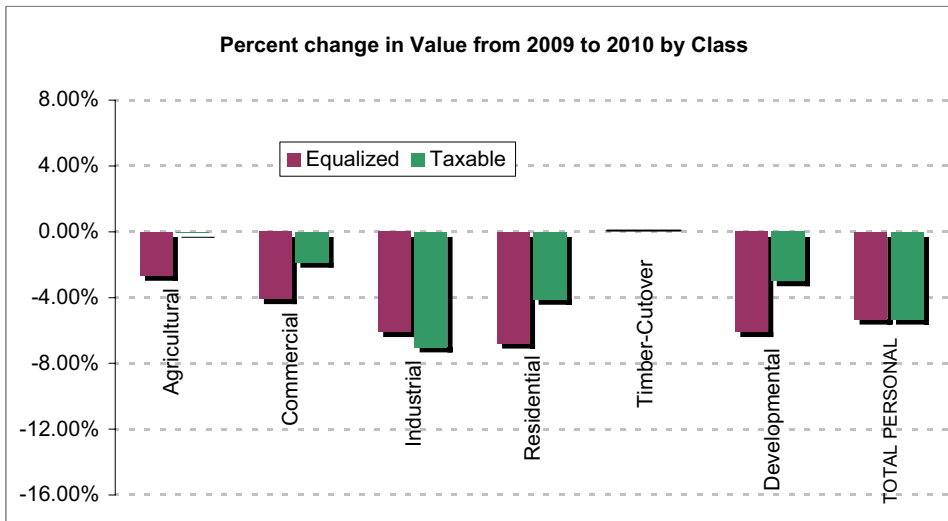
Unit	County Equalized Value					Taxable Value				
	2005-06	2006-07	2007-08	2008-09	2009-10	2005-06	2006-07	2007-08	2008-09	2009-10
Allendale Twp	9.35%	18.48%	8.35%	1.20%	-6.01%	11.48%	12.86%	8.86%	6.08%	-2.15%
Blendon Twp	7.41%	7.92%	0.80%	-2.27%	-5.05%	6.95%	5.64%	4.14%	4.82%	-0.31%
Chester Twp	8.52%	7.01%	6.48%	4.02%	-3.26%	6.11%	6.02%	4.82%	5.38%	-1.08%
Crockery Twp	7.34%	7.06%	2.82%	-3.20%	-2.43%	9.45%	7.10%	3.18%	2.05%	-0.11%
Georgetown Twp	6.01%	4.17%	1.14%	-7.06%	-4.19%	7.18%	5.65%	3.22%	-2.21%	-3.00%
Grand Haven Twp	11.27%	7.35%	0.19%	0.97%	-11.61%	7.28%	6.18%	1.59%	2.87%	-9.55%
Holland Twp	3.37%	4.84%	-1.54%	-3.44%	-8.59%	3.87%	5.90%	0.02%	-1.56%	-7.81%
Jamestown Twp	13.51%	6.85%	2.68%	-0.30%	-2.88%	11.36%	8.39%	3.68%	4.62%	-0.93%
Olive Twp	5.77%	9.11%	-0.22%	-2.22%	-7.69%	6.37%	4.89%	3.47%	1.24%	-7.23%
Park Twp	7.06%	6.31%	4.15%	-4.11%	-4.37%	6.09%	4.66%	3.31%	1.30%	-1.68%
Polkton Twp	6.19%	8.64%	2.07%	0.88%	0.70%	8.53%	8.14%	1.83%	1.65%	-0.40%
Port Sheldon Twp	8.02%	7.67%	12.59%	-0.31%	-1.78%	4.19%	5.33%	12.58%	3.39%	0.41%
Robinson Twp	5.99%	6.33%	-1.75%	-2.66%	-2.94%	6.48%	6.61%	2.66%	2.19%	-2.13%
Spring Lake Twp	7.97%	8.35%	3.90%	-1.70%	-4.33%	6.63%	6.47%	3.40%	3.01%	-2.28%
Tallmadge Twp	7.28%	5.07%	-0.55%	1.19%	-9.76%	6.53%	5.90%	3.33%	6.06%	-3.81%
Wright Twp	7.93%	5.49%	1.24%	-0.85%	-5.69%	5.97%	5.92%	2.59%	3.04%	-2.87%
Zeeland Twp	5.07%	4.83%	0.83%	-0.31%	-7.08%	6.31%	4.14%	2.05%	2.42%	-3.76%
Coopersville City	4.42%	-1.02%	-2.13%	-9.52%	-10.13%	5.53%	0.85%	-3.40%	-4.95%	-8.26%
Ferrysburg City	6.75%	6.50%	4.62%	2.71%	-9.11%	6.22%	6.67%	4.71%	3.59%	-1.76%
Grand Haven City	7.36%	6.22%	5.78%	-2.52%	-5.36%	6.35%	6.44%	4.87%	1.56%	-3.56%
Holland City	4.19%	1.18%	0.63%	-0.83%	-11.58%	4.45%	4.09%	1.66%	2.22%	-8.65%
Hudsonville City	3.53%	3.36%	1.43%	-7.63%	-2.31%	5.83%	5.25%	2.41%	-3.04%	-1.42%
Zeeland City	2.70%	14.96%	-0.43%	-2.96%	-5.45%	2.66%	17.93%	1.85%	-1.00%	-4.60%
Ottawa County	6.60%	6.27%	2.37%	-2.43%	-6.11%	6.15%	6.19%	3.27%	1.21%	-4.05%

OTTAWA COUNTY

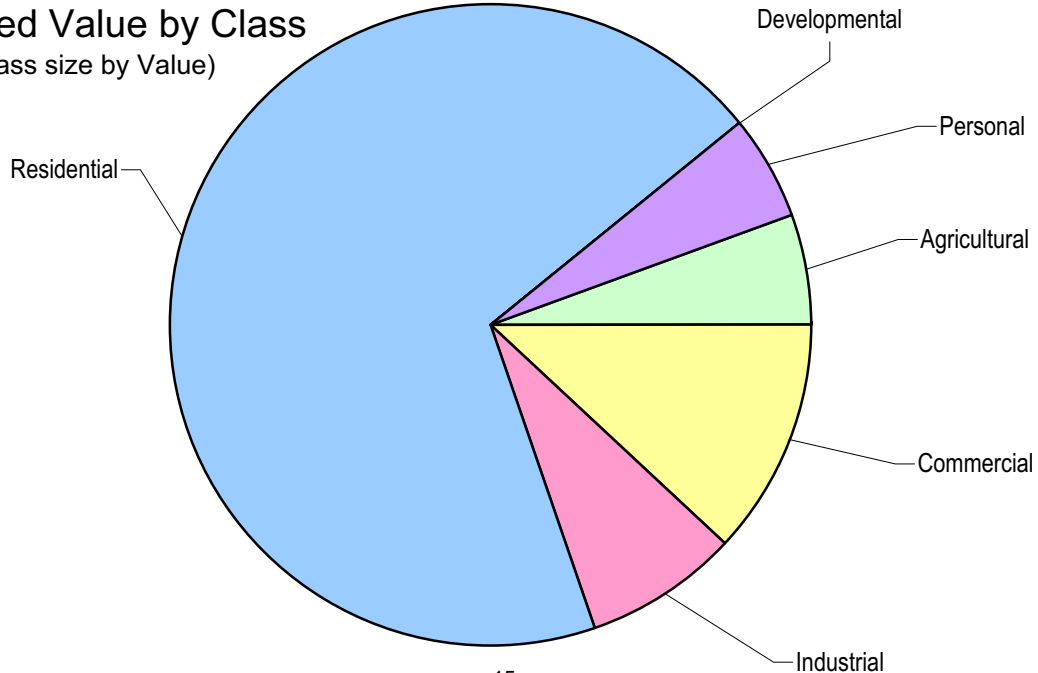
PERCENT CHANGE - 2009 TO 2010

Includes New, Loss and Adjustment
Total County by Class of Property

Class	2009 County Equalized Value	2010 County Equalized Value	C. E. V. % Change	2009 Taxable Value	2010 Taxable Value	Taxable % Change
Agricultural	629,661,200	612,995,867	-2.65%	274,617,646	274,527,947	-0.03%
Commercial	1,376,645,059	1,320,574,090	-4.07%	1,238,996,775	1,215,997,901	-1.86%
Industrial	899,350,700	844,725,800	-6.07%	848,988,821	789,475,937	-7.01%
Residential	8,170,901,810	7,618,003,419	-6.77%	7,029,007,529	6,740,043,812	-4.11%
Timber-Cutover	1,804,600	0	N.A.	876,569	0	N.A.
Developmental	2,562,300	2,406,800	-6.07%	1,044,011	1,012,888	-2.98%
TOTAL REAL	11,080,925,669	10,398,705,976	-6.16%	9,393,531,351	9,021,058,485	-3.97%
TOTAL PERSONAL	625,433,955	592,168,876	-5.32%	624,906,360	591,639,176	-5.32%
GRAND TOTAL	11,706,359,624	10,990,874,852	-6.11%	10,018,437,711	9,612,697,661	-4.05%



Equalized Value by Class
(Class size by Value)

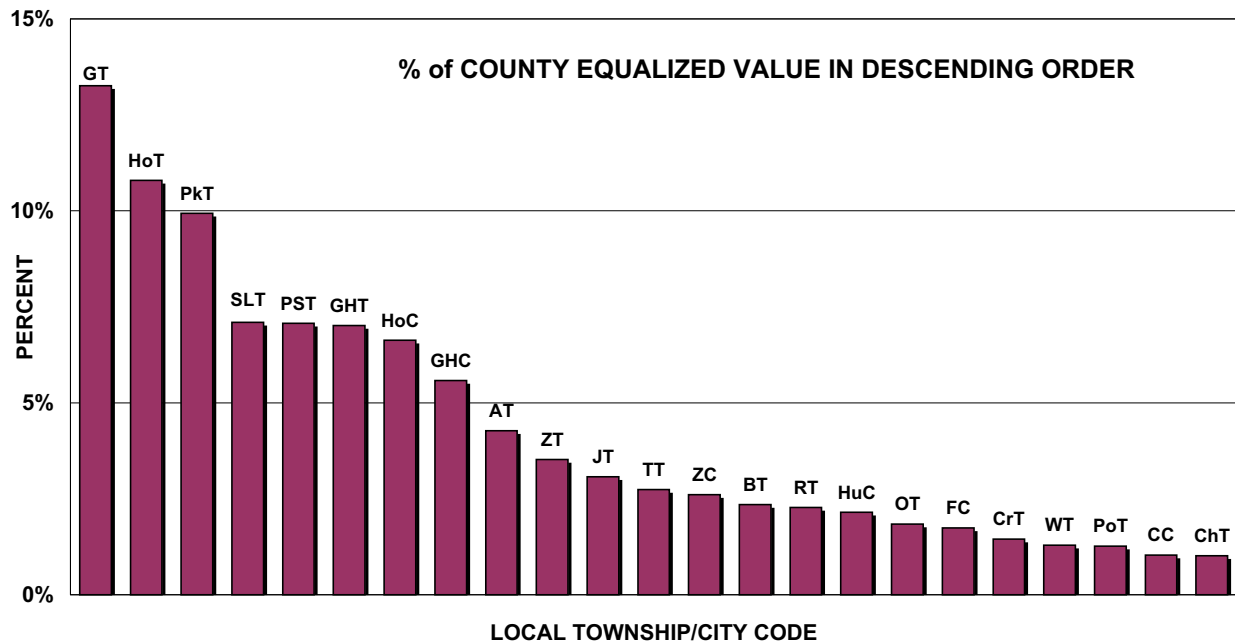


OTTAWA COUNTY PERCENT OF COUNTY SHARE

(COUNTY EQUALIZED VALUES - 2010)

TOWNSHIP/CITY NAME	CODE	RANK BY VALUE	PERCENT
ALLENDALE TWP.	AT	9	4.27%
BLENDON TWP.	BT	14	2.35%
CHESTER TWP.	ChT	23	1.02%
CROCKERY TWP.	CrT	19	1.45%
GEORGETOWN TWP.	GT	1	13.26%
GRAND HAVEN TWP.	GHT	6	7.01%
HOLLAND TWP.	HoT	2	10.79%
JAMESTOWN TWP.	JT	11	3.07%
OLIVE TWP.	OT	17	1.84%
PARK TWP.	PkT	3	9.94%
POLKTON TWP.	PoT	21	1.27%
PORT SHELTON TWP.	PST	5	7.07%
ROBINSON TWP.	RT	15	2.27%
SPRING LAKE TWP.	SLT	4	7.10%
TALLMADGE TWP.	TT	12	2.74%
WRIGHT TWP.	WT	20	1.29%
ZEELAND TWP.	ZT	10	3.52%
COOPERSVILLE CITY	CC	22	1.03%
FERRYSBURG CITY	FC	18	1.74%
GRAND HAVEN CITY	GHC	8	5.58%
HOLLAND CITY*	HoC	7	6.63%
HUDSONVILLE CITY	HuC	16	2.15%
ZEELAND CITY	ZC	13	2.61%
			100.00%

* Ottawa County portion only. Holland City is also partially in Allegan County.



OTTAWA COUNTY

THE DECLINING EFFECT OF PROPOSAL A

Taxable Value For Those Parcels Where Assessed Value Equals Taxable Value

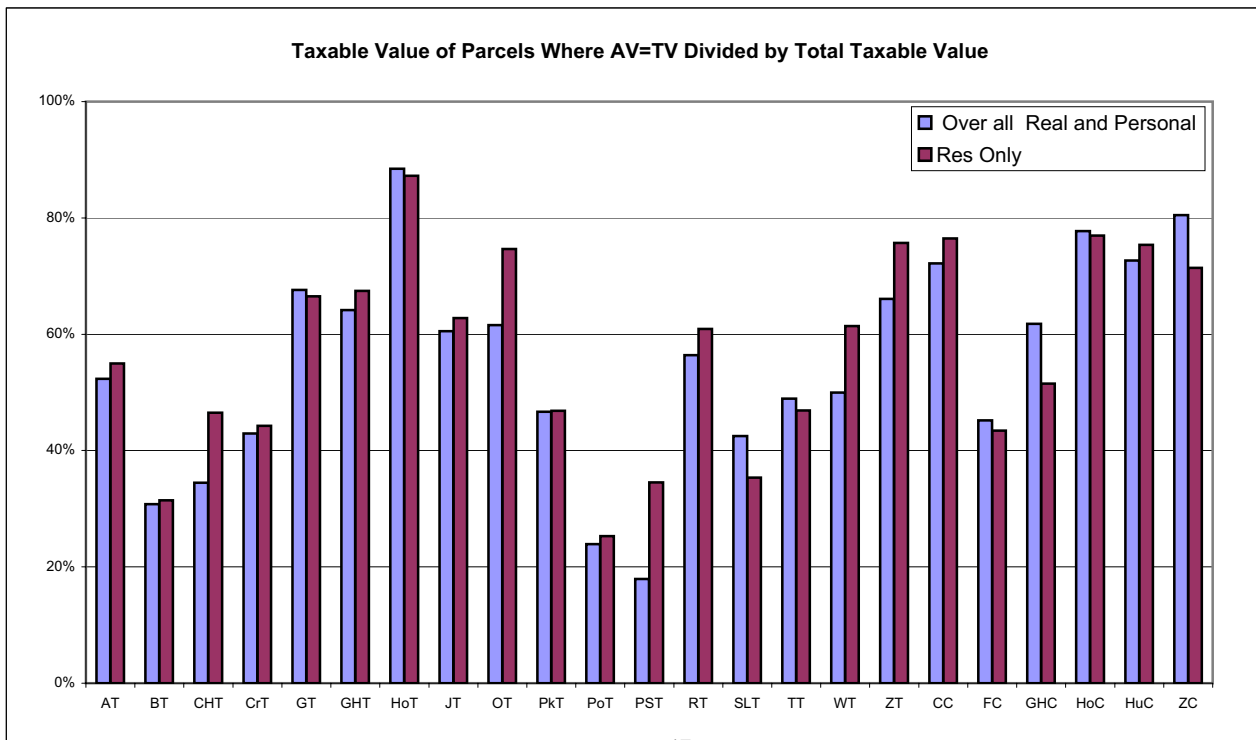
TOWNSHIP/CITY NAME	Code	Over all Real and Personal			Res Only		
		Total Taxable	AV=TV Only	% of Total	Total Taxable	AV=TV Only	% of Total
Allendale Twp	AT	385,866,933	201,969,600	52%	233,515,495	128,391,300	55%
Blendon Twp	BT	206,651,995	63,662,700	31%	167,735,163	52,784,800	31%
Chester Twp	CHT	75,270,654	25,954,200	34%	37,235,038	17,312,800	47%
Crockery Twp	CrT	122,581,374	52,598,300	43%	94,385,410	41,748,400	44%
Georgetown Twp	GT	1,411,947,218	954,408,900	68%	1,199,276,843	797,784,800	67%
Grand Haven Twp	GHT	638,895,965	409,943,269	64%	528,051,976	356,165,269	67%
Holland Twp	HoT	1,146,236,399	1,014,013,600	88%	624,404,845	544,618,700	87%
Jamestown Twp	JT	271,705,508	164,520,200	61%	203,636,499	127,865,700	63%
Olive Twp	OT	146,082,470	89,926,956	62%	74,079,649	55,307,400	75%
Park Twp	PkT	894,424,041	417,706,700	47%	852,286,505	399,035,400	47%
Polkton Twp	PoT	96,530,582	23,074,500	24%	57,908,598	14,632,300	25%
Port Sheldon Twp	PST	636,322,456	113,958,600	18%	262,498,086	90,656,800	35%
Robinson Twp	RT	203,713,151	114,925,500	56%	176,445,610	107,495,400	61%
Spring Lake Twp	SLT	685,391,920	291,318,221	43%	575,363,909	203,263,900	35%
Tallmadge Twp	TT	258,189,776	126,396,785	49%	199,353,568	93,462,500	47%
Wright Twp	WT	105,424,966	52,663,250	50%	62,908,405	38,644,450	61%
Zeeland Twp	ZT	326,003,261	215,460,000	66%	216,426,808	163,881,800	76%
Coopersville City	CC	103,514,587	74,723,500	72%	58,338,109	44,597,000	76%
Ferrysburg City	FC	159,385,549	72,045,800	45%	135,269,373	58,733,500	43%
Grand Haven City	GHC	550,086,534	339,911,200	62%	326,114,445	167,911,950	51%
Holland City*	HoC	683,186,665	530,933,800	78%	414,081,676	318,592,600	77%
Hudsonville City	HuC	226,943,939	164,928,600	73%	133,483,799	100,607,300	75%
Zeeland City	ZC	278,341,718	223,948,400	80%	107,244,003	76,581,900	71%
Total County		9,612,697,661	5,738,992,581	60%	6,740,043,812	4,000,075,969	59%

Total County (Res. Only) - % for 2009 54%

Total County (Res. Only) - % for 2008 36%

Total County (Res. Only) - % for 2007 28%

Total County (Res. Only) - % for 2006 19%



**STATE TAX COMMISSION
2010 PROPERTY TAX AND COLLECTIONS CALENDAR**

This 2010 Property Tax and Collections Calendar is prepared in accordance with all Legislation and directives of the Attorney General applicable to 2010 property taxes. The interpretation of these statutes and directives does not constitute a legal opinion but is rather a statement of the facts, as the State Tax Commission believes them to be.

It should be noted that the statutory requirement for assessments, before and after County and State Equalization, is still 50 percent of True Cash Value, and that the Constitution still requires that assessments NOT exceed fifty percent of True Cash Value, before and after County and State Equalization.

December 31, 2009	<p>Tax day for 2010 assessments and 2010 property taxes. MCL 211.2.</p> <p>Deadline for counties to file 2009 equalization studies for 2010 starting bases with State Tax Commission (STC) for all classifications in all units on STC form L-4018. [R 209.41].</p>
-------------------	---

SIGNIFICANT 2010 PROPERTY TAX AND COLLECTIONS DATES:

January 26	<p>Distribution of Taxes:</p> <p>Local units with an SEV of \$15,000,000 or Less: 2009 taxes collected by January 10 must be distributed on or before January 26. MCL 211.43(5).</p> <p>All Other local Units: Make distribution of 2009 taxes collected within 10 business days after the 1st and 15th of each month except March. MCL 211.43(3)(a).</p>
Feb. 1	<p>Deadline for a "qualified business" to submit STC form L-4143 for "qualified personal property" with the assessor. MCL 211.8a.</p> <p>Notice by certified mail to all properties that are delinquent on their 2008 taxes. MCL 211.78f(1).</p>
Feb. 16 (Feb 15 is a holiday)	<p>Last day to pay property taxes without the imposition of a late penalty charge equal to three percent of the tax in addition to the property tax administration fee, if any. MCL 211.44.</p>
Feb. 16 (Feb 15 is a holiday)	<p>A local unit of government that collects a summer property tax shall defer the collection until this date for property which qualifies. MCL 211.51(2).</p> <p>STC reports assessed valuations for DNR lands to assessors. MCL 324.2153.</p> <p>3% penalty may be added to 2009 tax if authorized by the governing body of a city or township. The governing body may waive the penalty for the homestead property of a senior citizen, paraplegic, quadriplegic, hemiplegic, eligible service person, eligible veteran, eligible widow or widower, totally and permanently disabled or blind persons, if that person has filed a claim for a homestead property tax credit with the State Treasurer before February 15. Also applies to a person whose property is subject to a farmland/development rights agreement if they present a copy of the development rights agreement or verification that the property is subject to the development rights agreement before February 15. MCL 211.44(3).</p>
Feb. 16 (Feb 15 is a holiday)	<p>Deadline for county equalization director to publish in a newspaper the tentative equalization ratios and estimated SEV multipliers for 2010 (third Monday in February). MCL 211.34a.</p>

<p>Feb. 19 (Feb 20 is a Saturday)</p>	<p>STC certifies metallic mineral property assessments to assessors before February 20. MCL 211.24.</p> <p>Deadline for taxpayer filing of personal property statement with assessor. Deadline for taxpayer to file form 3711 if a claim of exemption is being made for heavy earth moving equipment. STC Bulletin 4 of 2001. MCL 211.19</p>
<p>March 1</p>	<p>The STC shall publish the inflation rate multiplier before this date. MCL 211.34d.</p> <p>The 2010 assessment roll shall be completed and certified by the assessor. MCL 211.24.</p> <p>Properties with delinquent 2008 taxes forfeit to the County Treasurer. MCL 211.78g</p> <p>Last day for local treasurers to collect 2009 taxes. MCL 211.45.</p>
<p>March 2</p>	<p>Local units to turn over 2009 delinquent taxes to the County Treasurer. MCL 211.78a(2) - On March 1 in each year, taxes levied in the immediately preceding year that remain unpaid shall be returned as delinquent for collection. However, if the last day in a year that taxes are due and payable before being returned as delinquent is on a Saturday, Sunday, or legal holiday, the last day taxes are due and payable before being returned as delinquent is on the next business day and taxes levied in the immediately preceding year that remain unpaid shall be returned as delinquent on the immediately succeeding business day. Note February 28, 2010 is a Sunday.</p> <p>County Treasurer commences settlement with local unit treasurers. MCL 211.55.</p> <p>County Property Tax Administration Fee of 4% added to unpaid 2009 taxes and interest at 1% per month. MCL 211.78a(3)</p> <p>The assessor shall submit the 2010 certified assessment roll to the Board of Review (BOR). MCL 211.29.</p> <p>Organizational meeting of township Board of Review. MCL 211.29. City BOR may vary according to Charter provisions.</p>
<p>March 8</p>	<p>The Board of Review must meet on the second Monday in March. This meeting must start not earlier than 9 a.m. and not later than 3 p.m. The Board of Review must meet one additional day during this week and shall hold at least 3 hours of its required sessions during the week of the second Monday in March after 6 p.m. MCL 211.30</p> <p>Note: The governing body of a city or township may authorize an alternative starting date for the second meeting of the March Board of Review, which can be either the Tuesday or the Wednesday following the second Monday in March.</p>
<p>March 12</p>	<p>Within ten business days after the last day of February, at least 90% of the total tax collections on hand February 28, must be delivered by the local unit treasurer to the county and school district treasurers. MCL 211.43(3)(b).</p>
<p>Before April 1</p>	<p>School District or ISD MUST reach agreement for summer tax collection with township or city, or county if there is a summer school levy: MCL 380.1613(2)</p>

April 1	<p>Separate tax limitations voted after April 1 of any year are not effective until the subsequent year. MCL 211.205i.</p> <p>Not later than April 1, local unit treasurers make final adjustment and delivery of the total amount of tax collections on hand. MCL 211.43(3)(c).</p>
April 5	<p>Last day for MBOR protest of assessed value, taxable value, property classification or denial by assessor of continuation of qualified agricultural property exemption. MCL 211.30a.</p>
April 7	<p>The township supervisor or assessor shall deliver completed assessment roll, with BOR certification, to the county equalization director not later than the tenth day after adjournment of the board of review or by the Wednesday following the first Monday in April, whichever date occurs first. MCL 211.30(6).</p> <p>An assessor shall file STC form L-4021 with the County Equalization Department, and STC form L-4022 (signed by the assessor) with the County Equalization Department and the State Tax Commission, immediately following adjournment of the board of review.</p> <p>An assessor must file with the STC the Summary Value Report providing Total Equivalent SEV and Total Equivalent Industrial/Commercial SEV for his or her unit(s).</p>
April 13	<p>County Board of Commissioners meets in equalization session. MCL 209.5 and 211.34. The equalization director files a tabular statement of the county equalization adopted by the County Board of Commissioners on the STC form L-4024 prescribed and furnished by the STC, immediately after adoption. County equalization shall be completed and STC form L-4024 filed with STC prior to May 3, 2010.</p>
April 19	<p>Equalization director files separate STC form L-4023 for each unit in the county with the STC (by the third Monday in April).. MCL 211.150.</p> <p>Allocation Board meets and receives budgets. MCL 211.210.</p>
April 30	<p>Last day of deferral period for winter (December 1) property tax levies, if the deferral for qualified taxpayers was authorized by the County Board of Commissioners. MCL 211.59(3).</p>
May 1	<p>Deadline for filing Principal Residence affidavits (form 2368) for exemption from the 18-mill school operating tax. MCL 211.7cc</p> <p>Denial of a Principal Residence exemption may be appealed by the owner to the Small Claims Division of the Michigan Tax Tribunal within 35 days after the date of the notice of denial.</p> <p>Deadline for filing the Farmland affidavit (form 2599) with the local assessor if the property is NOT classified agricultural or if the assessor asks an owner to file it to determine whether the property includes structures that are not exempt.</p> <p>Final day for completion of delinquent tax rolls. MCL 211.57(1).</p>

May 3 *	<p>Deadline for filing official County Board of Commissioners report of county equalization (L-4024) with STC. Appeal from county equalization to Michigan Tax Tribunal must be filed within 30 days after the adoption of the county equalization report by the County Board of Commissioners. MCL 205.735.</p> <p>Deadline for assessor to file tabulation of Taxable Valuations for each classification of property with the county equalization director on STC form L-4025 to be used in "Headlee" calculations. MCL 211.34d(2).</p>
May 10	Preliminary state equalization valuation recommendations presented to the State Tax Commission. MCL 209.2.
May 15	Not later than this date, the State must have prepared an annual assessment roll for the state-assessed properties such as telephone companies and railroads. MCL 207.9.
May 17 *	<p>County allocation boards must issue preliminary order. MCL 211.215.</p> <p>County Equalization Director completes STC form L-4028 for millage reduction fractions with all information available within each single county. Copy of STC form L-4028 is filed with the STC and with the director of the equalization department in each county which shares inter-county taxing jurisdictions.</p>
May 24	State Equalization Proceeding - final State Equalization order is issued by STC. MCL 209.4.
May 28	If as a result of State Equalization the taxable value of property changes, the assessing officer of each township or city shall revise the millage reduction fractions by this date. MCL 211.34d(2).
After May 24 and Before June 1	Last day for Allocation Board Hearing(not less than 8 days or more than 12 days after issuance of preliminary order). MCL 211.215.
May 31 (MTT)	Appeals of property classified as commercial real, industrial real, developmental real, commercial personal, industrial personal or utility personal must be made by filing a written petition with the Michigan Tax Tribunal on or before May 31 of the tax year involved. MCL 205.735a.
By June 1	Assessment Roll Due to County Treasurer if local unit is not collecting summer taxes - MCL 211.905b(6)(a) Not later than June 1, the Township or City shall deliver a copy of the assessment roll to the County Treasurer.
June 1	<p>First notice sent to all properties that are delinquent on 2009 taxes. MCL 211.78b.</p> <p>No later than June 1, the county treasurer delivers to the state treasurer a statement listing the total amount of state education tax (SET) not returned delinquent that was collected by the county treasurer, and collected and remitted to the county treasurer by each city or township treasurer, together with a statement for the county and for each city or township of the number of parcels from which the SET was collected, the number of parcels for which the SET was billed, and the total amount retained by the county treasurer and by the city or township treasurer MCL 211.905b(11)</p>

June 1	Requests are due from a Brownfield Redevelopment Authority, Tax Increment Finance Authority, Local Development Financing Authority or Downtown Development Authority for state reimbursements of tax increment revenue decreases as a result of the MBT reduction in personal property taxes (not later than June 1). Form 4650. Public Acts 154-157 of 2008.
June 7 *	<p>Deadline for notifying protesting taxpayer in writing of Board of Review action. MCL 211.30.</p> <p>County Equalization Director calculates current year millage reduction fractions including those for inter-county taxing jurisdictions. The completed, verified STC form L-4028 is filed with the County Treasurer and the STC on or before the first Monday in June. MCL 211.34d(3).</p>
June 14	Allocation Board must issue final order not later than the second Monday in June. MCL 211.216.
June 15	<p>Deadline for submission of Water Pollution Control PA 451 of 1994 Part 37 and Air Pollution Control PA 451 of 1994 Part 59 tax exemption applications to the State Tax Commission.</p> <p>Note: Applications for the above exemption programs received on or after June 16 shall be considered by the commission contingent upon staff availability.</p>
June 28	Deadline for equalization directors to file tabulation of final Taxable Valuations with the STC on STC form L-4046. MCL 211.27d.
Before June 30	<p>Summer Tax Levy for School Millage Detail and Tax Roll: MCL 380.1613(4)(c). Before June 30 the county treasurer or, the treasurer of the school district or intermediate school district shall spread the taxes being collected.</p> <p>County Treasurer to spread summer SET and County Allocated and Prepare Tax Roll MCL 211.905b(6)(b). Not later than June 30, the county treasurer or the state treasurer shall spread the millage levied against the assessment roll and prepare the tax roll.</p>
June 30	<p>Deadline for classification appeals to STC. MCL 211.34c.</p> <p>A classification appeal must be filed with the State Tax Commission in writing on or before June 30. Boards of Review must provide the taxpayer with the form to appeal their classification.</p> <p>Deadline for County Equalization Director to file Interim Status Report of the ongoing study for the current year. [R 209.41].</p> <p>Township supervisor shall prepare and furnish the summer tax roll before June 30 to the township treasurer with supervisor's collection warrant attached if summer school taxes are to be collected. MCL 380.1612.</p>
July 1	Taxes due and payable in those jurisdictions authorized to levy a summer tax. (Charter units may have a different due date).
By the 1st day of each month	County Treasurer must account for and deliver to the State the State Education Tax collections on hand on or before the fifteenth of the immediately preceding month. MCL 211.43(10).
By the 15th day of each Month	County Treasurer must account for and deliver to the State the State Education Tax collections on hand on the last day of the preceding month. MCL 211.43(10).

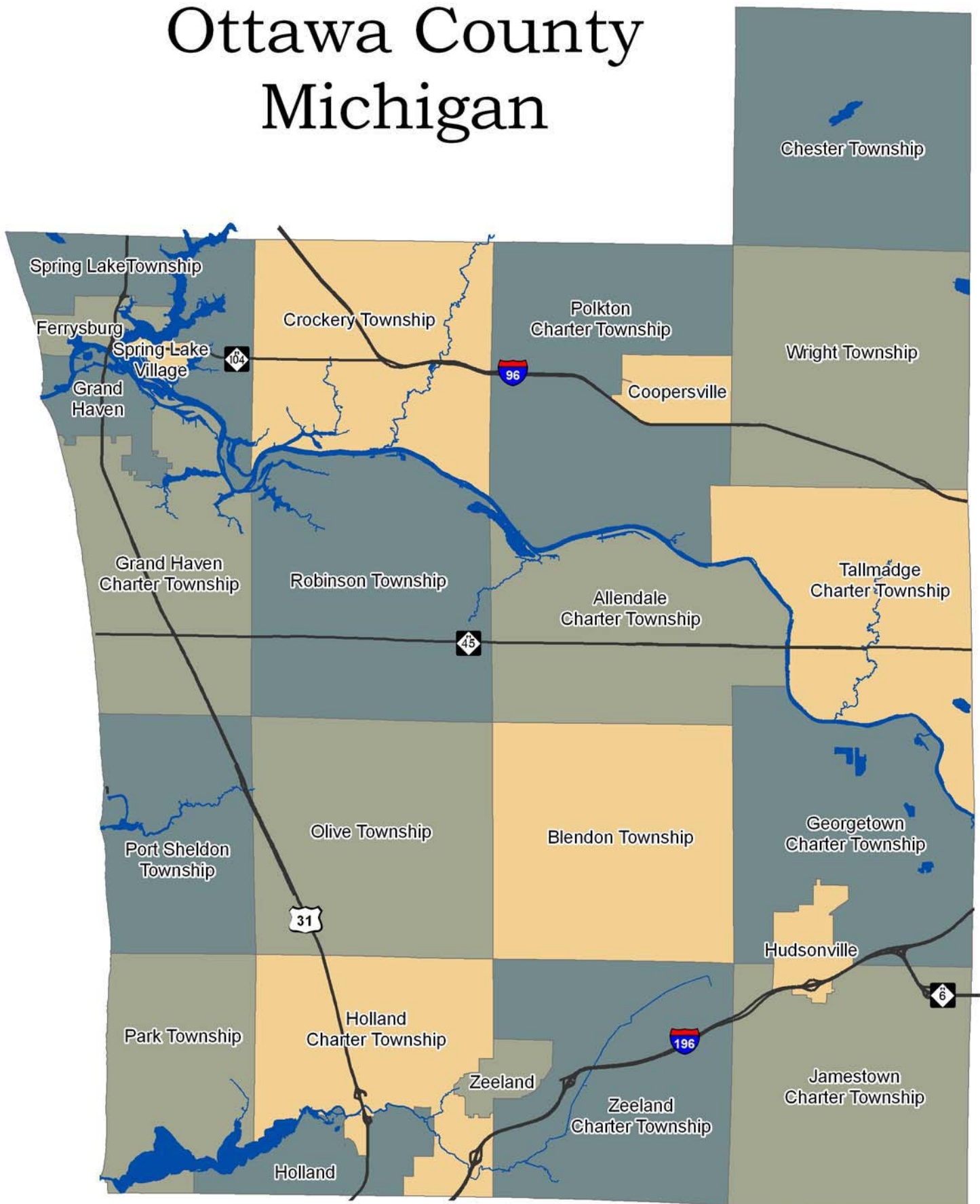
July 20	<p>The July BOR may be convened to correct a qualified error. MCL 211.53b, STC Bulletin 5 of 2006. The governing body of the city or township may authorize, by adoption of an ordinance or resolution, 1 or more of the following alternative meeting dates for the purposes of this section: An alternative meeting date during the week of the third Monday in July MCL 211.53b(7).</p> <p>An owner of property that is a "Principal Residence" on May 1 may appeal to the July Board of Review in the year for which an exemption was claimed or in the immediate succeeding 3 years if the exemption was not on the tax roll. MCL 211.7cc(19)</p> <p>An owner of property that is Qualified Agricultural Property on May 1 may appeal to the July Board of Review for the current year and the immediately preceding year if the exemption was not on the tax roll. MCL 211.7ee(6).</p> <p>July BOR may hear appeals for current year only for poverty exemptions, but not poverty exemptions denied by the March Board of Review. MCL 211.7u, page 12 of STC Bulletin No. 12 of 1997.</p>
July 31 (MTT)	<p>Appeals of property classified as residential real, agricultural real, timber-cutover real or agricultural personal must be made by filing a written petition with the Michigan Tax Tribunal on or before July 31 of the tax year involved. MCL 205.735a.</p> <p>A protest of assessed valuation or taxable valuation or the percentage of Qualified Agricultural Property exemption subsequent to BOR action, must be filed with the Michigan Tax Tribunal, in writing on or before July 31.</p>
August 16	<p>Deadline for taxpayer to file appeal directly with the Michigan Tax Tribunal if final equalization multiplier exceeds tentative multiplier and a taxpayer's assessment, as equalized, is in excess of 50 percent of true cash value. MCL 205.737.</p>
September 1	<p>Second notice by first class mail to all properties that are delinquent on 2009 taxes. MCL 211.78c</p>
September 14	<p>Summer Taxes Due: Summer taxes due, unless property is located in a city with a separate charter due date. MCL 211.905b, MCL 380.1613. MCL 211.107.</p>
September 15	<p>Last day of deferral period for summer property tax levies, if the deferral for qualified taxpayers was authorized by the County Board of Commissioners. MCL 211.51 (7).</p> <p>Interest of 1% per month will accrue if the payment is late for the State Education Tax and County Taxes that are part of the summer tax collection. MCL 211.905b (9) and 211.44a (5). Note: date may be different depending on the city charter.</p>
September 30 *	<p>Clerk of township or city delivers to supervisor and county clerk a certified copy of all statements, certificates, and records of vote directing monies to be raised by taxation of property. MCL 211.36(1).</p> <p>Financial officer of each unit of local government computes tax rates in accordance with MCL 211.34d and 211.34 MCL and governing body certifies that rates comply with Section 31, Article 9, of 1963 Constitution and MCL 211.24e, Truth in Taxation, on STC form L-4029 on or before September 30.</p>

October *	County prosecutor is obligated by statute to furnish legal advice promptly regarding the apportionment report. A County Board of Commissioners shall not authorize the levy of a tax unless the governing body of the taxing jurisdiction has certified that the requested millage has been reduced, if necessary, in compliance with Section 31 of Article 9 of the State Constitution of 1963 and MCL 211.34d, 211.37, and 211.34(1). The County Board also receives certifications that Truth in Taxation hearings have been held if required. MCL 211.24e.
October 1	County Treasurer adds \$15 for each parcel of property for which the taxes remain unpaid. MCL 211.78d
October 15	The assessor reports status of Industrial Facility Tax property, to STC. MCL 207.567. Qualified local governmental units report to the STC on the status of each exemption granted under the Obsolete Property Rehabilitation Act. MCL 125.2794.
October 30 (Oct. 31 is a Sat.)	October apportionment session of the County Board of Commissioners. Board examines certificates, directs spread of taxes in terms of millage rates to be spread on Taxable Valuations. County Equalization Director submits apportionment report to the STC (by October 31). MCL 211.37 and 207.12.
October 31	Deadline for submission of New Personal Property PA 328 of 1998, Obsolete Property PA 146 of 2000, Commercial Rehabilitation PA 210 of 2005, Neighborhood Enterprise Zone PA 147 of 1992 and Industrial Facilities Tax PA 198 of 1974 tax exemption applications to the State Tax Commission. Note: Applications for the above exemption programs received on or after November 1 shall be considered by the commission contingent upon staff availability.
November 5	On or before November 5, Township Supervisor shall notify township treasurer of the amount of county, state and school taxes apportioned in township to enable treasurer to obtain necessary bond for collection of taxes. MCL 211.43 (1).
November 28	On or before November 28, Township Treasurer gives County Treasurer a bond running to the county in the actual amount of county, state and school taxes. MCL 211.43 (2).
December 1	2010 taxes due and payable to local unit treasurer are a lien on real property. Charter cities or villages may provide for a different day. MCL 211.40. Tax levy reports from assessors to STC are due. County Apportionment Report to STC is due. MCL 207.12. On or before December 1, County Treasurer delivers to township supervisor a signed statement of approval of the bond and the township supervisor delivers the tax roll to the township treasurer.

December 1	A winter tax bill must include information on summer taxes that were deferred. MCL 211.51(6) If a local property tax collecting unit that collects a summer property tax also collects a winter property tax in the same year, a statement of the amount of taxes deferred pursuant to subsection (2) shall be in the December tax statement mailed by the local property tax collecting unit for each summer property tax payment that was deferred from collection. If a local property tax collecting unit that collects a summer property tax does not collect a winter property tax in the same year, it shall mail a statement of the amount of taxes deferred under subsection (2) at the same time December tax statements are required to be mailed under section 44.
MTT Note:	Appeal to Michigan Tax Tribunal of a contested tax bill must be filed within 60 days after the mailing of the tax bill that the taxpayer seeks to contest. MCL 205.735. (Limited to arithmetic errors).
December 14	<p>Special Board of Review meeting may be convened by assessing officer to correct qualified error. MCL 211.53b, STC Bulletin 5 of 2006. The governing body of the city or township may authorize, by adoption of an ordinance or resolution, 1 or more of the following alternative meeting dates for the purposes of this section: An alternative meeting date during the week of the second Monday in December. MCL 211.53b(7).</p> <p>An owner of property that is a "Principal Residence" on May 1 may appeal to the December Board of Review in the year for which an exemption was claimed or in the immediate succeeding 3 years if the exemption was not on the tax roll. MCL 211.7cc(19), page 2 of STC Bulletin No. 6 of 2003.</p> <p>An owner of property that is Qualified Agricultural Property on May 1 may appeal to the December Board of Review for the current year and the immediately preceding year if the exemption was not on the tax roll. MCL 211.7ee(6).</p> <p>December Board of Review to hear appeals for current year poverty exemptions only, but not poverty exemptions denied by the March Board of Review. MCL 211.7u, page 12 of STC Bulletin No. 12 of 1997.</p>
December 30 (Dec. 31 is a holiday)	The Department of Treasury may appeal the 2010 classification of any assessable property to the Small Claims Division of the Michigan Tax Tribunal. MCL 211.34c.
December 31, 2010	Tax day for 2011 property taxes. MCL 211.2.
Jan. 3, 2011	Due date for filing of county equalization department studies made during 2010 with the STC. These studies are used for the 2010 revised valuation starting bases.

* Notes requirements of Section 31 of Article 9 of State Constitution and of MCL 211.34d and 211.34(1).

Ottawa County Michigan



Assessing Officers of Ottawa County are:

Allendale Township	Marsha Iverson
Blendon Township	Melissa Koster
Chester Township	Wayne Zylstra
Crockery Township	Matthew Frain
Georgetown Township	Henry DeVries
Grand Haven Township	Denise Chalifoux
Holland Township	Howard Feyen
Jamestown Township	Tyler Tacoma
Olive Township	Douglas Brousseau
Park Township	Al Nykamp
Polkton Township	Wayne Pickler
Port Sheldon Township	Eric Thompson
Robinson Township	Joe Clark
Spring Lake Township	Heather Singleton
Tallmadge Township	Jim Uyl
Wright Township	Steve Hansen
Zeeland Township	Steve Hansen
Coopersville City	Robert Frain
Ferrysburg City	Jerry Groeneveld
Grand Haven City	Phil Chalifoux
Holland City	David Vander Heide
Hudsonville City	Janice Sal
Zeeland City	Arthur Grimes

Equalization Staff Members are:

Michael R. Galligan M.M.A.O., Director
James J. Bush M.A.A.O., Deputy Director
Marcia VanVelzen M.A.A.O., Property Description Supervisor
Appraisals & Audits
Norma Bowron M.A.A.O., Personal Property Examiner
Tina Pickler M.A.A.O., Appraiser III, Senior Appraiser
Brian Busscher M.A.A.O., Appraiser III
Craig Zysk M.A.A.O., Appraiser III
Lori Brassard M.C.A.O., Appraiser I
Deeds Processing
Jennifer Culbertson, Senior Abstracting/Indexing Clerk
Jennifer Milanowski, ½ time Abstracting/Indexing Clerk
Susan Young, Abstracting/Indexing Clerk
Maintenance of Property Descriptions & Property Tax Maps
Brian Johnson, Property Description and Mapping Specialist
Troy Young, Property Description and Mapping Specialist
Julie Friedgen, ½ time Abstracting/Indexing Clerk
Pamela Arnemann, ½ time Abstracting/Indexing Clerk

MAJOR CLASS COMPARISON

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
RECAPITULATION OF ALL TOWNSHIPS AND CITIES

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value		% of Total Taxable	% Ratio Taxable	Only Parcels Where TV=AV		
					Value			Value				No. of Parcels	Taxable Value	
Agricultural	4,019	612,995,867	49.64%	1,234,813,101	612,995,867		5.58%	274,527,947	2.86%	44.78%	182	4.53%	19,499,100	7.10%
Commercial	5,087	1,320,574,090	49.63%	2,660,620,818	1,320,574,090		12.02%	1,215,997,901	12.65%	92.08%	2,676	52.60%	794,560,200	65.34%
Industrial	1,766	844,725,800	49.79%	1,696,489,229	844,725,800		7.69%	789,475,937	8.21%	93.46%	851	48.19%	335,732,100	42.53%
Residential	91,598	7,618,003,419	49.64%	15,346,919,177	7,618,003,419		69.30%	6,740,043,812	70.12%	88.48%	53,441	58.34%	4,000,075,969	59.35%
Timber-Cutover	0	0	0.00%	0	0		NA	0	NA	NA	0	NA	0	NA
Developmental	20	2,406,800	50.00%	4,813,700	2,406,800		0.02%	1,012,888	0.01%	42.08%	2	10.00%	44,200	4.36%
TOTAL REAL	102,490	10,398,705,976	49.65%	20,943,656,025	10,398,705,976		94.61%	9,021,058,485	93.85%	86.75%	57,152	55.76%	5,149,911,569	57.09%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA			0	NA
Commercial	6,858	172,562,073	49.80%	346,478,370				172,516,156	1.79%	99.97%	6,736	98.22%	172,496,716	99.99%
Industrial	617	260,517,078	49.78%	523,376,232				260,517,078	2.71%	100.00%	607	98.38%	260,517,078	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Utility	203	159,089,725	50.00%	318,180,102				158,605,942	1.65%	99.70%	179	88.18%	156,067,218	98.40%
TOTAL PERSONAL	7,678	592,168,876	49.84%	1,188,034,704	592,168,876		5.39%	591,639,176	6.15%	99.91%	7,522	97.97%	589,081,012	99.57%
GRAND TOTAL	110,168	10,990,874,852	49.66%	22,131,690,729	10,990,874,852		100.00%	9,612,697,661	100.00%	87.46%	64,674	58.70%	5,738,992,581	59.70%

TOTAL EXEMPT 2,998

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
ALLENDALE TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	156	33,776,967	49.73%	67,922,119	33,776,967	1.00000	7.20%	12,371,650	3.20%	36.63%	5	879,200	7.11%
Commercial	229	119,417,890	49.29%	242,283,009	119,417,890	1.00000	25.47%	101,392,702	26.28%	84.91%	74	43,867,900	43.27%
Industrial	40	13,259,400	49.89%	26,577,048	13,259,400	1.00000	2.83%	11,651,586	3.02%	87.87%	4	1,895,700	16.27%
Residential	4,000	275,428,200	49.97%	551,198,604	275,428,200	1.00000	58.75%	233,515,495	60.52%	84.78%	1,906	128,391,300	54.98%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	4,425	441,882,457	49.76%	887,980,780	441,882,457		94.25%	358,931,433	93.02%	81.23%	1,989	175,034,100	48.77%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	335	11,653,900	50.22%	23,205,695				11,653,900	3.02%	100.00%	335	11,653,900	100.00%
Industrial	19	4,577,100	48.42%	9,452,913				4,577,100	1.19%	100.00%	19	4,577,100	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	9	10,704,500	50.00%	21,409,000				10,704,500	2.77%	100.00%	9	10,704,500	100.00%
TOTAL PERSONAL	363	26,935,500	49.82%	54,067,608	26,935,500	1.00000	5.75%	26,935,500	6.98%	100.00%	363	26,935,500	100.00%
GRAND TOTAL	4,788	468,817,957	49.77%	942,048,388	468,817,957		100.00%	385,866,933	100.00%	82.31%	2,352	201,969,600	52.34%

TOTAL EXEMPT 125

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
BLENDON TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV			
					Value*	Factor**					No. of Parcels	Taxable Value		
Agricultural	348	53,880,000	49.87%	108,050,731	53,880,000	1.00000	20.82%	26,545,760	12.85%	49.27%	10	2.87%	1,617,300	6.09%
Commercial	43	4,082,700	49.02%	8,329,436	4,082,700	1.00000	1.58%	3,560,684	1.72%	87.21%	16	37.21%	1,570,600	44.11%
Industrial	43	3,212,600	49.94%	6,433,431	3,212,600	1.00000	1.24%	1,752,088	0.84%	54.54%	8	18.60%	631,700	36.05%
Residential	2,271	190,511,400	49.92%	381,607,373	190,511,400	1.00000	73.63%	167,735,163	81.17%	88.04%	607	26.73%	52,784,800	31.47%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
TOTAL REAL	2,705	251,686,700	49.90%	504,420,971	251,686,700		97.27%	199,593,695	96.58%	79.30%	641	23.70%	56,604,400	28.36%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Commercial	68	866,900	50.00%	1,733,800				866,900	0.42%	100.00%	68	100.00%	866,900	100.00%
Industrial	5	714,800	50.00%	1,429,600				714,800	0.35%	100.00%	5	100.00%	714,800	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Utility	10	5,476,600	50.00%	10,953,200				5,476,600	2.65%	100.00%	10	100.00%	5,476,600	100.00%
TOTAL PERSONAL	83	7,058,300	50.00%	14,116,600	7,058,300	1.00000	2.73%	7,058,300	3.42%	100.00%	83	100.00%	7,058,300	100.00%
GRAND TOTAL	2,788	258,745,000	49.90%	518,537,571	258,745,000		100.00%	206,651,995	100.00%	79.87%	724	25.97%	63,662,700	30.81%

TOTAL EXEMPT 32

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
CHESTER TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	382	58,207,300	49.52%	117,548,306	58,207,300	1.00000	51.96%	28,807,556	38.27%	49.49%	7	686,900	2.38%
Commercial	34	1,506,600	49.74%	3,028,654	1,506,600	1.00000	1.34%	1,399,359	1.86%	92.88%	16	783,500	55.99%
Industrial	28	1,578,900	49.97%	3,159,500	1,578,900	1.00000	1.41%	759,201	1.01%	48.08%	2	101,500	13.37%
Residential	660	43,661,800	49.91%	87,474,282	43,661,800	1.00000	38.98%	37,235,038	49.47%	85.28%	284	17,312,800	46.50%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	1,104	104,954,600	49.69%	211,210,742	104,954,600		93.69%	68,201,154	90.61%	64.98%	309	18,884,700	27.69%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	38	355,500	48.98%	725,806				355,500	0.47%	100.00%	38	355,500	100.00%
Industrial	7	123,100	50.05%	245,954				123,100	0.16%	100.00%	7	123,100	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	11	6,590,900	50.00%	13,181,800				6,590,900	8.76%	100.00%	11	6,590,900	100.00%
TOTAL PERSONAL	56	7,069,500	49.95%	14,153,560	7,069,500	1.00000	6.31%	7,069,500	9.39%	100.00%	56	7,069,500	100.00%
GRAND TOTAL	1,160	112,024,100	49.71%	225,364,302	112,024,100		100.00%	75,270,654	100.00%	67.19%	365	25,954,200	34.48%

TOTAL EXEMPT 22

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
CROCKERY TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	215	22,741,000	49.62%	45,831,564	22,741,000	1.00000	14.24%	10,605,494	8.65%	46.64%	14	1,273,800	12.01%
Commercial	76	10,703,700	49.41%	21,664,105	10,703,700	1.00000	6.70%	7,935,906	6.48%	74.14%	13	2,759,700	34.77%
Industrial	34	4,810,600	49.53%	9,712,239	4,810,600	1.00000	3.01%	3,634,476	2.96%	75.55%	6	881,500	24.25%
Residential	1,897	115,310,400	49.82%	231,437,768	115,310,400	1.00000	72.24%	94,385,410	77.00%	81.85%	597	41,748,400	44.23%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	2,222	153,565,700	49.75%	308,645,676	153,565,700		96.19%	116,561,286	95.09%	75.90%	630	46,663,400	40.03%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	102	2,640,300	49.85%	5,296,806				2,640,300	2.15%	100.00%	102	2,640,300	100.00%
Industrial	2	457,200	49.99%	914,583				457,200	0.38%	100.00%	2	457,200	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	9	2,986,200	50.00%	5,972,400				2,922,588	2.38%	97.87%	2	2,837,400	97.09%
TOTAL PERSONAL	113	6,083,700	49.95%	12,183,789	6,083,700	1.00000	3.81%	6,020,088	4.91%	98.95%	106	5,934,900	98.58%
GRAND TOTAL	2,335	159,649,400	49.76%	320,829,465	159,649,400		100.00%	122,581,374	100.00%	76.78%	736	52,598,300	42.91%

TOTAL EXEMPT 153

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
GEORGETOWN TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	95	7,021,400	49.64%	14,145,950	7,021,400	1.00000	0.48%	6,598,372	0.47%	93.98%	25	1,492,900	22.63%
Commercial	445	143,401,700	49.72%	288,394,916	143,401,700	1.00000	9.84%	137,522,623	9.74%	95.90%	271	90,676,500	65.94%
Industrial	161	28,534,300	49.48%	57,670,172	28,534,300	1.00000	1.96%	27,175,080	1.92%	95.24%	124	23,080,400	84.93%
Residential	16,134	1,236,405,900	49.68%	2,488,812,939	1,236,405,900	1.00000	84.88%	1,199,276,843	84.94%	97.00%	10,238	797,784,800	66.52%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	16,835	1,415,363,300	49.68%	2,849,023,977	1,415,363,300		97.16%	1,370,572,918	97.07%	96.84%	10,658	913,034,600	66.62%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	621	17,808,900	49.97%	35,639,183				17,808,900	1.27%	100.00%	621	17,808,900	100.00%
Industrial	22	2,887,000	49.75%	5,803,015				2,887,000	0.20%	100.00%	22	2,887,000	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	17	20,678,400	50.00%	41,356,800				20,678,400	1.46%	100.00%	17	20,678,400	100.00%
TOTAL PERSONAL	660	41,374,300	49.97%	82,798,998	41,374,300	1.00000	2.84%	41,374,300	2.93%	100.00%	660	41,374,300	100.00%
GRAND TOTAL	17,495	1,456,737,600	49.69%	2,931,822,975	1,456,737,600		100.00%	1,411,947,218	100.00%	96.93%	11,318	954,408,900	67.60%

TOTAL EXEMPT 285

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
GRAND HAVEN TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	97	16,085,600	49.81%	32,293,915	16,085,600	1.00000	2.09%	7,657,726	1.20%	47.61%	4	321,200	4.19%
Commercial	136	59,253,400	49.90%	118,738,667	59,253,400	1.00000	7.69%	53,049,470	8.30%	89.53%	26	15,863,100	29.90%
Industrial	58	18,647,200	49.93%	37,347,412	18,647,200	1.00000	2.42%	17,307,293	2.71%	92.81%	16	4,764,200	27.53%
Residential	6,226	643,675,069	49.78%	1,292,972,131	643,675,069	1.00000	83.54%	528,051,976	82.65%	82.04%	4,194	356,165,269	67.45%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	6,517	737,661,269	49.80%	1,481,352,125	737,661,269		95.74%	606,066,465	94.86%	82.16%	4,240	377,113,769	62.22%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	315	9,386,300	49.97%	18,783,870				9,386,300	1.47%	100.00%	315	9,386,300	100.00%
Industrial	35	17,271,800	50.00%	34,543,600				17,271,800	2.70%	100.00%	35	17,271,800	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	5	6,171,400	50.00%	12,342,818				6,171,400	0.97%	100.00%	5	6,171,400	100.00%
TOTAL PERSONAL	355	32,829,500	49.99%	65,670,288	32,829,500	1.00000	4.26%	32,829,500	5.14%	100.00%	355	32,829,500	100.00%
GRAND TOTAL	6,872	770,490,769	49.80%	1,547,022,413	770,490,769		100.00%	638,895,965	100.00%	82.92%	4,595	409,943,269	64.16%

TOTAL EXEMPT 107

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
HOLLAND TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	101	22,402,000	49.71%	45,069,587	22,402,000	1.00000	1.89%	10,001,924	0.87%	44.65%	8	2,838,200	28.38%
Commercial	1,163	297,390,500	49.82%	596,898,223	297,390,500	1.00000	25.08%	289,752,670	25.28%	97.43%	872	260,676,400	89.97%
Industrial	443	119,730,400	49.57%	241,547,900	119,730,400	1.00000	10.09%	117,015,214	10.21%	97.73%	318	100,940,000	86.26%
Residential	9,928	641,474,400	49.40%	1,298,548,308	641,474,400	1.00000	54.08%	624,404,845	54.47%	97.34%	8,188	544,618,700	87.22%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	11,635	1,080,997,300	49.54%	2,182,064,018	1,080,997,300		91.14%	1,041,174,653	90.83%	96.32%	9,386	909,073,300	87.31%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	1,232	42,792,800	49.69%	86,119,542				42,792,800	3.74%	100.00%	1,232	42,792,800	100.00%
Industrial	140	52,161,300	50.19%	103,927,675				52,161,300	4.55%	100.00%	140	52,161,300	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	14	10,191,000	50.00%	20,382,000				10,107,646	0.88%	99.18%	10	9,986,200	98.80%
TOTAL PERSONAL	1,386	105,145,100	49.97%	210,429,217	105,145,100	1.00000	8.86%	105,061,746	9.17%	99.92%	1,382	104,940,300	99.88%
GRAND TOTAL	13,021	1,186,142,400	49.58%	2,392,493,235	1,186,142,400		100.00%	1,146,236,399	100.00%	96.64%	10,768	1,014,013,600	88.46%

TOTAL EXEMPT 266

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
JAMESTOWN TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	269	67,199,600	49.87%	134,753,040	67,199,600	1.00000	19.90%	25,395,765	9.35%	37.79%	19	2,581,800	10.17%
Commercial	72	13,362,500	49.90%	26,778,848	13,362,500	1.00000	3.96%	12,420,381	4.57%	92.95%	34	9,577,500	77.11%
Industrial	46	11,650,300	49.62%	23,477,704	11,650,300	1.00000	3.45%	7,987,263	2.94%	68.56%	8	2,229,600	27.91%
Residential	2,416	223,084,300	49.52%	450,531,220	223,084,300	1.00000	66.09%	203,636,499	74.95%	91.28%	1,389	127,865,700	62.79%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	2,803	315,296,700	49.61%	635,540,812	315,296,700		93.40%	249,439,908	91.81%	79.11%	1,450	142,254,600	57.03%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	119	3,295,200	49.98%	6,593,037				3,295,200	1.21%	100.00%		3,295,200	100.00%
Industrial	10	3,253,300	49.99%	6,507,902				3,253,300	1.20%	100.00%		3,253,300	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	9	15,717,100	50.00%	31,434,200				15,717,100	5.78%	100.00%		15,717,100	100.00%
TOTAL PERSONAL	138	22,265,600	50.00%	44,535,139	22,265,600	1.00000	6.60%	22,265,600	8.19%	100.00%	0	22,265,600	100.00%
GRAND TOTAL	2,941	337,562,300	49.64%	680,075,951	337,562,300		100.00%	271,705,508	100.00%	80.49%	1,450	164,520,200	60.55%
TOTAL EXEMPT	122												

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
OLIVE TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV			
					Value*	Factor**					No. of Parcels	Taxable Value		
Agricultural	449	72,116,400	49.52%	145,635,057	72,116,400	1.00000	35.58%	29,897,615	20.47%	41.46%	17	3.79%	1,648,200	5.51%
Commercial	62	15,165,600	49.38%	30,714,206	15,165,600	1.00000	7.48%	13,641,231	9.34%	89.95%	26	41.94%	8,169,700	59.89%
Industrial	73	18,859,100	49.50%	38,101,487	18,859,100	1.00000	9.30%	16,772,445	11.48%	88.94%	15	20.55%	14,000,600	83.47%
Residential	1,348	83,252,100	49.92%	166,772,386	83,252,100	1.00000	41.07%	74,079,649	50.71%	88.98%	785	58.23%	55,307,400	74.66%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
Developmental	17	2,189,300	50.00%	4,378,700	2,189,300	1.00000	1.08%	890,474	0.61%	40.67%	0	0.00%	0	0.00%
TOTAL REAL	1,949	191,582,500	49.68%	385,601,836	191,582,500		94.51%	135,281,414	92.61%	70.61%	843	43.25%	79,125,900	58.49%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Commercial	93	2,355,400	50.24%	4,688,296				2,307,463	1.58%	97.96%	93	100.00%	2,307,463	100.00%
Industrial	29	5,525,800	49.90%	11,073,747				5,525,800	3.78%	100.00%	29	100.00%	5,525,800	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Utility	12	3,249,100	50.00%	6,498,200				2,967,793	2.03%	91.34%	12	100.00%	2,967,793	100.00%
TOTAL PERSONAL	134	11,130,300	50.00%	22,260,243	11,130,300	1.00000	5.49%	10,801,056	7.39%	97.04%	134	100.00%	10,801,056	100.00%
GRAND TOTAL	2,083	202,712,800	49.70%	407,862,079	202,712,800		100.00%	146,082,470	100.00%	72.06%	977	46.90%	89,926,956	61.56%

TOTAL EXEMPT 45

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
PARK TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV			
					Value*	Factor**					No. of Parcels	Taxable Value		
Agricultural	61	11,330,600	49.93%	22,694,339	11,330,600	1.00000	1.04%	5,621,395	0.64%	49.61%	3	4.92%	347,600	6.18%
Commercial	76	31,555,700	49.86%	63,284,135	31,555,700	1.00000	2.89%	27,571,341	3.08%	87.37%	28	36.84%	9,378,900	34.02%
Industrial	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
Residential	8,242	1,040,409,200	49.10%	2,119,102,590	1,040,409,200	1.00000	95.25%	852,286,505	95.28%	81.92%	4,264	51.74%	399,035,400	46.82%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
TOTAL REAL	8,379	1,083,295,500	49.13%	2,205,081,064	1,083,295,500		99.16%	885,479,241	99.00%	81.74%	4,295	51.26%	408,761,900	46.16%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Commercial	190	3,304,600	49.72%	6,646,420				3,304,600	0.37%	100.00%	190	100.00%	3,304,600	100.00%
Industrial	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Residential	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Utility	5	5,640,200	50.00%	11,280,400				5,640,200	0.63%	100.00%	5	100.00%	5,640,200	100.00%
TOTAL PERSONAL	195	8,944,800	49.90%	17,926,820	8,944,800	1.00000	0.82%	8,944,800	1.00%	100.00%	195	100.00%	8,944,800	100.00%
GRAND TOTAL	8,574	1,092,240,300	49.13%	2,223,007,884	1,092,240,300		100.00%	894,424,041	100.00%	81.89%	4,490	52.37%	417,706,700	46.70%

TOTAL EXEMPT 121

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
POLKTON TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	445	55,787,200	49.19%	113,414,518	55,787,200	1.00000	40.12%	27,655,817	28.65%	49.57%	10	1,133,700	4.10%
Commercial	38	3,640,800	49.65%	7,332,972	3,640,800	1.00000	2.62%	2,961,666	3.07%	81.35%	6	1,471,100	49.67%
Industrial	16	2,974,500	49.98%	5,951,795	2,974,500	1.00000	2.14%	2,575,501	2.67%	86.59%	5	408,400	15.86%
Residential	880	71,229,300	49.01%	145,338,400	71,229,300	1.00000	51.22%	57,908,598	59.99%	81.30%	192	14,632,300	25.27%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	1,379	133,631,800	49.12%	272,037,685	133,631,800		96.10%	91,101,582	94.38%	68.17%	213	17,645,500	19.37%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	46	939,200	49.97%	1,879,527				939,200	0.97%	100.00%	46	939,200	100.00%
Industrial	7	2,336,900	50.00%	4,673,800				2,336,900	2.42%	100.00%	7	2,336,900	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	7	2,152,900	50.00%	4,305,800				2,152,900	2.23%	100.00%	7	2,152,900	100.00%
TOTAL PERSONAL	60	5,429,000	49.99%	10,859,127	5,429,000	1.00000	3.90%	5,429,000	5.62%	100.00%	60	5,429,000	100.00%
GRAND TOTAL	1,439	139,060,800	49.16%	282,896,812	139,060,800		100.00%	96,530,582	100.00%	69.42%	273	23,074,500	23.90%

TOTAL EXEMPT 51

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
PORT SHELDON TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	79	13,998,600	49.44%	28,316,134	13,998,600	1.00000	1.80%	6,689,186	1.06%	47.78%	3	236,700	3.54%
Commercial	63	11,360,600	49.75%	22,836,650	11,360,600	1.00000	1.46%	10,563,652	1.66%	92.98%	19	1,983,100	18.77%
Industrial	42	355,030,400	49.96%	710,637,054	355,030,400	1.00000	45.70%	335,415,984	52.71%	94.48%	1	0	0.00%
Residential	2,295	375,316,200	49.72%	754,918,128	375,316,200	1.00000	48.31%	262,498,086	41.25%	69.94%	726	90,656,800	34.54%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA		NA	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA		NA	NA
TOTAL REAL	2,479	755,705,800	49.83%	1,516,707,966	755,705,800		97.27%	615,166,908	96.68%	81.40%	749	92,876,600	15.10%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	97	1,553,000	50.01%	3,105,379				1,553,000	0.23%	100.00%	97	1,553,000	100.00%
Industrial	1	3,470,800	50.00%	6,941,600				3,470,800	0.55%	100.00%	1	3,470,800	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	9	16,147,700	50.00%	32,295,400				16,131,748	2.54%	99.90%	8	16,058,200	99.54%
TOTAL PERSONAL	107	21,171,500	50.00%	42,342,379	21,171,500	1.00000	2.73%	21,155,548	3.32%	99.92%	106	21,082,000	99.65%
GRAND TOTAL	2,586	776,877,300	49.83%	1,559,050,345	776,877,300		100.00%	636,322,456	100.00%	81.91%	855	113,958,600	17.91%

TOTAL EXEMPT 89

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
ROBINSON TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	226	35,299,100	49.93%	70,703,085	35,299,100	1.00000	14.13%	15,936,450	7.82%	45.15%	7	414,000	2.60%
Commercial	32	4,512,500	49.88%	9,046,407	4,512,500	1.00000	1.81%	3,525,195	1.74%	78.12%	7	893,000	25.33%
Industrial	27	3,878,900	49.82%	7,785,200	3,878,900	1.00000	1.55%	1,747,299	0.86%	45.05%	1	226,400	12.96%
Residential	2,696	199,993,000	49.93%	400,536,861	199,993,000	1.00000	80.07%	176,445,610	86.61%	88.23%	1,318	107,495,400	60.92%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	2,981	243,683,500	49.93%	488,071,553	243,683,500		97.56%	197,654,554	97.03%	81.11%	1,333	109,028,800	55.16%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	65	1,327,500	49.96%	2,657,126				1,327,500	0.65%	100.00%	65	1,327,500	100.00%
Industrial	4	588,000	49.98%	1,176,471				588,000	0.29%	100.00%	4	588,000	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	14	4,171,900	50.00%	8,343,800				4,143,097	2.03%	99.31%	12	3,981,200	96.09%
TOTAL PERSONAL	83	6,087,400	49.99%	12,177,397	6,087,400	1.00000	2.44%	6,058,597	2.97%	99.53%	81	5,896,700	97.33%
GRAND TOTAL	3,064	249,770,900	49.93%	500,248,950	249,770,900		100.00%	203,713,151	100.00%	81.56%	1,414	114,925,500	56.42%
TOTAL EXEMPT	75												

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
SPRING LAKE TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV			
					Value*	Factor**					No. of Parcels	Taxable Value		
Agricultural	25	2,685,800	49.69%	5,405,320	2,685,800	1.00000	0.34%	1,581,318	0.22%	58.88%	3	12.00%	305,600	19.33%
Commercial	223	48,696,200	49.75%	97,879,156	48,696,200	1.00000	6.24%	44,809,175	6.54%	92.02%	111	49.78%	30,073,800	67.12%
Industrial	106	31,422,400	49.72%	63,204,159	31,422,400	1.00000	4.03%	30,269,957	4.42%	96.33%	60	56.60%	24,315,700	80.33%
Residential	5,970	664,374,600	49.91%	1,331,262,811	664,374,600	1.00000	85.12%	575,363,909	83.95%	86.60%	2,221	37.20%	203,263,900	35.33%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
TOTAL REAL	6,324	747,179,000	49.89%	1,497,751,446	747,179,000		95.73%	662,024,359	95.13%	87.26%	2,395	37.87%	257,959,000	39.56%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Commercial	483	4,912,900	49.95%	9,835,635				4,913,420	0.72%	100.01%	481	99.59%	4,905,080	99.83%
Industrial	53	21,479,541	50.01%	42,950,492				21,479,541	3.13%	100.00%	53	100.00%	21,479,541	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Utility	15	6,974,600	50.00%	13,949,200				6,974,600	1.02%	100.00%	15	100.00%	6,974,600	100.00%
TOTAL PERSONAL	551	33,367,041	50.00%	66,735,327	33,367,041	1.00000	4.27%	33,367,561	4.87%	100.00%	549	99.64%	33,359,221	99.98%
GRAND TOTAL	6,875	780,546,041	49.89%	1,564,486,773	780,546,041		100.00%	685,391,920	100.00%	87.81%	2,944	42.82%	291,318,221	42.50%
TOTAL EXEMPT	190													

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.
 ** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.
 *** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
 MAJOR CLASS COMPARISON
 VILLAGE OF SPRING LAKE

REAL PROPERTY	No. of Parcels	Assessed Value	(FOR INFORMATION ONLY)				Taxable Value	Only Parcels Where TV=AV		
								No. of Parcels	Taxable Value	
Agricultural	0	0				0	0	NA	NA	
Commercial	114	21,428,700				20,202,730	13,107,300	38.60%	64.88%	
Industrial	11	1,060,500				945,097	836,000	36.36%	88.46%	
Residential	1,382	98,828,200	NOT SEPARATELY EQUALIZED				88,810,979	39,662,800	47.32%	44.66%
Timber-Cutover	0	0	SEE SPRING LAKE TOWNSHIP				0	0	NA	NA
Developmental	0	0				0	0	NA	NA	
TOTAL REAL	1,507	121,317,400				109,958,806	53,606,100	46.58%	48.75%	

PERSONAL PROPERTY

Agricultural	0	0				0	0	NA	NA
Commercial	183	1,840,300				1,840,820	1,840,820	0.00%	100.00%
Industrial	6	626,400				626,400	626,400	100.00%	100.00%
Residential	0	0				0	0	NA	NA
Utility	3	1,079,300				1,079,300	1,079,300	100.00%	100.00%
TOTAL PERSONAL	192	3,546,000				3,546,520	3,546,520	4.69%	100.00%
GRAND TOTAL	1,699	124,863,400				113,505,326	57,152,620	41.85%	50.35%

TOTAL EXEMPT 81

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
TALLMADGE TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV	
					Value*	Factor**					No. of Parcels	Taxable Value
Agricultural	186	27,651,400	49.98%	55,326,563	27,651,400	1.00000	9.17%	11,661,355	4.52%	42.17%	2	120,300
Commercial	118	15,875,700	49.30%	32,201,248	15,875,700	1.00000	5.26%	13,399,007	5.19%	84.40%	28	5,011,200
Industrial	97	12,786,100	49.94%	25,605,229	12,786,100	1.00000	4.24%	9,867,561	3.82%	77.17%	27	3,894,500
Residential	2,997	221,378,400	49.89%	443,755,282	221,378,400	1.00000	73.40%	199,353,568	77.21%	90.05%	1,030	93,462,500
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0
TOTAL REAL	3,398	277,691,600	49.86%	556,888,322	277,691,600		92.07%	234,281,491	90.74%	84.37%	1,087	102,488,500

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0
Commercial	147	2,076,973	48.19%	4,309,967				2,076,973	0.81%	100.00%	147	2,076,973
Industrial	20	4,652,737	50.00%	9,305,474				4,652,737	1.80%	100.00%	20	4,652,737
Residential	0	0	0.00%	0				0	NA	NA	0	0
Utility	13	17,178,575	50.00%	34,357,150				17,178,575	6.65%	100.00%	13	17,178,575
TOTAL PERSONAL	180	23,908,285	49.84%	47,972,591	23,908,285	1.00000	7.93%	23,908,285	9.26%	100.00%	180	23,908,285
GRAND TOTAL	3,578	301,599,885	49.86%	604,860,913	301,599,885		100.00%	258,189,776	100.00%	85.61%	1,267	126,396,785

TOTAL EXEMPT 123

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
WRIGHT TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV			
					Value*	Factor**					No. of Parcels	Taxable Value		
Agricultural	429	48,498,600	49.80%	97,377,947	48,498,600	1.00000	34.30%	23,032,239	21.85%	47.49%	17	3.96%	1,285,000	5.58%
Commercial	76	8,603,800	49.78%	17,284,664	8,603,800	1.00000	6.09%	6,138,529	5.82%	71.35%	22	28.95%	1,885,200	30.71%
Industrial	69	6,825,400	49.82%	13,699,095	6,825,400	1.00000	4.83%	4,914,893	4.66%	72.01%	9	13.04%	2,417,700	49.19%
Residential	1,204	69,030,750	49.87%	138,412,836	69,030,750	1.00000	48.82%	62,908,405	59.67%	91.13%	594	49.34%	38,644,450	61.43%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA	0	NA
TOTAL REAL	1,778	132,958,550	49.84%	266,774,542	132,958,550		94.04%	96,994,066	92.00%	72.95%	642	36.11%	44,232,350	45.60%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Commercial	125	2,129,500	49.84%	4,272,672				2,129,500	2.02%	100.00%	125	100.00%	2,129,500	100.00%
Industrial	14	3,173,900	50.11%	6,333,865				3,173,900	3.01%	100.00%	14	100.00%	3,173,900	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA	0	NA
Utility	8	3,127,500	50.00%	6,255,000				3,127,500	2.97%	100.00%	8	100.00%	3,127,500	100.00%
TOTAL PERSONAL	147	8,430,900	50.00%	16,861,537	8,430,900	1.00000	5.96%	8,430,900	8.00%	100.00%	147	100.00%	8,430,900	100.00%
GRAND TOTAL	1,925	141,389,450	49.85%	283,636,079	141,389,450		100.00%	105,424,966	100.00%	74.56%	789	40.99%	52,663,250	49.95%

TOTAL EXEMPT 73

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
ZEELAND TOWNSHIP

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	415	56,671,600	49.30%	114,955,011	56,671,600	1.00000	14.63%	21,718,491	6.67%	38.32%	26	2,278,300	10.49%
Commercial	127	57,567,400	49.52%	116,244,172	57,567,400	1.00000	14.86%	51,127,914	15.68%	88.81%	48	25,586,600	50.04%
Industrial	99	19,515,300	49.44%	39,469,187	19,515,300	1.00000	5.04%	14,880,448	4.56%	76.25%	26	1,863,700	12.52%
Residential	3,006	231,771,700	49.90%	464,465,971	231,771,700	1.00000	59.83%	216,426,808	66.39%	93.38%	2,007	163,881,800	75.72%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	3,647	365,526,000	49.72%	735,134,341	365,526,000		94.36%	304,153,661	93.30%	83.21%	2,107	193,610,400	63.66%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	230	6,496,200	49.00%	13,257,551				6,496,200	1.99%	100.00%	230	6,496,200	100.00%
Industrial	29	7,358,300	50.01%	14,713,658				7,358,300	2.26%	100.00%	29	7,358,300	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	10	7,995,100	50.00%	15,990,200				7,995,100	2.45%	100.00%	10	7,995,100	100.00%
TOTAL PERSONAL	269	21,849,600	49.70%	43,961,409	21,849,600	1.00000	5.64%	21,849,600	6.70%	100.00%	269	21,849,600	100.00%
GRAND TOTAL	3,916	387,375,600	49.72%	779,095,750	387,375,600		100.00%	326,003,261	100.00%	84.16%	2,376	215,460,000	66.09%

TOTAL EXEMPT 157

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
COOPERSVILLE CITY

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV	
					Value*	Factor**					No. of Parcels	Taxable Value
Agricultural	26	4,508,800	49.72%	9,067,817	4,508,800	1.00000	4.00%	1,584,094	1.53%	35.13%	0	0.00%
Commercial	131	28,148,800	49.04%	57,397,053	28,148,800	1.00000	24.95%	24,989,104	24.14%	88.78%	55	41.98%
Industrial	36	11,818,000	49.73%	23,766,463	11,818,000	1.00000	10.48%	10,183,680	9.84%	86.17%	13	36.11%
Residential	1,154	59,890,800	49.62%	120,703,191	59,890,800	1.00000	53.10%	58,338,109	56.36%	97.41%	763	66.12%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
TOTAL REAL	1,347	104,366,400	49.48%	210,934,524	104,366,400		92.53%	95,094,987	91.87%	91.12%	831	61.69%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA
Commercial	200	2,897,100	50.11%	5,781,481				2,897,100	2.80%	100.00%	200	100.00%
Industrial	28	3,942,400	49.88%	7,903,769				3,942,400	3.80%	100.00%	28	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA
Utility	3	1,580,100	49.99%	3,160,834				1,580,100	1.53%	100.00%	3	100.00%
TOTAL PERSONAL	231	8,419,600	49.98%	16,846,084	8,419,600	1.00000	7.47%	8,419,600	8.13%	100.00%	231	100.00%
GRAND TOTAL	1,578	112,786,000	49.52%	227,780,608	112,786,000		100.00%	103,514,587	100.00%	91.78%	1,062	67.30%

TOTAL EXEMPT 69

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
FERRYSBURG CITY

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV	
					Value*	Factor**					No. of Parcels	Taxable Value
Agricultural	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
Commercial	69	13,728,300	49.82%	27,558,004	13,728,300	1.00000	7.18%	11,761,947	7.38%	85.68%	21	30.43%
Industrial	43	8,883,100	49.88%	17,809,660	8,883,100	1.00000	4.64%	7,849,829	4.92%	88.37%	7	16.28%
Residential	1,775	164,123,900	49.74%	329,995,647	164,123,900	1.00000	85.82%	135,269,373	84.87%	82.42%	691	38.93%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
TOTAL REAL	1,887	186,735,300	49.75%	375,363,311	186,735,300		97.64%	154,881,149	97.17%	82.94%	719	38.10%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA
Commercial	121	2,214,800	49.97%	4,432,259				2,214,800	1.39%	100.00%	121	100.00%
Industrial	12	1,371,400	50.01%	2,742,252				1,371,400	0.86%	100.00%	12	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA
Utility	5	918,200	50.00%	1,836,400				918,200	0.58%	100.00%	5	100.00%
TOTAL PERSONAL	138	4,504,400	49.99%	9,010,911	4,504,400	1.00000	2.36%	4,504,400	2.83%	100.00%	138	100.00%
GRAND TOTAL	2,025	191,239,700	49.75%	384,374,222	191,239,700		100.00%	159,385,549	100.00%	83.34%	857	42.32%

TOTAL EXEMPT 58

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
GRAND HAVEN CITY

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV	
					Value*	Factor**					No. of Parcels	Taxable Value
Agricultural	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
Commercial	597	136,431,900	49.75%	274,233,549	136,431,900	1.00000	22.23%	126,471,894	22.99%	92.70%	291	48.74%
Industrial	99	43,209,200	49.95%	86,510,025	43,209,200	1.00000	7.04%	42,786,045	7.78%	99.02%	81	81.82%
Residential	4,659	379,396,000	49.78%	762,111,634	379,396,000	1.00000	61.82%	326,114,445	59.28%	85.96%	2,284	49.02%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
TOTAL REAL	5,355	559,037,100	49.79%	1,122,855,208	559,037,100		91.09%	495,372,384	90.05%	88.61%	2,656	49.60%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA
Commercial	699	15,101,900	48.69%	31,016,431				15,101,900	2.75%	100.00%	699	100.00%
Industrial	60	37,861,000	50.03%	75,676,594				37,861,000	6.88%	100.00%	60	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA
Utility	3	1,751,250	50.00%	3,502,500				1,751,250	0.32%	100.00%	3	100.00%
TOTAL PERSONAL	762	54,714,150	49.65%	110,195,525	54,714,150	1.00000	8.91%	54,714,150	9.95%	100.00%	762	100.00%
GRAND TOTAL	6,117	613,751,250	49.78%	1,233,050,733	613,751,250		100.00%	550,086,534	100.00%	89.63%	3,418	55.88%

TOTAL EXEMPT 213

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
HOLLAND CITY

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV	
					Value*	Factor**					No. of Parcels	Taxable Value
Agricultural	5	1,880,300	49.98%	3,761,800	1,880,300	1.00000	0.26%	820,614	0.12%	43.64%	0	0.00%
Commercial	724	193,047,200	49.38%	390,960,980	193,047,200	1.00000	26.48%	175,932,185	25.75%	91.13%	392	54.14%
Industrial	83	35,354,200	49.44%	71,504,342	35,354,200	1.00000	4.86%	34,532,576	5.05%	97.68%	46	55.42%
Residential	7,571	440,754,400	49.59%	888,829,675	440,754,400	1.00000	60.46%	414,081,676	60.61%	93.95%	6,007	79.34%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
Developmental	3	217,500	50.00%	435,000	217,500	1.00000	0.03%	122,414	0.02%	56.28%	2	66.67%
TOTAL REAL	8,386	671,253,600	49.52%	1,355,491,797	671,253,600		92.09%	625,489,465	91.55%	93.18%	6,447	76.88%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA
Commercial	965	26,687,900	49.72%	53,676,388				26,689,400	3.91%	100.01%	964	99.90%
Industrial	41	26,222,000	50.00%	52,444,000				26,222,000	3.84%	100.00%	41	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA
Utility	5	4,785,800	50.00%	9,571,600				4,785,800	0.70%	100.00%	5	100.00%
TOTAL PERSONAL	1,011	57,695,700	49.87%	115,691,988	57,695,700	1.00000	7.91%	57,697,200	8.45%	100.00%	1,010	99.90%
GRAND TOTAL	9,397	728,949,300	49.55%	1,471,183,785	728,949,300		100.00%	683,186,665	100.00%	93.72%	7,457	79.36%

TOTAL EXEMPT 418

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
HUDSONVILLE CITY

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV		
					Value*	Factor**					No. of Parcels	Taxable Value	
Agricultural	9	392,500	49.90%	786,598	392,500	1.00000	0.17%	297,716	0.13%	75.85%	2	38,400	12.90%
Commercial	217	64,019,900	49.77%	128,639,268	64,019,900	1.00000	27.14%	59,799,141	26.35%	93.41%	97	38,622,800	64.59%
Industrial	22	15,866,400	49.21%	32,241,146	15,866,400	1.00000	6.73%	15,158,138	6.68%	95.54%	6	7,971,500	52.59%
Residential	2,194	137,390,300	49.93%	275,188,087	137,390,300	1.00000	58.24%	133,483,799	58.82%	97.16%	1,656	100,607,300	75.37%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	0	NA
TOTAL REAL	2,442	217,669,100	49.83%	436,855,099	217,669,100		92.28%	208,738,794	91.98%	95.90%	1,761	147,240,000	70.54%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	0	NA
Commercial	295	6,302,300	52.73%	11,952,020				6,302,300	2.78%	100.00%	295	6,302,300	100.00%
Industrial	21	8,505,700	47.03%	18,085,690				8,505,700	3.74%	100.00%	21	8,505,700	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	0	NA
Utility	7	3,407,900	50.00%	6,815,800				3,397,145	1.50%	99.68%	6	2,880,600	84.79%
TOTAL PERSONAL	323	18,215,900	49.43%	36,853,510	18,215,900	1.00000	7.72%	18,205,145	8.02%	99.94%	322	17,688,600	97.16%
GRAND TOTAL	2,765	235,885,000	49.80%	473,708,609	235,885,000		100.00%	226,943,939	100.00%	96.21%	2,083	164,928,600	72.67%

TOTAL EXEMPT 88

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

2010 OTTAWA COUNTY EQUALIZATION
MAJOR CLASS COMPARISON
ZEELAND CITY

REAL PROPERTY	No. of Parcels	Assessed Value	% Ratio AV / TCV	True Cash Value	County Equalized		% of Total C.E.V.	Taxable Value	% of Total Taxable	% Ratio TV / AV***	Only Parcels Where TV=AV	
					Value*	Factor**					No. of Parcels	Taxable Value
Agricultural	1	861,100	49.10%	1,753,700	861,100	1.00000	0.30%	47,410	0.02%	5.51%	0	0.00%
Commercial	336	39,100,700	49.56%	78,892,496	39,100,700	1.00000	13.65%	36,272,125	13.03%	92.77%	203	60.42%
Industrial	101	76,879,100	49.83%	154,278,981	76,879,100	1.00000	26.83%	75,239,380	27.03%	97.87%	68	67.33%
Residential	2,075	110,141,300	49.40%	222,943,053	110,141,300	1.00000	38.44%	107,244,003	38.53%	97.37%	1,500	72.29%
Timber-Cutover	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
Developmental	0	0	0.00%	0	0	NA	NA	0	NA	NA	0	NA
TOTAL REAL	2,513	226,982,200	49.57%	457,868,230	226,982,200		79.22%	218,802,918	78.61%	96.40%	1,771	70.47%

PERSONAL PROPERTY

Agricultural	0	0	0.00%	0				0	NA	NA	0	NA
Commercial	272	5,463,000	50.26%	10,869,479				5,463,000	1.96%	100.00%	272	100.00%
Industrial	58	52,583,000	49.36%	106,529,578				52,583,000	18.89%	100.00%	58	100.00%
Residential	0	0	0.00%	0				0	NA	NA	0	NA
Utility	3	1,492,800	50.00%	2,985,600				1,492,800	0.54%	100.00%	3	100.00%
TOTAL PERSONAL	333	59,538,800	49.46%	120,384,657	59,538,800	1.00000	20.78%	59,538,800	21.39%	100.00%	333	100.00%
GRAND TOTAL	2,846	286,521,000	49.55%	578,252,887	286,521,000		100.00%	278,341,718	100.00%	97.15%	2,104	73.93%

TOTAL EXEMPT 116

* If % Ratio Assessed Value divided by True Cash Value is 49.00% to 50.00%, Assessed Value is accepted as County Equalized Value.

** Factor needed to bring Assessed Value to County Equalized Value for each separately equalized class.

*** This number tells you what percent overall Taxable Value is of overall Assessed Value

SCHOOL DISTRICT VALUATIONS

2010

SCHOOL DISTRICTS IN ASSESSMENT JURISDICTIONS

TOWNSHIPS	SCHOOL DISTRICTS	C.E.V. REAL	C.E.V. PERSONAL	C.E.V. TOTAL	TAXABLE REAL	TAXABLE PERSONAL	TOTAL TAXABLE
Allendale	Allendale 70-040	441,525,157	26,935,500	468,460,657	358,790,600	26,935,500	385,726,100
	Hudsonville 70-190	357,300	0	357,300	140,833	0	140,833
	TOTAL	<u>441,882,457</u>	<u>26,935,500</u>	<u>468,817,957</u>	<u>358,931,433</u>	<u>26,935,500</u>	<u>385,866,933</u>
Blendon	Hudsonville 70-190	152,311,500	3,609,700	155,921,200	125,009,571	3,609,700	128,619,271
	Zeeland 70-350	99,375,200	3,448,600	102,823,800	74,584,124	3,448,600	78,032,724
	TOTAL	<u>251,686,700</u>	<u>7,058,300</u>	<u>258,745,000</u>	<u>199,593,695</u>	<u>7,058,300</u>	<u>206,651,995</u>
Chester	Coopersville 70-120	28,417,100	628,700	29,045,800	19,499,809	628,700	20,128,509
	Kent City 41-150	9,837,700	400,900	10,238,600	5,666,755	400,900	6,067,655
	Ravenna 61-210	29,722,600	713,100	30,435,700	19,413,289	713,100	20,126,389
	Sparta 41-240	36,977,200	5,326,800	42,304,000	23,621,301	5,326,800	28,948,101
	TOTAL	<u>104,954,600</u>	<u>7,069,500</u>	<u>112,024,100</u>	<u>68,201,154</u>	<u>7,069,500</u>	<u>75,270,654</u>
Crockery	Coopersville 70-120	444,700	900	445,600	201,492	900	202,392
	Fruitport 61-080	52,290,300	1,129,000	53,419,300	41,666,547	1,087,345	42,753,892
	Spring Lake 70-300	100,830,700	4,953,800	105,784,500	74,693,247	4,931,843	79,625,090
	TOTAL	<u>153,565,700</u>	<u>6,083,700</u>	<u>159,649,400</u>	<u>116,561,286</u>	<u>6,020,088</u>	<u>122,581,374</u>
Georgetown	Grandville 41-130	38,555,400	707,900	39,263,300	37,640,081	707,900	38,347,981
	Hudsonville 70-190	581,520,700	15,226,000	596,746,700	563,120,009	15,226,000	578,346,009
	Jenison 70-175	795,287,200	25,440,400	820,727,600	769,812,828	25,440,400	795,253,228
	TOTAL	<u>1,415,363,300</u>	<u>41,374,300</u>	<u>1,456,737,600</u>	<u>1,370,572,918</u>	<u>41,374,300</u>	<u>1,411,947,218</u>
Grand Haven	Grand Haven 70-010	737,661,269	32,829,500	770,490,769	606,066,465	32,829,500	638,895,965
Holland	Holland 70-020	29,848,700	3,783,900	33,632,600	29,622,101	3,783,900	33,406,001
	West Ottawa 70-070	752,843,900	86,321,400	839,165,300	725,220,463	86,294,791	811,515,254
	Zeeland 70-350	298,304,700	15,039,800	313,344,500	286,332,089	14,983,055	301,315,144
	TOTAL	<u>1,080,997,300</u>	<u>105,145,100</u>	<u>1,186,142,400</u>	<u>1,041,174,653</u>	<u>105,061,746</u>	<u>1,146,236,399</u>
Jamestown	Grandville 41-130	15,593,300	303,200	15,896,500	14,289,089	303,200	14,592,289
	Hudsonville 70-190	299,703,400	21,962,400	321,665,800	235,150,819	21,962,400	257,113,219
	TOTAL	<u>315,296,700</u>	<u>22,265,600</u>	<u>337,562,300</u>	<u>249,439,908</u>	<u>22,265,600</u>	<u>271,705,508</u>

SCHOOL DISTRICTS IN ASSESSMENT JURISDICTIONS

TOWNSHIPS	SCHOOL DISTRICTS	C.E.V. REAL	C.E.V. PERSONAL	C.E.V. TOTAL	TAXABLE REAL	TAXABLE PERSONAL	TOTAL TAXABLE
Olive	West Ottawa 70-070	96,043,000	3,980,100	100,023,100	63,904,571	3,848,868	67,753,439
	Zeeland 70-350	95,539,500	7,150,200	102,689,700	71,376,843	6,952,188	78,329,031
	TOTAL	191,582,500	11,130,300	202,712,800	135,281,414	10,801,056	146,082,470
Park	Holland 70-020	140,696,700	1,025,500	141,722,200	102,875,626	1,025,500	103,901,126
	West Ottawa 70-070	942,598,800	7,919,300	950,518,100	782,603,615	7,919,300	790,522,915
	TOTAL	1,083,295,500	8,944,800	1,092,240,300	885,479,241	8,944,800	894,424,041
Polkton	Coopersville 70-120	133,631,800	5,429,000	139,060,800	91,101,582	5,429,000	96,530,582
Port Sheldon	Grand Haven 70-010	513,406,100	17,121,700	530,527,800	436,099,547	17,121,700	453,221,247
	West Ottawa 70-070	242,299,700	4,049,800	246,349,500	179,067,361	4,033,848	183,101,209
	TOTAL	755,705,800	21,171,500	776,877,300	615,166,908	21,155,548	636,322,456
Robinson	Grand Haven 70-010	206,652,100	4,285,100	210,937,200	167,658,199	4,261,098	171,919,297
	Zeeland 70-350	37,031,400	1,802,300	38,833,700	29,996,355	1,797,499	31,793,854
	TOTAL	243,683,500	6,087,400	249,770,900	197,654,554	6,058,597	203,713,151
Spring Lake	Fruitport 61-080	42,763,700	1,350,600	44,114,300	38,563,672	1,350,600	39,914,272
	Grand Haven 70-010	140,540,500	3,839,100	144,379,600	115,488,856	3,839,100	119,327,956
	Spring Lake 70-300	563,874,800	28,177,341	592,052,141	497,971,831	28,177,861	526,149,692
TOTAL	747,179,000	33,367,041	780,546,041	652,024,359	33,367,561	685,391,920	
Tallmadge	Coopersville 70-120	104,749,900	2,360,809	107,110,709	87,107,532	2,360,809	89,468,341
	Grandville 41-130	109,380,300	19,319,992	128,700,292	92,829,047	19,319,992	112,149,039
	Kenowa Hills 41-145	63,561,400	2,227,484	65,788,884	54,344,912	2,227,484	56,572,396
TOTAL	277,691,600	23,908,285	301,599,885	234,281,491	23,908,285	258,189,776	
Wright	Coopersville 70-120	98,739,100	4,057,800	102,796,900	68,388,267	4,057,800	72,446,067
	Kenowa Hills 41-145	31,194,550	4,319,800	35,514,350	26,404,796	4,319,800	30,724,596
	Sparta 41-240	3,024,900	53,300	3,078,200	2,201,003	53,300	2,254,303
TOTAL	132,958,550	8,430,900	141,389,450	96,994,066	8,430,900	105,424,966	
Zeeland	Hudsonville 70-190	23,099,400	782,800	23,882,200	15,594,057	782,800	16,376,857
	Zeeland 70-350	342,426,600	21,066,800	363,493,400	288,559,604	21,066,800	309,626,404
	TOTAL	365,526,000	21,849,600	387,375,600	304,153,661	21,849,600	326,003,261

2010

SCHOOL DISTRICTS IN ASSESSMENT JURISDICTIONS

CITIES	SCHOOL DISTRICTS	C.E.V. REAL	C.E.V. PERSONAL	C.E.V. TOTAL	TAXABLE REAL	TAXABLE PERSONAL	TOTAL TAXABLE
Coopersville	Coopersville 70-120	104,366,400	8,419,600	112,786,000	95,094,987	8,419,600	103,514,587
Ferrysburg	Grand Haven 70-010	186,735,300	4,504,400	191,239,700	154,881,149	4,504,400	159,385,549
Grand Haven	Grand Haven 70-010	559,037,100	54,714,150	613,751,250	495,372,384	54,714,150	550,086,534
Holland	Holland 70-020 Zeeland 70-350 TOTAL	671,108,100 145,500 <u>671,253,600</u>	57,690,200 5,500 <u>57,695,700</u>	728,798,300 151,000 <u>728,949,300</u>	625,385,439 104,026 <u>625,489,465</u>	57,691,700 5,500 <u>57,697,200</u>	683,077,139 109,526 <u>683,186,665</u>
Hudsonville	Hudsonville 70-190	217,669,100	18,215,900	235,885,000	208,738,794	18,205,145	226,943,939
Zeeland	Zeeland 70-350	226,982,200	59,538,800	286,521,000	218,802,918	59,538,800	278,341,718
GRAND TOTAL		10,398,705,976	592,168,876	10,990,874,852	9,021,058,485	591,639,176	9,612,697,661

ASSESSMENT JURISDICTIONS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	ASSESSMENT JURISDICTION	C.E.V. REAL	C.E.V. PERSONAL	C.E.V. TOTAL	TAXABLE REAL	TAXABLE PERSONAL	TOTAL TAXABLE
Ottawa Area Intermediate School District							
Allendale 70-040	Allendale Twp.	441,525,157	26,935,500	468,460,657	358,790,600	26,935,500	385,726,100
Coopersville 70-120	Chester Twp.	28,417,100	628,700	29,045,800	19,499,809	628,700	20,128,509
	Crockery Twp.	444,700	900	445,600	201,492	900	202,392
	Polkton Twp.	133,631,800	5,429,000	139,060,800	91,101,582	5,429,000	96,530,582
	Tallmadge Twp.	104,749,900	2,360,809	107,110,709	87,107,532	2,360,809	89,468,341
	Wright Twp.	98,739,100	4,057,800	102,796,900	68,388,267	4,057,800	72,446,067
	Coopersville City	104,366,400	8,419,600	112,786,000	95,094,987	8,419,600	103,514,587
	TOTAL	470,349,000	20,896,809	491,245,809	361,393,669	20,896,809	382,290,478
Grand Haven 70-010	Grand Haven Twp.	737,661,269	32,829,500	770,490,769	606,066,465	32,829,500	638,895,965
	Port Sheldon Twp.	513,406,100	17,121,700	530,527,800	436,099,547	17,121,700	453,221,247
	Robinson Twp.	206,652,100	4,285,100	210,937,200	167,658,199	4,261,098	171,919,297
	Spring Lake Twp.	140,540,500	3,839,100	144,379,600	115,488,856	3,839,100	119,327,956
	Ferrysburg City	186,735,300	4,504,400	191,239,700	154,881,149	4,504,400	159,385,549
	Grand Haven City	559,037,100	54,714,150	613,751,250	495,372,384	54,714,150	550,086,534
	TOTAL	2,344,032,369	117,293,950	2,461,326,319	1,975,566,600	117,269,948	2,092,836,548
Holland 70-020	Holland Twp.	29,848,700	3,783,900	33,632,600	29,622,101	3,783,900	33,406,001
	Park Twp.	140,696,700	1,025,500	141,722,200	102,875,626	1,025,500	103,901,126
	Holland City	671,108,100	57,690,200	728,798,300	625,385,439	57,691,700	683,077,139
	TOTAL	841,653,500	62,499,600	904,153,100	757,883,166	62,501,100	820,384,266
Hudsonville 70-190	Allendale Twp.	357,300	0	357,300	140,833	0	140,833
	Blendon Twp.	152,311,500	3,609,700	155,921,200	125,009,571	3,609,700	128,619,271
	Georgetown Twp.	581,520,700	15,226,000	596,746,700	563,120,009	15,226,000	578,346,009
	Jamestown Twp.	299,703,400	21,962,400	321,665,800	235,150,819	21,962,400	257,113,219
	Zeeland Twp.	23,099,400	782,800	23,882,200	15,594,057	782,800	16,376,857
	Hudsonville City	217,669,100	18,215,900	235,885,000	208,738,794	18,205,145	226,943,939
	TOTAL	1,274,661,400	59,796,800	1,334,458,200	1,147,754,083	59,786,045	1,207,540,128
Jenison 70-175	Georgetown Twp.	795,287,200	25,440,400	820,727,600	769,812,828	25,440,400	795,253,228

ASSESSMENT JURISDICTIONS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	ASSESSMENT JURISDICTION	C.E.V. REAL	C.E.V. PERSONAL	C.E.V. TOTAL	TAXABLE REAL	TAXABLE PERSONAL	TOTAL TAXABLE
Spring Lake 70-300	Crockery Twp.	100,830,700	4,953,800	105,784,500	74,693,247	4,931,843	79,625,090
	Spring Lake Twp.	563,874,800	28,177,341	592,052,141	497,971,831	28,177,861	526,149,692
	TOTAL	664,705,500	33,131,141	697,836,641	572,665,078	33,109,704	605,774,782
West Ottawa 70-070	Holland Twp.	752,843,900	86,321,400	839,165,300	725,220,463	86,294,791	811,515,254
	Olive Twp.	96,043,000	3,980,100	100,023,100	63,904,571	3,848,868	67,753,439
	Park Twp.	942,598,800	7,919,300	950,518,100	782,603,615	7,919,300	790,522,915
	Port Sheldon Twp.	242,299,700	4,049,800	246,349,500	179,067,361	4,033,848	183,101,209
TOTAL	2,033,785,400	102,270,600	2,136,056,000	1,750,796,010	102,096,807	1,852,892,817	
Zeeland 70-350	Blendon Twp.	99,375,200	3,448,600	102,823,800	74,584,124	3,448,600	78,032,724
	Holland Twp.	298,304,700	15,039,800	313,344,500	286,332,089	14,983,055	301,315,144
	Olive Twp.	95,539,500	7,150,200	102,689,700	71,376,843	6,952,188	78,329,031
	Robinson Twp.	37,031,400	1,802,300	38,833,700	29,996,355	1,797,499	31,793,854
	Zeeland Twp.	342,426,600	21,066,800	363,493,400	288,559,604	21,066,800	309,626,404
	Holland City	145,500	5,500	151,000	104,026	5,500	109,526
TOTAL	226,982,200	59,538,800	286,521,000	218,802,918	59,538,800	278,341,718	
TOTAL	1,099,805,100	108,052,000	1,207,857,100	969,755,959	107,792,442	1,077,548,401	
Total Ottawa Intermediate School District - Ottawa County Only		9,965,804,626	556,316,800	10,522,121,426	8,664,417,993	555,828,755	9,220,246,748
(Also Grand Rapids Community College)							
Grandville 41-130	Georgetown Twp.	38,555,400	707,900	39,263,300	37,640,081	707,900	38,347,981
	Jamestown Twp.	15,593,300	303,200	15,896,500	14,289,089	303,200	14,592,289
	Tallmadge Twp.	109,380,300	19,319,992	128,700,292	92,829,047	19,319,992	112,149,039
	TOTAL	163,529,000	20,331,092	183,860,092	144,758,217	20,331,092	165,089,309
Kenowa Hills 41-145	Tallmadge Twp.	63,561,400	2,227,484	65,788,884	54,344,912	2,227,484	56,572,396
	Wright Twp.	31,194,550	4,319,800	35,514,350	26,404,796	4,319,800	30,724,596
	TOTAL	94,755,950	6,547,284	101,303,234	80,749,708	6,547,284	87,296,992
Kent City 41-150	Chester Twp.	9,837,700	400,900	10,238,600	5,666,755	400,900	6,067,655
Sparta 41-240	Chester Twp.	36,977,200	5,326,800	42,304,000	23,621,301	5,326,800	28,948,101
	Wright Twp.	3,024,900	53,300	3,078,200	2,201,003	53,300	2,254,303
	TOTAL	40,002,100	5,380,100	45,382,200	25,822,304	5,380,100	31,202,404
Total Kent Intermediate School District - Ottawa County Only		308,124,750	32,659,376	340,784,126	256,996,984	32,659,376	289,656,360

ASSESSMENT JURISDICTIONS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	ASSESSMENT JURISDICTION	C.E.V. REAL	C.E.V. PERSONAL	C.E.V. TOTAL	TAXABLE REAL	TAXABLE PERSONAL	TOTAL TAXABLE
Muskegon Area Intermediate School District							
Fruitport 61-080	Crockery Twp. Spring Lake Twp. TOTAL	52,290,300 42,763,700 <u>95,054,000</u>	1,129,000 1,350,600 <u>2,479,600</u>	53,419,300 44,114,300 <u>97,533,600</u>	41,666,547 38,563,672 <u>80,230,219</u>	1,087,345 1,350,600 <u>2,437,945</u>	42,753,892 39,914,272 <u>82,668,164</u>
Ravenna 61-210	Chester Twp.	29,722,600	713,100	30,435,700	19,413,289	713,100	20,126,389
Total Muskegon Area Intermediate School District		124,776,600	3,192,700	127,969,300	99,643,508	3,151,045	102,794,553
GRAND TOTAL (Ottawa, Kent, Muskegon Intermediate School Districts)		<u>10,398,705,976</u>	<u>592,168,876</u>	<u>10,990,874,852</u>	<u>9,021,058,485</u>	<u>591,639,176</u>	<u>9,612,697,661</u>

ASSESSMENT JURISDICTIONS IN DISTRICT LIBRARIES AND AUTHORITIES

LIBRARY DISTRICT	ASSESSMENT JURISDICTION	C.E.V. REAL	C.E.V. PERSONAL	C.E.V. TOTAL	TAXABLE REAL	TAXABLE PERSONAL	TOTAL TAXABLE
Loutit	Grand Haven Twp.	737,661,269	32,829,500	770,490,769	606,066,465	32,829,500	638,895,965
	Robinson Twp.	243,683,500	6,087,400	249,770,900	197,654,554	6,058,597	203,713,151
	Ferrysburg City	186,735,300	4,504,400	191,239,700	154,881,149	4,504,400	159,385,549
	Grand Haven City	559,037,100	54,714,150	613,751,250	495,372,384	54,714,150	550,086,534
	Port Sheldon Twp. (GHSD ONLY)	513,406,100	17,121,700	530,527,800	436,099,547	17,121,700	453,221,247
	TOTAL	<u>2,240,523,269</u>	<u>115,257,150</u>	<u>2,355,780,419</u>	<u>1,890,074,099</u>	<u>115,228,347</u>	<u>2,005,302,446</u>
Coopersville	Chester Twp.	104,954,600	7,069,500	112,024,100	68,201,154	7,069,500	75,270,654
	Polkton Twp.	133,631,800	5,429,000	139,060,800	91,101,582	5,429,000	96,530,582
	Wright Twp.	132,958,550	8,430,900	141,389,450	96,994,066	8,430,900	105,424,966
	Coopersville City	104,366,400	8,419,600	112,786,000	95,094,987	8,419,600	103,514,587
	TOTAL	<u>475,911,350</u>	<u>29,349,000</u>	<u>505,260,350</u>	<u>351,391,789</u>	<u>29,349,000</u>	<u>380,740,789</u>
Spring Lake	Spring Lake Twp.	747,179,000	33,367,041	780,546,041	652,024,359	33,367,561	685,391,920
Herrick Ottawa County Portion Only	Holland Township Park	1,080,997,300	105,145,100	1,186,142,400	1,041,174,653	105,061,746	1,146,236,399
	Holland City	1,083,295,500	8,944,800	1,092,240,300	885,479,241	8,944,800	894,424,041
	TOTAL	<u>2,835,546,400</u>	<u>171,785,600</u>	<u>3,007,332,000</u>	<u>2,552,143,359</u>	<u>171,703,746</u>	<u>2,723,847,105</u>

Macatawa Area Express Transportation Authority

Ottawa County Portion Only	Holland Township	1,080,997,300	105,145,100	1,186,142,400	1,041,174,653	105,061,746	1,146,236,399
	Holland City	671,253,600	57,695,700	728,949,300	625,489,465	57,697,200	683,186,665
	TOTAL	<u>1,752,250,900</u>	<u>162,840,800</u>	<u>1,915,091,700</u>	<u>1,666,664,118</u>	<u>162,758,946</u>	<u>1,829,423,064</u>

West Michigan Airport Authority

Ottawa County Portion Only	Park	1,083,295,500	8,944,800	1,092,240,300	885,479,241	8,944,800	894,424,041
	Holland City	671,253,600	57,695,700	728,949,300	625,489,465	57,697,200	683,186,665
	Zeeland City	226,982,200	59,538,800	286,521,000	218,802,918	59,538,800	278,341,718
	TOTAL	<u>1,981,531,300</u>	<u>126,179,300</u>	<u>2,107,710,600</u>	<u>1,729,771,624</u>	<u>126,180,800</u>	<u>1,855,952,424</u>

Holland Area Swimming Pool Authority - See Holland Public Schools

2010
TAXABLE VALUE BY CLASS IN SCHOOL DISTRICT

(Ottawa County Portion Only)

		Ottawa Intermediate School Dist.										Ottawa ISD Total
Real Property	Allendale 70-040	Coopersville 70-120	Grand Haven 70-010	Holland 70-020	Hudsonville 70-190	Jenison 70-175	Spring Lake 70-300	West Ottawa 70-070	Zeeland 70-350			
Agricultural	12,273,353	62,873,578	21,944,673	820,614	48,973,276	1,043,434	8,765,108	35,199,988	49,864,353			241,758,377
Commercial	101,392,702	32,452,092	201,582,046	207,625,626	120,886,123	92,789,831	38,971,818	276,110,694	120,415,158			1,192,226,090
Industrial	11,651,586	14,712,567	411,664,251	37,053,781	30,124,921	20,708,659	26,053,283	103,190,226	120,145,386			775,304,660
Residential	233,472,959	251,355,432	1,340,375,630	512,260,731	947,769,763	655,270,904	498,874,869	1,335,404,628	679,331,062			6,454,115,978
Timber-Cutover	0	0	0	0	0	0	0	0	0			0
Developmental	0	0	0	122,414	0	0	0	890,474	0			1,012,888
Total Real	358,790,600	361,393,669	1,975,566,600	757,883,166	1,147,754,083	769,812,828	572,665,078	1,750,796,010	969,755,959			8,664,417,993
Personal Property												
Commercial	11,653,900	4,675,156	28,441,100	29,780,400	14,413,100	13,619,900	6,530,220	41,608,863	17,638,900			168,361,539
Industrial	4,577,100	7,895,600	62,530,000	27,010,800	12,613,000	2,106,800	19,548,441	46,767,900	70,925,500			253,975,141
Utility	10,704,500	8,326,053	26,298,848	5,709,900	32,759,945	9,713,700	7,031,043	13,720,044	19,228,042			133,492,075
Total Personal	26,935,500	20,896,809	117,269,948	62,501,100	59,786,045	25,440,400	33,109,704	102,096,807	107,792,442			555,828,755
Total Real & Personal	385,726,100	382,290,478	2,092,836,548	820,384,266	1,207,540,128	795,253,228	605,774,782	1,852,892,817	1,077,548,401			9,220,246,748

		Kent Intermediate School Dist.					Muskegon Area Intermediate School Dist.			Ottawa County Grand Total	
Real Property	Grandville 41-130	Kenowa Hills 41-145	Kent City 41-150	Sparta 41-240	Kent ISD Total	Fruitport 61-080	Ravenna 61-210	Muskegon ISD TOTAL			
Agricultural	3,279,975	3,845,945	3,248,490	12,864,276	23,238,686	2,700,595	6,830,289	9,530,884			274,527,947
Commercial	4,670,396	10,573,565	0	828,651	16,072,612	7,243,069	456,130	7,699,199			1,215,997,901
Industrial	9,111,139	3,931,538	42,123	244,402	13,329,202	576,769	265,306	842,075			789,475,937
Residential	127,696,707	62,398,660	2,376,142	11,884,975	204,356,484	69,709,786	11,861,564	81,571,350			6,740,043,812
Timber-Cutover	0	0	0	0	0	0	0	0			0
Developmental	0	0	0	0	0	0	0	0			1,012,888
Total Real	144,758,217	80,749,708	5,666,755	25,822,304	256,996,984	80,230,219	19,413,289	99,643,508			9,021,058,485
Personal Property											
Commercial	1,520,668	2,229,149	11,800	119,300	3,880,917	237,800	35,900	273,700			172,516,156
Industrial	4,261,195	2,002,742	0	49,300	6,313,237	208,500	20,200	228,700			260,517,078
Utility	14,549,229	2,315,393	389,100	5,211,500	22,465,222	1,991,645	657,000	2,648,645			158,605,942
Total Personal	20,331,092	6,547,284	400,900	5,380,100	32,659,376	2,437,945	713,100	3,151,045			591,639,176
Total Real & Personal	165,089,309	87,296,992	6,067,655	31,202,404	289,656,360	82,668,164	20,126,389	102,794,553			9,612,697,661

Renaissance Zones

(Renaissance Zone Values are included in the Equalized, Assessed and Taxable Values)

MICHIGAN RENAISSANCE ZONE ACT (Act 376 of 1996)
 OTTAWA COUNTY EQUALIZATION DEPARTMENT
 Addendum to 2010 Equalization Report

All Figures listed below are included in figures listed elsewhere in this report.

- 211.7ff Real and personal property located in renaissance zone.
- (1) For taxes levied after 1996, except as otherwise provided in subsections (2) and (3) and except as limited in subsections (4), (5), and (6), real property in a renaissance zone and personal property located in a renaissance zone is exempt from taxes collected under this act to the extent and for the duration provided pursuant to the Michigan renaissance zone act, 1996 PA 376, MCL 125.2681 to 125.2696.
- (2) Real and personal property in a renaissance zone is not exempt from collection of the following:
 (a) A special assessment levied by the local tax collecting unit in which the property is located.
 (b) Ad valorem property taxes specifically levied for the payment of principal and interest of obligations approved by the electors or obligations pledging the unlimited taxing power of the local governmental unit
 (c) A tax levied under section 705, 1211c, or 1212 of the revised school code, 1976 PA 451, MCL 380.705, 380.1211c, and 380.1212.
- 380.705 ...a regional enhancement property tax may be levied by an intermediate school district at a rate not to exceed 3 mills
 380.1211c ...a school district may levy, in addition to the millage authorized under section 1211, not more than 3 additional mills for enhancing operating revenue
 380.1212 ...the board of a school district may levy a tax of not to exceed 5 mills on the state equalized valuation of the school district ...for the purpose of creating a sinking fund

UNIT	ZONE TYPE	SCHOOL DISTRICT	Ad-Valorem Included in Equalized Values				IFT Included in IFT Values				Ad-Valorem & IFT TOTAL						
			#	REAL	#	PERSONAL	#	REAL	#	PERSONAL	#	TOTAL					
11 Allendale Twp	Agricultural	70040 Allendale	Assessed	1	1,618,500	2	864,500	3	2,483,000	1	8,521,000	1	20,177,900	2	28,698,900	5	31,181,900
			Taxable		1,591,112		864,500		2,455,612		8,521,000		20,177,900		28,698,900		31,154,512
			Assessed	1	35,400	1	45,100	2	80,500	0	0	0	0	0	0	0	2
16 GrandHaven Twp	Tool/Die	70040 Allendale	Taxable		4,208		45,100		49,308		0		0	0		0	49,308
			Assessed	2	1,653,900	3	909,600	5	2,563,500	1	8,521,000	1	20,177,900	2	28,698,900	7	31,262,400
			Taxable		1,595,320		909,600		2,504,920		8,521,000		20,177,900		28,698,900		31,203,820
24 Spring Lake Twp	Tool/Die	70010 Grand Haven	Assessed	1	425,000	1	96,600	2	521,600	0	0	0	0	0	0	2	521,600
			Taxable		351,350		96,600		447,950		0		0	0	0	0	447,950
			Assessed	1	287,800	1	91,700	2	379,500	1	24,900	2	156,800	3	181,700	5	561,200
25 Tallmadge Twp	Tool/Die	41145 Kenowa Hills	Taxable		287,800		91,700		379,500		24,900		156,800		181,700		561,200
			Assessed	1	79,200	1	245,967	2	325,167	0	0	0	0	0	0	2	325,167
			Taxable		29,200		245,967		325,167		0		0	0	0	0	325,167
26 Wright Twp	Tool/Die	41130 Grandville	Assessed	9	2,302,700	2	2,222,345	11	4,525,045	4	673,200	7	5,518,542	11	6,191,742	22	10,716,787
			Taxable		1,929,844		2,222,345		4,152,189		671,179		5,518,542		6,189,721		10,341,910
			Assessed	10	2,381,900	3	2,468,312	13	4,850,212	4	673,200	7	5,518,542	11	6,191,742	24	11,041,954
27 Zeeland Twp	Tool/Die	41145 Kenowa Hills	Taxable		2,009,044		2,468,312		4,477,356		671,179		5,518,542		6,189,721		10,667,077
			Assessed	2	494,600	2	964,600	4	1,459,200	1	144,700	0	0	1	144,700	5	1,603,900
			Taxable		377,574		964,600		1,342,174		144,700		0		144,700		1,486,874
44 Coopersville City	Agricultural	70350 Zeeland	Assessed	2	624,100	1	1,958,100	3	2,582,200	0	0	0	0	0	0	3	2,582,200
			Taxable		601,703		1,958,100		2,559,803		0		0	0	0	0	2,559,803
			Assessed	2	119,000	1	490,100	3	609,100	4	655,900	4	261,600	8	917,500	11	1,526,600
72 Hudsonville City	Tool/Die	70350 Zeeland	Taxable		110,801		490,100		600,901		626,853		261,600		888,453		1,489,354
			Assessed	4	743,100	2	2,448,200	6	3,191,300	4	655,900	4	261,600	8	917,500	14	4,108,800
			Taxable		712,504		2,448,200		3,160,704		626,853		261,600		888,453		4,049,157
County Total	Tool/Die	70120 Coopersville	Assessed	4	502,600	6	697,100	10	1,199,700	2	1,169,200	5	349,800	7	1,519,000	17	2,718,700
			Taxable		450,018		697,100		1,147,118		1,165,532		349,800		1,515,332		2,662,450
			Assessed	2	280,600	2	202,500	4	483,100	0	0	1	38,200	1	38,200	5	521,300
County Total	Tool/Die	70190 Hudsonville	Taxable		259,064		202,500		461,564		0		0	0	0	499,764	
			Assessed	26	6,769,500	20	7,878,612	46	14,648,112	13	11,188,900	20	26,502,842	33	37,691,742	79	52,339,854
			Taxable		6,042,674		7,878,612		13,921,286		11,154,164		26,502,842		37,657,006		51,578,292

Special Rolls

-INDUSTRIAL FACILITIES
EXEMPTIONS

Act 198 of 1974

-DNR-PILT

-Neighborhood Enterprise
Zone

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
OTTAWA COUNTY EQUALIZATION DEPT.
 Addendum to 2010 Equalization Report

Equivalent State Equalized Values
 as of December 31, 2009
 NOT INCLUDED IN EQUALIZED VALUES

TOWNSHIPS	Act 198 Active Cert.		Act 198 New Facility				Act 198 Rehabilitated Facility				TOTAL				New Certificates for 2009			
	Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.	Personal	Parcels	Eq. S.E.V.	Real	Parcels	Eq. S.E.V.	Personal	Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.	#	Real	Personal
Allendale Ch.	19	14,327,400	13	22,004,300		0	0	0	0	0	0	0	0	28	36,331,700	2	1,845,983	3,010,000
Blendon	0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Chester	0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Crockery	1	0	1	94,400		0	0	0	0	0	0	0	0	1	94,400	0	0	0
Georgetown Ch.	21	2,370,300	19	3,512,800		0	0	0	0	0	0	0	0	27	5,883,100	2	3,207,218	85,000
Grand Haven Ch.	17	4,758,200	11	4,443,400		0	0	0	0	0	0	0	0	26	9,201,600	0	0	0
Holland Ch.	270	26,411,500	207	74,868,500		3	1,626,500		0	0	0	0	0	316	102,906,500	11	972,113	15,441,020
Jamestown Ch.	11	11,842,500	11	5,008,500		0	0	0	0	0	0	0	0	19	16,851,000	1	98,000	700,050
Olive	16	601,300	14	21,600,560		1	217,100		0	0	0	0	0	18	22,418,960	2	7,222,731	14,395,000
Park	0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Polkton	0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Port Sheldon	0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Robinson	0	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Spring Lake	58	5,252,200	54	20,224,100		1	36,000		0	0	0	0	0	84	25,512,300	4	10,000	1,901,176
Tallmadge Ch.	19	4,933,700	19	8,002,360		0	0	0	0	0	0	0	0	33	12,936,060	0	0	0
Wright	6	1,829,000	5	534,100		0	0	0	0	0	0	0	0	10	2,363,100	0	0	0
Zeeland Ch.	60	11,598,200	49	8,624,200		0	0	0	0	0	0	0	0	82	20,222,400	3	953,483	892,112
<u>CITIES</u>																		
Coopersville	19	4,603,700	18	9,304,300		0	0	0	0	0	0	0	0	32	13,908,000	1	41,000,000	49,800,000
Ferrysburg	2	39,100	1	31,700		0	0	0	0	0	0	0	0	2	70,800	0	0	0
Grand Haven	32	7,015,100	25	7,490,300		0	0	0	0	0	0	0	0	57	14,505,400	1	0	471,369
Holland	28	2,089,500	24	11,492,700		1	244,900		0	0	0	0	0	33	13,827,100	0	0	0
Hudsonville	17	5,179,800	17	2,858,600		0	0	0	0	0	0	0	0	26	8,038,400	1	0	1,335,000
Zeeland	126	250,829,300	117	110,218,100		1	354,100		0	0	0	0	0	171	361,401,500	7	2,824,090	31,165,676
TOTAL COUNTY	722	353,680,800	605	310,312,920		7	2,478,600		0	0	0	0	0	965	666,472,320	35	58,133,618	119,196,403

Last Year 700,319,010 50 21,336,708 191,453,958

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
OTTAWA COUNTY EQUALIZATION DEPT.
 Addendum to 2010 Equalization Report

Equivalent Taxable Values
 as of December 31, 2009
 NOT INCLUDED IN MAJOR CLASS COMPARISON TAXABLE VALUES

TOWNSHIPS	Act 198 Active Cert.	Act 198 New Facility			Act 198 Rehabilitated Facility			TOTAL		
		Parcels	Real Taxable	Personal Taxable	Parcels	Real Taxable	Personal Taxable	Parcels	New & Rehab Taxable	
Allendale Ch.	19	15	14,143,936	13	22,004,300	0	0	0	28	36,148,236
Blendon	0	0	0	0	0	0	0	0	0	0
Chester	0	0	0	0	0	0	0	0	0	0
Crockery	1	0	0	1	94,400	0	0	0	1	94,400
Georgetown Ch.	21	8	2,286,055	19	3,512,800	0	0	0	27	5,798,855
Grand Haven Ch.	17	15	4,758,200	11	4,443,400	0	0	0	26	9,201,600
Holland Ch.	270	106	26,401,137	207	74,868,500	3	1,626,500	0	316	102,896,137
Jamestown Ch.	11	8	11,834,097	11	5,008,500	0	0	0	19	16,842,597
Olive	16	3	601,300	14	21,600,560	1	217,100	0	18	22,418,960
Park	0	0	0	0	0	0	0	0	0	0
Polkton	0	0	0	0	0	0	0	0	0	0
Port Sheldon	0	0	0	0	0	0	0	0	0	0
Robinson	0	0	0	0	0	0	0	0	0	0
Spring Lake	58	29	5,239,705	54	20,224,100	1	36,000	0	84	25,499,805
Tallmadge Ch.	19	14	4,824,080	19	8,002,360	0	0	0	33	12,826,440
Wright	6	5	1,798,354	5	534,100	0	0	0	10	2,332,454
Zeeland Ch.	60	33	10,877,985	49	8,624,200	0	0	0	82	19,502,185
CITIES										
Coopersville	19	14	4,516,829	18	9,304,300	0	0	0	32	13,821,129
Ferrysburg	2	1	38,783	1	31,700	0	0	0	2	70,483
Grand Haven	32	32	7,011,694	25	7,490,300	0	0	0	57	14,501,994
Holland	28	8	2,089,500	24	11,492,700	1	244,900	0	33	13,827,100
Hudsonville	17	9	5,070,036	17	2,858,600	0	0	0	26	7,928,636
Zeeland	126	53	250,829,300	117	110,218,100	1	354,100	0	171	361,401,500
TOTAL COUNTY	722	353	352,320,991	605	310,312,920	7	2,478,600	0	965	665,112,511

Last Year 698,708,836

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
 Addendum to 2010 Ottawa County Equalization Report as of December 31, 2009
 NOT INCLUDED IN MAJOR CLASS COMPARISON

SCHOOL DISTRICTS IN ASSESSMENT JURISDICTIONS

TOWNSHIP	TYPE OF IFT NEW/REHAB	SCHOOL DISTRICT	EQUIVALENT S E V			EQUIVALENT TAXABLE		
			REAL	PERSONAL	TOTAL	REAL	PERSONAL	TOTAL
ALLENSDALE	IFT NEW	70-040 Allendale	14,327,400	22,004,300	36,331,700	14,143,936	22,004,300	36,148,236
	NONE	NONE	0	0	0	0	0	0
	NONE	NONE	0	0	0	0	0	0
CROCKERY	IFT NEW	70-300 Spring Lake	0	94,400	94,400	0	94,400	94,400
	IFT NEW	70-190 Hudsonville	802,300	1,377,000	2,179,300	802,300	1,377,000	2,179,300
		70-175 Jenison	1,568,000	2,135,800	3,703,800	1,483,755	2,135,800	3,619,555
		TOTAL	2,370,300	3,512,800	5,883,100	2,286,055	3,512,800	5,798,855
GRAND HAVEN	IFT NEW	70-010 Grand Haven	4,758,200	4,443,400	9,201,600	4,758,200	4,443,400	9,201,600
	IFT NEW	70-020 Holland	0	371,200	371,200	0	371,200	371,200
HOLLAND		70-070 West Ottawa	23,914,200	71,690,000	95,604,200	23,903,837	71,690,000	95,593,837
		70-350 Zeeland	2,497,300	2,807,300	5,304,600	2,497,300	2,807,300	5,304,600
		SUB-TOTAL	26,411,500	74,868,500	101,280,000	26,401,137	74,868,500	101,269,637
	IFT REHAB	70-020 Holland	142,800	0	142,800	142,800	0	142,800
	70-070 West Ottawa	1,483,700	0	1,483,700	1,483,700	0	1,483,700	
	SUB-TOTAL	1,626,500	0	1,626,500	1,626,500	0	1,626,500	
JAMESTOWN	IFT TOTAL	70-020 Holland	142,800	371,200	514,000	142,800	371,200	514,000
		70-070 West Ottawa	25,397,900	71,690,000	97,087,900	25,387,537	71,690,000	97,077,537
		70-350 Zeeland	2,497,300	2,807,300	5,304,600	2,497,300	2,807,300	5,304,600
		TOTAL	28,038,000	74,868,500	102,906,500	28,027,637	74,868,500	102,896,137
OLIVE	IFT NEW	70-190 Hudsonville	11,842,500	5,008,500	16,851,000	11,834,097	5,008,500	16,842,597
	IFT NEW	70-070 West Ottawa	223,000	11,300	234,300	223,000	11,300	234,300
		70-350 Zeeland	378,300	21,589,260	21,967,560	378,300	21,589,260	21,967,560
	IFT REHAB	70-350 Zeeland	601,300	21,600,560	22,201,860	601,300	21,600,560	22,201,860
		70-350 Zeeland	217,100	0	217,100	217,100	0	217,100
		70-070 West Ottawa	440,100	11,300	451,400	440,100	11,300	451,400
	IFT TOTAL	70-350 Zeeland	378,300	21,589,260	21,967,560	378,300	21,589,260	21,967,560
		TOTAL	818,400	21,600,560	22,418,960	818,400	21,600,560	22,418,960
PARK	NONE	NONE	0	0	0	0	0	0
POLKTON	NONE	NONE	0	0	0	0	0	0
PORT SHELDON	NONE	NONE	0	0	0	0	0	0
ROBINSON	NONE	NONE	0	0	0	0	0	0

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
 Addendum to 2010 Ottawa County Equalization Report as of December 31, 2009
 NOT INCLUDED IN MAJOR CLASS COMPARISON
 SCHOOL DISTRICTS IN ASSESSMENT JURISDICTIONS

TOWNSHIP	TYPE OF IFT NEW/REHAB	SCHOOL DISTRICT	EQUIVALENT SE V			EQUIVALENT TAXABLE		
			REAL	PERSONAL	TOTAL	REAL	PERSONAL	TOTAL
SPRING LAKE	IFT NEW	61-080 Fruitport	1,482,500	1,554,100	3,036,600	1,482,500	1,554,100	3,036,600
		70-010 Grand Haven	2,048,100	413,300	2,461,400	2,048,100	413,300	2,461,400
	SUB-TOTAL	70-300 Spring Lake	1,721,600	18,256,700	19,978,300	1,709,105	18,256,700	19,965,805
			5,252,200	20,224,100	25,476,300	5,239,705	20,224,100	25,463,805
TALLMADGE	IFT REHAB	70-300 Spring Lake	36,000	0	36,000	36,000	0	36,000
	IFT TOTAL	61-080 Fruitport	1,482,500	1,554,100	3,036,600	1,482,500	1,554,100	3,036,600
		70-010 Grand Haven	2,048,100	413,300	2,461,400	2,048,100	413,300	2,461,400
WRIGHT	IFT NEW	70-300 Spring Lake	1,757,600	18,256,700	20,014,300	1,745,105	18,256,700	20,001,805
		TOTAL	5,288,200	20,224,100	25,512,300	5,275,705	20,224,100	25,499,805
	IFT REHAB	41-130 Grandville	4,933,700	8,002,360	12,936,060	4,824,080	8,002,360	12,826,440
		70-120 Coopersville	4,100	241,500	245,600	4,100	241,500	245,600
ZEELAND	IFT NEW	41-145 Kenowa Hills	1,824,900	292,600	2,117,500	1,794,254	292,600	2,086,854
		TOTAL	1,829,000	534,100	2,363,100	1,798,354	534,100	2,332,454
	IFT REHAB	70-190 Hudsonville	9,300	172,500	181,800	9,072	172,500	181,572
		70-350 Zeeland	11,588,900	8,451,700	20,040,600	10,868,913	8,451,700	19,320,613
CITIES	IFT TOTAL	TOTAL	11,598,200	8,624,200	20,222,400	10,877,985	8,624,200	19,502,185
	IFT NEW	70-120 Coopersville	4,603,700	9,304,300	13,908,000	4,516,829	9,304,300	13,821,129
		70-010 Grand Haven	39,100	31,700	70,800	38,783	31,700	70,483
FERRYSBURG	IFT NEW	70-010 Grand Haven	7,015,100	7,490,300	14,505,400	7,011,694	7,490,300	14,501,994
		TOTAL	2,089,500	11,492,700	13,582,200	2,089,500	11,492,700	13,582,200
	IFT REHAB	Holland	244,900	0	244,900	244,900	0	244,900
		Hudsonville	5,179,800	2,858,600	8,038,400	5,070,036	2,858,600	7,928,636
HUDSONVILLE	IFT TOTAL	70-020 Holland	2,334,400	11,492,700	13,827,100	2,334,400	11,492,700	13,827,100
		70-190 Hudsonville	250,829,300	110,218,100	361,047,400	250,829,300	110,218,100	361,047,400
	IFT NEW	70-350 Zeeland	354,100	0	354,100	354,100	0	354,100
		TOTAL	251,183,400	110,218,100	361,401,500	251,183,400	110,218,100	361,401,500
ZEELAND	IFT REHAB	70-350 Zeeland	353,680,800	310,312,920	663,993,720	352,320,991	310,312,920	662,633,911
		TOTAL	2,478,600	0	2,478,600	2,478,600	0	2,478,600
	IFT TOTAL	70-350 Zeeland	356,159,400	310,312,920	666,472,320	354,799,591	310,312,920	665,112,511
GRAND TOTALS	IFT NEW							
	IFT REHAB							
GRAND TOTAL IFT NEW & REHAB								

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
 Addendum to 2010 Ottawa County Equalization Report as of December 31, 2008
 NOT INCLUDED IN MAJOR CLASS COMPARISON
 ASSESSMENT JURISDICTIONS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	TYPE OF IFT NEW/REHAB	ASSESSMENT JURISDICTION	EQUIVALENT S E V			EQUIVALENT TAXABLE		
			REAL	PERSONAL	TOTAL	REAL	PERSONAL	TOTAL
OTTAWA AREA INTERMEDIATE SCHOOL DISTRICT								
ALLENDALE 70-040	IFT NEW	Allendale Township	14,327,400	22,004,300	36,331,700	14,143,936	22,004,300	36,148,236
	IFT NEW	Wright Township	4,100	241,500	245,600	4,100	241,500	245,600
	IFT NEW	Coopersville City	4,603,700	9,304,300	13,908,000	4,516,829	9,304,300	13,821,129
		TOTAL	4,607,800	9,545,800	14,153,600	4,520,929	9,545,800	14,066,729
GRAND HAVEN 70-010	IFT NEW	Grand Haven Township	4,758,200	4,443,400	9,201,600	4,758,200	4,443,400	9,201,600
	IFT NEW	Spring Lake Township	2,048,100	413,300	2,461,400	2,048,100	413,300	2,461,400
	IFT NEW	Ferrysburg City	39,100	31,700	70,800	38,783	31,700	70,483
		Grand Haven City	7,015,100	7,490,300	14,505,400	7,011,694	7,490,300	14,501,994
		TOTAL	13,860,500	12,378,700	26,239,200	13,856,777	12,378,700	26,235,477
HOLLAND 70-020	IFT NEW	Holland Township	0	371,200	371,200	0	371,200	371,200
	IFT NEW	Holland City	2,089,500	11,492,700	13,582,200	2,089,500	11,492,700	13,582,200
	IFT NEW	SUB-TOTAL	2,089,500	11,863,900	13,953,400	2,089,500	11,863,900	13,953,400
	IFT REHAB	Holland Township	142,800	0	142,800	142,800	0	142,800
	IFT REHAB	Holland City	244,900	0	244,900	244,900	0	244,900
	IFT REHAB	SUB-TOTAL	387,700	0	387,700	387,700	0	387,700
	IFT TOTAL	TOTAL	2,477,200	11,863,900	14,341,100	2,477,200	11,863,900	14,341,100
HUDSONVILLE 70-190	IFT NEW	Georgetown Township	802,300	1,377,000	2,179,300	802,300	1,377,000	2,179,300
	IFT NEW	Jamestown Township	11,842,500	5,008,500	16,851,000	11,834,097	5,008,500	16,842,597
	IFT NEW	Hudsonville City	5,179,800	2,858,600	8,038,400	5,070,036	2,858,600	7,928,636
	IFT NEW	Zeeland Township	9,300	172,500	181,800	9,072	172,500	181,572
	IFT NEW	TOTAL	17,833,900	9,416,600	27,250,500	17,715,505	9,416,600	27,132,105
	IFT TOTAL	Georgetown Township	1,568,000	2,135,800	3,703,800	1,483,755	2,135,800	3,619,555
SPRING LAKE 70-300	IFT NEW	Spring Lake Township	1,721,600	18,256,700	19,978,300	1,709,105	18,256,700	19,965,805
	IFT NEW	Crockery Township	0	94,400	94,400	0	94,400	94,400
	IFT NEW	SUB-TOTAL	1,721,600	18,351,100	20,072,700	1,709,105	18,351,100	20,060,205
	IFT REHAB	Spring Lake Township	36,000	0	36,000	36,000	0	36,000
	IFT TOTAL	TOTAL	1,757,600	18,351,100	20,108,700	1,745,105	18,351,100	20,096,205
WEST OTTAWA 70-070	IFT NEW	Holland Township	23,914,200	71,690,000	95,604,200	23,903,837	71,690,000	95,593,837
	IFT NEW	Olive Township	223,000	11,300	234,300	223,000	11,300	234,300
	IFT NEW	SUB-TOTAL	24,137,200	71,701,300	95,838,500	24,126,837	71,701,300	95,828,137
	IFT REHAB	Holland Township	1,483,700	0	1,483,700	1,483,700	0	1,483,700
	IFT TOTAL	TOTAL	25,620,900	71,701,300	97,322,200	25,610,537	71,701,300	97,311,837

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
 Addendum to 2010 Ottawa County Equalization Report as of December 31, 2008
 NOT INCLUDED IN MAJOR CLASS COMPARISON
 ASSESSMENT JURISDICTIONS IN SCHOOL DISTRICTS

SCHOOL DISTRICT	TYPE OF IFT NEW/REHAB	ASSESSMENT JURISDICTION	EQUIVALENT S E V			EQUIVALENT TAXABLE		
			REAL	PERSONAL	TOTAL	REAL	PERSONAL	TOTAL
ZEELAND 70-350	IFT NEW	Holland Township	2,497,300	2,807,300	5,304,600	2,497,300	2,807,300	5,304,600
		Olive Township	378,300	21,589,260	21,967,560	378,300	21,589,260	21,967,560
		Zeeland Township	11,588,900	8,451,700	20,040,600	10,868,913	8,451,700	19,320,613
		Zeeland City	250,829,300	110,218,100	361,047,400	250,829,300	110,218,100	361,047,400
	SUB-TOTAL	265,293,800	143,066,360	408,360,160	264,573,813	143,066,360	407,640,173	
IFT REHAB	Zeeland City	354,100	0	354,100	354,100	0	354,100	
	Olive Township	217,100	0	217,100	217,100	0	217,100	
	SUB-TOTAL	571,200	0	571,200	571,200	0	571,200	
IFT TOTAL	TOTAL	265,865,000	143,066,360	408,931,360	265,145,013	143,066,360	408,211,373	
Total Ottawa Area Intermediate School District - Ottawa County Only								
IFT NEW			345,439,700	300,463,860	645,903,560	344,220,157	300,463,860	644,684,017
IFT REHAB			2,478,600	0	2,478,600	2,478,600	0	2,478,600
TOTAL			347,918,300	300,463,860	648,382,160	346,698,757	300,463,860	647,162,617
KENT AREA INTERMEDIATE SCHOOL DISTRICT								
GRANDVILLE 41-130	IFT NEW	Tallmadge Township	4,933,700	8,002,360	12,936,060	4,824,080	8,002,360	12,826,440
KENOWA HILLS 41-145	IFT NEW	Wright Township	1,824,900	292,600	2,117,500	1,794,254	292,600	2,086,854
KENT CITY 41-150	NONE		0	0	0	0	0	0
SPARTA 41-240	NONE		0	0	0	0	0	0
Total Kent Area Intermediate School District - Ottawa County Only								
IFT NEW			6,758,600	8,294,960	15,053,560	6,618,334	8,294,960	14,913,294
IFT REHAB			NONE	NONE	NONE	NONE	NONE	NONE
MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT								
FRUITPORT 61-080	IFT NEW	Spring Lake Township	1,482,500	1,554,100	3,036,600	1,482,500	1,554,100	3,036,600
RAVENNA 61-210	NONE		0	0	0	0	0	0
Total Muskegon Area Intermediate School Dist. - Ottawa County Only								
IFT NEW			1,482,500	1,554,100	3,036,600	1,482,500	1,554,100	3,036,600
GRAND TOTAL (OTTAWA, KENT, MUSKEGON INTERMEDIATE SCHOOL DISTRICTS - OTTAWA COUNTY ONLY)								
IFT NEW			353,680,800	310,312,920	663,993,720	352,320,991	310,312,920	662,633,911
IFT REHAB			2,478,600	0	2,478,600	2,478,600	0	2,478,600
TOTAL			356,159,400	310,312,920	666,472,320	354,799,591	310,312,920	665,112,511

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
 Addendum to 2010 Ottawa County Equalization Report as of December 31, 2009
 NOT INCLUDED IN MAJOR CLASS COMPARISON

ASSESSMENT JURISDICTIONS IN DISTRICT LIBRARIES AND MULTI JURISDICTIONAL AUTHORITIES

LIBRARY DISTRICT	TYPE OF IFT NEW/REHAB	ASSESSMENT JURISDICTION	EQUIVALENT S E V			EQUIVALENT TAXABLE		
			REAL	PERSONAL	TOTAL	REAL	PERSONAL	TOTAL
Loutit	IFT NEW	Grand Haven Township	4,758,200	4,443,400	9,201,600	4,758,200	4,443,400	9,201,600
		Ferrysburg City	39,100	31,700	70,800	38,783	31,700	70,483
		Grand Haven City	7,015,100	7,490,300	14,505,400	7,011,694	7,490,300	14,501,994
	IFT TOTAL		11,812,400	11,965,400	23,777,800	11,808,677	11,965,400	23,774,077
Coopersville	IFT NEW	Wright Township	1,829,000	534,100	2,363,100	1,798,354	534,100	2,332,454
		Coopersville City	4,603,700	9,304,300	13,908,000	4,516,829	9,304,300	13,821,129
	IFT TOTAL		6,432,700	9,838,400	16,271,100	6,315,183	9,838,400	16,153,583
Spring Lake	IFT NEW	Spring Lake Township	5,252,200	20,224,100	25,476,300	5,239,705	20,224,100	25,463,805
	IFT REHAB		36,000	0	36,000	36,000	0	36,000
	IFT TOTAL		5,288,200	20,224,100	25,512,300	5,275,705	20,224,100	25,499,805
Herrick Ottawa County Portion Only	IFT NEW	Holland Township	26,411,500	74,868,500	101,280,000	26,401,137	74,868,500	101,269,637
		Holland City	2,089,500	11,492,700	13,582,200	2,089,500	11,492,700	13,582,200
		TOTAL New	28,501,000	86,361,200	114,862,200	28,490,637	86,361,200	114,851,837
	IFT REHAB	Holland Township	1,626,500	0	1,626,500	1,626,500	0	1,626,500
	Holland City	244,900	0	244,900	244,900	0	244,900	
	TOTAL Rehab	1,871,400	0	1,871,400	1,871,400	0	1,871,400	
	IFT TOTAL		30,372,400	86,361,200	116,733,600	30,362,037	86,361,200	116,723,237

Macatawa Area Express Transportation Authority (Ottawa County Portion Only) - See Holland Township and Holland City for detailed breakdown

Ottawa County Portion Only	IFT NEW		28,501,000	86,361,200	114,862,200	28,490,637	86,361,200	114,851,837
	IFT REHAB	Figures are for all units	1,871,400	0	1,871,400	1,871,400	0	1,871,400
	IFT TOTAL		30,372,400	86,361,200	116,733,600	30,362,037	86,361,200	116,723,237

West Michigan Airport Authority (Ottawa County Portion Only) - See Park Twp, Holland City & Zeeland City for detailed breakdown

Ottawa County Portion Only	IFT NEW		252,918,800	121,710,800	374,629,600	252,918,800	121,710,800	374,629,600
	IFT REHAB	Figures are for all units	599,000	0	599,000	599,000	0	599,000
	IFT TOTAL		253,517,800	121,710,800	375,228,600	253,517,800	121,710,800	375,228,600

Holland Area Swimming Pool Authority (Ottawa County Portion Only) - See Holland Public Schools for detailed breakdown

Ottawa County Portion Only	IFT NEW		2,089,500	11,863,900	13,953,400	2,089,500	11,863,900	13,953,400
	IFT REHAB	Figures are for all units	387,700	0	387,700	387,700	0	387,700
	IFT TOTAL		2,477,200	11,863,900	14,341,100	2,477,200	11,863,900	14,341,100

Additional Rolls

Addendum to 2010 Ottawa County Equalization Report as of December 31, 2009
NOT INCLUDED IN MAJOR CLASS COMPARISON

DNR-PILT Rolls

TOWNSHIP	SCHOOL DISTRICT	# of Parcels	TAXABLE REAL
ALLENDALE	70-040 Allendale	9	1,835,836
Total			1,835,836
BLENDON	70-350 Zeeland	4	84,772
Total			84,772
CHESTER	61-210 Ravenna	1	8,219
	70-120 Coopersville	4	15,532
Total			23,751
CROCKERY	70-300 Spring Lake	5	83,291
Total			83,291
GRAND HAVEN TWP	70-010 Grand Haven	2	42,893
Total			42,893
OLIVE	70-070 West Ottawa	2	117,427
Total			117,427
PARK	70-070 West Ottawa	7	1,844,020
Total			1,844,020
ROBINSON	70-010 Grand Haven	7	347,366
Total			347,366
SPRING LAKE	70-010 Grand Haven	3	1,365,704
	70-300 Spring Lake	4	175,843
Total			1,541,547
WRIGHT	70-120 Coopersville	9	50,925
	41-145 Kenowa Hills	2	8,577
Total			59,502
GRAND HAVEN CITY	70-010 Grand Haven	3	163,736
Total			163,736
GRAND TOTALS			6,144,141

Neighborhood Enterprise Zone Roll

LOCAL UNIT	SCHOOL DISTRICT	# of Parcels	S E V REAL	FROZEN TAXABLE REAL
Baker Loft (Re-hab) Buildings only - Land on Ad Valorem Roll				
HOLLAND CITY	70-020 Holland	100	\$ 267,500	\$ 263,116
<i>70-91-32-279-701 Through 70-91-32-279-804</i>				
Scrap Yard Lofts (Re-Hab) Buildings only - Land on Ad Valorem Roll				
HOLLAND CITY	70-020 Holland	23	\$ 32,100	\$ 27,975
<i>70-91-29-176-701 Through 70-91-29-176-723</i>				
GRAND TOTALS			299,600	291,091

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: Resolution to Authorize "Qualifying Statements" for Bonding Purposes

SUGGESTED MOTION:

To approve and authorize the Board Chair and Clerk to sign the Resolution to authorize certification of a "Qualifying Statement" for bonding purposes.

SUMMARY OF REQUEST:

Pursuant to the requirements of the Uniform Budgeting and Accounting Act, the Chief Administrative Officers of the County must certify and file a "qualifying statement" with the Michigan Department of Treasury. This qualifies the County to issue securities.

FINANCIAL INFORMATION:

Total Cost: \$0.00 | County Cost: \$0.00 | Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #4

ADMINISTRATION RECOMMENDATION:

Recommended Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacounty.org
Reason: I am approving this document
Date: 2010.04.26 10:24:02 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010

MEMORANDUM

TO: Ottawa County Administration & Finance Committee

FROM: Gregory Rappleye, Ottawa County Corporation Counsel

DATE: April 11, 2010

RE: Resolution to Authorize Certification of a “Qualifying Statement”
For Bonding Purposes

Each year that Ottawa County contemplates selling municipal bonds, it must authorize the County Administrator, as Chief Administrative Officer of the County, to certify and file a “qualifying statement” with the Michigan Department of Treasury. A Resolution to accomplish this is attached.

cc: Alan Vanderberg, Ottawa County Administrator
June Hagan, Ottawa County Fiscal Services Director
Brad Slagh, Ottawa County Treasurer

COUNTY OF OTTAWA

STATE OF MICHIGAN

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the ___ day of _____, 2010 at _____ o'clock p.m. local time.

PRESENT: Commissioners: _____

ABSENT: Commissioners: _____

It was moved by Commissioner _____ and supported by Commissioner _____ that the following Resolution be adopted:

WHEREAS, the Ottawa County Board of Commissioners is required, by the Revised Municipal Finance Act, Act 34 of the Public Acts of 2001, as amended, MCLA 141.2101 et seq., to authorize the County Administrator, as Chief Administrative Officer of Ottawa County pursuant to the requirements of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of 1968, as amended, MCLA 141.421 et seq., to certify and file a “qualifying statement” with the Michigan Department of Treasury, as provided for in Section 303 of Act 34, MCLA 141.2303, so that Ottawa County will be qualified to issue securities;

NOW THEREFORE BE IT RESOLVED, that Alan Vanderberg, County Administrator of Ottawa County, Michigan, as Chief Administrative Officer of Ottawa County under the provisions of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of 1968, as

amended, MCLA 141.421 et seq., is hereby authorized to certify and file a “qualifying statement” with the Michigan Department of Treasury so that Ottawa County may issue securities under the laws of the State of Michigan and Act 34 of the Public Acts of 2001, as amended, MCLA 141.2101 et seq.; and,

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as they conflict with this Resolution are hereby repealed.

YEAS: Commissioners: _____

NAYS: Commissioners: _____

ABSTENTIONS: Commissioners: _____

RESOLUTION ADOPTED.

Chairperson, Ottawa County
Board of Commissioners

Ottawa County Clerk

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Treasurer

Submitted By: June Hagan

Agenda Item: Bond Cremation Project

SUGGESTED MOTION:

To designate the Fiscal Services Director and the Fiscal Services Department Senior Accountant as witnesses for the cremation or disintegration by the County Treasurer of certain public bond documents and corresponding interest coupons, as provided for by the Bond Cremation Act, Act 56 of the Public Acts of 1962, MCL 129.122 et seq.

SUMMARY OF REQUEST:

The Bond Cremation Act, Act 56 of the Public Acts of 1962, MCL 129.122 et seq, provides for the cremation or disintegration of public obligations by the County Treasurer or his/her representative. The Treasurer has several bond obligations and corresponding interest coupons to be destroyed. The Board of Commissioners is required by MCL 129.124 to designate two (2) additional witnesses to the cremation or disintegration.

FINANCIAL INFORMATION:

Total Cost: \$0.00 | County Cost: \$0.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #1-6

ADMINISTRATION RECOMMENDATION:

Recommended | Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, o=US, ou=County of Otsewa, ou=Administrator's Office, email=avanderberg@otsewa.org
Reason: I am approving this document
Date: 2010.04.21 10:13:53 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010



County of Ottawa

Office of the Treasurer

Bradley J. Slagh
County Treasurer

Cheryl A. Clark
Chief Deputy Treasurer

Steven J. Brower
Deputy Treasurer

12220 Fillmore Street Room 155, P.O. Box 310, West Olive, Michigan 49460-310

Phone: (616) 994-4501
1-800-764-4111, ext. 8230

Fax: (616) 994-4509

Web Site: www.miottawa.org

Bond Cremation Project 2010

General Discussion: The Bond Cremation Act, Act 56 of 1962 provides for the cremation or disintegration of public obligations and matters incidental and necessary thereto. Encarta Dictionary: English translation defines disintegration as “Breaking into pieces” (irreversible breaking into components or fragments) and as “loss of unity” (the loss of unity, cohesion, or integrity). Cremation sites offering a Certificate of Cremation are not readily available in west Michigan in the year 2010. Shredding on site with the ability to obtain a Certificate of Destruction is possible.

The Ottawa County Treasurer has in his possession several separate bond obligations and corresponding interest coupons that were issued in paper form and that have been paid in full. It is intended to inventory the documents and prepare them for on-site shredding using the firm which has the County contract. The shredding process will comply with state statute and be finalized with a Certificate of Destruction issued by the shredding company.

Inventory Record: The report created showing the results of the inventory of the bond documentation is to include the information set forth in state statute to be included on the certificate of cremation or disintegration. “The certificate shall show the name of the public corporation, the designation or the title of the obligations cremated, which in the case of interest coupons shall include the title or designation of the obligations to which they pertain, the aggregate principal amount of obligations cremated, the denomination of each of the obligations cremated, the number of each of the obligations cremated, the name of the printer of the obligations or interest coupons cremated, and where interest coupons are cremated, the quantity of coupons cremated for each coupon maturity date and the face value of the coupons cremated.

Procedure:

1. Prepare an inventory record for each bond obligation series and related interest coupons.
2. Obtain quote for disintegration (shredding) from the contractor providing services to the county. The service quoted must follow the procedure set forth in state statute.
3. Obtain authorization to disintegrate the bond obligations and interest coupons listed on the inventory records. Ask the Board to authorize two persons in addition to the Director of Fiscal Services to be present and witness the disintegration (MCL 129.124 Sec. 4).
4. Obtain a Certificate of Destructions (Disintegration) from the firm providing the service within 24 hours of its execution and file the Certificate with the Fiscal Services Director (person having custody of the financial records of the county).
5. MCL 129.125 states that public bonds and interest coupons are obligations not considered public records.

Ottawa County Treasurer's Office
Index of Items for Destruction, 2010

Bond Issues:

- 1) County of Ottawa, Tax Anticipation Notes, \$2,750,00, dated 5/1/1979
- 2) County of Ottawa, General Obligation Limited Tax Notes, \$3,600,000, 6/1/1980
- 3) County of Ottawa, General Obligation Limited Tax Notes, \$5,790,000, 5/14/1981
- 4) County of Ottawa, General Obligation Limited Tax Notes, \$6,300,000, 4/21/1982
- 5) County of Ottawa, General Obligation Limited Tax Notes, \$6,850,000, 5/12/1983
- 6) County of Ottawa, General Obligation Limited Tax Notes, \$6,000,000, 5/15/1984
- 7) County of Ottawa, General Obligation Limited Tax Notes, \$6,000,000, 4/22/1985
- 8) County of Ottawa, General Obligation Limited Tax Notes, \$4,000,000, 5/12/1986
- 9) County of Ottawa, General Obligation Limited Tax Notes, \$5,000,000, 5/18/1988
- 10) County of Ottawa, General Obligation Limited Tax Notes, \$2,000,000, 5/31/1989
- 11) County of Ottawa, General Obligation Limited Tax Notes, \$10,000,000 4/9/1992
- 12) County of Ottawa, Tax Anticipation Notes, \$2,000,000, 5/1/1975
- 13) County of Ottawa, Tax Anticipation Notes, \$1,850,000, 5/1/1976
- 14) County of Ottawa, Tax Anticipation Notes, \$1,850,000, 5/1/1976
- 15) County of Ottawa, Tax Anticipation Notes, \$1,750,000, 5/1/1977
- 16) County of Ottawa, Tax Anticipation Notes, \$2,000,000, 5/1/1978
- 17) County of Ottawa, General Obligation Limited Tax Notes, \$2,000,000, 2/1/1974
- 18) County of Ottawa, General Obligation Limited Tax Notes, \$3,800,000, 5/1/1987
- 19) County of Ottawa, General Obligation Limited Tax Notes, Series 1980, \$5000
- 20) County of Ottawa, General Obligation Limited Tax Notes, Series 1980, \$5000
- 21) County of Ottawa, General Obligation Limited Tax Notes, Series 1981, \$5,790,000
- 22) County of Ottawa, General Obligation Limited Tax Notes, Series 1981, \$5000
- 23) County of Ottawa, General Obligation Limited Tax Notes, Series 1981, \$5000
- 24) County of Ottawa, General Obligation Limited Tax Notes, Series 1982, \$6,300,000
- 25) County of Ottawa, General Obligation Limited Tax Notes, Series 1982, \$5000
- 26) County of Ottawa, General Obligation Limited Tax Notes, Series 1982, \$5000
- 27) County of Ottawa, General Obligation Limited Tax Notes, Series 1983, \$5000
- 28) County of Ottawa, General Obligation Limited Tax Notes, Series 1983, \$5000
- 29) County of Ottawa, General Obligation Limited Tax Notes, Series 1983, \$5000
- 30) County of Ottawa, General Obligation Limited Tax Notes, Series 1983, \$5000
- 31) County of Ottawa, General Obligation Limited Tax Notes, Series 1983, \$6,850,000
- 32) County of Ottawa 1992 General Obligation Limited Tax Note, Series III, Date of Original Issue June 11, 1992

End of list

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: Cost of Services Analysis Report

SUGGESTED MOTION:

To receive the Maximus Cost of Services Analysis Report for Ottawa County.

SUMMARY OF REQUEST:

Goal 1, Objective 2 of the Board of Commissioners Strategic Plan includes implementing strategies to deal with operational deficits. The User Fee Analysis will be the basis for recommendations to the Board to increase fees for services provided by the County departments which will increase revenue for the County. The 2010 budget includes \$100,000 for increased revenues as a result of this study.

FINANCIAL INFORMATION:

Total Cost: _____ County Cost: (\$100,000.00) Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #2

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, ou=ES, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawa.org
Reason: I am approving this document
Date: 2010.04.26 16:43:55 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS**

**FINAL REPORT
APRIL 2010**

**BASED ON BUDGETED
EXPENDITURES FOR
FISCAL 2010**

MAXIMUS
HELPING GOVERNMENT SERVE THE PEOPLE™

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS**

Table of Contents

Introduction and Summary of Results.....	A
Clerk.....	B
Drain Commissioner.....	C
Treasurer.....	D
Parks and Recreation.....	E
Geographic Information Systems.....	F
Prosecuting Attorney.....	G
Environmental Health.....	H
Clinical Health Services.....	I
Animal Control.....	J
Sheriff.....	K
Sheriff Corrections Division.....	L

OTTAWA COUNTY, MICHIGAN COST OF SERVICE ANALYSIS

Background

Ottawa County, Michigan engaged MAXIMUS to conduct a detailed cost of service analysis. The study focuses on an analysis of user fee services. The objectives were to:

- ◆ Calculate the full costs of providing specific services,
- ◆ Compare costs with the revenues received for these services, and
- ◆ Recommend levels to recover more of the full cost of services when such fees are practical.

As traditional revenue sources become increasingly more difficult to forecast and depend on, alternative methods of financing become necessary. One such alternative is the movement towards “user fee” related charges. This analysis reviews the current methods of providing user fee related services. Total costs are calculated and a cost versus revenue analysis is developed. MAXIMUS used a proprietary computer model to develop the full cost of providing the various services.

Project Scope

This cost of service report features the identification of service costs and fee levels when providing fee-for-service activities.

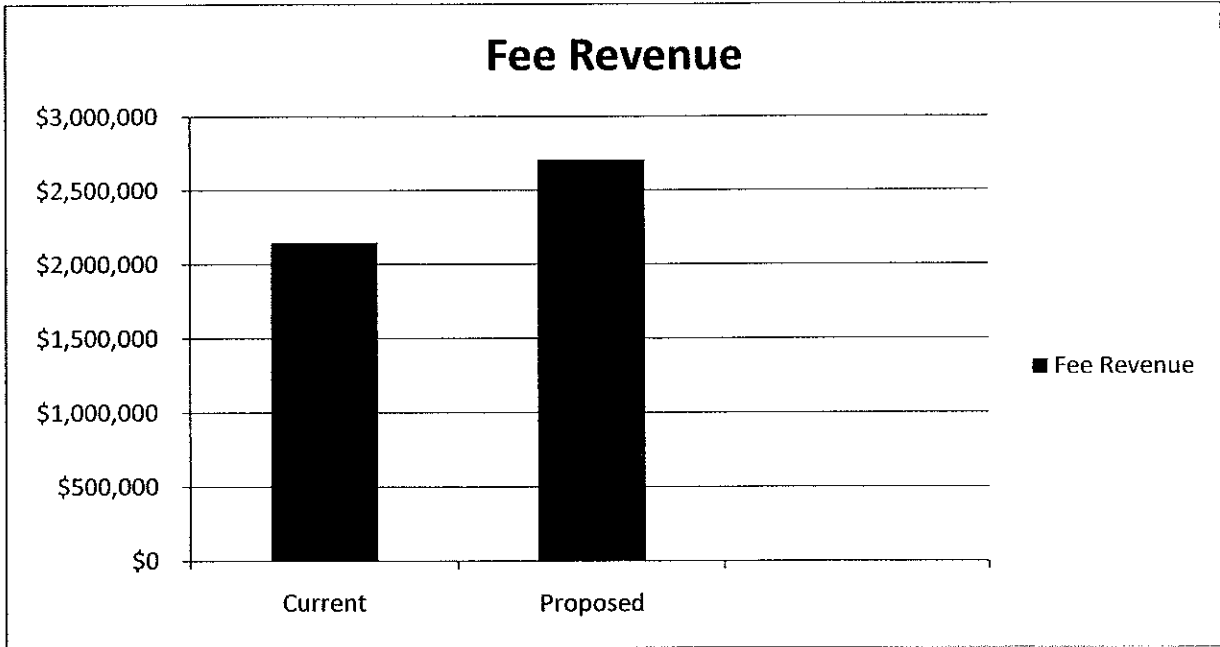
A service for which a user fee is charged can be viewed as the time and/or material costs paid by the government agency on behalf of a private citizen or group. The underlying assumption of user fees is that for services benefiting individuals, and not society as a whole, the individuals should pay for some portion of the cost of providing the service.

Full costs developed for services rendered include: direct labor costs, divisional and departmental supervision and administration, and supplies and material costs. All appropriate indirect, or overhead, costs are allocated from central service departments to the department or division performing the service.

Summary of Results

The analysis focuses on eleven departments or divisions of the County. Analysis of the services provided by these departments where the County is currently assessing fees or may have the ability or authority to adjust and collect fees indicates the County is spending \$11,971,335 to provide these services and recovering \$2,147,741 in related user fee revenue. The difference of \$9,823,594 is covered primarily by general tax dollars. Of this subsidy, it is believed that \$559,372 can be recovered through reasonable increases in the current fee schedules, thereby reducing the general fund subsidy to \$9,264,222. A large portion of the remaining subsidy is attributed to services where the user group may not be able to pay any significant increases, or where there are necessary high fixed costs with low cost recoveries from fees. In particular, the Jail accounts for nearly \$6 million of the remaining subsidy.

The following chart illustrates the **Proposed Fee Revenue Increase** if the County implements the MAXIMUS recommendations.



The table on the following page summarizes the cost and revenue findings for each of the departments involved in this cost of service analysis. The table details the full annual cost of user fee services analyzed within each department, the current annual revenue, the amount of subsidy, the percent of cost recovery, and the estimated additional revenue potential through recommended fee increases (and new fees).

DEPARTMENTAL COST / REVENUE SUMMARY

Department	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Proposed Additional Revenue
Clerk	\$755,331	\$226,123	(\$529,208)	29.9%	\$51,746
Drain Commissioner	\$243,147	\$39,501	(\$203,646)	16.2%	\$14,320
Treasurer	\$155,962	\$14,185	(\$141,777)	9.1%	\$2,890
Parks & Recreation	\$94,971	\$64,799	(\$30,172)	68.2%	\$2,700
Geographic Info Systems	\$683,268	\$84,640	(\$598,628)	12.4%	\$13,248
Prosecuting Attorney	\$60,864	\$21,668	(\$39,196)	35.6%	\$9,388
Environmental Health	\$1,457,900	\$530,426	(\$927,474)	36.4%	\$115,500
Clinical Health Services	\$349,981	\$189,830	(\$160,151)	54.2%	\$75,327
Animal Control	\$503,402	\$147,632	(\$355,770)	29.3%	\$116,713
Sheriff	\$861,574	\$289,562	(\$572,012)	33.6%	\$69,656
Jail	\$6,804,935	\$539,375	(\$6,265,560)	7.9%	\$87,884
Totals	\$11,971,335	\$2,147,741	(\$9,823,594)	17.9%	\$559,372

It is important to note that the recommended fee increases are provided only as options for the County's consideration. Any final fee adjustments will need to be addressed by County Officials. It is equally important to note that the additional revenue projections are based upon current levels of service, whereas actual activity for most services generally varies from year to year. Any reduction in demand for a particular service would result in the proposed additional revenue projections not being fully realized. It should be noted that the recommendations for fee adjustments include some areas that may need further legal interpretation. MAXIMUS recommends that the County request its legal advisor to research appropriate ordinances and statutes to determine if the County has the legal authority to establish new fees or adjust existing fees, as well as to identify any implementation procedures prior to any formal fee determinations. MAXIMUS further recommends that the County review any additional revenue projections with department and division heads, legal advisors, and administration prior to adjusting budgeted user fee revenue.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
COUNTY CLERK**

Description of Department

The Ottawa County Clerk is responsible for the maintenance of County Records, County Board proceedings, and Court records. The Clerk's Office also maintains genealogical records, and provides passport services to individuals. The function of the Vital Records Division is to administer Michigan Statutes and public health codes as they pertain to the filing, storing, retaining, and issuing of records in an efficient and informed manner, while also providing the public with quality service. The following services were analyzed within the County Clerk's Office:

Service Area Descriptions

Genealogy Searches – No fee is currently charged for genealogy record searches by the Clerk's staff. These searches are often very involved and time consuming. The Office performs approximately 250 searches annually.

Full Annual Cost	\$6,790
Units	250
Full Unit Cost	\$27.16
Current Revenue	\$0
Percent of Cost Recovery	0%

DBA / Assumed Names – A fee of \$10.00 is charged for filing a DBA / Assumed Name with the County (this fee is set by State Statute). The process involves searching for similar names, completing forms, logging the name, and retaining the documents in the Clerk's files. It should be noted that this fee cannot be changed by the County, but is being included in this study for informational purposes only.

Full Annual Cost	\$17,479
Units	1,287
Full Unit Cost	\$13.58
Current Revenue	\$12,870
Percent of Cost Recovery	73.6%

Marriage Licenses – A fee of \$20.00 is charged for a marriage license (this fee is set by State Statute). The County retains \$5 of the fee and sends the remaining \$15 to the State. The process involves confirming documents, preparing forms, and filing the licenses with the State. It should be noted that this fee cannot be adjusted by the County, but is being included in this study for informational purposes only.

Full Annual Cost	\$30,765
Units	1,699
Full Unit Cost	\$18.11
Current Revenue	\$8,495
Percent of Cost Recovery	27.6%

Passports – The Clerk’s Office processes and transmits passport applications and fees to the passport agency. There are many strict guidelines and rules that must be followed when accepting these applications. The current fee collected is \$25.00.

Full Annual Cost	\$70,457
Units	2,594
Full Unit Cost	\$27.16
Current Revenue	\$64,850
Percent of Cost Recovery	92.0%

CCW Lost Permit Replacement – County residents that lose their Carrying a Concealed Weapons (CCW) permit can request that the Clerk provide them with a replacement copy. A fee of \$10.00 is charged to replace a lost CCW permit. It is estimated that the County issues 50 replacement CCW permits annually.

Full Annual Cost	\$679
Units	50
Full Unit Cost	\$13.58
Current Revenue	\$500
Percent of Cost Recovery	73.6%

Document Notarization – County residents may come to the Clerk’s Office and request that an official document be notarized. The Clerk’s Office notarizes approximately 700 documents annually. The Clerk does not currently charge a fee to notarize a document.

Full Annual Cost	\$3,803
Units	700
Full Unit Cost	\$5.43
Current Revenue	\$0
Percent of Cost Recovery	0%

Notary Certificates –An individual may request that the Clerk’s Office issue a certificate which verifies that a Notary Public who witnessed a signature was a current and duly commissioned Notary at the time that the document was signed. The County issued 80 certificates in 2008 and charged a \$1.00 fee for each certificate.

Full Annual Cost	\$579
Units	80
Full Unit Cost	\$7.24
Current Revenue	\$80
Percent of Cost Recovery	13.8%

Notary Bonds – County residents file papers and a bond to become a notary, or to maintain their notary status, at the Clerk’s Office. The Clerk processes 207 notary bonds annually and collects a \$10.00 fee.

Full Annual Cost	\$2,436
Units	207
Full Unit Cost	\$11.77
Current Revenue	\$2,070
Percent of Cost Recovery	85.0%

Certified Copies – A fee of \$10.00 for the first copy and \$4.00 for each additional copy is charged for a certified copy from the Clerk’s Office. The fee is currently set by State Statute, which defines a maximum fee of \$26.00 and \$12.00 that can be charged for this service. The following table represents the cost of making certified copies based only on the incremental cost of making copies.

First Copy

Full Annual Cost	\$39,163
Units	8,651
Full Unit Cost	\$4.53
Current Revenue	\$86,510
Percent of Cost Recovery	220.9%

Additional Copies

Full Annual Cost	\$22,973
Units	12,687
Full Unit Cost	\$1.81
Current Revenue	\$27,775
Percent of Cost Recovery	220.9%

In addition to the incremental cost of making certified copies, the cost of maintaining the files and records must be considered. The following table represents the full cost of making certified copies, including the cost of filing, upkeep, and maintaining the integrity of the documents.

First Copy

Full Annual Cost	\$118,494
Units	8,651
Full Unit Cost	\$13.70
Current Revenue	\$86,510
Percent of Cost Recovery	73.0%

Additional Copies

Full Annual Cost	\$139,316
Units	12,687
Full Unit Cost	\$10.98
Current Revenue	\$50,748
Percent of Cost Recovery	36.4%

Certified Copies Cost Comparison: With and Without Maintenance

Current Rate	Copy Cost Only	Full Cost w/ Maintenance
\$10.00 First Copy	\$4.53	\$13.70
\$4.00 Add'l Copy	\$1.81	\$10.98

CCW / Gun Board Representation - The County Clerk is required to be a member of the County Gun Board. The Gun Board representatives review all CCW (Carrying Concealed Weapon) applications that are filed with the County and interview the applicants. The Office spends time reviewing applications, attending monthly Gun Board meetings, and filing approved or denied CCW applications and permits. The County Clerk collects a CCW application fee which is set by State Statute. The County Clerk submits an annual report to the State on the cost of administering the Gun Board function. The County processed 1,008 CCW applications in 2008. The full cost of the Clerk's Office has been provided in the following table.

Fee Area	Full Annual Cost	Full Unit Cost
Clerk's CCW / Gun Board Representation	\$23,793	\$23.60

Qualified Voter File Maintenance – The Clerk's Office maintains a file of all registered voters in Ottawa County. New and updated voter registration data is processed by the Clerk's Office and forwarded to the local jurisdictions. There are 176,145 registered voters in Ottawa County.

Full Annual Cost	\$340,739
Units	176,145
Full Unit Cost	\$1.93
Current Revenue	\$0
Percent of Cost Recovery	0%

Recommendations

It is recommended that the following fees be established or increased within the Clerk's Office. It is further recommended that the County request its legal advisor research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

SERVICE	Current Fee	Full Cost	Recommended Fee
Genealogy Searches	No Fee	\$27.16	\$20.00
DBAs / Name Changes	\$10.00	\$13.58	Set by Statute
Marriage Licenses*	\$20.00	\$18.11	Set by Statute
Passports	\$25.00	\$27.16	Set by Statute
CCW Replacement Permits	\$10.00	\$13.58	\$15.00
Document Notarization	No Fee	\$5.43	\$5.00
Notary Certificates	\$1.00	\$7.24	\$5.00
Notary Bonds	\$10.00	\$11.77	Set by Statute
Certified Copies – 1 st page**	\$10.00	\$13.70	\$12.00
Certified Copies – add'l pages**	\$4.00	\$10.98	\$6.00

* The County only keeps \$5.00 of the \$20.00 Marriage License Fee, the remaining \$15.00 is sent to the State.

**Full cost for certified copies includes the cost of maintaining the files and records for the County.

Department Comments

The Clerk’s Office has reviewed the analysis. MAXIMUS has not received any additional comments regarding the cost analysis or recommendations presented in the report.

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY
 Ottawa County, MI
 County Clerk
 2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Genealogy Searches	\$6,790	\$0	(\$6,790)	0.0%	No Fee	250	\$27.16	\$20.00	\$5,000
D.B.A.s	\$17,479	\$12,870	(\$4,609)	73.6%	\$10.00	1,287	\$13.58	Set by Statute	\$0
Marriage Licenses*	\$30,765	\$8,495	(\$22,270)	27.6%	\$20.00	1,699	\$18.11	Set by Statute	\$0
Passports	\$70,457	\$64,850	(\$5,607)	92.0%	\$25.00	2,594	\$27.16	Set by Statute	\$0
CCW Lost Permit Replacement	\$679	\$500	(\$179)	73.6%	\$10.00	50	\$13.59	\$15.00	\$250
Document Notarization	\$3,803	\$0	(\$3,803)	0.0%	No Fee	700	\$5.43	\$5.00	\$3,500
Notary Certificates	\$579	\$80	(\$499)	13.8%	\$1.00	80	\$7.24	\$5.00	\$320
Notary Bonds	\$2,436	\$2,070	(\$366)	85.0%	\$10.00	207	\$11.77	Set by Statute	\$0
Certified Copy - 1st copy**	\$118,494	\$86,510	(\$31,984)	73.0%	\$10.00	8,651	\$13.70	\$12.00	\$17,302
Certified Copy - add'l copies**	\$139,316	\$50,748	(\$88,568)	36.4%	\$4.00	12,687	\$10.98	\$6.00	\$25,374
Gun Board	\$23,793	\$0	(\$23,793)	0.0%	\$0.00	1,008	\$23.60	\$0.00	\$0
QVF Maintenance	\$340,739	\$0	(\$340,739)	0.0%	\$0.00	176,145	\$1.93	\$0.00	\$0
T O T A L S	\$755,331	\$226,123	(\$529,208)						\$51,746

* The County only keeps \$5.00 of the \$20.00 Marriage License Fee, the remaining \$15.00 is sent to the State.

** The Full Cost for certified copies includes the cost of maintaining the files and records for the County.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
DRAIN COMMISSIONER**

Description of Department

The Ottawa County Drain Commissioner is responsible for protecting surface waters and the environment by providing stormwater management through flood control measures, development reviews, soil erosion control, and water quality programs. The Drain Commissioner has authority to ensure that established drains and natural watercourses be improved or protected to meet standards and specifications established by the County. The following service areas were examined. The table that follows each service area description displays the full annual cost, units, full unit cost, current revenue generated by fees only, and the percentage of cost recovery.

Service Area Descriptions

Soil Erosion Control – The Department is responsible for the enforcement of soil erosion laws and ordinances. A permit is required for all earth changes that disturb one acre or more of land or area within five hundred feet of a lake or stream. Over 200 permits were issued last year at variable fees based upon the type and size of the project.

Full Annual Cost	\$158,747
Units	204
Full Unit Cost	\$778.17 (Average)
Current Revenue	\$35,850
Percent of Cost Recovery	22.6 %

Development Review Administration Fee – The Drain Commissioner's Office is also responsible for administration of the development review program. The County contracts with engineering firms that perform over 50 reviews annually for the Office. Costs related to the plan review by an engineering firm are paid by the developer. The County currently assesses an administration fee for the coordination of the reviews which varies depending on the type of review requested. The Drain Commissioner's Office has identified two classifications

for development review administration: Plats and Site Condominium, and All Other.

Plats & Site Condominium Development Reviews Administration

Full Annual Cost	\$59,509
Units	5
Full Unit Cost	\$8,501.22
Current Revenue	\$1,400
Percent of Cost Recovery	2.4 %

All Other Development Reviews Administration

Full Annual Cost	\$19,836
Units	48
Full Unit Costs	\$413.25
Current Revenue	\$2,250
Percent of Cost Recovery	11.3 %

County Drain Use Permit – There are two types of Drain Use Permits, with the first involving a citizen requesting the use of a drain for water runoff. The second type of Drain Use Permit involves a request to install a culvert in a drain for a crossing over the drain. Each request requires the Department to review the requests and issue a permit to the individual that would like to use the county drain. The Department time is the same for both types of permits. A request for a culvert installation usually requires the assistance of an engineering firm to determine the required sizing of the culvert to ensure that the flow of drain water is not restricted. All engineering costs are paid by the individual making the request. The Department issued 37 permits last year and does not currently charge a fee to cover the administration costs of issuing the permits.

Full Annual Cost*	\$2,517
Units	37
Full Unit Cost	\$68.03
Current Revenue	\$0
Percent of Cost Recovery	0.0 %

* Does not include the engineering firm cost for determining the appropriate culvert size.

Licensing Agreement – The Department reviews requests and issues licenses to individuals that would like to place a structure such as a fence, shed, or pool within the County's drain easement. If the individual's request is granted, a legal document is drafted and recorded. The Department reviewed 10 license requests last year and does not currently charge a fee for this service.

Full Annual Cost	\$775
Units	10
Full Unit Cost	\$77.51
Current Revenue	\$0
Percent of Cost Recovery	0.0 %

No Permit Required Letter – Many local jurisdictions will not issue building permits to homeowners or contractors until a letter is provided from the Drain Commissioner's Office stating that a soil erosion permit is not required for the construction project. The Department reviews requests and issues letters once it has been documented that the project will not disturb more than one acre of land or is within five hundred feet of a lake or stream. The Department issues approximately 100 No Permit Required Letters annually and does not currently charge a fee for this service.

Full Annual Cost	\$1,764
Units	100
Full Unit Cost	\$17.64
Current Revenue	\$0
Percent of Cost Recovery	0.0 %

Recommendations

It is recommended that the Ottawa County Drain Commissioner consider adjusting or establishing the following fees. MAXIMUS further recommends that the County request its legal advisor research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees, as well as to identify any implementation procedures prior to any formal fee determinations.

Service	Current Fee	Full Cost	Recomm'd Fee
Soil Erosion Control	\$175.74 Avg.	\$778.17 Avg.	20% Increase
Development Review Administration Fee: Plats & Site Condominiums	\$200.00	\$8,501.22	\$400.00

Development Review Administration Fee: All Others	\$50.00	\$413.25	\$100.00
County Drain Use Permit*	\$0	\$68.03	\$50.00
Licensing Agreement	\$0	\$77.51	\$50.00
No Permit Required Letter	\$0	\$17.64	\$10.00

*Does not include the engineering firm cost for determining the appropriate culvert size. It is recommended that the Department determine an average cost for the engineering firm's fee and include that cost with a County Drain Use Permit fee that involves a drain crossing which will require a culvert sizing analysis.

Department Comments

The Drain Commissioner has reviewed the analysis. MAXIMUS has not received any additional comments regarding the cost analysis or recommendations presented in the report.

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
 Drain Commissioner
 2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Soil Erosion Permits	\$158,747	\$35,851	(\$122,896)	22.6%	Varies	204	\$778.17	20% Increase	\$7,170
Development Review Administration Fees									
Plat and Site Condo	\$59,509	\$1,400	(\$58,109)	2.4%	\$200.00	7	\$8,501.22	\$400.00	\$1,400
All Others	\$19,836	\$2,250	(\$17,586)	11.3%	\$50.00	48	\$413.25	\$100.00	\$2,400
County Drain Use Permits*	\$2,517	\$0	(\$2,517)	0.0%	\$0.00	37	\$68.03	\$50.00	\$1,850
Licensing Agreements	\$775	\$0	(\$775)	0.0%	\$0.00	10	\$77.51	\$50.00	\$500
No Permit Required Letter	\$1,764	\$0	(\$1,764)	0.0%	\$0.00	100	\$17.64	\$10.00	\$1,000
T O T A L S	\$243,147	\$39,501	(\$203,647)						\$14,320

* This fee does not include the cost of hiring a contractor to determine the appropriate culvert size required.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
TREASURER**

Description of Department

The Ottawa County Treasurer is responsible for receipting County monies, collecting County taxes, and disbursing tax funds to local units of government and school districts. The Treasurer is also responsible for the accounting of all revenue, the management of investments, and the issuance of dog licenses. The Treasurer also performs tax-related information searches upon request. The following services were analyzed within the Treasurer's Office:

Service Area Descriptions

Dog Licenses – The Treasurer's Office is responsible for the issuance of all dog licenses within the County. Duties include the mailing of notices and collection of dog license fees. The full annual cost associated with this service is \$55,768. The cost determined for this service has been incorporated in the Animal Control section of this report and is reflected in the full cost of services for that department.

Deed Certification – The Treasurer's Office is responsible for handling deed certification duties. A fee of \$1 is charged to certify the first 10 legal descriptions on a deed. An additional \$0.20 is charged for each legal description over 10 on a single deed. The typical number legal descriptions for each deed certification was unavailable, therefore, the cost information below represents the per unit average cost for the typical deed certification request.

1 Legal Description

Full Unit Cost	\$7.89
Current Fee	\$1
Percent of Cost Recovery	12.7%

Each Additional Legal Description after 1

Full Unit Cost	\$5.04
Current Fee	\$1 for first 10 legal descriptions; \$0.20 / each over 10
Percent of Cost Recovery	Varies on the number of legal descriptions

The following table compares the full unit cost, current fee, and percent of cost recovery for deeds with 1 legal description to deeds with 12 legal descriptions:

Number of Legal Descriptions / Deed	Full Unit Cost	Current Fee	% of Cost Recovery
1	\$7.89	\$1.00	12.7%
2	\$12.93	\$1.00	7.7%
3	\$17.97	\$1.00	5.6%
4	\$23.01	\$1.00	4.3%
5	\$28.05	\$1.00	3.6%
6	\$33.09	\$1.00	3.0%
7	\$38.13	\$1.00	2.6%
8	\$43.17	\$1.00	2.3%
9	\$48.21	\$1.00	2.1%
10	\$53.25	\$1.00	1.9%
11	\$58.29	\$1.20	2.1%
12	\$63.33	\$1.40	2.2%

Plat Certification – The Treasurer’s Office is also responsible for handling plat certifications. As with a deed certification, a fee of \$1 is charged to certify the first 10 legal descriptions; and an additional fee of \$0.20 is charged for each legal description over 10. There were three plat certifications completed during the last year.

Full Annual Cost	\$107
Units	3
Full Unit Cost	\$35.63
Current Revenue	\$3
Percent of Cost Recovery	2.8%

Tax History – The Treasurer’s Office handles requests for tax history information. Approximately 15 requests are processed annually at a fee of \$0.25 per parcel (with a minimum fee of \$0.50). This fee is set by statute.

Full Annual Cost	\$198
Units	14
Full Unit Cost	\$14.16
Current Revenue	\$7
Percent of Cost Recovery	3.5%

Tax Search – The Treasurer’s Office also performs tax searches on properties to provide tax information on a given parcel. Over 20,000 searches were provided during the last year at a fee of \$0.50 per parcel, which is set by statute.

Full Annual Cost	\$149,588
Units	22,248
Full Unit Cost	\$6.72
Current Revenue	\$11,124
Percent of Cost Recovery	7.4%

Returned Items Charge – The Treasurer’s Office currently charges \$25 for processing returned checks, money orders, and cashier’s checks. The department also handles returns on various electronic financial transactions that currently are not assessed a fee. However, the department would like to begin charging for these items as well. Last year 122 returned items were processed for a fee; while six returns were handled at no fee.

Full Annual Cost	\$3,899
Units	128
Full Unit Cost	\$30.46
Current Revenue	\$3,050
Percent of Cost Recovery	78.2%

Stop Payments on Checks – The Treasurer’s Office is responsible for handling requests for replacement checks. Before a new check can be provided, the department must order a stop payment on check request for the original lost or stolen check. The department receives over 50 requests annually and currently does not charge a fee for this service.

Full Annual Cost	\$2,162
Units	60
Full Unit Cost	\$36.03
Current Revenue	\$0
Percent of Cost Recovery	0.0%

Printed Materials – The Treasurer’s Office also receives requests for specific information that may require the staff to spend considerable time on in order to deliver a report that meets the customer’s criteria. For example, the Office may be asked to provide a mailing list for a particular group of individuals in a certain geographic region. The charge for such services is \$25 for the first hour of labor

and \$20 for each additional hour thereafter. The requestor is also assessed the cost of materials given to them; such as the cost of a compact disc if the report is provided in that format. The rate below not only includes the average hourly wages and benefits of the individuals most likely performing this service, but also incorporates an allocation of County-wide and Departmental administration costs, building-related costs, and other general overhead expenses.

Average Full Cost Hourly Rate	\$43.88
-------------------------------	---------

Recommendations

It is recommended that the following fees be established or increased within the Treasurer's Office. It is further recommended that the County request its legal advisor to research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

Service	Current Fee	Full Cost	Recommended Fee
Deed Certification	\$1 for first 10 legal descriptions; \$0.20 for each legal description over 10	\$7.89	Set by Statute
Plat Certification		\$35.63	Set by Statute
Tax History	\$0.25 / parcel (\$0.50 minimum)	\$14.16 / parcel	Set by Statute
Tax Search	\$0.50 / parcel	\$6.72 / parcel	Set by Statute
Returned Items Charge	\$25	\$30.46	\$30
Stop Payments on Checks	No Fee	\$36.03	\$35

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY
 Ottawa County, MI
 Treasurer
 2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Deed Certification ⁽¹⁾	\$8	\$1	(\$7)	12.7%	Varies	N/A	\$7.89	Set by Statute	N/A
Plat Certification	\$107	\$3	(\$104)	2.8%	Varies	3	\$35.63	Set by Statute	N/A
Tax History ⁽²⁾	\$198	\$7	(\$191)	3.5%	\$0.50	14	\$14.16	Set by Statute	N/A
Tax Search	\$149,588	\$11,124	(\$138,464)	7.4%	\$0.50	22,248	\$6.72	Set by Statute	N/A
Returned Items Charge	\$3,899	\$3,050	(\$849)	78.2%	\$25.00	128	\$30.46	\$30.00	\$790
Stop Payments on Checks	\$2,162	\$0	(\$2,162)	0.0%	No Fee	60	\$36.03	\$35.00	\$2,100
T O T A L S	\$155,962	\$14,185	(\$141,777)						\$2,890

1. The number of current units was unavailable, therefore, the cost information shown is based on the average service provided.

2. Even though the current unit rate is \$0.25 per parcel, there is a \$0.50 minimum.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
PARKS AND RECREATION COMMISSION**

Description of Department

The Ottawa County Parks and Recreation Commission enhances the quality of life for residents and visitors by preserving parks and open spaces and by providing natural resource-based recreation and education opportunities. The Commission oversees acquisition, development, operation, and maintenance of 22 County parks, several undeveloped park properties and ten Open Space lands, totaling 5,712 acres. The goal of the Parks and Recreation Commission cost study was to examine fee-supported Parks services to determine whether the County was providing the services at a taxpayer supported subsidy. The scope of this study focused on picnic buildings, picnic shelters, and other special facilities. The following service areas were examined:

Service Area Descriptions

Picnic Buildings – The Commission oversees and maintains several picnic buildings which are located within the 22 County parks. These fully enclosed structures have electricity, restrooms and picnic table seating. Reservation can be made up to 365 days in advance by either calling or visiting the Parks office or on-line at the Parks website. The current fees shown below are for residents and non-residents.

Picnic Buildings	Full Cost	Current Revenue	% of Cost Recovery	Current Unit Rate*	Current Units
Hager Park Picnic - Side A	\$3,180	\$2,070	65.1%	\$50 / \$80	39
Hager Park Picnic - Side B	\$2,530	\$1,650	65.2%	\$50 / \$80	30
Hager Park Picnic - Both	\$3,948	\$4,454	112.8%	\$100 / \$160	33
Grand River - Picnic Bldg	\$4,600	\$3,200	69.6%	\$70 / \$90	47
Kirk Park - Lodge Summer	\$1,629	\$820	50.3%	\$60 / \$90	14
Kirk Park - Lodge Winter	\$4,419	\$1,404	31.8%	\$40 / \$60	35
Spring Grove - Kitchen A	\$2,985	\$1,490	49.9%	\$50 / \$80	29
Spring Grove - Fireplace B	\$1,810	\$860	47.5%	\$50 / \$80	16
Spring Grove - Both	\$5,729	\$5,230	91.3%	\$100 / \$160	37

* Resident / Non-Resident Fee

Picnic Shelters – The Commission oversees and maintains several picnic shelters which are located within the 22 County parks. These are covered areas

with picnic tables. Reservations can be made up to 365 days in advance by either calling or visiting the Parks office or on-line at the Parks website. The current fees shown below are for residents and non-residents.

Picnic Shelters	Full Cost	Current Revenue	% of Cost Recovery	Current Unit Rate*	Current Units
Hager Park - Maples Shelter	\$3,036	\$1,965	64.7%	\$50 / \$80	37
Kirk Park - Shelter	\$2,424	\$1,440	59.4%	\$50 / \$80	25
North Beach Park - Shelter	\$3,340	\$2,035	60.9%	\$50 / \$80	38
Grose Park - Lake Shelter	\$3,387	\$1,390	41.0%	\$50 / \$80	30
Grose Park - Forest Shelter	\$2,954	\$1,134	38.4%	\$50 / \$80	24
Tunnel Park - North Shelter	\$4,084	\$2,629	64.4%	\$50 / \$80	48
Tunnel Park - South Shelter	\$3,795	\$2,410	63.5%	\$50 / \$80	44

* Resident / Non-Resident Fee

Special Facilities – The Commission oversees and maintains many other special facilities located within the 22 County parks. These facilities are usually indoor facilities that are heated or may be a historical building. Reservations can be made up to 365 days in advance by either calling or visiting the Parks office or on-line at the Parks website. The current fees shown below are for residents and non-residents.

Special Facilities	Full Cost	Current Revenue	% of Cost Recovery	Current Unit Rate*	Current Units
Hager Park - Vander Laan Rm	\$19,288	\$14,105	73.1%	\$110 / \$130	131
Hager Park - DeVries Rm	\$473	\$0	0.0%	\$110 / \$130	1
Hager Park - Maples Shelter	\$3,036	\$1,965	64.7%	\$50 / \$80	37
Pigeon Creek Park - Camp Area	\$6,575	\$1,580	24.0%	\$40 / \$60	39
Pigeon Creek Park - Lodge	\$4,177	\$2,878	68.9%	\$90 / \$110	30
Spring Grove Park - Trellis	\$2,747	\$7,840	285.5%	\$160 / \$190	33
Weaver House	\$7,863	\$4,215	53.6%	Varies	34

* Resident / Non-Resident Fee

Recommendations

General fund dollars are typically used to support the cost of maintaining and operating a county parks system in a usable and safe manner. Ottawa County has turned to the voters seeking financial support for the parks system through a special millage. In Ottawa County millage money is used to purchase additional

park property, make improvements to park lands, and to maintain and operate the current park facilities to ensure that they are available for the public when they want to use the facilities. In addition to the millage, a user fee is currently charged for the use of the park facilities to ensure that they are prepped and cleaned before and after each use. The fees listed in the table below include the cost of park supervision, prep and cleanup, reservation administration, and maintenance of the facilities. The Commission last adjusted the facility user fees in 2008. It is recommended that the Commission consider adjusting only the non-resident portion of the fees at this time.

It is further recommended that the County request its legal advisor to research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service:

Service Area	Current Unit Rate*	Full Cost Rate	Recommended Fee
Hager Park Picnic - Side A	\$50 / \$80	\$81.53	\$50 / \$85
Hager Park Picnic - Side B	\$50 / \$80	\$84.32	\$50 / \$85
Hager Park Picnic - Both	\$100 / \$160	\$119.63	No Change
Hager Park - Vander Laan Rm	\$110 / \$130	\$147.23	\$110 / \$150
Hager Park - DeVries Rm	\$110 / \$130	\$472.73	\$110 / \$150
Hager Park - Maples Shelter	\$50 / \$80	\$82.04	\$50 / \$85
Grand River - Picnic Bldg	\$70 / \$90	\$97.87	\$70 / \$100
Kirk Park - Lodge Summer	\$60 / \$90	\$116.37	\$60 / \$120
Kirk Park - Lodge Winter	\$40 / \$60	\$126.27	\$40 / \$120
Kirk Park - Shelter	\$50 / \$80	\$96.94	\$50 / \$100
North Beach Park - Shelter	\$50 / \$80	\$87.89	\$50 / \$100
Grose Park - Lake Shelter	\$50 / \$80	\$112.89	\$50 / \$120
Grose Park - Forest Shelter	\$50 / \$80	\$123.08	\$50 / \$120
Tunnel Park - North Shelter	\$50 / \$80	\$85.08	\$50 / \$85
Tunnel Park - South Shelter	\$50 / \$80	\$86.26	\$50 / \$85
Spring Grove - Kitchen A	\$50 / \$80	\$102.94	\$50 / \$100
Spring Grove - Fireplace B	\$50 / \$80	\$113.14	\$50 / \$120
Spring Grove - Both	\$100 / \$160	\$154.85	No Change
Pigeon Creek Pk - Camp Area	\$40 / \$60	\$168.58	\$40 / \$150
Pigeon Creek Pk - Lodge	\$90 / \$110	\$139.24	\$90 / \$150
Spring Grove Pk - Trellis	\$160 / \$190	\$83.23	No Change
Weaver House	Varies	\$231.26	30% Increase

* Resident / Non-Resident Fee

Department Comments

The Parks and Recreation Commission Director has reviewed the analysis and would like to make the following notations:

- The department is reviewing recommendations specific to State and Federal grant funded properties because of grant mandates that prohibit excessive disparity between the resident and non-resident reservation fees for parks funded with grants.

- The ramifications of implementing the recommended non-resident fee increases could discourage non-resident park users from making future reservations. We need to assess whether the projected additional revenue is more important relative to the potential number of lost reservations resulting in a loss in overall revenue. It is possible the fee increases would price our facilities out of the market for non-residents based on our review of other park rental fees in the region.

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices. The estimated amount of proposed additional revenue was calculated by assuming that nine percent of the reservations were made by non-residents. The additional revenue calculation was made by using the total number of reservations made by non-residents (nine percent) multiplied by the difference between the current and proposed non-resident reservation fees.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
Parks and Recreation Commission
2010

SERVICE FEES	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate*	Current Units	Full Cost Rate	Recomm'd Fee*	Proposed Additional Revenue**
Hager Park Picnic - Side A	\$3,180	\$2,070	(\$1,110)	65.1%	\$50 / \$80	39	\$81.53	\$50 / \$85	\$18
Hager Park Picnic - Side B	\$2,530	\$1,650	(\$880)	65.2%	\$50 / \$80	30	\$84.32	\$50 / \$85	\$14
Hager Park Picnic - Both	\$3,948	\$4,454	\$506	112.8%	\$100 / \$160	33	\$119.63	No Change	n/a
Hager Park - Vander Laan Rm	\$19,288	\$14,105	(\$5,183)	73.1%	\$110 / \$130	131	\$147.23	\$110 / \$150	\$236
Hager Park - DeVries Rm	\$473	\$0	(\$473)	0.0%	\$110 / \$130	1	\$472.73	\$110 / \$150	n/a
Hager Park - Maples Shelter	\$3,036	\$1,965	(\$1,071)	64.7%	\$50 / \$80	37	\$82.04	\$50 / \$85	\$17
Grand River - Picnic Bldg	\$4,600	\$3,200	(\$1,400)	69.6%	\$70 / \$90	47	\$97.87	\$70 / \$100	\$42
Kirk Park - Lodge Summer	\$1,629	\$820	(\$809)	50.3%	\$60 / \$90	14	\$116.37	\$60 / \$120	\$38
Kirk Park - Lodge Winter	\$4,419	\$1,404	(\$3,015)	31.8%	\$40 / \$60	35	\$126.27	\$40 / \$120	\$189
Kirk Park - Shelter	\$2,424	\$1,440	(\$984)	59.4%	\$50 / \$80	25	\$96.94	\$50 / \$100	\$45
North Beach Park - Shelter	\$3,340	\$2,035	(\$1,305)	60.9%	\$50 / \$80	38	\$87.89	\$50 / \$100	\$68
Grose Park - Lake Shelter	\$3,387	\$1,390	(\$1,997)	41.0%	\$50 / \$80	30	\$112.89	\$50 / \$120	\$108
Grose Park - Forest Shelter	\$2,954	\$1,134	(\$1,820)	38.4%	\$50 / \$80	24	\$123.08	\$50 / \$120	\$86
Tunnel Park - North Shelter	\$4,084	\$2,629	(\$1,455)	64.4%	\$50 / \$80	48	\$85.08	\$50 / \$85	\$22
Tunnel Park - South Shelter	\$3,795	\$2,410	(\$1,385)	63.5%	\$50 / \$80	44	\$86.26	\$50 / \$85	\$20
Spring Grove - Kitchen A	\$2,985	\$1,490	(\$1,495)	49.9%	\$50 / \$80	29	\$102.94	\$50 / \$100	\$52
Spring Grove - Fireplace B	\$1,810	\$860	(\$950)	47.5%	\$50 / \$80	16	\$113.14	\$50 / \$120	\$58
Spring Grove - Both	\$5,729	\$5,230	(\$499)	91.3%	\$100 / \$160	37	\$154.85	No Change	n/a
Pigeon Creek Park - Camp Area	\$6,575	\$1,580	(\$4,995)	24.0%	\$40 / \$60	39	\$168.58	\$40 / \$150	\$316
Pigeon Creek Park - Lodge	\$4,177	\$2,878	(\$1,299)	68.9%	\$90 / \$110	30	\$139.24	\$90 / \$150	\$108
Spring Grove Park - Trellis	\$2,747	\$7,840	\$5,093	285.5%	\$160 / \$190	33	\$83.23	No Change	n/a
Weaver House	\$7,863	\$4,215	(\$3,648)	53.6%	Varies	34	\$231.26	30% Increase	\$1,265
TOTALS	\$94,971	\$64,799	(\$30,172)						\$2,700

* Resident / Non-Resident Fee

**Assumes that 9% of the reservations are made by non-residents

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
GEOGRAPHIC INFORMATION SYSTEMS**

Description of Department

The Ottawa County Geographic Information Systems (GIS) Department is responsible for maintaining maps of the property ownership boundaries for all properties within the County. In addition, the Department provides maps such as aerial photography, hydrology and the County's road network. GIS printed maps are sold on a per map basis. The Department also sells digital data associated with the various data layers of the system. The following services were analyzed within the GIS Department:

Service Area Descriptions

GIS System – The County is spending \$642,505 annually to maintain the data in the GIS system, or \$6.06 per parcel. According to Public Act 462 of 1996, Enhanced Access to Public Records Act, a public body may charge a "reasonable fee" for the output from a geographical information system. Currently sales of the digital information amount to roughly \$70,000 per year, most of which is from other local units of government within the County.

The system cost of \$642,505 includes annual staff and resources needed to maintain the data, as well as a depreciated share of one-time costs such as capital equipment and aerial fly overs. While it is possible to identify the full annual cost to the County of maintaining the GIS system, and the full cost per parcel, it is not possible to identify the particular cost of any specific piece of data. The system is comprised on dozens of layers of data that take varying amounts of effort to annually maintain and update. It is however clear that the most costly data would relate to the base layers, i.e. parcels, roads, address points, and hydrology, since these require the most effort annually to maintain. The cost of the data would also be affected by the number of customers or users of the data over which costs could be allocated.

Since the current revenue from the sale of digital data is far less than the cost to the County, it would seem that material increases to fees could be implemented without violating the "reasonable fee" language of the statute. MAXIMUS is not making any specific recommendations for adjustments to the existing fee schedule for GIS digital data. It is our opinion that fees need to be based more

on market considerations rather than the actual cost of service. We do however recommend that the County and GIS staff review the current fee schedules in light of the full annual cost, and where practical, implement increases to recover a greater portion of that cost.

FEE AREA	FULL COST	CURRENT REVENUE
GIS System	\$642,505	\$68,464

Map Sales – The GIS Department sells over 2,400 printed maps annually. The Department has a policy of charging public bodies half the fee charged to the private sector. The annual cost of creating printed maps is over \$44,000 with revenue of approximately \$16,000.

FEE AREA	FULL COST	CURRENT REVENUE
Printed Map Sales	\$40,763	\$16,176

Recommendations

It is recommended that the following fees be established or increased within the GIS Department. It is further recommended that the County request its legal advisor to research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

SERVICE	Current Fee	Full Cost	Recommended Fee
TAX MAPS:			
30x34 Composite	\$15.00	\$23.72	\$24.00
30x34 Line	\$8.00	\$14.17	\$14.00
17x18 Line	\$5.00	\$13.12	\$13.00

SERVICE	Current Fee	Full Cost	Recommended Fee
8.5x11 Composite	\$12.00	\$11.50	\$12.00
CUSTOM MAPS:			
30X34 LiDAR	\$10.00	\$22.45	\$24.00
8.5x11 LiDAR	\$5.00	\$10.23	\$10.00
Other LiDAR (per sq inch)	\$0.02	\$0.05125	\$0.05
30x34 Historical Aerial	\$10.00	\$22.45	\$24.00
8.5x11 Historical Aerial	\$3.00	\$10.23	\$10.00
Other Historical Aerial (per sq inch)	\$0.015	\$0.04597	\$0.04
Current Aerial (per sq inch)	\$0.025	\$0.04597	\$0.04
30x34 Custom Zoom	\$30.00	\$30.05	\$30.00
8.5x11 Custom Zoom	\$12.00	\$17.83	\$18.00
Other Tax Lines (per sq inch)	\$0.015	\$0.04861	\$0.04
SPECIALTY MAPS:			
8.5X11	\$10.00	\$11.50	\$12.00
11X17	\$15.00	\$13.92	\$15.00
24X36	\$20.00	\$22.79	\$24.00
36X48	\$30.00	\$34.54	\$36.00
42X54	\$40.00	\$41.89	\$42.00

It should be noted that the full cost per map includes staff, materials and equipment resources required to generate the map. The costs *do not* include a share of cost of the GIS system from which the data is drawn. As discussed above, it is not possible to identify the GIS system costs associated with each map. However, it would seem reasonable, if the County desired to build a nominal system surcharge into the fee for each map.

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
GIS Department
2010

SERVICE FEES	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
GIS System	\$642,505	\$68,464	(\$574,041)	10.7%	Varies	1	\$642,505.00	N/A	\$0
Map Sales	\$40,763	\$16,176	(\$24,587)	39.7%	Varies	2460	Varies	Varies	\$13,248
T O T A L S	\$683,268	\$84,640	-\$598,628						\$13,248

MAXIMUS Consulting Services, Inc.

The proposed additional revenue for Map Sales assumes that the County will continue the policy of charging public bodies half the fee charged to the private sector.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
PROSECUTING ATTORNEY**

Description of Department

The Ottawa County Prosecuting Attorney's Office is responsible for a number of legal functions in the County. The Prosecutor acts as the chief law enforcement official in the County. The Prosecutor reviews, authorizes and prosecutes violations of felony and misdemeanor criminal laws of the State; authorizes and prosecutes felony and misdemeanor juvenile delinquency offenses; and files and prosecutes actions to establish paternity. The following services were analyzed within the Prosecuting Attorney's Office:

Service Area Descriptions

O.U.I.L/O.W.I. Offenses – According to State statute, the Prosecuting Attorney's Office has the authority to assess the cost of prosecution against individuals who are arrested and convicted of OUIL or OWI offenses. Ottawa County currently charges and collects fees from individuals who have been convicted of an alcohol related driving offense. The office handled 866 OUIL/OWI complaints during FY 2008. An additional 300 OUIL/OWI cases were handled on a ticket issued by the arresting police officer and never required any involvement of the Prosecuting Attorney's staff.

The cost of processing an OUIL/OWI complaint has been broken down into four components.

1. Processing a Formal Complaint & Defendant Pleads Guilty at the Initial Arraignment
2. Defendant Pleads Guilty at the Initial Pre-trial
3. Defendant Pleads Guilty on the Day of Trial
4. Trial Held and Defendant Convicted (assumes one day trial)

The following table includes the total cost for the prosecution of the offender, including allocations for departmental and countywide administration, general office supplies and services, as well as salaries, wages, and benefits.

Fee Area	Current Fee	Full Unit Cost
Guilty Plea at Initial Arraignment	\$25	\$64.67
Guilty Plea at Initial Pre-trial	\$50	\$97.01
Guilty Plea at Day of Trial	\$75	\$150.42
Trial Held and Defendant Found Guilty	\$100	\$742.00

Ottawa County has established an efficient method of assessing and collecting the cost of prosecution fees from offenders. In FY 2008 the County billed 751 offenders with the cost of prosecution and collected \$20,160. Additional fees for the cost of investigation by the Sheriff's Department were also assessed and collected.

Driver License Restoration Cases - The Prosecuting Attorney's Office is often called upon to represent the Michigan Department of State in cases where a driver is seeking restoration of their driving privileges that had previously been taken away due to an alcohol related offense. The Office entered appearance in 22 cases in FY 2008 and the Department of State pays the office \$52.00 for each matter handled.

Fee Area	Current Fee	Full Unit Cost
Driver License Restoration Cases	\$52	\$42.69

Prosecuting Allegan County Matters - The Prosecuting Attorney's Office handles matters which originated in the portion of the city of Holland in Allegan County, but are disposed of in the 58th District Court located in Ottawa County. The following table shows the full hourly rate cost for specific employees of the Office and can be used to calculate the cost of providing services to Allegan County cases.

Position	Full Hourly Rate
Chief Assistant Prosecutor	\$100.41
Assistant Prosecutor	\$84.31
Clerical Position	\$45.04

CCW / Gun Board Representation - The Prosecuting Attorney's Office is required to be a member of the County Gun Board. The Gun Board representatives review all CCW (Carrying Concealed Weapon) applications that are filed with the County and interview the applicants. The Office spends time reviewing applications, attending monthly Gun Board meetings, answering technical / legal questions that the Clerk's Office may have, and making recommendations on the approval or denial of CCW applications. The County Clerk collects a CCW application fee which is set by State statute. The County Clerk submits an annual report to the State on the cost of administering the Gun Board function. The County processed 1,008 CCW applications in 2008. The full cost of the Prosecuting Attorney's Office has been provided in the following table.

Fee Area	Full Annual Cost	Full Unit Cost
PAO CCW / Gun Board Representation	10,137	\$10.06

Recommendations

It is recommended that the following fees be established or increased within the Prosecuting Attorney's Office. It is further recommended that the County request its legal advisor research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

Service	Current Fee	Full Cost	Recommended Fee
OUIL Guilty Plea at Initial Arraignment	\$25	\$64.67	\$50.00
OUIL Guilty Plea at Initial Pretrial	\$50	\$97.01	\$75.00
OUIL Guilty Plea at Day of Trial	\$75	\$150.42	\$100.00
OUIL Trial Held and Defendant Found Guilty	\$100	\$742.00	\$250.00

Department Comments

The Prosecutor's Office has reviewed the analysis. MAXIMUS has not received any additional comments regarding the cost analysis or recommendations presented in the report.

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
 Prosecuting Attorney
 2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue*
OUIL - Plea at Arraignment	\$48,589	\$20,160	(\$28,409)	41.5%	\$25.00	751	\$64.67	\$50.00	\$9,388
OUIL - Plea at Pre-Trial	\$97	\$0	(\$97)	0.0%	\$50.00	1	\$97.01	\$75.00	\$0
OUIL - Plea before Jury Selection	\$150	\$0	(\$150)	0.0%	\$75.00	1	\$150.42	\$100.00	\$0
OUIL - Jury Trial	\$742	\$0	(\$742)	0.0%	\$100.00	1	\$742.00	\$250.00	\$0
Drivers License Restoration Cases	\$939	\$1,508	\$569	160.6%	\$52.00	22	\$42.69	No Change	\$0
Hourly Rate - Chief Asst. Pros.	\$100	\$0	(\$100)	0.0%	\$0.00	1	\$100.41	\$0.00	\$0
Hourly Rate - Asst. Pros.	\$84	\$0	(\$84)	0.0%	\$0.00	1	\$84.31	\$0.00	\$0
Hourly Rate - Clerical	\$45	\$0	(\$45)	0.0%	\$0.00	1	\$45.04	\$0.00	\$0
CCW Gun Board	\$10,137	\$0	(\$10,137)	0.0%	\$0.00	1,008	\$10.06	N/A	\$0
TOTALS	\$60,864	\$21,668	(\$39,196)						\$9,388

* Total number of units and proposed OUIL revenue was calculated using only one level of fee for all cases and an assumed collection rate of 50%.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION**

Description of Department

The Ottawa County Environmental Health Division is responsible for protecting the health of the community by controlling and preventing environmental health conditions which may endanger human health and safety. Services include food service establishment inspections, solid waste management, ground water protection, and toxic materials control. The following services were analyzed within the Environmental Health Division:

Service Area Descriptions

Food Services – The Environmental Health Division has staff strictly devoted to performing routine inspections, with emphasis on proper food handling and personal hygiene, at all licensed food service establishments. Such establishments include Fixed, Non-Profit, Vending and Temporary. The following table displays the current full annual cost, the current revenue from fees only, and the percent of cost recovery for the Food Services section of the Environmental Health Division. It is important to note that the cost information not only includes direct operating expenses, but also incorporates an allocation of both County-wide and Departmental administration costs, building-related costs, and other general overhead expenses.

Full Annual Cost	\$756,996
Current Revenue	\$344,556
Percent of Cost Recovery	45.5%

Field Services – The remaining responsibilities of the Environmental Health Division are performed by the Field Services staff. Duties include issuing sewage disposal and well permits, monitoring ground and surface water quality, and many other community-wide health initiatives. A large portion of the Field Services section's commitment is devoted to the protection of the general public's health, where user fees are not practical. The following table displays the current full annual cost, the current revenue from fees only, and the percent of cost recovery for the services provided for a fee only, such as; private sewage and well water permits, campground and swimming pool inspections, and

subdivision plan reviews. These activities typically benefit an individual or small user group where user fee charges are an appropriate means for funding a portion of the costs. As with the Food Services section above, the cost information not only includes direct operating expenses, but also incorporates an allocation of both County-wide and Departmental administration costs, building-related costs, and other general overhead expenses.

Full Annual Cost	\$700,904
Current Revenue	\$185,870
Percent of Cost Recovery	26.5%

Recommendations

The Environmental Health Division recommends that the following fees be established or increased. MAXIMUS further recommends that the County request its legal advisor to research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and departmental recommendations for each service area.

Service	Current Fee	Full Cost Rate	Recomm'd Fee
Fixed Food License	\$575	\$1,340.33	\$585
Seasonal Food License	\$350	\$815.85	\$355
School Fixed Food License	\$225	\$524.48	\$230
Non-Profit Fixed Food License w/501C(3)	\$225	\$524.48	\$230
Non-Profit Fixed Food License w/o 501C(3)	\$225	\$524.48	\$230
Half Year Food License	\$350	\$815.85	\$355
Food Reinspection Fee	\$250	\$1,086.96	\$255
Food Compliance Conference	\$150	\$1,250.00	\$300
Food Informal Meeting	\$300	\$1,785.71	\$600
Food Formal Meeting	\$500	\$2,355.91	\$900

Service	Current Fee	Full Cost Rate	Recomm'd Fee
Food Sanitation Class (at another location)	\$200	\$1,235.92	\$300
Vacant Land Evaluation	\$125	\$675.68	\$340
Real Estate Evaluation - Private Sewage & Water Supply System	\$150	\$329.26	\$165
Real Estate Evaluation - Private Water Supply	\$100	\$226.99	\$115
Real Estate Evaluation - Reinspection	\$70	\$268.06	\$135
Real Estate - Resample (positive coliform result)	\$70	\$268.06	\$135
Well - Private Single Family New & Replacement	\$168	\$680.49	\$340
Well - Irrigation	\$137	\$554.66	\$280
Well - Test / Monitor	\$137	\$554.66	\$280
Well - Permit Renewal with no changes	\$25	\$101.21	\$50
Well - Type II (serves over 25 people)	\$168	N/A	\$400
Well - Type III	\$168	\$803.62	\$400
Private Sewage Disposal - New Single Family System	\$200	\$1,068.08	\$535
Private Sewage Disposal - Repair System	\$175	\$553.44	\$280
Private Sewage Disposal - Plan Review for Alternative System	\$300	\$949.37	\$475
Semi-Public Sewage - New / Repair	Varies	N/A	\$535
Pre-Subdivision Evaluation	\$250	\$516.53	\$500
Subdivision Review	\$500	\$1,033.06	\$1,000
Subdivision - Additional Lots (for each lot over 25)	\$10	\$20.66	\$20
Swimming Pool – Initial Opening	\$100	\$280.21	\$140
Swimming Pool – Annual Inspection	\$100	\$280.21	\$140

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the departmental recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
Health Department - Environmental Health Division
2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Food Service Establishments	\$681,730	\$336,056	(\$345,674)	49.3%	Varies	1,426	Varies	1.4% Increase	\$4,705
Food Compliance Conference Meeting	\$49,809	\$6,000	(\$43,809)	12.0%	\$150	40	\$1,245.22	\$300	\$6,000
Food Informal Meeting	\$10,685	\$1,800	(\$8,885)	16.8%	\$300	6	\$1,780.81	\$600	\$1,800
Food Formal Meeting	\$2,356	\$500	(\$1,856)	21.2%	\$500	1	\$2,355.91	\$900	\$400
Food Sanitation Monthly Class	\$11,062	\$0	(\$11,062)	0.0%	No Fees	N/A	N/A	N/A	N/A
Food Sanitation Private Class	\$1,236	\$200	(\$1,036)	16.2%	\$200	1	\$1,235.92	\$300	\$100
Food Service Related Newsletter	\$118	\$0	(\$118)	0.0%	No Fees	N/A	N/A	N/A	N/A
Vacant Land Evaluation	\$20,992	\$3,875	(\$17,117)	18.5%	\$125	31	\$677.16	\$340	\$6,665
Real Estate Evaluation - Private Sewage System & Water Supply	\$106,326	\$49,350	(\$58,976)	45.6%	\$150	329	\$329.26	\$165	\$4,935
Real Estate Evaluation - Private Sewage System	\$42,237	\$24,200	(\$18,037)	57.3%	\$100	242	\$174.53	No Change	N/A
Real Estate Evaluation - Private Water Supply	\$7,718	\$3,400	(\$4,318)	44.1%	\$100	34	\$226.99	\$115	\$510
Resample - positive coliform result	\$11,795	\$3,080	(\$8,715)	26.1%	\$70	44	\$268.06	\$135	\$2,860
Private New & Replacement Well	\$104,796	\$25,872	(\$78,924)	24.7%	\$168	154	\$680.49	\$340	\$26,488
Type II Well Program	\$129,946	\$0	(\$129,946)	0.0%	\$168	N/A	N/A	\$400	N/A
Type III Well	\$804	\$168	(\$636)	20.9%	\$168	1	\$803.62	\$400	\$232
Private Sewage System - New	\$86,515	\$16,200	(\$70,315)	18.7%	\$200	81	\$1,068.08	\$535	\$27,135
Private Sewage System - Repair	\$116,223	\$36,750	(\$79,473)	31.6%	\$175	210	\$553.44	\$280	\$22,050
Private Sewage System - Lagoon	\$7,467	\$0	(\$7,467)	0.0%	No Fees	N/A	N/A	N/A	N/A
Semi-Public Sewage System - New / Repair	\$4,481	\$2,175	(\$2,306)	48.5%	Varies	9	Varies	\$535	\$2,640
Subdivision	\$3,098	\$0	(\$3,098)	0.0%	Varies	3	Varies	100% Increase	\$1,500
Campground	\$4,110	\$2,100	(\$2,010)	51.1%	Varies	21	Varies	No Change	N/A
Swimming / Spa Pool Annual / Open Inspection	\$52,399	\$18,700	(\$33,699)	35.7%	\$100	187	\$280.21	\$140	\$7,480
T O T A L S	\$1,457,900	\$530,426	(\$927,474)						\$115,500

*Current unit rates only include the Health Department's fees. Some services require additional State or Laboratory fees.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
HEALTH DEPARTMENT
ADMINISTRATIVE & CLINICAL HEALTH SERVICES DIVISIONS**

Description of Department

The Clinical Health Services Divisions of the Ottawa County Health Department is responsible for primary and preventive public health services for the County's community. Services are provided through various clinics, including the following; Dental, Hearing and Vision, Immunizations, Travel, Family Planning, and STD. The vast majority of revenues received by these clinics are set at predetermined rates according to Medicaid regulations. The Administrative Services Division is responsible for processing requests for various reports associated with the Medical Examiner's Office. The following services were analyzed because user fees are more prominent for them.

Service Area Descriptions

Autopsy Report - Scene Investigation – The Health Department's Administrative Services Division receives requests for copies of autopsy reports. A copy of only the scene investigation portion of the report costs \$25. There were 18 requests made for such reports last year.

Full Annual Cost	\$665
Units	18
Full Unit Cost	\$36.95
Current Revenue	\$450
Percent of Cost Recovery	67.7%

Autopsy Report - Full – For a fee of \$50 the Health Department's Administrative Services Division will provide a copy of the full autopsy report. Last year there were 13 requests for copies of full autopsy reports.

Full Annual Cost	\$751
Units	13
Full Unit Cost	\$57.75
Current Revenue	\$650

Percent of Cost Recovery	86.6%
--------------------------	-------

Autopsy Report - Local Agencies – Additionally, the Health Department's Administrative Services Division receives requests for copies of autopsy reports from other government agencies. Departments such as Police, Community Health, and MIOSHA request the reports. A copy is provided to these agencies at no charge. There were nearly 50 autopsy copies provided last year for no fee.

Full Annual Cost	\$2,830
Units	49
Full Unit Cost	\$57.75
Current Revenue	\$0
Percent of Cost Recovery	0.0%

Cremation Permit – The Health Officer must approve all cremation requests before they can be performed by local crematories. A fee of \$25 is collected, however, all of this revenue is given to a privately contracted pathologist who also must authorize the request. Nearly 500 cremation permits are issued annually.

Full Annual Cost	\$23,944
Units	481
Full Unit Cost	\$49.78
Current Revenue	\$12,025
Percent of Cost Recovery	50.2%

STD Office Visit – Patients at the STD Clinic are charged \$35 for an office visit. Over 2,000 office visits are handled each year.

Full Annual Cost	\$131,713
Units	2,069
Full Unit Cost	\$63.66
Current Revenue	\$72,415
Percent of Cost Recovery	55.0%

TIPS – A training course is provided by the Substance Abuse Prevention program for certifying advisers. About 50 classes are provided annually with an average of 12 attendees per class. A fee of \$20 is charged and only covers the cost of supplies each attendee receives as part of the training class.

Full Annual Cost	\$9,338
Units	250
Full Unit Cost	\$37.35
Current Revenue	\$5,000
Percent of Cost Recovery	53.5%

Travel Office Visit - Comprehensive – The Travel Clinic provides a variety of services for individuals traveling across international borders. In addition to recommending the proper travel vaccinations, the clinic consults with the traveler regarding the potential health risks they may be exposed to and the health care options at their destination. The Travel Clinic provided comprehensive travel office visits to approximately 500 individuals last year for a fee of \$65.

Full Annual Cost	\$38,819
Units	492
Full Unit Cost	\$78.90
Current Revenue	\$31,980
Percent of Cost Recovery	82.4%

Travel Office Visit - Comprehensive (per additional traveler) – Each additional traveler receiving the same comprehensive travel office visit services is assessed a reduced fee of \$30.

Full Annual Cost	\$17,847
Units	377
Full Unit Cost	\$47.34
Current Revenue	\$11,310
Percent of Cost Recovery	63.4%

Vaccination Administration Fee – The Immunization Clinic administers a variety of vaccinations for the community. Patients are charged the cost of the vaccine and an administration fee for the service. The current fee for administering vaccinations is \$16. Approximately 3,500 vaccinations were administered last year.

Full Annual Cost	\$124,075
Units	3,500
Full Unit Cost	\$35.45
Current Revenue	\$56,000
Percent of Cost Recovery	45.1%

Recommendations

It is recommended that the following fees be established or increased within the Administrative and Clinical Health Services Divisions of the Ottawa County Health Department. It is further recommended that the County request its legal advisor to research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

Service	Current Fee	Full Cost Rate	Recommended Fee
Autopsy Report – Scene Investigation	\$25	\$36.95	\$35
Full Autopsy Report	\$50	\$57.75	\$55
Cremation Permit	\$25	\$49.78	\$50
STD Office Visit	\$35	\$63.66	\$63
TIPS Class	\$20	\$37.35	\$30
Vaccination Administration Fee	\$16	\$35.45	\$16.75

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
 Health Department - Administrative and Clinical Health Services Divisions
 2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Autopsy Report - Scene Investigation	\$665	\$450	(\$215)	67.7%	\$25	18	\$36.95	\$35.00	\$180
Full Autopsy Report	\$751	\$650	(\$101)	86.6%	\$50	13	\$57.75	\$55.00	\$65
Full Autopsy Report - free to local agencies	\$2,830	\$0	(\$2,830)	0.0%	N/A	49	\$57.75	N/A	N/A
Cremation Permit (1)	\$23,944	\$12,025	(\$11,919)	50.2%	\$25	481	\$49.78	\$50.00	\$12,025
STD Office Visit	\$131,713	\$72,415	(\$59,298)	55.0%	\$35	2,069	\$63.66	\$63.00	\$57,932
TIPS Class	\$9,338	\$5,000	(\$4,338)	53.5%	\$20	250	\$37.35	\$30.00	\$2,500
Travel Office Visit - Comprehensive	\$38,819	\$31,980	(\$6,839)	82.4%	\$65	492	\$78.90	N/A	N/A
Travel Office Visit - Comprehensive (per additional traveler)	\$17,847	\$11,310	(\$6,537)	63.4%	\$30	377	\$47.34	N/A	N/A
Vaccination Administration Fee	\$124,075	\$56,000	(\$68,075)	45.1%	\$16	3,500	\$35.45	\$16.75	\$2,625
TOTALS	\$349,981	\$189,830	(\$160,151)						\$75,327

(1) The current fee of \$25 is entirely passed on to the County's contracted pathologist. Thus, the County does not receive any revenue to offset its direct costs for issuing cremation permits.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
ANIMAL CONTROL**

Description of Department

The Ottawa County Animal Control Department is responsible for the enforcement of local animal control ordinances, the pick up of stray, lost, or unlicensed animals, and the investigation of animal complaints. The following services were analyzed within the Animal Control Department:

Service Area Descriptions

Kennel Inspections (1-10 tags) – The Department is responsible for the inspection of kennels in Ottawa County. Animal Control Officers inspect nearly 25 kennels per year with 10 or less dogs. A fee of \$10 is charged for the inspection of kennels this size.

Full Annual Cost	\$2,658
Units	23
Full Unit Cost	\$115.57
Current Revenue	\$270
Percent of Cost Recovery	10.2%

Kennel Inspections (over 10 tags) – The Department also inspects about 25 kennels per year containing more than 10 dogs. A fee of \$25 is charged for inspecting kennels of this size.

Full Annual Cost	\$2,780
Units	22
Full Unit Cost	\$126.36
Current Revenue	\$600
Percent of Cost Recovery	21.6%

Enforcement / Dog License Fees – The balance of costs associated with the Animal Control Department are considered to be general enforcement of State and local animal laws. Also included are costs from the Treasurer’s Office related to the collection of dog license fees and issuing the dog licenses. The cost information below represents the full cost of enforcement spread over the total number of dog licenses issued. Over 19,000 dogs are licensed each year in Ottawa County. The County charges a fee of \$6 per year for spayed or neutered dogs and \$15 per year for unaltered dogs. Fees are doubled for delinquent licenses.

Full Annual Cost	\$497,964
Units	19,041
Full Unit Cost	\$26.15 avg. per licensed dog
Current Revenue	\$146,762
Percent of Cost Recovery	29.5%

Recommendations

It is recommended that the following fees be established or increased within the Animal Control Department. It is further recommended that the County request its legal advisor to research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

Service	Current Fee	Full Cost	Recommended Fee
Kennel Inspections (1-10 tags)	\$10 (\$20, if late)	\$115.57	\$25 (\$50, if late)
Kennel Inspections (over 10 tags)	\$25 (\$50, if late)	\$126.36	\$50 (\$100, if late)
Dog License Fees (1-year)	\$6 – Altered \$15 – Unaltered \$12 – Altered Late \$30 – Unaltered Late	\$26.15 avg.	\$11 – Altered \$25 – Unaltered \$22 – Altered Late \$50 – Unaltered Late
Dog License Fees (3-year)	Not Currently Offered	\$78.45 avg.	\$25 – Altered \$70 – Unaltered

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
Animal Control Department
2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Kennel Inspections (1-10 tags)	\$2,658	\$270	(\$2,388)	10.2%	\$10.00	23	\$115.57	\$25.00	\$345
Kennel Inspections (over 10 tags)	\$2,780	\$600	(\$2,180)	21.6%	\$25.00	22	\$126.36	\$50.00	\$550
General Enforcement - Dog Licenses ⁽¹⁾	\$497,964	\$146,762	(\$351,202)	29.5%	Varies	19,041	\$26.15	Varies	\$115,818
TOTALS	\$503,402	\$147,632	(\$355,770)						\$116,713

1. Determining the effect a 3-year dog license option would have on revenue projections was not possible, therefore, the proposed additional revenue amount is based on current license counts.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
SHERIFF**

Description of Department

The mission of the Ottawa County Sheriff's Office is to preserve public order and support the constitution of the State of Michigan, through enforcement of state and local laws. The Sheriff provides 24-hour service to the community in the areas of criminal investigation, traffic enforcement, and general assistance to the public. The following service areas within the Sheriff's Office were examined:

Service Area Descriptions

Gun Purchase Permit – Currently the Sheriff's Office charges a fee of \$5.00 for processing a permit to purchase a handgun. The Office processed approximately 2,856 purchase permits last year.

Full Annual Cost	\$42,356
Units	2,856
Full Unit Cost	\$14.83
Current Revenue	\$14,280
Percent of Cost Recovery	33.7%

Sex Offender Registry – All convicted sex offenders must provide the local sheriff's office with their name and address when they move into a community. Additionally, offenders must quarterly or annually update their status with the registry. The Sheriff's Office currently collects a \$35.00 fee for updating the registry. The County retains \$10.00 of the fee and sends the remaining \$25.00 to the State. The fee is set by State statute. There are approximately 1,034 registry updates made each year at the Ottawa County Sheriff's Office.

Full Annual Cost	\$15,335
Units	1,034
Full Unit Cost	\$14.83
Current Revenue (County share \$10.00)	\$10,340
Percent of Cost Recovery	67.4%

Incident Reports – Incident reports (non-traffic / non-accident reports) are requested by citizens, attorneys, and insurance companies. The Sheriff's Office currently charges a fee of \$4.00 for the first page and \$1.00 for each additional page for a copy of an incident report.

Full Annual Cost	\$4,583
Units	618
Full Unit Cost	\$7.42
Current Revenue	\$2,472
Percent of Cost Recovery	53.9%

Accident Reports / UD-10's – Accident reports are often requested by citizens and insurance companies. The Sheriff's Office currently charges a fee of \$5.00 for a copy of an accident report.

Full Annual Cost	\$9,047
Units	1,220
Full Unit Cost	\$7.42
Current Revenue	\$6,100
Percent of Cost Recovery	67.4%

Background / Records Checks – The Sheriff's Office performs local records checks for individuals and companies for employment purposes, credit applications, adoption filings and applications for foster homes. This is a brief summary "background check" performed by a records clerk who searches Sheriff's records for arrests and arrest convictions. A report for an individual with a criminal history takes longer to process than a report for an individual with no criminal history. The Sheriff's Office currently charges \$5.00 for processing a record check for an individual with or without a criminal history. The following details the cost of processing a record check for an individual with and without a criminal history. Since the Office does not maintain statistical data on the number of record checks processed with or without criminal histories, cost information has been presented as if all record checks contained no criminal histories.

Background / Records Checks	Without a Criminal History	With a Criminal History
Full Annual Cost	\$1,063	n/a
Units	215	n/a
Full Unit Cost	\$4.94	\$6.92
Current Revenue	\$1,075	n/a
Percent of Cost Recovery	101.1%	n/a

Fingerprinting – The Sheriff’s Office will provide fingerprinting service to citizens that need to have their fingerprints submitted for employment, education, licensing, or other mandatory reasons, such as CCW permits. Two methods of fingerprinting are performed by the Office: LiveScan submission and the historical ink print method. The County charges a fee of \$10.00 for processing fingerprints with either method. The following details the cost of processing a fingerprint request for an individual using the LiveScan and ink methods. Since the Office does not maintain statistical data on the number of fingerprints done using the LiveScan verses ink method, the cost information for fingerprinting has been presented as if all non-CCW prints were done utilizing the LiveScan system.

Fingerprinting	CCW Prints	LiveScan Prints	Ink Prints
Full Annual Cost	\$7,247	\$8,898	n/a
Units	1,466	1,800	n/a
Full Unit Cost	\$4.94	\$4.94	\$9.89
Current Revenue	\$14,660	\$18,000	n/a
Percent of Cost Recovery	202.3%	202.3%	n/a

OWI Arrests –The Sheriff’s Office currently charges a fee for OWI arrests and bills any convicted offenders directly through the County Administration Office. The current fees charged are: \$350 for a regular OWI arrest; \$400 for an OWI arrest which involved a minor accident; and \$450 for an OWI arrest which required a blood draw. The County billed 627 offenders last year and had a 45% collection rate. The cost for a regular OWI arrest in the following table includes deputy time related to the arrest, court appearances, and back-up assistance from another deputy when needed. The total costs for the OWI with a minor accident, and an OWI with a blood draw, are included in the table below. Data was only available for the total number of OWI offenders that were billed. There was no data available for the breakdown between the types of OWI incidents that were billed, as shown below.

Background / Record Checks	Regular OWI Arrest	OWI with Minor Accident – Additional \$79.50	OWI with a Blood Draw – Additional \$119.26
Full Annual Cost	\$304,819	n/a	n/a
Units	627	n/a	n/a
Full Unit Cost	\$486.15	\$565.65	\$605.41
Current Revenue	\$219,450	n/a	n/a
Percent of Cost Recovery	72.0%	n/a	n/a

False Alarms – The Office currently charges a fee of \$25.00 upon the third response to a false alarm in a one-year a period. Each additional response also carries a fee of \$25.00. The Sheriff’s Office responded to 2,864 false alarm calls in 2008. It was reported that there were approximately 126 false alarm responses that were billed as a third or subsequent response. The full cost for responding to false alarms has been included in the table below.

Full Annual Cost	\$196,923
Units	2,864
Full Unit Cost	\$68.76
Current Revenue (126 x \$25)	\$3,150
Percent of Cost Recovery	1.6%

Evidence Reproduction – The Office currently charges various fees for evidence reproduction. Following is a table detailing the costs for Video and Audio CD reproductions and 8 x 10 digital photos.

Evidence Reproduction	Current Fee	Full Unit Cost
Video & Audio Reproductions	\$15.00	\$14.83
8 x 10 Digital Photos	\$5.00	\$9.89

Abandoned Vehicles – The Office receives approximately 1,500 requests for abandoned vehicle title processing from junkyards and wrecker companies each year. This service involves considerable time from the records clerks, who process the paperwork, as well as a deputy, who writes reports on the vehicles. There currently is no fee for this service.

Full Annual Cost	\$106,131
Units	1,500
Full Unit Cost	\$70.75
Current Revenue	\$0
Percent of Cost Recovery	0%

CCW / Gun Board Representation - The Sheriff’s Office is required to be a member of the County Gun Board. The Gun Board representatives review all CCW (Carrying Concealed Weapon) applications that are filed with the County and interview the applicants. The Office spends time reviewing applications, attending monthly Gun Board meetings and doing background checks on individuals that are applying for a CCW permit. The County Clerk submits an annual report to the State on the cost of administering the Gun Board function.

The County processed 1,008 CCW applications in 2008. The full cost of the Sheriff's Office has been provided in the following table.

Fee Area	Full Annual Cost	Full Unit Cost
Sheriff's CCW / Gun Board Representation	\$165,131	\$169.26

Hourly Rates – The Sheriff's Office currently charges hourly rates for some services. Hourly rates are often charged for prison escorts and activities where deputies may provide crowd control or direct traffic for private companies. The following are fully loaded average hourly rates for Deputies/Road Patrol, Sergeants, Lieutenants and Detectives. These rates include an allocation for administration, supplies, county overhead, and other expenditures.

Position	Full Hourly Rate
Deputy / Road Patrol	\$79.50
Sergeant	\$87.07
Lieutenant	\$95.52
Detective	\$83.21

Recommendations

It is recommended that the following fees be established or increased within the Sheriff's Office. It is further recommended that the County request its legal advisor research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

Service	Current Fee	Full Cost	Recommended Fee
Hand Gun Purchase	\$5.00	\$14.83	\$10.00
Sex Offender Registry	\$35.00 Fee – Split \$10.00 County and \$25.00 State	\$14.83	Set by Statute
Incident Reports	\$4.00 / 1 st page - \$1.00 each add'l page	\$7.42	\$5.00 / 1 st page - \$1.00 each add'l page

Service	Current Fee	Full Cost	Recommended Fee
Accident Reports	\$5.00	\$7.42	No Change
Background Check w/o record	\$5.00	\$4.94	No Change
Background Check w/ record	\$5.00	\$6.92	\$10.00
Fingerprinting LiveScan	\$10.00	\$4.94	No Change
Fingerprinting Ink	\$10.00	\$9.89	No Change
Regular OWI Conviction	\$350.00	\$486.15	\$400.00
OWI with a Minor Accident	\$400.00	\$565.65	\$450.00
OWI with a Blood Draw	\$450.00	\$605.41	\$500.00
False Alarms*	\$25.00	\$68.76	\$50.00
Audio / Video Reproductions	Varies	\$14.83	\$15.00
8x10 digital photo Reproduction	Varies	\$9.89	\$10.00
Abandoned Vehicles	No Fee	\$70.75	\$25.00

*False Alarm runs are currently billed upon the third response in a calendar year. Therefore, costs of \$137.52 have accumulated for the first two responses by the time any fee is charged. MAXIMUS is recommending that the initial fee for the third be increased to \$50.00, and that each subsequent response be increased by \$75.00. This will allow the County to recover a portion of the costs of false alarm responses and will also hold the alarm owner accountable for ensuring that their alarm systems are in proper working order.

Service	Full Cost	Recommended Fee
First False Alarm Call	\$68.76	No Charge
Second False Alarm Call	\$137.52	No Charge
Third False Alarm Call	\$206.28	\$50.00
Fourth False Alarm Call	\$275.04	\$125.00
Fifth False Alarm Call	\$343.80	\$200.00
Sixth False Alarm Call	\$412.56	\$275.00

Department Comments

The Sheriff's Office has reviewed the analysis. MAXIMUS has not received any additional comments regarding the cost analysis or recommendations presented in the report.

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY
 Ottawa County, MI
 Sheriff
 2010

Service Fees	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Hand Gun Purchase	\$42,356	\$14,280	(\$28,076)	33.7%	\$5.00	2,856	\$14.83	\$10.00	\$14,280
Sex Offender Registry	\$15,335	\$10,340	(\$4,995)	67.4%	\$10.00	1,034	\$14.83	no change	\$0
Incident Reports	\$4,583	\$2,472	(\$2,111)	53.9%	\$4 / \$1	618	\$7.42	\$5 / \$1	\$618
Accident Reports	\$9,047	\$6,100	(\$2,947)	67.4%	\$5.00	1,220	\$7.42	no change	\$0
Background Check w/ no record	\$1,063	\$1,075	\$12	101.1%	\$5.00	215	\$4.94	no change	\$0
Background Check w/ record	\$7	\$5	(\$2)	72.2%	\$5.00	1	\$6.92	\$10.00	\$0
Fingerprinting - CCW	\$7,247	\$14,660	\$7,413	202.3%	\$10.00	1,466	\$4.94	no change	\$0
Fingerprinting - LiveScan	\$8,898	\$18,000	\$9,102	202.3%	\$10.00	1,800	\$4.94	no change	\$0
Fingerprinting - Ink	\$10	\$10	\$0	101.1%	\$10.00	1	\$9.89	no change	\$0
OWI Arrest - Regular (1)	\$304,819	\$219,450	(\$85,369)	72.0%	\$350.00	627	\$486.15	\$400.00	\$14,108
False Alarm Calls (2)	\$196,923	\$3,150	(\$193,773)	1.6%	\$25.00	2,864	\$68.76	\$50.00	\$3,150
Evidence Video/Audio CD	\$15	\$15	\$0	101.1%	\$15.00	1	\$14.83	no change	\$0
Evidence Photo 8x10	\$10	\$5	(\$5)	50.6%	\$5.00	1	\$9.89	no change	\$0
Abandoned/Impound Vehicle	\$106,131	\$0	(\$106,131)	0.0%	\$0.00	1,500	\$70.75	\$25.00	\$37,500
Gun Board	\$165,131	\$0	(\$165,131)	0.0%	n/a	1,008	\$169.26	n/a	\$0
TOTALS	\$861,574	\$289,562	(\$572,012)						\$69,656

1. Proposed additional revenue for OWI Arrest - Regular recommended fee is based on a 45% collection rate.
 2. The full cost of responding to 2,864 False Alarms has been included. Only 125 responses were billed as a third or subsequent response.

MAXIMUS Consulting Services, Inc.

**OTTAWA COUNTY, MICHIGAN
COST OF SERVICE ANALYSIS
SHERIFF
CORRECTIONS DIVISION**

Description of Department

The Ottawa County Corrections Division is under the administration of the Sheriff's Office. The Corrections Division is responsible for the care and housing of County inmates and providing courthouse security. The following service areas of the Corrections Division within the Sheriff's Office were examined:

Service Area Descriptions

Day Rate – The Sheriff's Office has a policy of charging inmates who are sentenced to serve time in the County Jail. The average daily population for the Jail was 366.6 in 2008, representing 133,809 prisoner days. The current fee for the Day Rate is \$40/day; however, the Sheriff's Office charges inmates only \$20/day if they pay in a timely manner. If the inmates do not pay the jail, then their accounts are turned over to a collection agency and they are charged the entire \$40/day (the additional \$20/day, when sent to collection, is intended to cover the collection fees). The information below reflects costs associated with those inmates for whom the County has the authority to charge.

Full Annual Cost	\$6,159,462
Units	133,809
Full Unit Cost	\$46.03
Current Revenue	\$152,038
Percent of Cost Recovery	2.5%

Work Release – The Jail currently charges a fee of \$20/day or \$140/week for participation in the work release program. The Jail averages approximately two inmates on work release per week. It is estimated that the Jail handled 780 work release days last year. Costs associated with this program include time associated with the Officers processing the inmate in and out each day, security checks and the billing of inmates.

Full Annual Cost	\$157,408
Units	780 Work Release Days
Full Unit Cost	\$201.80
Current Revenue	\$34,150
Percent of Cost Recovery	21.7%

Sentence Work Abatement Program (SWAP) – The Corrections Division of the Sheriff’s Office is in charge of administering the SWAP program. The primary target population for SWAP is non-violent felons, misdemeanants, and probation violators who are incarcerated as minimum-security inmates.

While serving in the program, inmates provide buildings and grounds maintenance for local units of government and non-profit agencies within the County. The agencies pay various fees for inmate service; the established fee is \$6.10 per hour. The fees generated for these services are intended to offset SWAP operational requirements. Inmates who perform satisfactorily receive credit for time served at a rate of a one-day reduction in the jail sentence for every four days of work. This resulted in a room and board cost savings in 2008 of \$105,270.

Adjusted Annual Program Cost*	\$488,064
Units (hours)	66,186
Full Unit Cost	\$7.37
Current Revenue	\$353,187
Percent of Cost Recovery	72.4%

* This includes the room and board cost savings of \$105,270. The full program cost is \$593,334.

Recommendations

It is recommended that the following fees be adjusted within the Corrections Division of the Sheriff’s Office. It is further recommended that the County request its legal advisor research appropriate ordinances and statutes to determine if the County has the legal authority to adjust existing fees or establish new fees as well as to identify any implementation procedures prior to any formal fee determinations. The following section details the current fee, full cost, and recommended rate for each service area.

Service	Current Fee	Full Cost	Recommended Fee
Day Rate	\$40.00 (\$20.00 Initially Billed)	\$46.03/day	\$45.00 (\$25.00 Initially Billed)
Work Release	\$20/day or \$140/week	\$201.80/day	\$50/day or \$200/week
SWAP	\$6.10/hr	\$7.37/hr	\$6.50/hr

Department Comments

The Sheriff's Office has reviewed the analysis. MAXIMUS has not received any additional comments regarding the cost analysis or recommendations presented in the report.

Cost / Revenue Summary

The following chart details the full cost of the service areas, the revenue generated under the current fee schedule, the difference, the percent of cost recovery, the current fee, the number of service units, the average cost per unit, and the estimated amount of potential additional revenue at the recommended prices.

DEPARTMENTAL COST / REVENUE SUMMARY

Ottawa County, MI
 Sheriff - Corrections Division
 2010

SERVICE FEES	Full Cost	Current Revenue	Difference (Subsidy)	% Cost Recovery	Current Unit Rate	Current Units	Full Cost Rate	Recomm'd Fee	Proposed Additional Revenue
Day Rate (1)	\$6,159,463	\$152,038	(\$6,007,425)	2.5%	\$40/day - \$20/day	133,809	\$46.03	\$45/day - \$25/day	\$38,010
Work Release	\$157,408	\$34,150	(\$123,258)	21.7%	\$20/day or \$140/week	780	\$201.80	\$50/day or \$200/week	\$23,400
SWAP Program (2)	\$488,064	\$353,187	(\$134,876)	72.4%	\$6.10/hr	66,186	\$7.37	\$6.50/hr	\$26,474
T O T A L S	\$6,804,935	\$539,375	(\$6,265,560)						\$87,884

(1) The Proposed additional revenue for the Day Rate is based on the current rate of collections.

(2) The full cost of the SWAP program includes a \$105,270 credit for the room and board cost savings, which the jail saved as a result of not having the inmates in jail during the day.

MAXIMUS Consulting Services, Inc.

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: Government Finance Officers Association Certificate for Excellence in Financial Reporting

SUGGESTED MOTION:

To receive for information 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.

SUMMARY OF REQUEST:

The Certificate of Achievement of Excellence in Financial Reporting has been rewarded to County of Ottawa by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

This is the twenty sixth consecutive year that the County has received this prestigious award.

FINANCIAL INFORMATION:

Total Cost: \$0.00 | County Cost: \$0.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #4

ADMINISTRATION RECOMMENDATION:

Recommended | Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacountymichigan.org
Reason: I am approving this document
Date: 2010.04.20 15:32:52 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010

Certificate of Achievement for Excellence in Financial Reporting

Presented to

County of Ottawa
Michigan

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended
December 31, 2008

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



A stylized, handwritten signature in black ink, appearing to be "JRE".

President

A handwritten signature in black ink, appearing to be "Jeffrey R. Emer".

Executive Director



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601
Phone (312) 977-9700 Fax (312) 977-4806

12/30/2009

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **County of Ottawa** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Connie Vander Schaaf, CMA, Budget/Audit Manager

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: Allocation of 2009 Unreserved Undesignated Fund Balance

SUGGESTED MOTION:

To approve and designate \$464,096 of the 2009 General Fund unreserved undesignated fund balance for the 2010 budget.

SUMMARY OF REQUEST:

The General Fund Budget Surplus Policy addresses the priority of uses for additional fund balance once the fund balance has been maintained by the policy.

Administrator's recommendation is to designate \$464,096 for the 2010 budget. This recommendation is the result of a decrease in the projected tax revenues, the loss of Jail Reimbursement revenue, and the possible additional cost for Jail Mental Health services.

FINANCIAL INFORMATION:

Total Cost: _____ County Cost: _____ Included in Budget: Yes No

If not included in budget, recommended funding source: _____

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #2, #4

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org
Reason: I am approving this document
Date: 2010.04.21 09:50:11 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010



County of Ottawa

Fiscal Services Department

June A. Hagan
Director

12220 Fillmore Street, Room 331, West Olive, Michigan 49460

West Olive (616) 738-4849

Fax (616) 738-4098

Grand Haven (616) 846-8295

Grand Rapids (616) 662-3100

e-mail: jhagan@co.ottawa.mi.us

To: Board of Commissioners

From: June Hagan, Fiscal Services Director

Date: April 12, 2010

Subject: General Fund Unreserved Undesignated Fund Balance at December 31, 2009

The General Fund Budget Surplus Policy allows for an undesignated fund balance equivalent to the lesser of three months of the most recently adopted budget or 15% of the General Fund's expenditures from the most recently completed audit. I recommend that we continue to maintain the undesignated fund balance at 15% of the General Fund's expenditures from the most recently completed audit.

The policy also addresses the priority of uses for any additional fund balance once the fund balance has been maintained as described in the policy. Those priorities are as follows:

- 1) Such funds may be added to the Designated Fund Balance of the General Fund for a specified purpose
- 2) The Board may use the funds to fund the county financing tools
- 3) Such funds may be used to address emergency needs, concerns, or one time projects as designated by the Board
- 4) After funding the county financing tools, any remaining fund balance may be used toward a millage reduction factor to be applied to the next levied millage.

Historically at year end, the General Fund has unreserved undesignated fund balance to be allocated. At December 31, 2009, the amount of the General Fund undesignated fund balance available for allocation after maintaining the undesignated fund balance at 15% of expenditures of the most recent General Fund audit is \$464,096. This allocation is approximately .6% of the original expenditure budget of \$72M.

Administration's recommendation is to designate the \$464,095 for the 2010 budget. This recommendation is the result of a decrease in the projected tax revenue, the loss of Jail Reimbursement revenue, and the possible additional cost for Jail Mental Health services.

During the 2010 budget process, we projected a conservative decrease in taxable value and tax revenue. However, after completion of the 2010 Equalization Report, we know the taxable value decreased 4.05% from 2009. The 2010 budget reflects a 3.25% decrease in taxable value. The result is an estimated \$325,529 decrease in our tax revenue compared to our budget.

In addition, the funding for the Jail Reimbursement Program was removed from the State budget and as of this date has not been reinstated. The 2010 budget includes \$173,000 of revenue for this program. A bill has been introduced that would reinstate the program funding as of January, 2010, but it is unknown if it will pass. An Attorney General's Opinion, if enforced, will require the County to cover the costs of Mental Health services for inmates beginning October 1, 2010. The historical cost for these services has been approximately \$90,000 per year.

Due to the uncertainty of the impact of these two programs and the reduced tax revenue, we believe this recommendation best addresses the needs of the County in 2010. If you have any questions, please contact Al or myself.

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Human Resources

Submitted By: Marie Waalkes

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

SUGGESTED MOTION:

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 Chad G. Klaver).

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

SUMMARY OF REQUEST:

FINANCIAL INFORMATION:

Total Cost: \$11,973.00 County Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source: Employee

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

Objective:

ADMINISTRATION RECOMMENDATION: Recommended Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg,
DN: cn=Alan G. Vanderberg, c=US, ou=County of Otsewa, ou=Administrator's Office, email=avanderberg@otsewa.org
Reason: I am approving this document
Date: 2010.04.20 11:02:54 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 04/20/2010



**APPLICATION FOR ADDITIONAL CREDITED SERVICE
Member Certification and Governing Body Resolution**

RECEIVED

MAR 29 2010

01:20:00 PM / 3/29/2010

MEMBER

Name: Chad G Klaver
SSN: XXX-XX-7266
DOB: 6/9/1974
Age: 35 years, 9 months
Spouse's DOB: 12/14/1976

CALCULATION DATE - 4/1/2010
(Estimate Not Valid After 2 Months)

BENEFIT PROGRAMS

Benefit B-4 (80% max)
Benefit F50 (With 25 Years of Service)
Benefit FAC-5 (5 Year Final Average Compensation)
10 Year Vesting
E2 COLA Benefit

EMPLOYER

Name: Ottawa Co
Number/Div: 7003 / 21

9 years, 8 months of vesting and eligibility service from the City of Hudsonville has been included and is reported as Other MERS.

ESTIMATED FAC ON CALCULATION DATE: \$54,931.32

CREDITED SERVICE

Member's Service Credit as of Calculation Date:
Other Governmental Service used for Eligibility (MERS or Act 88):
Type of Credited Service to be Granted:
Amount of Credited Service to be Granted:
Total Estimated Actuarial Cost of Additional Credited Service:

3 years, 9 months
9 years, 8 months
Generic
1 year, 0 months
\$11,973.00 [Payment Options on Reverse]

BENEFIT CALCULATION ASSUMPTIONS

1. It is assumed that the Member will continue working until the earliest date for unreduced retirement benefits. If the Member terminates prior to becoming eligible for unreduced benefits, the Employer understands and accepts that the actuarial cost will be different from the actuarial cost shown above.
2. The Member's Final Average Compensation (FAC) is projected to increase 4.5% annually from the date of purchase to the date of retirement.
3. The Plan's Investment Return is projected to be 8% annually.

THE ADDITIONAL CREDITED SERVICE IS PROJECTED TO RESULT IN THE FOLLOWING CHANGES:

	Retirement Date	Age	Service Through	Total Service	FAC	Annual Benefit
Before Purchase	7/1/2024	50 yrs., 0 mths.	6/30/2024	18 yrs., 0 mths.	\$102,855.42	\$46,284.96
After Purchase	7/1/2024	50 yrs., 0 mths.	6/30/2024	19 yrs., 0 mths.	\$102,855.42	\$48,856.32

Note: MERS is not responsible for any Member or Employer supplied information, or any losses which may result if actual experience differs from actuarial assumptions. The Member and Employer are responsible for reviewing the information contained herein for accuracy, and assuming the risk that actual experience results in liability different than that estimated.

MEMBER CERTIFICATION

I certify that the above information is correct and accurate. If this is a purchase of qualifying "other governmental" service, I certify that the service has not and will not be recognized for the purpose of obtaining or increasing a pension under another defined benefit retirement plan.


Signature of Member

3/29/2010
Date

GOVERNING BODY RESOLUTION

As provided by the MERS Plan Document, and in accordance with the Employer's policy there under, the additional credited service described above is hereby granted this Member by Resolution of the Governing Body of _____, at its meeting on _____. The Employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actual experience will affect the true cost of the additional service. For example, changes in benefit programs through adoption or transfer of the affected employee to a division with 'better' benefits; increases in wages other than 4.5% per year; and changes to the anticipated date of termination, will affect the actual cost of the additional service (increase or decrease). Thus, actual future events and experience may result in changes different than those assumed, and liability different than that estimated. The Employer understands and agrees that it is accountable for any difference between estimated and actual costs.

Signature of Authorized Official

Date

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Human Resources

Submitted By: Marie Waalkes

Agenda Item: MIWorks! Personnel Requests

SUGGESTED MOTION:

To approve and authorize the Board Chair and Clerk to sign 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.

SUMMARY OF REQUEST:

To create two (2) Business Service Representatives (Unclassified paygrade 03B) at a cost of \$62,098 each. Funding to come from Dislocated Worker, Adult, Youth, and Employment Services Grants. Position sunsetted June 30, 2011.

To create one (1) Workforce Intelligence Analyst (Group T paygrade 12B) at a cost of \$58,179. Funding to come from Dislocated Worker, Adult, Youth and Administrative Cost Pool funds. Position sunsetted June 30, 2011.

To increase the hours of the Procurement Contract Coordinator (Group T paygrade 12B) from .6 FTE to 1.0 FTE at a cost of \$23,274. Funding to come from Dislocated Worker, Adult and Youth grants. Position sunsetted June 30, 2011.

FINANCIAL INFORMATION:

Total Cost: County Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source: Dislocated Worker, Adult, Youth, and Employment Services Grants; and Administrative Cost Pool funds.

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #4

Objective: #6

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, ou=County of Ottawa, ou=Administrator's Office, email=vanderberg@ottawacounty.org
Reason: I am approving this document
Date: 2010.04.29 10:57:12 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010

1
COUNTY OF OTTAWA
2010 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION
REQUEST FORM

Please Print Form and Return to the Fiscal Services Department

POSITION TITLE: Contract Coordinator
2320-2741-7464; 2742-7433 2320-2741-7483 7463

FUND/DEPARTMENT NUMBER: 2743-7433

CHECK ONE: New Position: Number of hours per week requested: _____ 37.5 - 40
 Expansion of Existing Hours: From: 24 To: 40 per week

GENERAL INFORMATION:

1. Bargaining Unit: Group T (Rep. Mike DeYoung)

2. Proposed Pay Grade: 12B

3. Briefly describe the functions of this position:
Coordinates the process of procuring all subcontracted agencies and services; develops and manages all contracts with subcontractors, assists in the development of statements of work; assists in program monitoring preparation.
4. Describe the justification for this position (Provide supporting documentation if appropriate.)
We currently have this position on a part-time basis and need to expand the position due to service expansion and contracts with more providers
5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.
Goal 3: To contribute to a healthy physical, economic and community environment. Goal 4: To continually improve the County's organization and services
6. Will the job functions of this position be for mandated or discretionary functions of the department?
Mandated federal funds. No county general funds will be used for these positions - all funding will be through federal workforce dollars.
7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?
This position will help subcontractors maintain required levels of services through clear statements of work and help in meeting workforce board, state and federal outcomes.

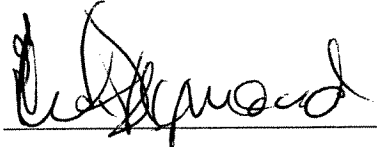
(If the position being requested does not have an existing job description, please attach a description of anticipated duties.)

COST INFORMATION:

ESTIMATED SALARY COST FOR THE BUDGET YEAR: \$38,732.00

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR: \$19,227.00

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION: \$1,000.00
(If equipment is required, please complete an equipment request form and indicate it is for a new position.)

SIGNED:  DATE: 3-29-10

BUDGET DATA: _____ **CONTROL #:** 5
Fiscal Services Department Use Only Fiscal Services Department Use Only

COUNTY OF OTTAWA
2010 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION
REQUEST FORM

Please Print Form and Return to the Fiscal Services Department

POSITION TITLE: Workforce Intelligence Analyst **FUND/DEPARTMENT NUMBER:** 2743-7433
2320-2741-7464; 2742-7433 2320-2741-7483 7463, 2741-7464, 2740-7431/120

CHECK ONE: New Position: Number of hours per week requested: 40
 Expansion of Existing Hours: From: _____ To: _____ per week

GENERAL INFORMATION:

1. Bargaining Unit:

2. Proposed Pay Grade:

3. Briefly describe the functions of this position:
Manages all research & data functions of MI Works - workforce intelligence/labor market, WIA, TANF, TAA performance, occupational level data for business planning. Oversees client database function for board/admin staff & federal reporting

4. Describe the justification for this position (Provide supporting documentation if appropriate.)
As workforce needs grow we need a dedicated position to research & analyze employer demand/need in order to have up to date & relevant data for planning and also for performance management.

5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.
Goal 3: To contribute to a healthy physical, economic and community environment. Goal 4: To continually improve the County's organization and services

6. Will the job functions of this position be for mandated or discretionary functions of the department?
Mandated federal funds. No county general funds will be used for these positions - all funding will be through federal workforce dollars.

7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?
This position will assist in meeting workforce board goal of up to date relevant data & "workforce intelligence".

(If the position being requested does not have an existing job description, please attach a description of anticipated duties.)

COST INFORMATION:

ESTIMATED SALARY COST FOR THE BUDGET YEAR:

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR:

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION:
(If equipment is required, please complete an equipment request form and indicate it is for a new position.)

SIGNED:  DATE: 3-29-10

BUDGET DATA: _____ **CONTROL #:** 4
Fiscal Services Department Use Only Fiscal Services Department Use Only

1
COUNTY OF OTTAWA
2010 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION
REQUEST FORM

Please Print Form and Return to the Fiscal Services Department

POSITION TITLE: Business Services Representative **FUND/DEPARTMENT NUMBER:** 2743-7433-2320, 2742-7433-2320, 2741-7464, 2741-7463, 2743-7460

CHECK ONE: New Position: Number of hours per week requested: 40
 Expansion of Existing Hours: From: _____ To: _____ per week

GENERAL INFORMATION:

1. Bargaining Unit: Unclassified

2. Proposed Pay Grade: U03, Step B

3. Briefly describe the functions of this position:

To coordinate with employers, economic development organization & educational institutions throughout the county in order to assist employers in meeting labor demand with qualified employees. We are proposing 2 FTE positions.

4. Describe the justification for this position (Provide supporting documentation if appropriate.)

These two positions are currently performed by subcontracted staff and we are taking the positions "in-house" in order to align better with businesses in the community. They will report directly to a MI Works Program Supervisor and by bringing the position in-house we will save money and stretch our dollars.

5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.
Goal 3: To contribute to a healthy physical, economic and community environment.

6. Will the job functions of this position be for mandated or discretionary functions of the department?
Mandated federal funds. No county general funds will be used for these positions - all funding will be through federal workforce dollars.

7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?
Performance is based on volume of placement of qualified workers with local companies. Performance will be tracked via the MI Works/DELEG/USDOL Management Information System

(If the position being requested does not have an existing job description, please attach a description of anticipated duties.)

COST INFORMATION:

ESTIMATED SALARY COST FOR THE BUDGET YEAR: \$39,255.00

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR: \$21,961.00

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION: \$1,000.00
(If equipment is required, please complete an equipment request form and indicate it is for a new position.)

SIGNED:  DATE: 3 Feb 10

BUDGET DATA: _____ **CONTROL #:** 6
Fiscal Services Department Use Only Fiscal Services Department Use Only

COUNTY OF OTTAWA
2010 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION
REQUEST FORM

Please Print Form and Return to the Fiscal Services Department

POSITION TITLE: Business Services Representative **FUND/DEPARTMENT NUMBER:** 2743-7433-2320, 2742-7433-2320, 2741-7464, 2741-7463, 2743-7460

CHECK ONE: New Position: Number of hours per week requested: 40
 Expansion of Existing Hours: From: _____ To: _____ per week

GENERAL INFORMATION:

1. Bargaining Unit: Unclassified

2. Proposed Pay Grade: U03, Step B

3. Briefly describe the functions of this position:

To coordinate with employers, economic development organization & educational institutions throughout the county in order to assist employers in meeting labor demand with qualified employees. We are proposing 2 FTE positions.

4. Describe the justification for this position (Provide supporting documentation if appropriate.)

These two positions are currently performed by subcontracted staff and we are taking the positions "in-house" in order to align better with businesses in the community. They will report directly to a MI Works Program Supervisor and by bringing the position in-house we will save money and stretch our dollars.

5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.

Goal 3: To contribute to a healthy physical, economic and community environment.

6. Will the job functions of this position be for mandated or discretionary functions of the department?

Mandated federal funds. No county general funds will be used for these positions - all funding will be through federal workforce dollars.

7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?

Performance is based on volume of placement of qualified workers with local companies. Performance will be tracked via the MI Works/DELEG/USDOL Management Information System

(If the position being requested does not have an existing job description, please attach a description of anticipated duties.)

COST INFORMATION:

ESTIMATED SALARY COST FOR THE BUDGET YEAR: \$39,255.00

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR: \$21,961.00

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION: \$1,000.00
(If equipment is required, please complete an equipment request form and indicate it is for a new position.)

SIGNED:  DATE: 3-JR-10

BUDGET DATA: _____ **CONTROL #:** 7
Fiscal Services Department Use Only Fiscal Services Department Use Only

County of Ottawa
WIA
2010 Position Costing Schedule

Union code	W/C code	FTE	Salaries * Permanent	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unempl.	Optical	Disability	Total Fringes	Salaries & fringes
14	8810	1.0000	\$39,255	\$3,003	\$12,247	\$411	\$120	\$6,002	\$675	\$9	\$58	\$167	\$151	\$22,843	\$62,098
	12	8810	\$38,119	\$2,916	\$12,247	\$411	\$78	\$3,354	\$675	\$9	\$56	\$167	\$147	\$20,060	\$58,179
	12	8810	\$15,248	\$1,166	\$4,899	\$165	\$31	\$1,342	\$270	\$4	\$23	\$67	\$59	\$8,026	\$23,274
<hr/>															
			7040.0000	7150.0000	7160.0000	7160.0020	7170.0000	7180.0000	7190.0000	7200.0000	7220.0000	7230.0000	7240.0000		

(increase from 24 to 40 hrs)

Action Request



Committee: Board of Commissioners

Meeting Date: 4/27/2010

Requesting Department: Fiscal Services

Submitted By: June Hagan

Agenda Item: Bond Resolution – Holland Township

SUGGESTED MOTION:

To approve and authorize the Board Chair and Clerk to sign 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.

SUMMARY OF REQUEST:

The Holland Township Board will pass a resolution on April 15, 2010 to authorize the refunding of the bond issue. Estimated savings are \$145,233 or a 6.73% savings of the refunded bonds.

FINANCIAL INFORMATION:

Total Cost: _____ County Cost: \$0.00 _____ Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #3

Objective: #4

ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacounty.org
Reason: I am approving this document
Date: 2010.04.20 15:20:36 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 4/20/2010

Ottawa County Road Commission

14110 Lakeshore Drive
P.O. Box 739
GRAND HAVEN, MI 49417
Phone (616) 842-5400 Fax (616) 850-7237

MEMORANDUM

To: Ottawa County Board of Commissioners
Finance Committee

From: Kenneth L. Zarzecki, P.E., Director of Utilities

Date: April 12, 2010

Subject: **County of Ottawa, Holland Township Refunding Bonds**

The current low interest rates on municipal bonds gives us an opportunity to refinance the Holland Township Water and Refunding Bonds issued August 1, 1998 that will result in a savings to Holland Township of approximately \$145,233.

I would like to present a resolution for this refunding at the April 20, 2010 meeting of the Finance & Administration Committee and at the April 27 meeting of the Board of Commissioners.

Enclosed is a brief summary of the proposed refunding. Please let me know if you need additional information.

KLZ: pp

Enclosure

SUMMARY OF PROPOSED REFUNDING HOLLAND TOWNSHIP WATER AND REFUNDING BONDS

ORIGINAL ISSUE

Water and Refunding Bonds were sold in 1998. The average interest rate of the outstanding bonds is 5.1%.

PROPOSED REFUNDING ISSUE

Refunding bonds will be issued in an amount not-to-exceed \$2,350,000 to refinance the 1998 bonds. The estimated interest rate will be 2.8%.

ANTICIPATED SAVINGS

The net savings after issuance costs is estimated to be approximately \$145,233.

SECURITY PLEDGE

As with the 1998 issue, primary security for the bonds is the full faith and credit pledge of Holland Township with the full faith and credit pledge of Ottawa County as secondary security. (Both pledges are subject to constitutional, statutory and charter limitations.)

SCHEDULE

The refunding bonds will be sold as soon as approval is obtained from the Michigan Department of Treasury.

RE: RESOLUTION TO AUTHORIZE THE ISSUANCE OF NOT TO EXCEED
\$2,350,000 OTTAWA COUNTY 2010 REFUNDING BONDS (HOLLAND
TOWNSHIP)

Submitted by Commissioner _____:

Mr. Chairman, Ladies, and Gentlemen:

I offer the following resolution:

WHEREAS, pursuant to the provisions of Act No. 342, Public Acts of Michigan, 1939, as amended ("Act 342"), the Board of Supervisors of the County of Ottawa (the "County") authorized and directed that there be established, maintained and operated a countywide system or systems of water and sewer improvements and services and designated the Board of County Road Commissioners of the County to be the agency of the County for the purposes set forth in Act 342; and

WHEREAS, pursuant to the provisions of Act 342, the Charter Township of Holland (the "Township") and the County of Ottawa (the "County"), acting by and through its Board of County Road Commissioners as county agency (the "County Agency"), have entered into the Holland Township Water Supply System and Sewage Collection System 1983 Extensions Contract, dated as of January 1, 1983 (the "1983 Contract"), the Holland Township Water Supply System and Sewage Collection System 1985 Extensions Contract, dated as of October 1, 1985 (the "1985 Contract"), and the Holland Township Water Supply System 1998 Extensions Contract, dated as of June 1, 1998 (the "1998 Contract" and together with the 1983 Contract and the 1985 Contract, collectively the "Contracts"); and

WHEREAS, pursuant to the 1983 Contract, the County issued its Ottawa County Water Supply and Sewage Collection Bonds (Holland Township 1983 Extensions) dated as of May 1, 1983 (the "1983 Bonds") in the original principal amount of \$2,580,000 to defray the cost of acquiring and constructing the Holland Township Water Supply System and Sewage Collection System 1983 Extensions and thereafter issued its Ottawa County Refunding Bonds (Holland Township 1983 Extensions) dated July 1, 1990 (the "1990 Bonds") in the original principal amount of \$1,880,000 to refund the 1983 Bonds; and

WHEREAS, pursuant to the 1985 Contract, the County issued its Ottawa County Water Supply and Sewage Collection Bonds (Holland Township System 1985 Extensions) dated as of January 1, 1986 (the "1985 Bonds") in the original principal amount of \$5,820,000 to defray part of the cost of acquiring and constructing the Holland Township Water Supply System and Sewage Collection System 1985 Extensions and thereafter issued its Ottawa County Refunding Bonds (Holland Township 1985 Extensions) dated May 1, 1991 (the "1991 Bonds") in the original principal amount of \$5,435,000 to refund the 1985 Bonds; and

WHEREAS, pursuant to the Contracts, the County issued its Ottawa County Water Supply and Refunding Bonds (Holland Township 1998) dated August 1, 1998 in the original principal amount of \$8,865,000 (hereinafter referred to as the "Prior Bonds") to defray the cost of the Holland Township Water Supply System 1998 Extensions and to refund the 1990 Bonds and the 1991 Bonds; and

WHEREAS, the Prior Bonds remain outstanding in the aggregate principal amount of \$2,210,000, mature in various principal amounts in the years 2010 through 2018 and bear interest at rates per annum which vary from 4.70% to 5.15%; and

WHEREAS, Part VI of Act No. 34, Public Acts of Michigan, 2001, as amended ("Act 34"), authorizes the County to refund all or any part of its outstanding securities; and

WHEREAS, the County has received a proposal from Stifel, Nicolaus & Company, Incorporated (the "Underwriter") to refund part of the outstanding Prior Bonds; and

WHEREAS, the governing body of the Township has adopted a resolution requesting and authorizing the County to issue its refunding bonds for the purpose of refunding all or part of the Prior Bonds and paying the costs of issuing the refunding bonds and agreeing to continue to make payments to the County in accordance with the Contracts in amounts sufficient to pay the principal of and interest on the refunding bonds and any of the Prior Bonds that are not refunded and all paying agency fees and other expenses and charges (including the County Agency's administrative expenses) which are payable on account of the refunding bonds and those Prior Bonds that are not refunded; and

WHEREAS, it is in the best interests of the County and the Township that bonds be sold to refund the Prior Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF OTTAWA:

1. AUTHORIZATION OF BONDS - PURPOSE. Bonds of the County of Ottawa, aggregating the principal sum of not to exceed Two Million Three Hundred Fifty Thousand Dollars (\$2,350,000) (the "Bonds") shall be issued and sold pursuant to the provisions of Act 342, Act 34, and other applicable statutory provisions, for the purpose of refunding all or part of the Prior Bonds.

2. BOND DETAILS. The Bonds shall be designated "Ottawa County 2010 Refunding Bonds (Holland Township)"; shall be dated as of such date as shall be approved by the Director of Utilities at the time of sale; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof; shall bear interest at a rate or rates not exceeding 6% per annum to be determined by the Director of Utilities at the time of sale payable on such dates as shall be determined by the Director of Utilities at the time of sale; and shall mature in such principal amounts and on such dates and in such years as shall be determined by the Director of Utilities at the time of sale.

3. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the Bonds shall be payable in lawful money of the United States. Principal shall be payable upon presentation and surrender of the Bonds to the bond registrar and paying agent as they severally mature. Interest shall be paid to the registered owner of each Bond as shown on the registration books at the close of business on the fifteenth day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address.

4. PRIOR REDEMPTION. The Bonds shall be subject to redemption prior to maturity, if so determined by the Director of Utilities at the time of sale, upon such terms and conditions as may be determined by the Director of Utilities.

5. BOND REGISTRAR AND PAYING AGENT. The Director of Utilities shall designate, and may enter into an agreement with, a bond registrar and paying agent for the Bonds which shall be a bank or trust company located in the State of Michigan which is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The Director of Utilities from time to time as required may designate a similarly qualified successor bond registrar and paying agent.

6. BOOK-ENTRY SYSTEM. Initially, one fully-registered Bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company (“DTC”) for the benefit of other parties (the “Participants”) in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County not to continue the book-entry system of transfer or that the interests of the holders of the Bonds might be adversely affected if the book-entry system of transfer is continued, the County may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of certificates evidencing the Bonds. In such event, the bond registrar and paying agent shall deliver, transfer and exchange such certificates as requested by DTC and any Participant or “beneficial owner” in appropriate amounts in accordance with this Bond Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver certificates evidencing the Bonds in accordance with the procedures established by this Bond Resolution. In the event such certificates are issued, the provisions of this Bond Resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the Bonds to any Participant having Bonds certified to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the Bonds.

Notwithstanding any other provision of this Bond Resolution to the contrary, so long as any Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on such Bonds and all notices with respect to the Bonds shall be made and given, respectively, to DTC as provided in the Blanket Issuer Letter of Representations between the County and DTC. The Director of Utilities is

authorized to sign such other documents with DTC on behalf of the County, in such form as the Director of Utilities deems necessary or appropriate in order to accomplish the issuance of the Bonds in accordance with law and this Bond Resolution.

7. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The Bonds shall be executed in the name of the County by the facsimile signatures of the Chairman of the Board of Commissioners and the County Clerk and authenticated by the manual signature of an authorized representative of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the Bonds. After the Bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the County Treasurer to the Underwriter upon receipt of the purchase price. Additional Bonds bearing the facsimile signatures of the Chairman of the Board of Commissioners and the County Clerk and upon which the seal of the County (or a facsimile thereof) is impressed or imprinted may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of the Bonds. The bond registrar and paying agent shall indicate on each Bond the date of its authentication.

8. EXCHANGE AND TRANSFER OF BONDS. Any Bond, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for Bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bond.

Each Bond shall be transferable only upon the books of the County, which shall be kept for that purpose by the bond registrar and paying agent, upon surrender of such Bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

Upon the exchange or transfer of any Bond, the bond registrar and paying agent on behalf of the County shall cancel the surrendered Bond and shall authenticate and deliver to the transferee a new Bond or Bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bond. If, at the time the bond registrar and paying agent authenticates and delivers a new Bond pursuant to this section, payment of interest on the Bonds is in default, the bond registrar and paying agent shall

endorse upon the new Bond the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is _____."

The County and the bond registrar and paying agent may deem and treat the person in whose name any Bond shall be registered upon the books of the County as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such Bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 3 of this Bond Resolution shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of Bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The bond registrar and paying agent shall not be required to transfer or exchange Bonds or portions of Bonds which have been selected for redemption.

9. FORM OF BONDS. The Bonds shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF OTTAWA
OTTAWA COUNTY 2010 REFUNDING BOND
(HOLLAND TOWNSHIP)

INTEREST RATE MATURITY DATE DATE OF ORIGINAL ISSUE CUSIP

Registered Owner

Principal Amount

The County of Ottawa, State of Michigan (the "County") acknowledges itself indebted to, and for value received hereby promises to pay to, the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at _____ the bond registrar and paying agent, or at such successor bond registrar and paying agent as may be designated pursuant to the Resolutions, and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on such Principal Amount from _____, 201_ or such later date through which interest has been paid until the County's obligation with respect to the payment of such Principal Amount is discharged, at the rate per annum specified above. Interest is payable on the first days of _____ and _____ in each year, commencing on _____, 201_. Principal and interest are payable in lawful money of the United States of America.

This bond is one of a series of bonds aggregating the principal sum of _____ Thousand Dollars (\$ _____) issued by the County under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act No. 342, Public Acts of 1939, as amended, and Act No. 34, Public Acts of 2001, as amended) and a resolution adopted by the Board of Commissioners of the County and an order executed by the Director of Utilities of the County (collectively, the "Resolutions") for the purpose of refunding the County's outstanding Ottawa County Water Supply and Refunding Bonds (Holland Township 1998) dated August 1, 1998 maturing in the years _____ through _____. The bonds of this series are issued in anticipation of, and the principal of and interest on the bonds are payable from, moneys to be received by the County from the Charter Township of Holland (the "Township") in payment of its obligations under separate contracts dated January 1, 1983,

October 1, 1985 and June 1, 1998, respectively, between the County and the Township. The full faith and credit of the Township have been pledged for the making of payments to the County in amounts sufficient to pay the principal of and interest on the bonds of this series when due. As additional security for the payment of the principal of and interest on the bonds of this series the full faith and credit of the County have been pledged. Taxes imposed by the Township and the County are subject to constitutional tax limitations.

This bond is transferable, as provided in the Resolutions, only upon the books of the County kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Resolutions, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in the denomination of \$5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds which have been selected for redemption.

Bonds maturing prior to _____, _____, are not subject to redemption prior to maturity. Bonds maturing on and after _____, _____, are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any one or more interest payment dates on and after _____, _____. Bonds of a denomination greater than \$5,000 may be partially redeemed in the amount of \$5,000 or any integral multiple thereof. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption and a premium as follows:

% of the par value if called for redemption
on or after _____, _____, but prior
to _____, _____;

% of the par value if called for redemption
on or after _____, _____, but prior
to _____, _____;

Not less than thirty days but not more than sixty days notice of redemption shall be given to the registered owners of bonds called to be redeemed by mail to each registered owner at the registered address. Bonds or portions of bonds called for redemption shall not bear interest on and after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the bonds of this series, existed, have happened and have been performed in due time, form and manner as required by law, and that the total indebtedness of said County, including the series of bonds of which this bond is one, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the County of Ottawa, Michigan, by its Board of Commissioners, has caused this bond to be executed in its name by facsimile signatures of the Chairman of the Board of Commissioners and the County Clerk and its corporate seal (or a facsimile thereof) to be impressed or imprinted hereon. This bond shall not be valid unless the Certificate of Authentication has been manually executed by an authorized representative of the bond registrar and paying agent.

COUNTY OF OTTAWA

(SEAL)

By: _____
County Clerk

By: _____
Chairman,
Board of Commissioners

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within mentioned Resolutions.

Bond Registrar and Paying
Agent

By: _____
Authorized Representative

AUTHENTICATION DATE:

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ (please print or type name, address and taxpayer identification number of transferee) the within bond and all rights thereunder and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed: _____

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

End of Bond Form

10. SECURITY. The Bonds shall be issued in anticipation of payments to be made by the Township pursuant to the Contracts. The Bonds shall be secured primarily by the full faith and credit pledges made by the Township in the Contracts. As additional and secondary security, the full faith and credit of the County are hereby pledged for the prompt payment of the principal of and interest on the Bonds as the same shall become due. If the Township shall fail to make payments to the County which are sufficient to pay the principal of and interest on the Bonds as the same shall become due, then an amount sufficient to pay the deficiency shall be advanced from the general fund of the County.

11. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay, at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, or any portion thereof, shall have been deposited in trust, this Bond Resolution shall be defeased with respect to such Bonds and the owners of such Bonds shall have no further rights under this Bond Resolution except to receive payment of the principal of, premium, if any, and interest on such Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

12. PRINCIPAL AND INTEREST FUND. There has been established for each series of the Prior Bonds a Principal and Interest Fund and there is hereby established for the Bonds a Principal and Interest Fund. From the proceeds of the sale of the Bonds there shall be set aside in the Principal and Interest Fund any accrued interest received from the Underwriter at the time of delivery of the same. All payments received from the Township pursuant to the Contracts are pledged for the payment of the principal of and interest on the non-refunded Prior Bonds and the Bonds and expenses incidental thereto and as received shall be placed in the Principal and Interest Fund for the Bonds. The County Agency shall transfer moneys in the Principal and Interest Fund to the bond registrar and paying agent for the Prior Bonds and the bond registrar and paying agent for the Bonds as necessary for the payment of the principal of and interest on the non-refunded Prior Bonds and the Bonds.

13. PAYMENT OF ISSUANCE EXPENSES - ESCROW FUND. The remainder of the proceeds of the Bonds shall be used to pay the issuance expenses of the Bonds and to establish an escrow fund for the Prior Bonds that are refunded (the "Refunded Bonds"). After the issuance expenses have been paid or provided for the remaining proceeds shall be used, together with available funds of the Township, if any, to establish an escrow fund (the "Escrow Fund") consisting of cash and investments in direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America or other obligations the principal of and interest on which are fully secured by the foregoing and used to pay the principal of, interest on and redemption premiums, if any, on the Refunded Bonds. The Escrow Fund shall be held by an escrow agent (the "Escrow Agent") in trust pursuant to an escrow agreement (the "Escrow Agreement"), which irrevocably shall direct the Escrow Agent to take all necessary steps to pay the interest on the Refunded Bonds when due and to call the Refunded Bonds for redemption at such time as shall be determined in the Escrow Agreement. The Director of Utilities is authorized to select the Escrow Agent and enter into the Escrow Agreement on behalf of the County. The amounts held in the Escrow Fund shall be such that the cash and the investments and the income received thereon will be sufficient without reinvestment to pay the principal of, interest on and redemption premiums, if any, on the Refunded Bonds when due at maturity or call for redemption as required by the Escrow Agreement.

14. APPROVAL OF DEPARTMENT OF TREASURY. The issuance and sale of the Bonds shall be subject to permission being granted therefor by the Department of Treasury of the State of Michigan pursuant to Act 34, and the Director of Utilities is authorized and directed, if necessary, to make application to the Department of Treasury for permission to issue and sell the Bonds as provided by the terms of this Bond Resolution.

15. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Bonds shall be sold pursuant to a negotiated sale to the Underwriter as hereinafter provided, and it is hereby determined that such negotiated sale is in the best interests of the County and is calculated to provide the maximum flexibility in pricing the Bonds so as to achieve sufficient debt service savings with respect to the Prior Bonds. The Director of Utilities is authorized to determine which of the Prior Bonds shall be refunded and the principal amount of the Bonds to be sold and to enter into a Bond Purchase Agreement with the Underwriter, which Bond Purchase Agreement shall set forth the principal amount, principal maturities and dates, interest rates and

interest payment dates, redemption provisions, if any, purchase price to be paid by the Underwriter and compensation to be paid to the Underwriter, as well as such other terms and provisions as the Director of Utilities determines to be necessary or appropriate in connection with the sale of the Bonds. The members of the Board of County Road Commissioners, the Director of Utilities and other appropriate County officials are authorized to do all things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the Bonds in accordance with the provisions of this Bond Resolution. In making the determination in the Bond Purchase Agreement with respect to principal maturities and dates, interest rates, redemption provisions, purchase price of the Bonds and compensation to be paid to the Underwriter, the Director of Utilities shall be limited as follows:

- (a) The interest rate on any Bond shall not exceed 6% per annum.
- (b) The final maturity date of the Bonds shall not be later than August 1, 2018.
- (c) The redemption price to be paid in connection with any optional redemption of the Bonds shall not exceed 102% of the principal amount of the Bonds to be so redeemed.
- (d) The purchase price of the Bonds shall not be less than 98% of the principal amount thereof.
- (e) The Underwriter's discount with respect to the Bonds or the compensation to be paid to the Underwriter shall not exceed 1.0% of the principal amount of the Bonds.

16. REPLACEMENT OF BONDS. Upon receipt by the County Agency of proof of ownership of an unmatured Bond, of satisfactory evidence that the Bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity which complies with applicable law and is satisfactory to the County Agency, the County Agency may authorize the bond registrar and paying agent to deliver a new executed Bond to replace the Bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured Bond is lost, apparently destroyed or wrongfully taken, the County Agency may authorize the bond registrar and paying agent to pay the Bond without presentation upon the receipt of the same documentation required for the delivery of a replacement Bond. The bond registrar and paying agent, for each new Bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any Bond delivered pursuant to the provisions of this Section 16 in lieu of any Bond lost, apparently destroyed or wrongfully taken shall be of the

same form and tenor and be secured in the same manner as the Bond in substitution for which such Bond was delivered.

17. TAX COVENANT. The County covenants to comply with all applicable requirements of the Internal Revenue Code of 1986, as amended necessary to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes. The Board of County Road Commissioners, the Director of Utilities and other appropriate County officials are authorized to do all things necessary (including the making of such covenants of the County as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

18. OFFICIAL STATEMENT. The Board of County Road Commissioners is authorized to cause the preparation of an official statement for the Bonds for the purpose of enabling compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the "Rule"), and to do all other things necessary to enable compliance with the Rule. After the award of the Bonds, the County will provide copies of a "final official statement" (as defined in paragraph (e)(3) of the Rule) on a timely basis and in reasonable quantity as requested by the Underwriter to enable the Underwriter to comply with paragraph (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.

19. CONTINUING DISCLOSURE. The County Treasurer is hereby authorized to execute and deliver in the name and on behalf of the County (i) a certificate of the County to comply with the requirements for a continuing disclosure undertaking of the County pursuant to subsection (b)(5) of the Rule and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the County to comply with and carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.

20. CONFLICTING RESOLUTIONS. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION ADOPTED.

Action Request



	Committee: Board of Commissioners
	Meeting Date: April 27, 2010
	Requesting Department: Board of Commissioners
	Submitted By: Keith Van Beek
	Agenda Item: Board Appointments

SUGGESTED MOTION:

To approve the name(s) of (* indicates recommendation of the Interview Subcommittee [third posting]):

***Jon Overway**

to fill one (1) of two (2) Private Sector Representative Vacancies on the Technology Committee beginning January 1, 2010, and ending December 31, 2011 (two year term).

***Valorie Putnam**

to fill one (1) Education Sector Vacancy on the Ottawa County Workforce Development Board beginning January 1, 2010, and ending December 31, 2012 (three year term).

***Randall S. Boss**

To fill one (1) unexpired Business Sector vacancy on the Ottawa County Workforce Development Board beginning immediately and ending December 31, 2011.

***Marjorie DeBlaay**

to fill one (1) unexpired Member Vacancy on the Housing Commission beginning immediately and ending December 31, 2011.

***Edward Sowards**

***Marjorie DeBlaay**

to fill two (2) Private Sector vacancies on the Community Action Agency Advisory Board beginning immediately and ending September 30, 2011.

SUMMARY OF REQUEST: The Board of Commissioners makes appointments to the various Boards and Commissions of the County per Administrative Policy – Appointments to Boards and Commissions.

FINANCIAL INFORMATION:

Total Cost: \$0.00	County Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--------------------	---------------------	---------------------	------------------------------	--

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

<input checked="" type="checkbox"/> Mandated	<input type="checkbox"/> Non-Mandated	<input type="checkbox"/> New Activity
--	---------------------------------------	---------------------------------------

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #2

Objective: #5

ADMINISTRATION RECOMMENDATION:

<input checked="" type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended
---	--

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg
DN: cn=Alan G. Vanderberg, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org
Reason: I am approving this document
Date: 2010.04.22 09:42:00 -0400

Committee/Governing/Advisory Board Approval Date: Human Resources Committee 4/27/2010

FILED

JAN 20 2010

DANIEL C. KRUEGER
OTTAWA COUNTY CLERK

EXHIBIT "A"
APPLICATION FOR POSITION ON A BOARD,
COMMISSION, OR ADVISORY BODY APPOINTED
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS

Date: JAN 18, 2010

Position Applied For: Tech. Committee

Names: JON C. OVERWAY

Address: 15430 132nd AVE

NUNICA MI 49448

Contact Information - Home Telephone: 610 844-0382

Work Telephone: 638 8815 (cell)

E-mail Address: JON.OVERWAY@OTT.NET

Fax Number: _____

Educational and Employment Background:

Retired from OTTAWA SHERIFF'S OFFICE 31 yrs +

service

Length of Residency in Ottawa County: Life Time

Does the County of Ottawa or any other unit of government employ any members of your immediate family?

If so, describe:

my son Aaron works for SHERIFF - CORRECTIONS

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

Crockery Twp Planning Commission 6 yrs
QUSU Human Research Review Committee 6 yrs

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? A copy of that Policy is attached.

If not, why not?

Why do you want to be considered for this appointment?

I Am Interested in supporting the Tech issues
Facing the County in the present/future, particularly
the Re-Design of the Justice System.

Do you desire to have your name kept on file up to one year in the office of the County Clerk and be sent applications for future appointment openings? Yes No

If yes, please check the Boards, Commissions or Advisory Bodies you are interested in:

Community Action Agency _____ Parks & Recreation Commission _____
Mental Health Board _____ Others: _____
Workforce Development _____

Return To: Ottawa County Clerk's Office
12220 Fillmore Street, Room 130
P.O. Box 296
West Olive, MI 49460
(616) 994-4533 or (616) 846-8107

THANK YOU FOR YOUR INTEREST IN OTTAWA COUNTY GOVERNMENT!

FILED

FEB 25 2010

EXHIBIT "A"
APPLICATION FOR POSITION ON A BOARD,
COMMISSION, OR ADVISORY BODY APPOINTED **DANIEL C. KRUEGER**
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS **OTTAWA COUNTY CLERK**

Date: February 24, 2010

Position Applied For: Ottawa County Workforce Development Board

Name: Valorie Putnam

Address: Home - 877 Bluff Creek Drive, Grand Haven, Michigan 49417
Work – Thompson M-TEC, 6364 136th Pvt., Holland, Michigan 49424

Contact Information: Home Telephone: 1-616-844-2831
Work Telephone: 1-877-298-0007 ext. 4203
Local: 1-616-738-8935 ext. 4203
E-mail: vputnam@oaisd.org
Fax Number: 1-616-738-8936

Educational and Employment Background:

Employment:

Current: Director, Thompson M-TEC, Holland Michigan, Holland, MI
Previous: Education & Adult Training Consultant, Ottawa Area ISD, Holland, MI
Previous: Education Consultant, Michigan Department of Education, Lansing, Michigan
Previous: Director, Center for Workforce Excellence, Battle Creek, Michigan
Previous: Job Prep Consultant, Iowa Department of Education, Des Moines, IA
Previous: Workforce Entry Coordinator, Kalamazoo Intermediate School District
Previous: Teacher/Program Manager, Marketing Education, Branch ISD, Coldwater, MI

Education:

M.A. in Vocational Education from Western Michigan University; member of the Outstanding Alumni Academy; Continuing Teaching Certification; Full Vocational Authorization; Central Office/Secondary Administrative Certification; Graduate of the Leadership Development Program (LDP) for Vocational Administrators at Ferris State University; B.S. in Art Education from Northern Michigan University; recipient of the Academic Excellence Award and two Academic Scholarships; awarded membership in Phi Kappa Phi, Kappa Delta Pi and graduated Summa Cum Laude from both Universities.

Length of Residency in Ottawa County: Current 11 years (1999 – 2010), Previous: 14 years (1961 – 1973)

Does the County of Ottawa or any other unit of government employ any members of your immediate family? No

If so, describe: N/A

What is your past experience in serving on governmental boards, or the boards of civic or similar organizations?

I have served in the following roles as a board member: Board Member, State-wide DECA Advisory Board; Past President of the Michigan Association of Placement Personnel; Board member, Michigan Marketing Educators Board of Directors

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance: I will be in attendance a minimum of 75% of the time as per the Appointment Policy

A copy of that Policy is attached.

If not, why not? N/A

Why do you want to be considered for this appointment?

I have been encouraged to apply for this board position by direct boss Karen McPhee, Superintendent of the Ottawa Area Intermediate School District. This responsibility would align positively with my current responsibilities as Director of the Thompson M-TEC.

Do you desire to have your name kept on file up to one year in the office of the County Clerk and be sent application for future appointment openings? Yes

For the Workforce Development Board Only

Return To: Ottawa County Clerk' Office
12220 Fillmore Street, room 130
P.O. Box 296
West Olive, MI 49460
(616) 994-4533 or (616) 846-8107

EXHIBIT "A"
APPLICATION FOR POSITION ON A BOARD,
COMMISSION, OR ADVISORY BODY APPOINTED
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS

Date: 1-16-2010

Position Applied For: WORKFORCE DEVELOPMENT

Names: RANDALL S. BOSS

Address: 8985 24TH AVE

JENISON MI 49428

Contact Information - Home Telephone: 616 457-2177

Work Telephone: 616 457-1320 cell 437-7557

E-mail Address: rbooss@ottawakent.com

Fax Number: 616 457-4050

Educational and Employment Background:

K-8 BORENLO CTR SCHOOL - 9-12 HOWARD CTR HIGHER GRAD 1975

INSURANCE AGENT 1976 - PRESENT

EMPLOYED AT OTTAWA KENT FROM 1982 - PRESENT

Length of Residency in Ottawa County: 52 yrs

Does the County of Ottawa or any other unit of government employ any members of your immediate family? N/A

If so, describe:

FILED

JAN 25 2010

DANIEL C. KRUEGER
OTTAWA COUNTY CLERK

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

SERVED AS PRESIDENT OF ASSOC OF LIFE UNDERWATERS 2 TIMES - WAS ON BOARD OF OTT CO RED CROSS - WAS ON BOARD OF GRAND RAPIDS FFA
SERVE ON OTT CO WELLNESS BOALITION - WAS CHAIRMAN OF JEANS TRUCE AT ROSEWOOD REF CHURCH - WAS ELDER AT FAIRHAVEN REF CHURCH
FOUNDED NON-PROFIT EMPLOYERS FOR BETTER HEALTH

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? A copy of that Policy is attached.

Yes

If not, why not?

Why do you want to be considered for this appointment?

I AM INTERESTED IN SERVING THE RESIDENTS OF OTTAWA CO.
IT IS MY HOME & WHERE MY BUSINESS IS. I AM WELL CONNECTED WITH THE BUSINESS COMMUNITY AND WANT TO DO WHAT I CAN TO SUPPORT IT. BECAUSE I'M NOT LEAVING.

Do you desire to have your name kept on file up to one year in the office of the County Clerk and be sent applications for future appointment openings?

Yes No

If yes, please check the Boards, Commissions or Advisory Bodies you are interested in:

- Community Action Agency _____
- Mental Health Board
- Workforce Development _____
- Parks & Recreation Commission _____
- Others: _____

Return To: Ottawa County Clerk's Office
12220 Fillmore Street, Room 130
P.O. Box 296
West Olive, MI 49460
(616) 994-4533 or (616) 846-8107

THANK YOU FOR YOUR INTEREST IN OTTAWA COUNTY GOVERNMENT!

EXHIBIT "A"
APPLICATION FOR POSITION ON A BOARD
COMMISSION, OR ADVISORY BODY APPOINTED
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS

Position Applied For: Housing Commission and Community Action Agency Advisory Board

Name: Marjorie DeBlaay

Address: 340 Blue Isle Dr.
Holland, MI 49424

Contact Information – Home Telephone: 616-786-3979

Work phone: Retired

Email: mjdeblaay@sbcglobal.net

Fax: None

FILED

MAR 15 2010

DANIEL C. KRUEGER
OTTAWA COUNTY CLERK

Educational and Employment Background:

1968 - BS Education, Michigan State University

1978 – Masters of Public Administration (MPA), University of Pittsburgh

Work:

1968 – 1971 Special Education Teacher for the Allegheny County Intermediate Unit

1977 Allegheny County Head Start Parent Trainer

1978 – 2006 Program Evaluation and Budget work for the federal government in the Interstate Commerce Commission, Department of Transportation, Department of the Navy, and the IRS.

1991 -1993 - Taught Strategic Planning Class at the United States Department of Agriculture (USDA) Graduate School. This is a program for all federal government employees. Taught two day seminar 4 times a year on my personal time.

Length of Residency in Ottawa County: 3 ½ years

Does the County of Ottawa or any other unit of government employ any members of your immediate family? No

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

National Society for Children and Adults with Autism (now Autism Society of America)

1979 – 1980: President of the Northern Virginia Chapter

1980-1981: President of the Virginia Chapter

1979 – 1986: Served on Board of the National Society, serving as Government Affairs Chair for 6 years, Research Chair for 1 year and Vice-President for one year.

Accomplishments included getting the first Research Section on Autism at the National Institutes of Health staffed in the early 80s and getting the Department of Health, Education and Welfare to sponsor a national conference on employment for people with autism and develop materials for use throughout the country.

Approximately 1988: Served on Virginia governor's task force to review special education practices in Virginia. Drafted the RFP for contractor selection to work with the task force.

Most of the 80's – can't recall dates anymore: Served as autism representative on the Fairfax County Public Schools Special Education Advisory Board

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? Yes

Why do you want to be considered for this appointment? I am relatively new to Ottawa County and my experience has been that if you want to learn how things work and make a difference, you get involved. I have a 38 year old son with autism and while I worked hard to get him an appropriate education growing up, I now need to work hard to ensure he has appropriate living options as he ages. I also learned through my experience that you don't work to help one person at a time, you have to work to change the system for all. That is the only way change can be sustained. My thesis for my MPA was based on my work with the local education agency that had the contract with the Community Action Agency (CAA) in Pittsburgh for the Head Start program and Daniel P. Moynihan's book, Maximum Feasible Misunderstanding: Community Action in the War on Poverty which explored how the program did not live up to expectations so I have a long standing interest in the CAA program. I met with Mr. Kornelis to discuss the Housing Commission and he suggested that I might want to apply for a position on both the CAA and Housing Commission and serve as a liaison between the two groups and I feel that would be a useful thing to do. And as someone who's been retired for a little over 3 years, I need to find some meaningful work to do!

Do you desire to have your name kept on file up to one year in the office of the County Clerk and be sent applications for future appointment openings? Yes

Continued interest if not appointed now in the Community Action Agency and the Housing Commission.

MAR 22 2010

DANIEL C. KRUEGER
OTTAWA COUNTY CLERK

EXHIBIT "A"
APPLICATION FOR POSITION ON A BOARD,
COMMISSION, OR ADVISORY BODY APPOINTED
BY THE OTTAWA COUNTY BOARD OF COMMISSIONERS

Date: MARCH 18, 2010

Position Applied For: COMMUNITY ACTION AGENCY BOARD

Names: Edward F. Sowards

Address: 300 FARINGTON BLVD # 27
HOLLAND MI 49423

Contact Information - Home Telephone: CELL 616.499.1927

Work Telephone: 616.994.9900

E-mail Address: EDF.SOWARDS@GMAIL.COM

Fax Number: _____

Educational and Employment Background:

JONES COLL. - W.P.B. FLA. - BUSINESS ADM.

PAST EMPLOYMENT IN NEWSPAPER - MOST RECENTLY HOLLAND SENTINEL

CURRENTLY - RETIRED & WORKING PART TIME AS

MARKETING MGR. FOR LAKESHORE SENIOR CARE IN HOLLAND

Length of Residency in Ottawa County: 4 YRS

Does the County of Ottawa or any other unit of government employ any members of your immediate family?

NO

If so, describe:

What is your past experience in serving on governmental boards, or the boards of civic and other similar organizations?

I HAVE SERVED ON MANY CIVIC ORGANIZATIONS MANY OF WHICH I HAVE BEEN AN OFFICER. I CURRENTLY SIT AS A MEMBER OF "MAIN ST. MARKETING COMM" IN ZEELAND & HAVE BEEN COMMITTEE CHAIR.

The Ottawa County Appointment Policy sets a minimum expectation of 75% attendance for all members of boards and commissions appointed by the Ottawa County Board of Commissioners. If appointed, will you be able to comply with the terms of the Policy with regard to attendance? A copy of that Policy is attached.

YES

If not, why not?

Why do you want to be considered for this appointment?

I AM VERY COMMITTED TO MY COMMUNITY & IT IS MY NATURE AND DESIRE TO SERVE AND HELP OTHERS

Do you desire to have your name kept on file up to one year in the office of the County Clerk and be sent applications for future appointment openings?

Yes No

If yes, please check the Boards, Commissions or Advisory Bodies you are interested in:

Community Action Agency ✓ Parks & Recreation Commission ?
Mental Health Board _____ Others: _____
Workforce Development AAA

Return To: Ottawa County Clerk's Office
12220 Fillmore Street, Room 130
P.O. Box 296
West Olive, MI 49460
(616) 994-4533 or (616) 846-8107

THANK YOU FOR YOUR INTEREST IN OTTAWA COUNTY GOVERNMENT!