



# County of Ottawa

## *Board of Commissioners*

**Philip D. Kuyers**  
*Chairperson*

**James C. Holtrop**  
*Vice-Chairperson*

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June 04, 2010

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, June 8, 2010 at 1:30 p.m.**, for the regular **June** 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 Hehl
3. Pledge of Allegiance to the Flag
4. Roll Call
5. Presentation of Petitions and Communications
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 May 25, 2010 Board of Commissioners Meeting.
2. Correspondence Log 404  
Suggested Motion:  
To receive for information the Correspondence Log.

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

3. Payroll  
Suggested Motion:  
To authorize the payroll of June 8, 2010 in the amount of \$\_\_\_\_\_.

From the Finance and Administration Committee

4. Monthly Accounts Payable for May 17, 2010 through May 31, 2010  
Suggested Motion:  
To approve the general claims in the amount of \$2,693,996.30 as presented by the summary report for May 17, 2010 through May 31, 2010.

From Administration

5. Ottawa County 58<sup>th</sup> District Court 2009 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County 58<sup>th</sup> District Court 2009 Annual Report.
6. Ottawa County Department of Human Services 2009 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County Department of Human Services 2009 Annual Report.
7. Ottawa County 20th Circuit Court Probation and Parole 2009 Annual Report  
Suggested Motion:  
To receive for information the Ottawa County 20th Circuit Court Probation and Parole 2009 Annual Report.

B. Action Items:

From the Finance and Administration Committee

8. Request for Proposal for Benefit Consultant  
Suggested Motion:  
To approve the request for proposal from Gallagher Benefit Services, Inc., to perform an in depth benefits review at a cost of \$28,000. Funding to come from the Self Funded Health Plan Budget.
9. Resolution regarding options for organization of Lakeshore Coordinating Council (LCC)  
Suggested Motion:  
To approve and authorize the Board Chair and Clerk to sign the resolution to permit County Administration to explore alternatives for the delivery of substance abuse services through a modified contractual relationship (delegation agreement) between and among the Lakeshore Coordinating Council (LCC), Muskegon County, and Ottawa County.

C. Appointments: None

D. Discussion Items:

From Administration

10. KOM-FTZ Update  
Presented by: Sonja Johnson, Executive Director of the Van Andel Global Trade Center at GVSU and Ken Rizzio, Executive Director of Ottawa County Economic Development

11. Ottawa County 58<sup>th</sup> District Court 2009 Annual Report  
(Presented by: Barry Kantz, Court Administrator)
  12. Ottawa County Department of Human Services 2009 Annual Report  
(Presented by: Loren Snippe, Director)
  13. 20th Circuit Court Probation and Parole 2009 Annual Report  
(Presented by: Doug Kamphuis, MDOC Supervisor)
- 
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 MEETING  
MAY SESSION – SECOND DAY**

The Ottawa County Board of Commissioners met on Tuesday, May 25, 2010, at 1:30 p.m. and was called to order by the Chair.

Mr. Rycenga 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)

Presentation of Petitions and Communications

A. Presentation of Certificates of Appreciation to individuals involved in the December 2008/January 2009 Ice Jam on the Grand River in Grand Haven - Lieutenant Brian Whitsett, MSP Emergency Management, District Coordinator, presented the Certificates of Appreciation to Tom O'Brien, US Army Corp. of Engineers; Commander Robert Hemp, US Coast Guard; Dave Foster, US Army Corp. of Engineers; Mark Walton, National Weather Service; Chris Saddler, Emergency Management; Capt. Rick Yonker, Grand Haven Public Safety; Lieutenant Glen Moscatello, US Coast Guard; Bill Smith, Director of Emergency Management.

B/C 10-109 Mr. Hehl moved to approve the agenda of today as presented and amended adding Action Item #35 – Closed Session: Pending Litigation. The motion passed as shown by the following votes: Yeas: Messrs. Swartout, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Karsten, Disselkoen, Schrotenboer, Rycenga, Hehl, Mrs. Ruiter, Mr. Kuyers. (11)

B/C 10-110 Mr. Holtrop moved to approve the following Consent Resolutions:

1. To approve the Minutes of the May 11, 2010, Board of Commissioners Meeting and the May 11, 2010, Board of Commissioners Work Session.
2. To authorize the payroll of May 25, 2010, in the amount of \$578.00.
3. To approve the general claims in the amount of \$2,642,076.68 as presented by the summary report for May 1, 2010, through May 14, 2010.

4. 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 April 2010.
5. To receive for information the Ottawa County Human Resources 2009 Annual Report.
6. To receive for information the Ottawa County Parks and Recreation 2009 Annual Report.
7. To receive for information the West Michigan Enforcement Team (W.E.M.E.T.) 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 10-111 Mr. Rycenga moved to approve the Bicycle Path and Walkway Easement wherein Ottawa County deeds an easement through Hemlock Crossing to Port Sheldon Township for a bike path along Crosswell Street. 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 10-112 Mr. Rycenga moved to receive bids for the Eastmanville Bayou Improvement Project and accept the low bid from Denny's Excavating in the amount of \$191,500 with funding from the Parks and Recreation budget. 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 10-113 Mr. Rycenga moved to approve and authorize the Board Chair and Clerk to sign the Lease of Farmland at Eastmanville Farm with Luke Meerman. 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 10-114 Mr. Rycenga moved to approve and authorize the Board Chair and Clerk to sign the Lease Addendum with the State of Michigan for the Mt. Pisgah Trail Lease at an annual cost of \$225.00. 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 10-115 Mr. Rycenga moved to approve and authorize the Board Chair and Clerk to sign the Resolution authorizing submittal of the Macatawa Shoreline and Marina Planning Project grant proposal to the DNRE Coastal Management Program. 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)
- B/C 10-116 Mr. Rycenga moved to authorize the Parks and Recreation Commission to expend up to \$200,000 in parks millage funds toward construction of the Fred Meijer Kenowa Trail to offset costs of trail construction adjacent to the Upper Macatawa Natural Area and Spring Grove Park. The motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Holtvluwer, Disselkoen, Holtrop, Mrs. Ruiter, Messrs. Karsten, Hehl, Rycenga, Swartout, Schrotenboer, Kuyers. (11)
- B/C 10-117 Mr. Rycenga moved to approve and authorize the Board Chair and Clerk to sign the option agreement with Request Foods for an easement to permit construction of a wetland mitigation project in the Holland Country Club property for an option fee of \$5,000. The motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Hehl, Karsten, Swartout, Holtvluwer, Rycenga, Holtrop, Disselkoen, Schrotenboer, Kuyers. (11)
- B/C 10-118 Mr. Swartout moved to receive The Maximus Cost of Services Analysis Report – Courts for Ottawa County. The motion passed as shown by the following votes: Yeas: Messrs. Hehl, Rycenga, Schrotenboer, Disselkoen, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Swartout, Karsten, Mrs. Ruiter, Mr. Kuyers. (11)
- B/C 10-119 Mr. Swartout moved to approve the implementation of select fees in the Maximus Cost for Service Analysis Report for Ottawa County dated April, 2010 effective July 1, 2010. The motion passed as shown by the following votes: Yeas: Messrs. Swartout, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Karsten, Disselkoen, Schrotenboer, Rycenga, Hehl, Ruiter, Kuyers. (11)
- B/C 10-120 Mr. Swartout moved to approve the recommendation that the Ottawa County millage allocation remains at 4.440 mills. 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 10-121 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution to approve the 2010 Millage Rate for Ottawa County for 3.6 mills. The motion passed as shown by the following votes: Yeas: Messrs. Rycenga, Hehl, Karsten, Mrs. Ruiter, Mr. Schrottenboer, Mrs. Kortman, Messrs. Swartout, Holtvluwer, Disselkoen, Holtrop, Kuyers. (11)
- B/C 10-122 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution to approve the 2010 Millage Rate for E-911 of .4400 mills. The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Swartout, Schrottenboer, Mrs. Kortman, Messrs. Disselkoen, Karsten, Mrs. Ruiter, Messrs. Rycenga, Hehl, Kuyers. (11)
- B/C 10-123 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution to approve the 2010 Millage Rate for Parks of .3165 mills. The motion passed as shown by the following votes: Yeas: Messrs. Karsten, Disselkoen, Holtrop, Mrs. Kortman, Messrs. Holtvluwer, Schrottenboer, Mrs. Ruiter, Messrs. Swartout, Rycenga, Hehl, Kuyers. (11)
- B/C 10-124 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution and recommendation for implementation of dog license issuance on a one (1) year and three (3) year licensing format and fee increases effective January 1, 2011. The motion passed as shown by the following votes: Yeas: Messrs. Disselkoen, Karsten, Hehl, Holtrop, Mrs. Kortman, Mr. Swartout, Mrs. Ruiter, Messrs. Rycenga, Holtvluwer, Schrottenboer, Kuyers. (11)
- B/C 10-125 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution and recommendations to move from a Defined Benefit Pension Plan to a Defined Contribution Pension Plan. The motion passed as shown by the following votes: Yeas: Mr. Schrottenboer, Mrs. Kortman, Messrs. Swartout, Holtvluwer, Mrs. Ruiter, Messrs. Disselkoen, Hehl, Holtrop, Karsten, Rycenga, Kuyers. (11)
- B/C 10-126 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution authorizing amending the refunding Bond Resolution for Holland Township adopted by the Board of Commissioners on April 27, 2010 to provide for a Qualified Tax Exempt Obligation designation. The motion passed as shown by the following votes: Yeas: Mrs. Kortman, Messrs. Holtvluwer, Disselkoen, Holtrop, Mrs. Ruiter, Messrs. Karsten, Hehl, Rycenga, Swartout, Schrottenboer, Kuyers. (11)
- B/C 10-127 Mr. Swartout moved to approve the proposal from Friend of the Court to reclassify one (1.0) FTE Family Services Coordinator (paygrade F09) and

two (2.0) FTE Custody Field Investigator positions (paygrade F09) to three (3.0) FTE Family Services Coordinator/Custody Investigator (paygrade F09) resulting in no change in the wage scale. The motion passed as shown by the following votes: Yeas: Mrs. Ruiter, Mrs. Kortman, Messrs. Hehl, Karsten, Swartout, Holtvluwer, Rycenga, Holtrop, Disselkoen, Schrotenboer, Kuyers. (11)

B/C 10-128 Mr. Swartout moved to approve the proposal from the Planning & Performance Improvement Department to reclassify one (1.0) FTE Economic Development Specialist (Group T/paygrade 14) to a one (1.0) FTE Economic Development Coordinator (Unclassified/paygrade 06) at a cost of \$14,577.00. Funding to come from the vacant position savings in the 2010 department budget. The motion passed as shown by the following votes: Yeas: Messrs. Hehl, Rycenga, Schrotenboer, Disselkoen, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Swartout, Mrs. Ruiter, Mr. Kuyers. (10)

Nays: Mr. Karsten. (1)

B/C 10-129 Mr. Swartout moved to approve the purchase of one (1) year, eleven (11) months of military service credits for Scott Bazany (Shift Supervisor, Ottawa County Juvenile Detention Center) for a total cost of \$25,983. The County cost of \$20,807.55 to be funded from contingency and \$5,175.45 to be paid by Scott Bazany.

County Cost:	\$20,807.55
Employee Cost:	\$ 5,175.45
Total Cost:	\$25,983.00

The motion passed as shown by the following votes: Yeas: Messrs. Swartout, Holtvluwer, Mrs. Kortman, Messrs. Holtrop, Disselkoen, Schrotenboer, Rycenga, Hehl, Mrs. Ruiter, Mr. Kuyers. (10)

Nays: Mr. Karsten. (1)

B/C 10-130 Mr. Swartout moved to approve the purchase of five (5) years of MERS generic service credit at a cost of \$71,826 for William T. Cousins IV, Road Patrol Deputy, Ottawa County Sheriff's Office (total cost to be paid by William T. Cousins IV).

Total Cost:	\$71,826.00
Employer Cost:	\$0
Employee Cost:	\$71,826.00



The motion passed as shown by the following votes: Yeas: Mr. Holtvluwer, Mrs. Ruiter, Messrs. Holtrop, Rycenga, Disselkoen, Schrotenboer, Mrs. Kortman, Messrs. Hehl, Swartout, Kuyers. (10)

Nays: Mr. Karsten. (1)

B/C 10-131 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution regarding the distribution of \$343,012 in grant funding for local units of government in Ottawa County. 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 10-132 Mr. Swartout moved to recommend that the County be authorized to negotiate a one year contract for professional services with WebTecs, Inc. for website services. 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 10-133 Mr. Swartout moved to approve and authorize the Board Chair and Clerk to sign the Resolution to approve the transfer of compliance responsibilities for the Coopersville Recovery Zone Bond project from Continental Dairy Products, Inc., to CS Facilities, LLC. 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 10-134 Mr. Swartout moved to open the Public Hearing for the FY 2010 Edward Byrne Memorial Justice Assistance Formula Grant (JAG) at 2:03 p.m. The motion passed.

B/C 10-135 Mr. Swartout moved to close the Public Hearing at 2:04 p.m. The motion passed

Discussion Items:

1. Ottawa County Human Resources 2009 Annual Report – The 2009 Human Resources Annual Report was presented by Marie Waalkes, Human Resources Director.
2. Ottawa County Parks and Recreation 2009 Annual Report – The 2009 Parks and Recreation Annual Report was presented by John Scholtz, Parks and Recreation Director; Dave Muzurek, Coordinator of Parks Maintenance & Operations; Curt TerHaar, Coordinator of Parks Planning & Development.

3. West Michigan Enforcement Team (W.E.M.E.T.) 2009 Annual Report – The 2009 W.E.M.E.T. Annual Report was presented by Cameron Henke, Section Commander.

B/C 10-136 Mr. Schrotenboer moved to go into a Closed Session at 2:57 p.m. for the purpose of discussing pending litigation. 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 10-137 Mr. Holtrop moved to rise from Closed Session at 3:44 p.m. The motion passed.

The Administrator's report was presented.

Several Commissioners reported on meetings attended and future meetings to be held.

B/C 10-138 Mr. Disselkoen moved to adjourn at 3:46 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:** 6/8/2010  
**Requesting Department:** County Clerk  
**Submitted By:** Keith Van Beek  
**Agenda Item:** Correspondence Log 404

## SUGGESTED MOTION:

To receive for information the Correspondence Log.

## SUMMARY OF REQUEST:

## 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:

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@miottawa.org  
Reason: I am approving this document  
Date: 2010.06.02 10:07:53 -0400

Committee/Governing/Advisory Board Approval Date:

DATE	CORRESPONDENT	CONTENT	REFERRED TO
05-09-10	St. Joseph County	Resolution: Call for the Modification of State Act 312 of 1969	Administrator & Commissioners *
05-11-10	Michael Dalman, Holland Twp	2 Public Hearing Notices	Administrator, Kuyers, Schrotenboer, Karsten
05-12-10	Lake County	Resolution: Opposing the proposal to move \$2.6 million From the Sheriff's Secondary Road Patrol fund to the MSP budget to fund troopers and radios	Administrator & Commissioners *
05-12-10	State Tax Commission	Revoke Fac Exempt Certificate	Administrator, Ruiter
05-17-10	Lake County	Resolution: Modification of State Act 312 of 1969	Administrator & Commissioners *
05-19-10	Conroy Law, PLC	Re: S&S Carpet Company	Administrator & Commissioners
06-01-10	Charlevoix County	Ltr: Revenue Sharing	Administrator & Commissioners *

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 6/8/2010

**Requesting Department:** County Clerk

**Submitted By:** Keith Van Beek

**Agenda Item:** Payroll

## SUGGESTED MOTION:

To authorize the payroll of June 8, 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@miottawa.org  
Reason: I am approving this document  
Date: 2010.06.02 09:56:15 -0400

Committee/Governing/Advisory Board Approval Date:

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 6/8/2010

**Requesting Department:** Fiscal Services

**Submitted By:** June Hagan

**Agenda Item:** Monthly Accounts Payable for May 17, 2010 through May 31, 2010

## SUGGESTED MOTION:

To approve the general claims in the amount of \$2,693,996.30 as presented by the summary report for May 17, 2010 through May 31, 2010.

## SUMMARY OF REQUEST:

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

## FINANCIAL INFORMATION:

Total Cost: \$2,693,996.30 | County Cost: \$2,693,996.30 | 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, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@miottawa.org  
Reason: I am approving this document  
Date: 2010.06.02 10:05:23 -04'00'

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@miottawa.org](mailto:jhagan@miottawa.org)

To: Board of Commissioners

From: June Hagan, Fiscal Services Director

Subject: Accounts Payable Listing – May 17, 2010 to May 31, 2010

Date: May 28, 2010

I have reviewed the Accounts Payable Listing for May 17 through May 31, 2010. The following information will give you the detail of some of the purchases made in specific funds during this period.

Fund 6641 – Equipment Pool Fund

Mowers – Parks and Recreation

\$ 27,230.00

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

Total Checks/Automated Clearing House (ACH) 05/17/2010 through 05/31/2010

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, ACH number, check date and ACH date. The net amount of checks/ACH written during the period was \$2,691,278.91. The amount of claims to be approved totals \$2,693,996.30.

\*Adjustments are voided checks or ACH.

June Hagan  
June Hagan, Fiscal Services, Director

May 25, 2010  
Date

We hereby certify that the Board of Commissioners has approved the claims on this 8<sup>th</sup> day of June, 2010.

\_\_\_\_\_  
Philip Kuyers, Chairperson  
Board of Commissioners

\_\_\_\_\_  
Daniel Krueger, Clerk



ACCOUNTS PAYABLE CHECKS/ACH 05/17/2010 THROUGH 05/31/2010

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK/ACH TOTALS</u>
1010	GENERAL FUND	634,795.45	(180.46)	634,614.99
1500	CEMETERY TRUST	0.00	0.00	0.00
2081	PARKS & RECREATION	37,929.07	0.00	37,929.07
2082	PARK 12	0.00	0.00	0.00
2160	FRIEND OF COURT	1,077.66	0.00	1,077.66
2170	9/30 JUDICIAL GRANTS	9,915.33	0.00	9,915.33
2210	HEALTH	40,702.85	0.00	40,702.85
2220	MENTAL HEALTH	849,411.19	(32.36)	849,378.83
2271	SOLID WASTE CLEAN-UP	0.00	0.00	0.00
2272	LANDFILL TIPPING FEES	2,487.69	0.00	2,487.69
2320	TRANSPORTATION SYSTEM	39,392.00	0.00	39,392.00
2420	PLANNING COMMISSION	416.25	0.00	416.25
2444	INFRASTRUCTURE FUND	0.00	0.00	0.00
2450	PUBLIC IMPROVEMENT	0.00	0.00	0.00
2550	HOMESTEAD PROPERTY TAX	560.00	0.00	560.00
2560	REGISTER OF DEEDS AUTOMATION FUND	1,444.75	0.00	1,444.75
2590	LIPPERT GRANT	0.00	0.00	0.00
2601	PROSECUTING ATTORNEY GRANTS	652.20	0.00	652.20
2602	WEMET	11,019.70	0.00	11,019.70
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/ACH 05/17/2010 THROUGH 05/31/2010

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK/ACH TOTALS</u>
2610	COPS-UNIVERSAL	7,246.75	0.00	7,246.75
2640	EMT HOLLAND-PARK	0.00	0.00	0.00
2650	EMT GEORGETOWN TOWNSHIP	0.00	0.00	0.00
2661	SHERIFF ROAD PATROL	627.60	0.00	627.60
2690	LAW LIBRARY	3,007.55	0.00	3,007.55
2740	WIA-ADMIN. COST POOL	7,769.47	0.00	7,769.47
2741	WIA-YOUTH	1,933.69	0.00	1,933.69
2742	WIA-ADULT	1,447.39	0.00	1,447.39
2743	WIA-6/30 GRANT PROGRAMS	31,068.22	0.00	31,068.22
2744	WIA-12/31 GRANT PROGRAMS	2,162.82	0.00	2,162.82
2747	WIA-WORK FIRST YOUTH	0.00	0.00	0.00
2748	WIA-9/30 GRANT PROGRAMS	40,346.32	0.00	40,346.32
2749	WIA-3/31 GRANT PROGRAMS	0.00	0.00	0.00
2750	GRANT PROGRAMS-PASS THRU	130,665.34	0.00	130,665.34
2800	EMERGENCY FEEDING	873.61	0.00	873.61
2810	FEMA	0.00	0.00	0.00
2850	COMMUNITY CORRECTIONS PROG. GRANT	3,336.31	0.00	3,336.31
2870	COMMUNITY ACTION AGENCY (CAA)	41,852.11	0.00	41,852.11
2890	WEATHERIZATION	66,423.07	0.00	66,423.07
2900	DEPT OF HUMAN SERVICES	0.00	0.00	0.00
2901	DEPT OF HUMAN SERVICES	5,894.50	0.00	5,894.50
2920	CHILD CARE - PROBATE	80,024.32	0.00	80,024.32
2921	CHILD CARE - SOCIAL SERVICES	0.00	0.00	0.00
2930	SOLDIER & SAILORS RELIEF	735.43	0.00	735.43

ACCOUNTS PAYABLE CHECKS/ACH 05/17/2010 THROUGH 05/31/2010

<u>FUND NUMBER</u>	<u>FUND NAME</u>	<u>CLAIMS TO BE APPROVED</u>	<u>ADJUSTMENTS*</u>	<u>NET CHECK/ACH TOTALS</u>
2940	VETERANS TRUST	0.00	0.00	0.00
2941	VETERANS TRUST	1,756.76	0.00	1,756.76
5160	DELINQUENT TAXES	4,316.22	0.00	4,316.22
6360	INFORMATION TECHNOLOGY	18,984.45	0.00	18,984.45
6410	WATER & SEWER REVOLVING	0.00	0.00	0.00
6450	DUPLICATING	752.90	0.00	752.90
6550	TELECOMMUNICATIONS	6,939.52	0.00	6,939.52
6641	EQUIPMENT POOL	27,230.00	0.00	27,230.00
6770	PROTECTED SELF-FUNDED INSURANCE	0.00	0.00	0.00
6771	PROTECTED SELF-FUNDED HEALTH INS.	82,041.83	0.00	82,041.83
6772	PROTECTED SELF-FUNDED UNEMPL INS.	0.00	0.00	0.00
6775	LONG-TERM DISABILITY INSURANCE	12,985.94	0.00	12,985.94
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	320,994.72	(2,504.57)	318,490.15
7040	IMPREST PAYROLL	162,775.32	0.00	162,775.32
7210	LIBRARY PENAL FINE	0.00	0.00	0.00
7300	EMPLOYEE SICK PAY BANK	0.00	0.00	0.00
		<u>\$2,693,996.30</u>	<u>(\$2,717.39)</u>	<u>\$2,691,278.91</u>

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 6/8/2010

**Requesting Department:** 58<sup>th</sup> District Court

**Submitted By:** Keith Van Beek

**Agenda Item:** Ottawa County 58th District Court 2009 Annual Report

## SUGGESTED MOTION:

To receive for information the Ottawa County 58th District Court 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: \$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: #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@mottawa.org  
Reason: I am approving this document  
Date: 2010.06.02 09:57:56 -0400

Committee/Governing/Advisory Board Approval Date:

# 58th District Court 2009 Annual Report



58<sup>th</sup> District Court at  
Grand Haven  
414 Washington Street  
Grand Haven, MI  
49417  
(616) 846-8280

58<sup>th</sup> District Court at  
Holland  
85 West 8<sup>th</sup> Street  
Holland, MI 49423  
(616) 392-6991

58<sup>th</sup> District Court at  
Hudsonville  
3100 Port Sheldon  
Road  
Hudsonville, MI 49426  
(616) 662-3100

# 58th District Court

## MISSION

The Mission of the 58th District Court is to interpret and apply the law with fairness, equality and integrity, and promote public accountability for improved quality of life in Ottawa County.

## VISION

- Be sensitive and responsive to the needs of a diverse community.
- Develop and maintain the highest level of services to the public and legal community to effectively and efficiently use public resources.
- Utilize technology that will assist court personnel to increase citizen access and convenience to the court.
- Promote a safe community; identify areas where intervention is necessary, network with other departments and agencies to persuade behavior change.
- Recruit and maintain the highest quality staff, provide training, resources and support to meet the needs of internal and external customers.
- Insure that court procedures and structures best facilitate the expedient and economical resolution of matters before the court.
- Share important management information with staff through quality communication.
- Refine procedures and facilities that provide a secure environment for public and staff.
- Promote innovative ways of resolving problematic issues facing the courts service to the public.
- Continue to promote and investigate therapeutic and problem solving techniques for defendants and litigants.

# 58th District Court

## GENERAL OVERVIEW

The 58<sup>th</sup> District Court is part of the judicial branch of government as provided for by the Michigan Constitution and created by enactment of the Michigan Legislature. The purpose of the District Court is to provide a system of justice for the citizens of Ottawa County. The District Court has jurisdiction over all cases in controversy in amounts of twenty five thousand dollars or less. The District Court has jurisdiction over all criminal misdemeanors charged in Ottawa County and is the court of first appearance for anyone charged with a felony in Ottawa County.

There are three District Court locations in Ottawa County: Grand Haven, Holland and Hudsonville. Small claims cases are also scheduled in Coopersville.

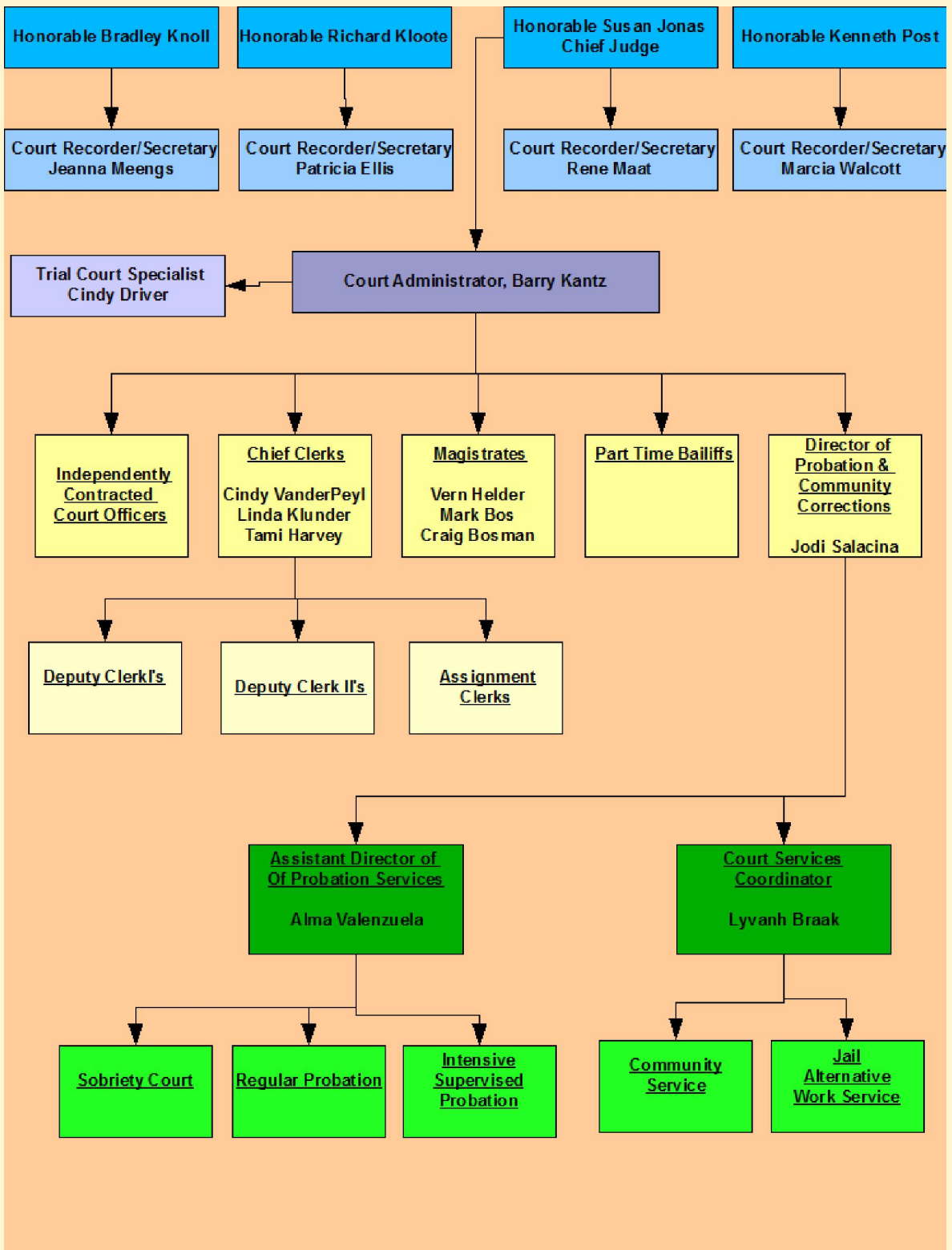
Each Court is divided into four divisions: criminal, traffic, civil and probation. The criminal division handles state and ordinance criminal cases. It is responsible for scheduling all matters, opening and closing cases, accepting payments, receiving and disbursing bonds, communicating with the jail regarding sentenced inmates and notifying the Secretary of State and Department of State Police Records Division of case dispositions.

The traffic division is responsible for entering tickets into the computer system, taking payments for tickets, scheduling hearings for disputed tickets and notifying the Secretary of State of case dispositions.

The civil division processes all civil, small claims and summary proceeding cases. It schedules civil hearings and trials, processes civil writs, receives and disburses money. This division also handles weddings that are performed by the court.

Probation officers supervise people who are placed on probation by the judges. Probation officers are responsible for monitoring the probationer as well as referring such persons to community rehabilitation and employment programs. In addition to normal caseload supervision, the probation officers perform pre-sentence investigations, bond screening, drug and alcohol testing, substance abuse assessments and participate in violation hearings.

# 58th District Court Organizational Chart





## 58th District Court

### Video Hearings

Video arraignments represent a significant savings to the County. Defendants are brought before the judges and magistrates without the need to transport them from the jail to the court. This is accomplished by two-way video and audio connections between the jails and the courts. Without this system the Sheriff's Department would be required to transport the defendants to the courts and wait with them for the arraignment to take place. Transporting defendants to the courts also poses the risk of possible escape, injury to the deputy, and danger to the public. The video arraignment system has removed the security risk and saved the County tens of thousands of dollars in transportation and labor costs.

Video Hearings	2005	2006	2007	2008	2009
Grand Haven	465	679	580	467	443
Holland	1,991	2,211	2,338	2,107	2,018
Hudsonville	429	625	676	715	737

\* Note – the numbers above are for the four district court judges. The magistrates' use of the video equipment has not been tracked.

### Magistrate Activity

The 58<sup>th</sup> District Court employs one full-time magistrate and two part-time magistrates. One of the part-time magistrates works on an on call basis being available one week out of every six weeks to be available during weekends and after hours. The other part-time magistrate, who is an attorney, performs magistrate duties during regular business hours. The Chief Judge of the district court appoints the magistrates. Magistrates are allowed by statute to conduct informal hearings on traffic tickets, issue search warrants, issue arrest warrants, conduct arraignments, set bonds and accept pleas for misdemeanors that have a maximum penalty of 93 days in jail. Magistrates may also perform weddings. Magistrates that are attorneys may conduct small claims trials.

Magistrate Activity	2006	2007	2008	2009
Arraignments	1676	1371	1542	1281
Informal Hearings	3881	1274	2653	2598
Arrest Warrants	853	497	712	851
Search Warrants	79	98	145	236
Marriages	404	261	326	290
Small Claims Trials	539	750	1123	1041

## 58th District Court

### Case Processing Staff

Each court location in the 58<sup>th</sup> District Court has court clerks who process cases in the criminal, traffic, and civil divisions of the court. Their tasks involve tracking every case filed in the District Court from beginning to end. This work involves understanding the differences of various case types within each division, data input, processing various forms, ensuring that various timelines of each case are complied with, closing out the case and insuring that each case is stored and retained intact for several years. In addition to the above daily tasks, the case processors spend a great amount of time answering questions posed by the parties to the case and looking up information for those that have an interest in the case.

The 58<sup>th</sup> District Court is proud of its case processing staff. They have received several compliments about their service and responsiveness from attorneys, law enforcement and the general public.

The Court Administration monitors the workload of our case processing staff to ensure that the workload is fairly distributed among the three court locations. Our case processing staff's workload is also compared to the workload of many other district courts located in the southwest quarter of Michigan. What we find is that our staff are processing more cases per case processor than other courts in our region. This means that Ottawa County employs fewer people as a result of our staff's strong work ethic and efficiency.

In 2009 we added 2.75 full time equivalent employees to our case processing staff. Two of the employees were loaned to the District Court from the Register of Deeds Office.

Ottawa County District Court disposed of 2,048 cases per case processor in 2009. This is **107%** of the median of West Michigan District Courts.

## 58th District Court

### COLLECTION OF FINES, COSTS AND RESTITUTION

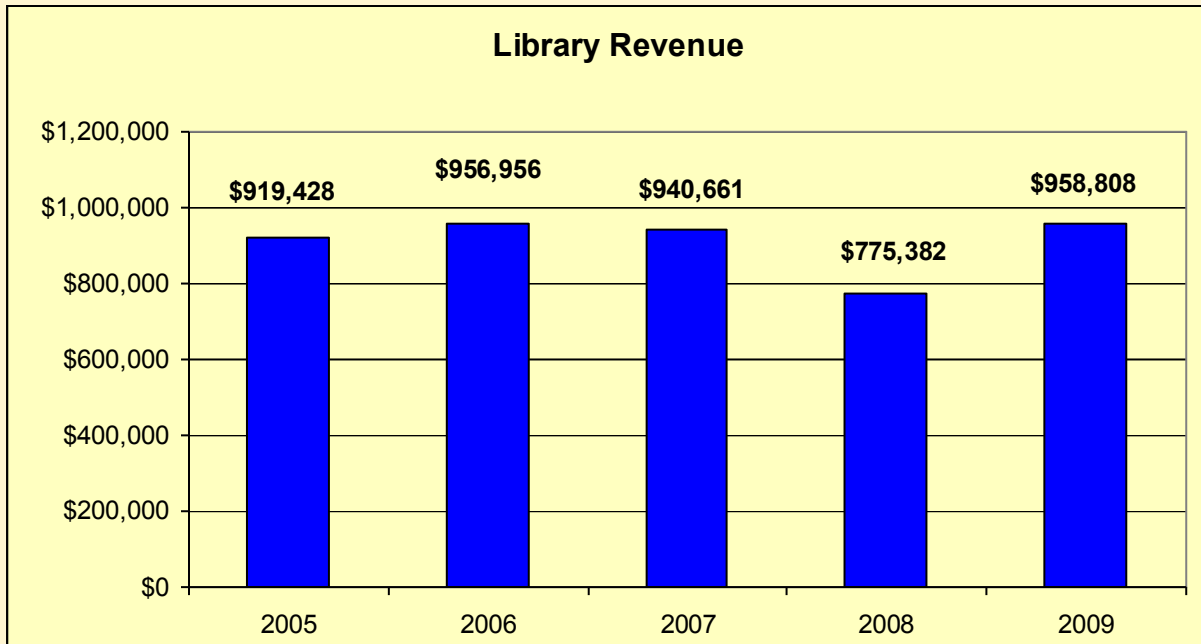
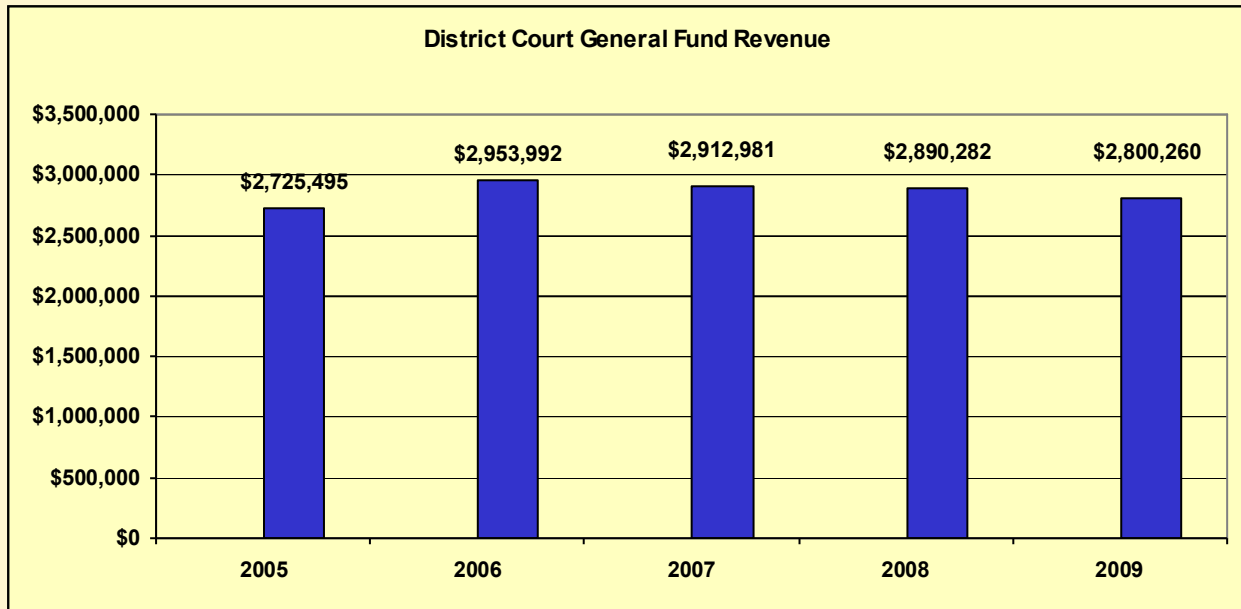
The 58th District Court takes pride in its overall efforts at collecting fines, costs and restitution. The fines and costs are sanctions imposed by the court upon people who violate traffic and criminal laws. The court's integrity and credibility are enhanced when it diligently enforces its financial sanctions through firm collection efforts.

The following table displays the percentage of sanctions collected by the court up to June 30, 2009. The percentages are broken down by the year the sanctions were imposed. For instance, sanctions imposed in 2009 will have a lower collection rate than sanctions imposed in 2007. Better collection rates in earlier years are due to several reasons; people complete their probation terms, or people are given time to pay their sanctions, or people are contacted by the court to show cause why they haven't paid their sanctions, or people who have failed to pay their sanctions are arrested, or they pay the sanctions to have the suspended status removed from their driver's license.

<b>Sanctions Imposed by Year</b>	<b>Sanctions Collected up to June 30, 2009</b>
2003	97.6%
2004	97.6%
2005	96.0%
2006	95.6%
2007	94.4%
2008	89.1%
2009	69.9%

Fines and costs are generally due at the time they are imposed or set by a probation order. The court enjoys a collection rate of over 95% within two years of imposition. Special efforts are being undertaken to increase collections pursuant to Michigan Supreme Court guidelines.

# 58th District Court Budget



# 58th District Court Sobriety/Drug Treatment Program

**Mission Statement:** The mission of the 58<sup>th</sup> District Court Sobriety/Drug Treatment Court is to promote community safety and reduce alcohol and drug abuse through a coordinated program involving intensive supervision, judicial interaction, treatment, incentives, sanctions and accountability.

## Program Highlights

“The benefits of recovery are endless for me. Putting my recovery first is the most important decision I have made. If I don’t have recovery I don’t have anything. I am so grateful for everything and everyone in my life today. I am grateful for all the love I feel and all the pain I feel. I have been through a lot in my life but I realize now I can do and go through anything in life without picking up alcohol or drugs. I really don’t know how to show the appreciation that I have for all who were involved in changing my life for the better, except to pass on what I have learned and what was freely given to me.”

- A successful program participant-

- Six year anniversary in May of 2009
  - 60 active participants
  - 280 total participants to date
  - 165 successfully completed probation
  - 10 unsuccessful / new offense
  - 20 unsuccessful / non-compliant
  - 21 unsuccessful / absconded
  - 2 other (mental illness, deceased)
- From January 2009, through May of 2010, 1,328 hours of community service were provided by program participants.
- All program participants are required to perform a minimum of eight hours of community service prior to commencement.

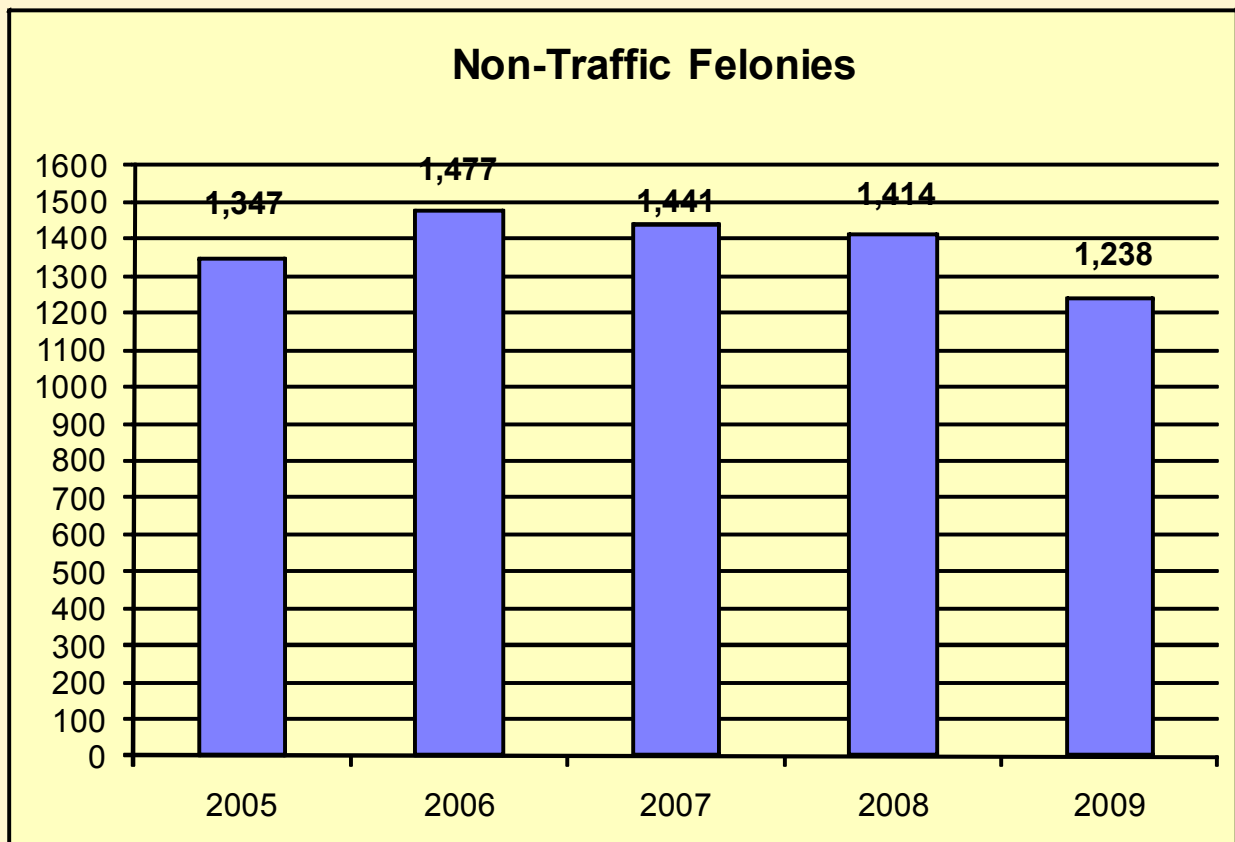
### Sobriety / Drug Court Key Components

- #1:** Drug courts integrate alcohol and other drug treatment services with justice system case processing
- #2:** Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants’ due process rights
- #3:** Eligible participants are identified early and promptly placed in the drug court program
- #4:** Drug courts provide access to a continuum of alcohol, drug, and other related treatment and rehabilitation services
- #5:** Abstinence is monitored by frequent alcohol and other drug testing
- #6:** A coordinated strategy governs drug court responses to participants’ compliance
- #7:** Ongoing judicial interaction with each drug court participant is essential
- #8:** Monitoring and evaluation measure the achievement of program goals and gauge effectiveness
- #9:** Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations
- #10:** Forging partnerships among drug courts, public agencies, and community-based organizations generates local support and enhances drug court program effectiveness

## 58th District Court

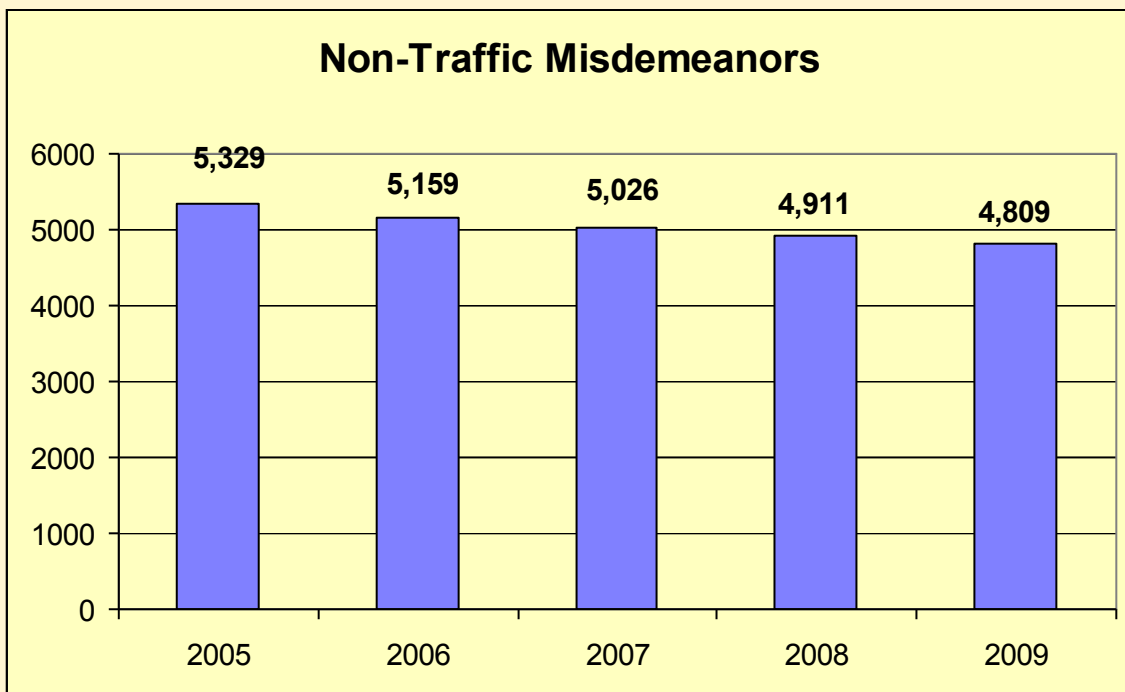
**FELONIES** – If a defendant is charged with a felony then he must appear in District Court. The defendant is arraigned in District Court and a bond is set by a District Court Judge. In more serious cases, before a bond is set, the District Court Probation Department investigates the defendant's background. From this investigation a recommendation is made to the judge as to the amount of bond that should be posted before the defendant is released. The Probation Department's recommendation is based upon the risk that the defendant poses to the community and the likelihood that the defendant will appear for trial. After the defendant is arraigned and a bond is set, a preliminary exam is scheduled for the defendant. The preliminary exam is conducted in the District Court and must be scheduled within 14 days after the arraignment. At the preliminary exam the prosecutor must establish that there was sufficient probable cause to believe that a crime was committed and that the defendant committed the crime charged. If probable cause is established then the defendant is bound over for further proceedings in the Circuit Court.

All the caseload numbers in the following graphs represent new cases filed in 2009.



## 58th District Court

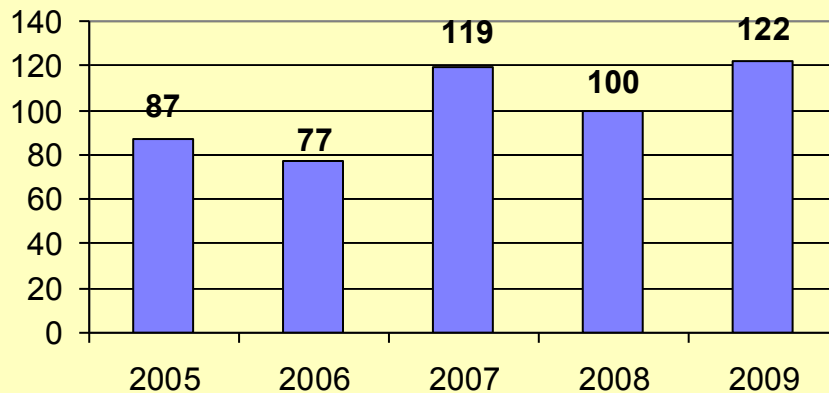
**MISDEMEANORS** – The District Court has jurisdiction over all crimes that are punishable by not more than one year in jail. Indigent defendants are appointed an attorney if it is possible that the defendant will be sentenced to jail if found guilty. Most cases are resolved before a trial is conducted. This resolution usually occurs during the pre-trial process. In many cases before the judge sentences the defendant, the District Court Probation Department conducts an investigation into the defendant’s background and into the circumstances of the crime. The Probation Department then makes a recommendation to the judge about the type of punitive and rehabilitative measures that may be the most appropriate for the defendant.



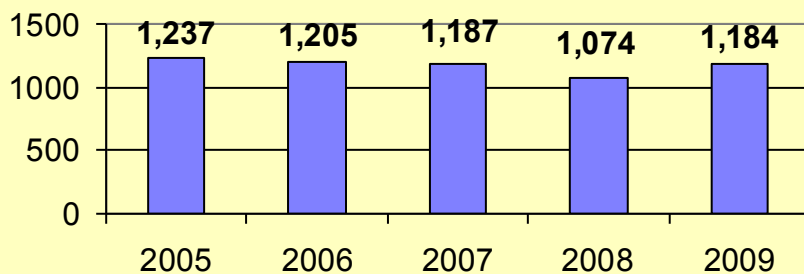
## 58th District Court

**DRUNK DRIVING** – Drunk driving is a generic term for Operating a Motor Vehicle While Intoxicated (OWI) and for Operating a Motor Vehicle While Visibly Impaired (OWVI). A person is charged with OWI if he is operating a motor vehicle while under the influence of alcohol and his blood alcohol level is .08 grams of alcohol per 100 milliliters of blood or higher. Or the driver is operating a motor vehicle with illegal controlled substances in his system. If the driver of a motor vehicle shows evidence of being visibly impaired by alcohol or drugs then the driver can be charged with Operating a Motor Vehicle While Impaired. A repeat offender who has two or more prior convictions of OWI or OWVI will be charged with felony drunk driving. Prior to 2007 the two convictions required for felony drunk driving had to occur within a ten year period. The legislature removed the ten year limitation therefore in 2007 more people were charged with felony drunk driving.

### Traffic - Drunk Driving Felonies



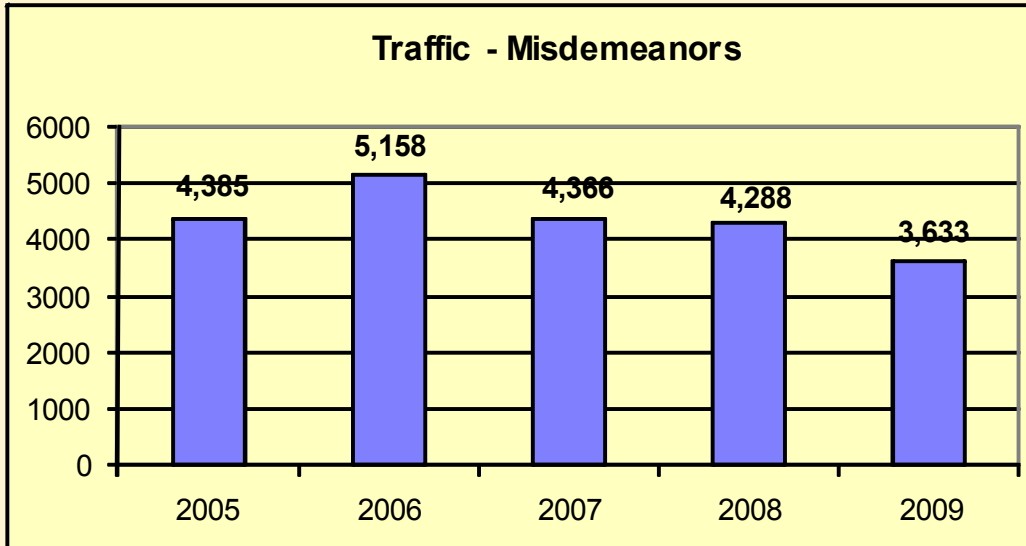
### Traffic - Drunk Driving Misdemeanors



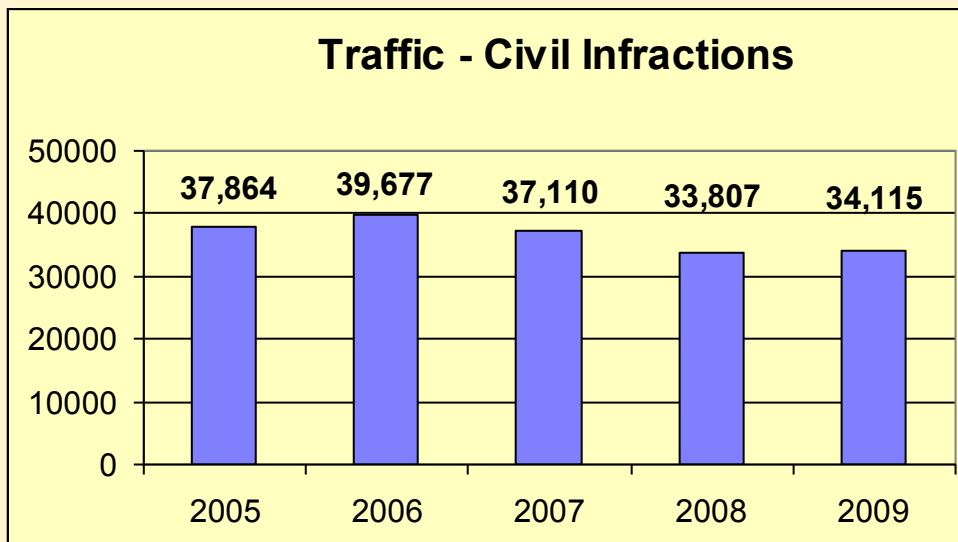


## 58th District Court

**TRAFFIC MISDEMEANORS** – Traffic Misdemeanors include such offenses as reckless driving, open intoxicants in a motor vehicle, driving while your license is suspended, no insurance, expired plates and failing to stop after you are involved in a motor vehicle accident.

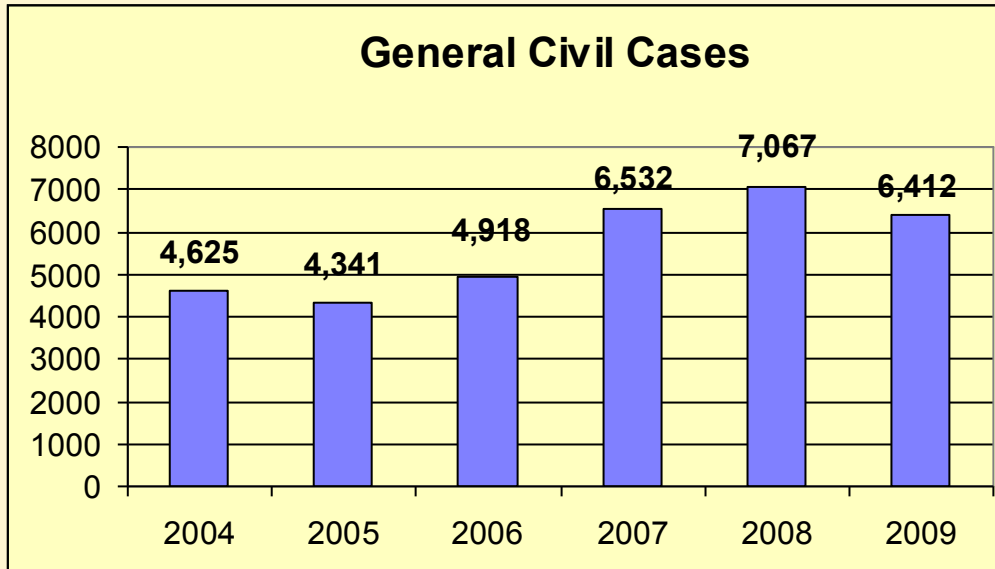


**CIVIL INFRACTIONS** – Most violations of the Michigan Vehicle Code are civil infractions which carry no jail penalty. Probably the most common civil infraction is the speeding ticket. A person charged with a civil infraction can admit responsibility for the infraction, pay their fine online or mail their fine to the District Court. A person may request an informal or a formal hearing if they deny responsibility for the infraction. At an informal hearing the evidence is presented to a magistrate without a prosecuting attorney present. At a formal hearing the evidence is presented by a prosecuting attorney to a district court judge. The defendant may be represented by an attorney to present the defendant's case. A defendant may appeal their case to a formal hearing if they are found responsible at an informal hearing

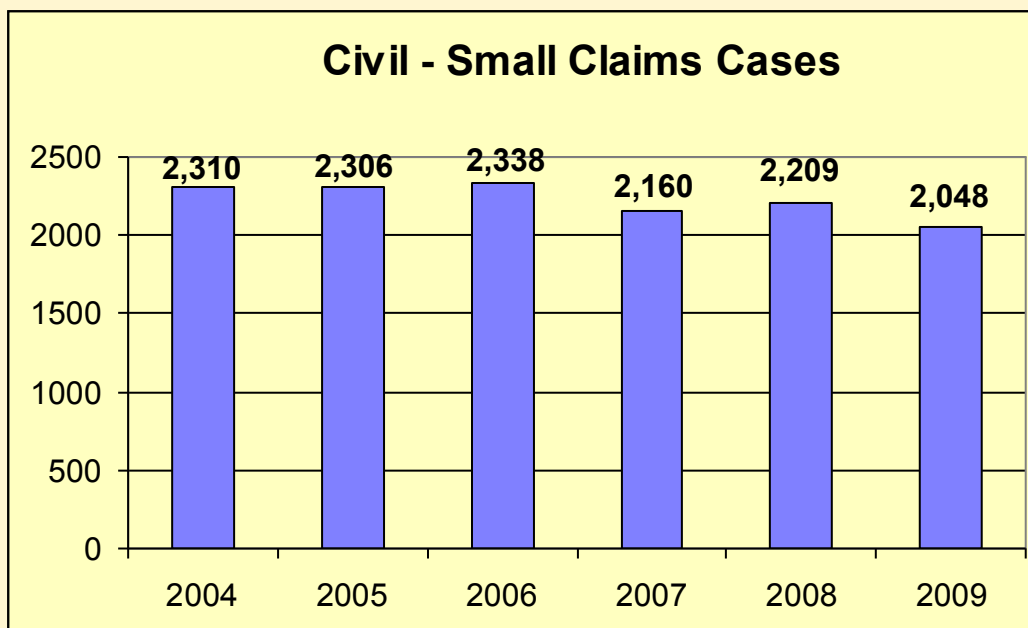


## 58th District Court

**GENERAL CIVIL** – General civil cases arise out of disputes between individuals, businesses, organizations or any combination thereof. The amount in controversy must be \$25,000 or less for the District Court to have jurisdiction.



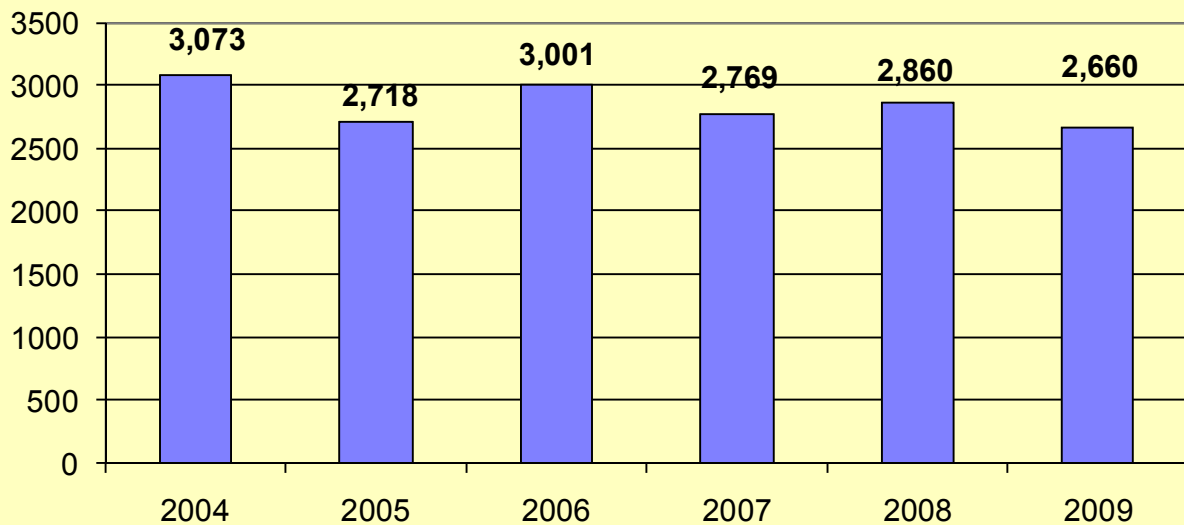
**SMALL CLAIMS** – The plaintiff in a case that has an amount in controversy of not more than \$3,000 can elect to file in small claims. Lawyers cannot represent either party in a small claims case and the rules of evidence used during a small claims trial are much less formal than in a general civil case trial.



## 58th District Court

**SUMMARY PROCEEDINGS** – Summary proceedings were created to provide real property owners a quick method to recover their property from a tenant or land contract vendee that is not complying with the terms of the lease or contract. These cases are usually originated by apartment owners, land contract holders, mobile home park operators and even boat slip owners that lease their slips to boaters. The number of cases filed in the District Court will continue to rise as the population of Ottawa County increases. This increase in caseload will become particularly evident in areas where apartment complexes and multi-family housing are constructed.

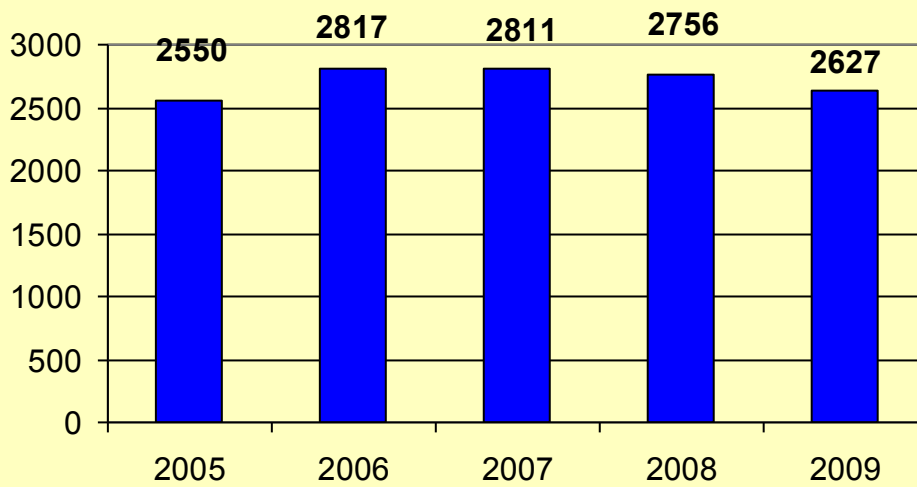
### Civil - Summary Cases (e.g., Landlord Tenant)



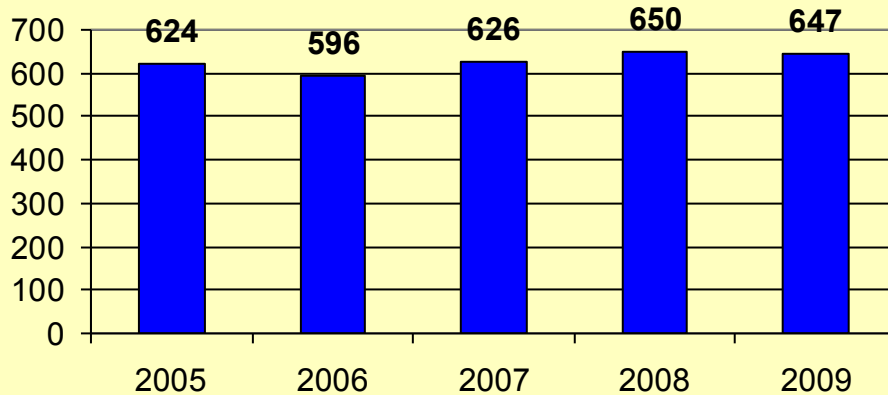
## 58<sup>th</sup> District Court Probation Department

The mission of the 58<sup>th</sup> District Court Probation and Community Corrections Department is to provide rehabilitative services or refer offenders to programs which divert offenders from traditional jail sentences and promote accountability, reduce criminal/delinquent behaviors and support an environment for change, while balancing the needs and insuring the safety of the people of Ottawa County.

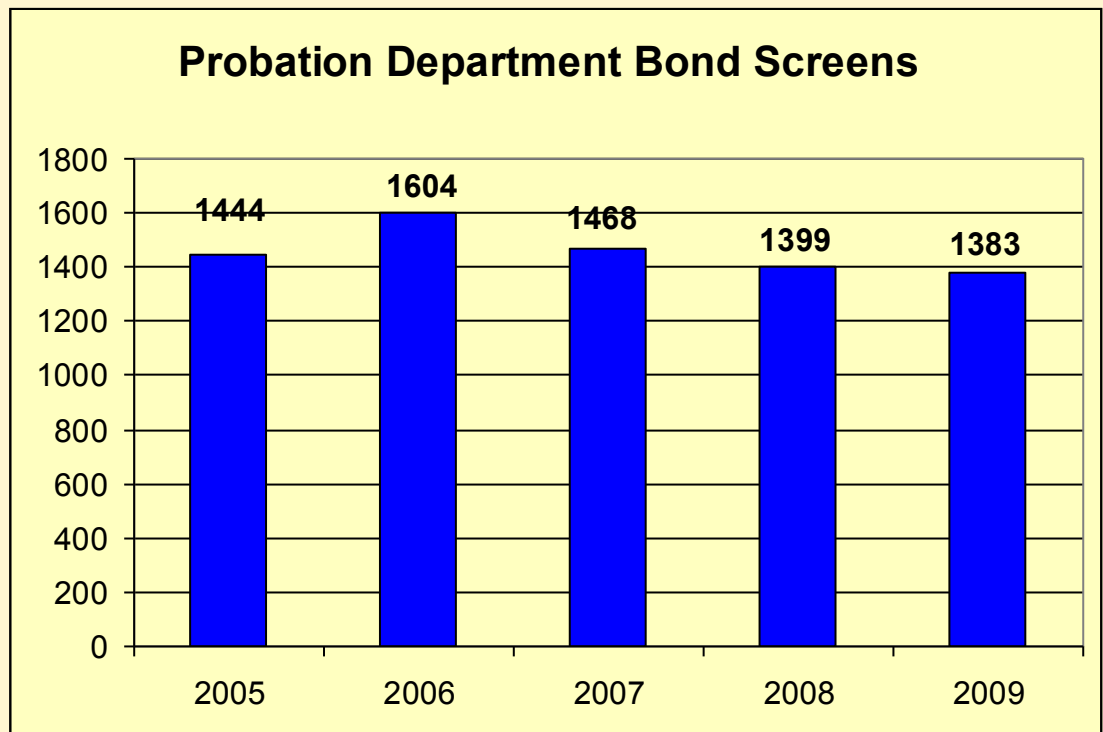
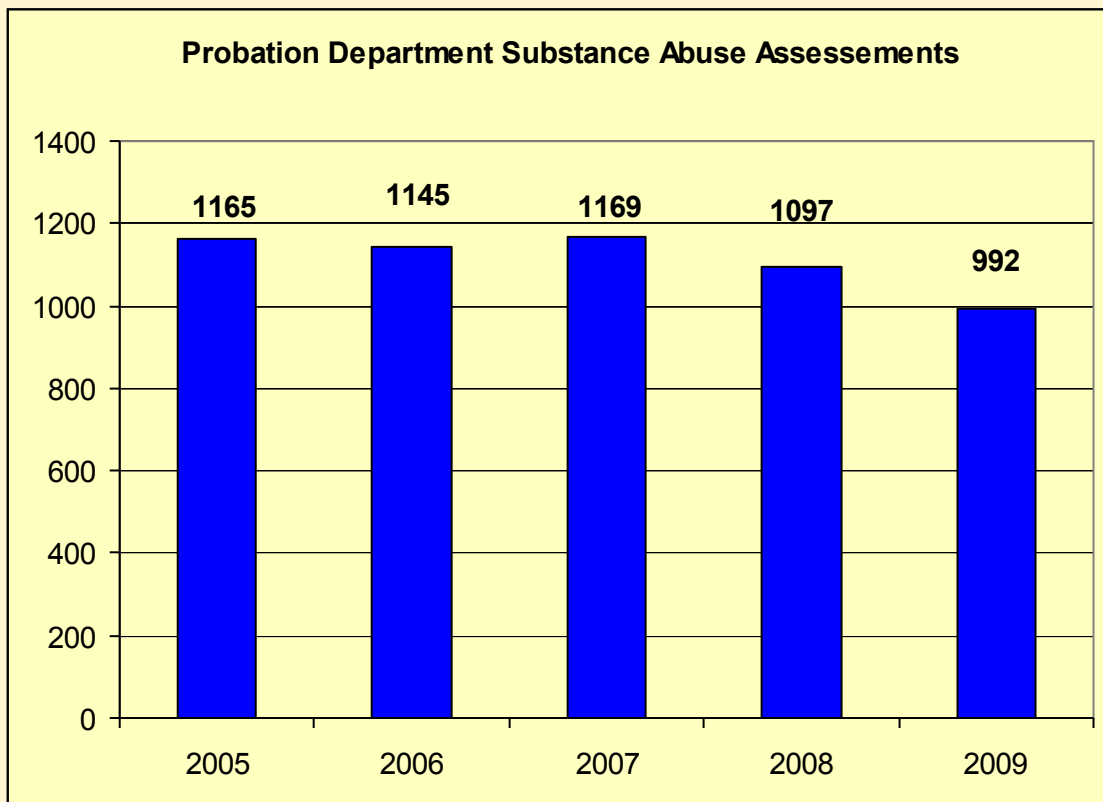
### Probation Department Total Sentenced to Probation



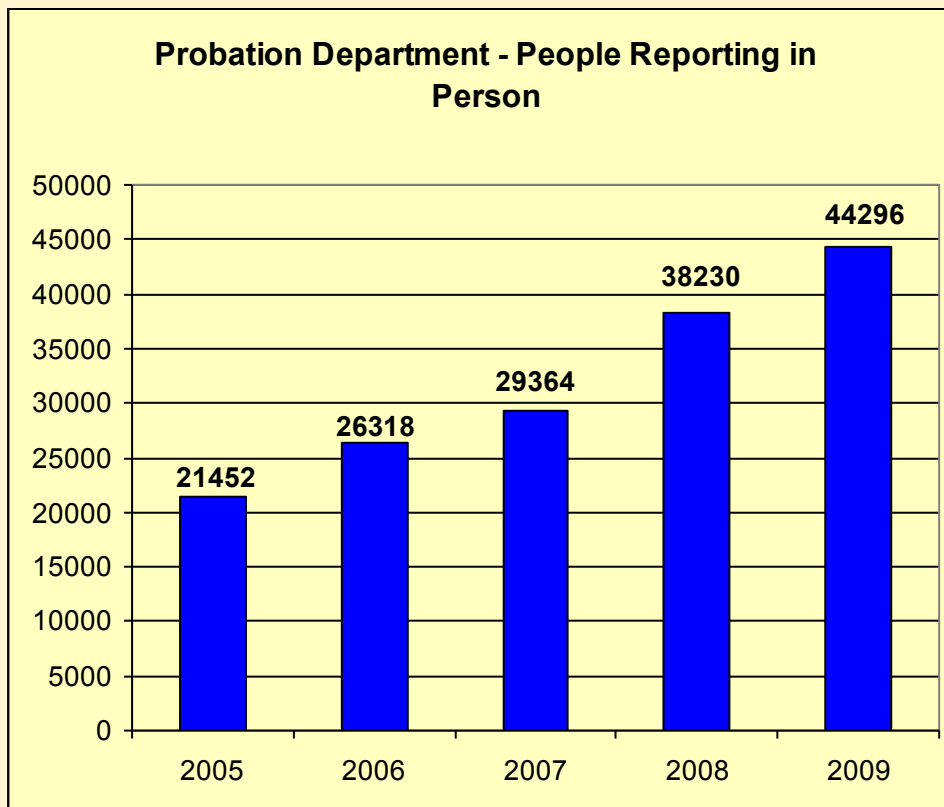
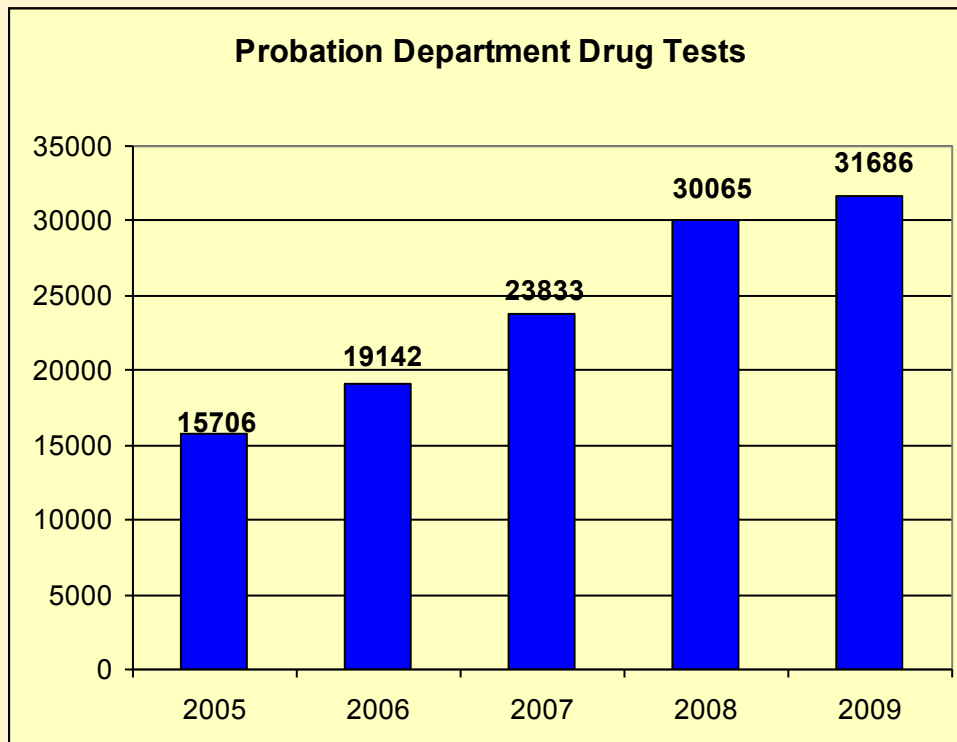
### Probation Department Presentence Investigations



## 58th District Court Probation Department

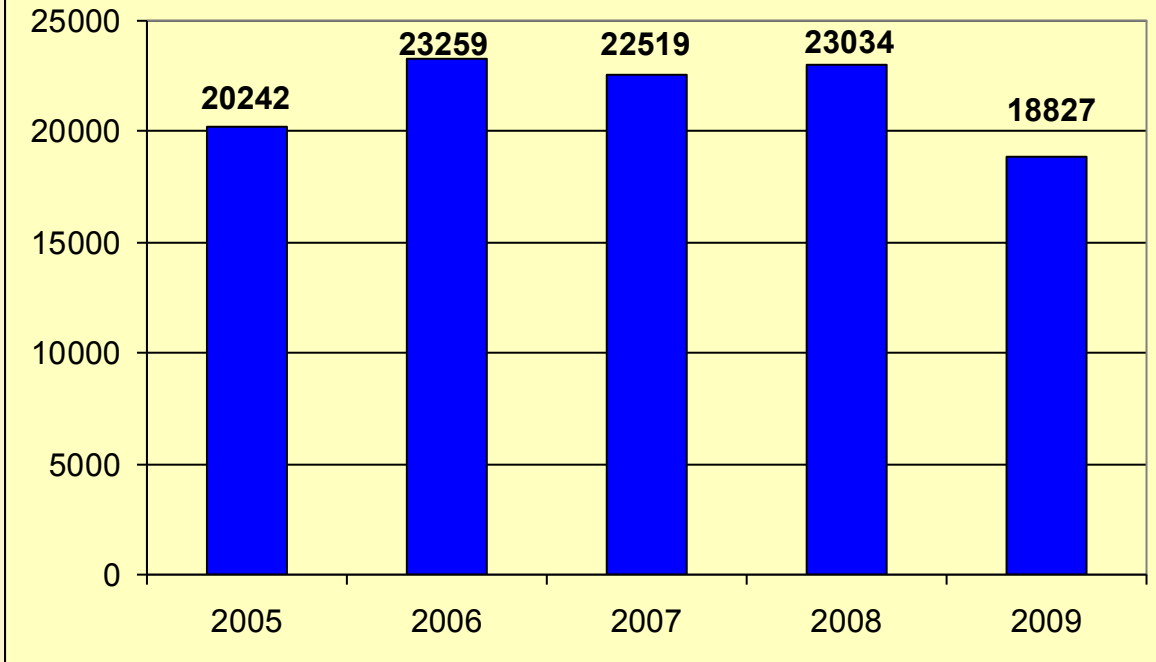


## 58th District Court Probation Department



# 58th District Court Probation Department

## Probation Department Home Checks



## 58th District Court Community Corrections

Community corrections is an alternative to placing offenders convicted of crimes in prison or jail. Offenders placed in the community corrections program are monitored in the community by probation officers. Offenders in the community corrections program undergo random drug and alcohol testing, random home visits and attend treatment programs .

Community Corrections had the following goals, objectives and results in 2009:

### Goal #1

Maintain / Reduce the Overall Prison Commitment Rate

#### Objectives

	<u>2009 Results</u>
1. Maintain/Reduce the overall prison commitment rate to less than or equal to 12%	7.9%
2. Maintain/Reduce the OWI 3rd prison commitment rate less than or equal to 10%	.8%
3. Reduce/maintain the straddle cell commitment rate to less than or equal to 22%	10.5%
4. Reduce the probation violation commitment rate to less than or equal to 7%	1%

### Goal #2

Optimize program utilization rates

#### Objectives

1. Maintain program utilization rate to 90%+ and completion rates to 70%+

#### 2009 Results

Program	Projected # of Enrollees	Actual # of Enrollees	% of Utilization	Completion Rate
ISP	240	208	87%	72%
Community Service	1000	1002	100%	76%
Cognitive Therapy	300	306	100%	71%



## 58th District Court Community Corrections

### Jail Utilization

Present Jail Rated Design Capacity = 462 beds

	2006	2007	2008	2009
Average Daily Population	368	395	367	351
% Rated Design Capacity	79.7%	85.4%	79.4%	76%

### Jail Diversion Program Measures Community Service, JAWS, ISP Programs

	2005	2006	2007	2008	2009
# Total Enrollees	1224	1333	1217	1292	1210
# Jail Days Saved	32,746	41,009	38,458	43,704	30,532
Savings to County	\$1,227,975	\$1,237,838	\$1,538,320	\$1,748,160	\$1,221,280

### State Reimbursement to Ottawa County For Jail Straddle Cell Sentencing Guideline Inmates

CY 2006	CY 2007	CY2008	CY 2009
\$187,659	\$217,413	\$162,081	\$120,495

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 6/8/2010

**Requesting Department:** Department of Human Services

**Submitted By:** Keith Van Beek

**Agenda Item:** Ottawa County Department of Human Services 2009 Annual Report

## SUGGESTED MOTION:

To receive for information the Ottawa County Department of Human Services 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: \$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: #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, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@miottawa.org  
Reason: I am approving this document  
Date: 2010.06.02 09:58:44 -0400

Committee/Governing/Advisory Board Approval Date:

An electronic version of the 2009 Department of Human Services Annual Report is not available, hard copies will be provided in the Commissioner Packets or as requested.

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 6/8/2010

**Requesting Department:** 20th Circuit Court Probation and Parole

**Submitted By:** Keith Van Beek

**Agenda Item:** Ottawa County 20th Circuit Court Probation and Parole 2009 Annual Report

## SUGGESTED MOTION:

To receive for information the Ottawa County 20th Circuit Court Probation and Parole 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: \$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: #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, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org  
Reason: I am approving this document  
Date: 2010.06.02 09:57:14 -0400

Committee/Governing/Advisory Board Approval Date:



***COUNTY OF OTTAWA  
CIRCUIT COURT  
PROBATION AND PAROLE***

***2009 YEAR END REPORT***

*Administrative Offices: Grand Haven, Holland, Hudsonville*

**I. VISION**

To protect the public and build trust within Michigan communities.

**II. MISSION**

To create a safer Michigan through effective offender management and supervision in our facilities and communities while holding offenders accountable and promoting their success.

**III. GENERAL INFORMATION**

The Circuit Court Probation and Parole Department oversees those offenders convicted of felony and high court misdemeanor offenses. Probation may be imposed for all misdemeanors and felonies except murder, treason, armed robbery, criminal sexual conduct in the first or third degree and those felonies in which a firearm was used. The maximum term of probation that may be imposed is five years for felony convictions and two years for misdemeanor convictions. Probation terms may include up to one year in jail in conjunction with the probation term as well as payment of restitution, fines, court ordered costs, and supervision fees. Those released on parole from prison also have similar conditions imposed.

Once placed on probation or parole, the agents monitor the offender's behavior and enforce the terms of the order. The special conditions imposed typically include full time employment/education, treatment, community service and the prohibited use of alcohol and drugs. More specific conditions are created and imposed based upon the offender's individual specific needs. Probation staff are also involved in the supervision of offenders in the Drug Court which combines increased supervision along with a higher level of case management between drug court personnel, probation and treatment agencies.

The probation department also completes pre-sentence investigation (PSI) reports for the courts. Provided in the PSI report is a recommendation for sentencing which is formulated on a background investigation of an offender and completion of sentencing guidelines taking into account the particular crime committed.

**IV. PRE-SENTENCE INVESTIGATION REPORTS**

Pre-sentence reports (PSI) are prepared by the field agents and used by the judges when sentencing an offender. The PSI includes an evaluation of the offender, circumstances of the offense, and background information of the offender. The agent also completes an assessment of probable risk to the public and utilizes sentencing guidelines to formulate an

appropriate recommendation for sentencing. During the investigation process, the agent also makes contact with the victims of the offenses and includes their statements in the PSI report. The agent also determines the amount of restitution that is to be ordered and forwards this as part of the recommendation to the court.

The Ottawa County Circuit Court Probation completed 948 PSI reports in 2009.

## V. SENTENCING OPTIONS

Sentencing options include:

- Probation
- Jail
- Prison
- Fines, costs and restitution.

In addition to the standard terms of supervision, options for supervision also may include the use of the electronic monitoring, placement in treatment facilities and the Special Alternative Incarceration (boot camp). These are often used as diversion programs from jail and prison for low risk offenders and technical violators.

The agents enforce the rules and special conditions ordered by the judge or parole board. Failure to comply with the order of probation may result in probation violation charges being initiated. Probation agents utilize a risk-driven violation guidelines designed to make full use of community sanctions. Probation Violation Response Guidelines provide a range of possible response to violations. Agents are to determine the best possible response which is the least restrictive response with public safety. The responses include a continuum of alternatives that protect the public, hold the offender's accountable for their behavior and reduce the offenders' likelihood of engaging in criminal activity.

In addition, our office continues to work closely with the Community Corrections Office to develop and use other sentencing options available to the courts. This office oversees the community service department, intensive supervision officers and is the gatekeeper for the probation residential beds. Through our collaboration, we strive to minimize the impact on the jail and prison populations. We continue to maintain a prison commitment rate of 7.9% as compared to the state average of 20.2%.

**71 % of probationers were successfully discharged in 2009.**

The electronic monitoring system (tether) is used as a resource to enhance supervision. The tether allows active monitoring of an offender 24 hours a day, seven days a week. It is a curfew enforcer that determines when an offender is to be at home at designated times allowing the offender to maintain employment and attend other approved functions such as

treatment, community service, etc. Most offenders are placed on the system in lieu of jail, providing a much more cost effective manner of supervising offenders.

The "Sobriator" and SCRAM units are two types of units that allow for monitoring of alcohol use of an offender. This equipment has been used frequently for OUIL 3<sup>rd</sup> cases as well as for those probation violators who test positive for the use of alcohol.

Effective January, 2007, the use of electronic monitoring technology including Global Positioning Systems (GPS) was expanded for sex offenders being released on parole. The active GPS collects data points as the parolee moves throughout the community and reports the movement, including violations in "real time." While the parolee is in the home the unit will act as a normal Radio Frequency (RF or curfew) monitoring device. The use of GPS is also being expanded to other crime groups including Aggravated Stalking and Domestic Violence cases.

Currently, there are approximately 45 cases supervised on GPS.

The *Circuit Drug Court* is also a sentencing option for new convictions as well as for probation violators. Two agents have been designated to handle drug court participants and have been very active in the continued planning and organization of the program.

## VI. FEE COLLECTIONS

Restitution, court costs, fines, and other related fees are typically ordered as a term of probation. The agents oversee the collections of these fees and work closely with court personnel to ensure these fees are paid as directed. There continues to be an emphasis on the collection of restitution to help victims recover their losses.

**74% probationers have paid court ordered fees in full at discharge.**

## VII. DRUG TESTING

The probation department completed 11,034 drug tests in 2009 with a 4% positive rate.



## VIII. COMMUNITY SERVICE

Probationers were ordered to complete approximately 35,000 hours of community service in 2009. The community service office is under the direction of the Community Corrections Department. The community service is performed at a wide variety of sites located throughout the county. Referrals are often made to these programs as sanctions for technical violations.

## IX. MICHIGAN PRISONER REENTRY INITIATIVE (MPRI)

### A. Vision & Mission

**The Vision** of the Michigan Prisoner ReEntry Initiative is to reduce crime by implementing a seamless plan of services and supervision developed with each offender, delivered through state and local collaboration, from the time of their entry to prison through their transition, reintegration and aftercare in the community.

**The mission** of the MPRI is to significantly reduce crime and enhance public safety by implementing a seamless system of services for offenders from the time of their entry to prison through their transition, community reintegration and aftercare in their communities.

### B. Goals

The goals of MPRI are to promote public safety by reducing the threat of harm to persons and property by released offenders in the communities in which they return. Also, the goal is to increase the success rates of former offenders by fostering effective risk management and treatment programming, accountability, and community and victim participation.

Since 2004, Ottawa County has had a local steering committee comprised of various service providers meeting to address the needs of offenders reentering the community from both prison and jail. The focus of the group has been to provide offenders with the tools necessary to be successful in the community.

A MDOC contract is held with Michigan Works to provide added services for those returning from prison to address employment, life skills, housing, and transportation. Unemployment rates for those on probation or parole is approximately 50 to 70% thus, much emphasis is being placed on employment services.



70 x7 Life Recovery has developed a Serving Together group that provides a group mentoring approach that works along side offenders completing community service work. This provides both the offender and potential mentors an opportunity to develop a relationship that potentially will carry over to a more individualized mentor relationship. Ridgepoint Church in Holland has been a main center for these work groups; however, it is now being expanded to other churches in the community.

New Day Staffing is a temporary employment agency developed by 70x7 staff to utilize the mentoring as part of placing offenders in jobs. New Day Staffing provides a relational approach with both the offender and the employer to aid the offender in not only gaining but maintaining employment.

Families Victorious provides support groups in both the jail and when released to the community. Their relational ministry attempts to meet the basic needs of the offender but also again providing the offender the skills to be a productive member of our community.

MDOC also provides additional funding for those being released from prison with significant mental health needs. This is coordinated with Ottawa County Mental Health to provide a seamless transition back into the community.

Our local steering committee meets monthly and we continue to identify gaps in services and develop effective programming to meet these needs.

**X. SUMMARY**

The Adult Probation and Parole Department has representatives in three locations in Grand Haven, Holland, and Hudsonville. The 25 employees are employees of the Michigan Department of Corrections. Ottawa County provides office space, supplies, and other operating necessities.

Our workload averages have remained relatively stable over the past year. We continue to supervise just over 1,000 offenders on a monthly average.

The staff continue to work closely with the courts, law enforcement, and the Community Corrections department to achieve the most safe, effective and efficient method of handling felony offenders in Ottawa County. We continue to appreciate the high level of cooperation that exists between all the departments that aids in our success.

Submitted by:

\_\_\_\_\_  
Douglas J. Kamphuis, Probation/Parole Manager

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 6/8/2010

**Requesting Department:** Human Resources

**Submitted By:** Marie Waalkes

**Agenda Item:** Request for Proposal for Benefit Consultant

## SUGGESTED MOTION:

To approve the request for proposal from Gallagher Benefit Services, Inc., to perform an in depth benefits review at a cost of \$28,000. Funding to come from the Self Funded Health Plan Budget.

## SUMMARY OF REQUEST:

To obtain professional services to assist in the review, design and bidding out in the area of benefits, such as health, dental, vision, prescription, life insurance, short-term and long-term disability, for all Ottawa County employees and retirees. Primary objective is to obtain the best services to assist in the consultation of benefits management, to include establishing the most cost effective, competitive benefits package.

## FINANCIAL INFORMATION:

Total Cost: \$28,000.00 | County Cost: \$28,000.00 | Included in Budget:  Yes |  No

If not included in budget, recommended funding source: Self Funded Health Plan Budget.

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated |  Non-Mandated |  New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #1

Objective: #3

## 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@miottawa.org  
Reason: I am approving this document  
Date: 2010.06.02 10:02:17 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 6/8/2010



# County of Ottawa

## Human Resources Department

**Marie L. Waalkes**  
*Director of Human Resources*  
[mwaalkes@miottawa.org](mailto:mwaalkes@miottawa.org)

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12220 Fillmore Street, Room 359, West Olive, MI 49460

Tel. (616) 738-4800  
Toll Free (888) 731-1001  
Fax (616) 738-4082  
Holland (616) 392-3111  
Grand Rapids (616) 662-3100  
Grand Haven (616) 846-8295

To: Board of Commissioners' Finance Committee Members

From: Marie Waalkes, Human Resources Director

Date: May 28, 2010

Subject: Benefits Consultant

The Board of Commissioners had requested a review of benefits plans as plan cost have continued to increase significantly over the past few years. A Request for Proposal was issued in April and responses were received from fifteen vendors.

Al Vanderburg, June Hagan, Keith VanBeek, Marcie VerBeek and I reviewed the responses and recommend accepting the Gallagher Benefits Services proposal based on their methodology, resources, projected timeline, experience and cost.

The Gallagher Benefits methodology focused on the four needs of Ottawa County. Those needs were cost reduction, plan options, plan design and a focus on wellness. The bids submitted ranged from simple vendor bidding to three year plans administration for the County. Gallagher's bid was impressive because they will allocate resources to complete the study by August which would allow for changes to be made for the 2011 budget along with a January 1, 2011 plan year change. The amount of experience that Gallagher has with the public sector and the resources they have available to handle the size of the County were another reason why their bid should be accepted.

The proposals submitted ranged in price from \$28,000 to \$120,000. As you will see by the attached information, Gallagher Benefits is also the lowest cost of bids submitted. One additional resource that Gallagher has that distinguishes their bid is the option of pooling insurance.

We believe that Gallagher Benefits Services is best qualified to deliver the consulting that we have requested at a reasonable cost based on their methodology, qualifications and experience.

### RFP 10-05 Benefits Consultant Breakdown

Vendor	Address	Date/Time Rcv'd	Bid Amount	Local Organization	Individuals Dedicated to Account	Number of Full Time Employees	Public Sector Experience	Experience with Large Organizations	Local Experience	Timeline for Completion	Date of Completion
Gallagher Benefits Inc.	300 Ottawa NW, Suite 301, Grand Rapids, MI 49503	5.7.10 10:54 a.m.	\$28,000	x	6	9000	Yes	Yes	Yes	2 months	Aug
Lighthouse	4808 Broadmoor Avenue SE, Grand Rapids, MI 49512	5.6.10 4:54 p.m.	\$29,500 - \$56,550	x	10	190	Yes	No	Yes	4 months	Oct
OakPoint Group	10524 Grand River Rd., Suite 100, P.O. Box 2155, Brighton, MI 48116	5.7.10 10:20 a.m.	\$29,750		3	12	Yes	?	No	4 months	Oct
Berends, Hendricks, Stuit	3055 44th Street, Grandville, MI 49468	5.7.10 2:29 p.m.	\$30,000-\$90,000	x	5	75	Yes	No	Yes	3 months	Sept
Kushner & Co.	2427 West Centre Avenue, Portage, MI 49024	5.6.10 10:40 a.m.	Phase 1: \$20,000-\$25,000 Phase 2: \$15,000-\$20,000	x	2	11	Yes	No	Yes	4 months	Oct
Aon	171 Monroe NW, Suite 525, Grand Rapids, MI 49503	5.7.10 2:25 p.m.	\$40,000 - \$75,000	x	4	36000	Yes	Yes	Yes	?	?
Cadillac Insurance	932 North Mitchell Street, Cadillac, MI 49601	5.7.10 3:00 p.m.	\$50,000		2	31	Yes	No	Yes	1 month	July
Hyland	161 Ottawa NW, Suite 209G, Grand Rapids, MI 49503	5.7.10 2:53 p.m.	\$56,000- 1 yr up to \$170,000 for 3 yr		5	625	Yes	No	No	?	?
Edify	235 Central Avenue, Holland, MI 49423	5.7.10 2:29 p.m.	\$70,000	x	12	27	Yes	No	No	?	?
MERCER	200 Ottawa NW, Suite 700, Grand Rapids, MI 49503	5.7.10 1:29 p.m.	\$72,000 - \$90,000		6	18900	Yes	Yes		2 1/2 months	Mid Aug
Segal	101 North Wacker Drive, Suite 500, Chicago, IL 60606	5.7.10 10:53 a.m.	\$88,000.00		15	837	Yes	Yes	No	5 - 6 months	Nov -Dec
McGraw Wentworth	250 Monroe Avenue NW, Suite 400, Grand Rapids, MI 49503	5.7.10 11:06 a.m.	\$105,000-\$120,000	x	3	68	Yes	Yes	No	12-18 months	
Findley-Davis Inc.	One SeaGate, Suite 2050, Toledo, OH 43604	5.7.10 8:43 a.m.	\$120,000		4	108	Yes	Yes	No		Jan. 1
Coleman-Dugan & Hughes	5380 Cascade Road, Suite 300, Grand Rapids, MI 49546	5.7.10 10:55 a.m.	?	x	2	6	Yes	Yes	Yes	None given	?
PEBS	1605 Concentric Blvd., Suite 1, Saginaw, MI 48604	5.7.10 2:00 p.m.	?		5	10	Yes	Yes	No	None given	?

# Action Request



**Committee:** Board of Commissioners

**Meeting Date:** 6/8/2010

**Requesting Department:** Administrators Office

**Submitted By:** Greg Rappleye

**Agenda Item: Resolution regarding options for organization of Lakeshore Coordinating Council (LCC)**

## SUGGESTED MOTION:

To approve and authorize the Board Chair and Clerk to sign the resolution to permit County Administration to explore alternatives for the delivery of substance abuse services through a modified contractual relationship (delegation agreement) between and among the Lakeshore Coordinating Council (LCC), Muskegon County, and Ottawa County.

## SUMMARY OF REQUEST:

On December 8, 2009, the Board of Commissioners adopted a resolution announcing its intention to withdraw from the Lakeshore Coordinating Council (LCC) and to work with Muskegon County to transfer the responsibility for administering certain substance abuse prevention and treatment monies through Lakeshore Behavioral Health Services, the "two-county" PIHP. Since that date, an alternative of preserving LCC while transferring certain responsibilities to the "two-county" PIHP has been proposed. This resolution authorizes the continuation of their discussions while preserving the termination option previously authorized.

## 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, c=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org  
Date: 2010.06.03 13:18:55 -0400

Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 6/8/2010

COUNTY OF OTTAWA

STATE OF MICHIGAN

RESOLUTION

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 sponsored by

Commissioner \_\_\_\_\_ that the following Resolutions be adopted:

WHEREAS, the County of Ottawa ("Ottawa County") and the County of Muskegon ("Muskegon County") are signatories to an Agreement which established the Lakeshore Coordinating Council (LCC), effective April 15, 1996; and,

WHEREAS, the LCC was created for the purpose of the inventory, review, planning and coordination of programs and facilities for individuals dependent upon or abusing alcohol, drugs and/or controlled substances, as well as for any lawful purpose. In addition, the LCC accepts, disburses and administers certain funding for substance abuse prevention and service programs in the region; and



WHEREAS, the LCC was created pursuant to the Urban Cooperation Act, MCLA 124.501, et seq.; and

WHEREAS, at the time of its formation, in addition to Ottawa County and Muskegon County, the “participating counties” in the LCC included Allegan County, Berrien County, Cass County and Van Buren County; and

WHEREAS, Cass County and Van Buren County have previously withdrawn from the LCC, leaving four of the six original participating counties; and

WHEREAS, Ottawa County and Muskegon County are also allied in an Agreement creating the Lakeshore Behavioral Health Care Alliance, a PIHP created by the parties and administered by Muskegon County to provide for the administration of mental health care funding and programs as set forth within the Lakeshore Behavioral Health Care Alliance Agreement; and,

WHEREAS, by Resolution dated December 8, 2009, the Ottawa County Board of Commissioners, acting in agreement with the Muskegon County Board of Commissioners, gave notice of its intention to terminate and/or withdraw from the LCC; and,

WHEREAS, since the adoption of the December 8, 2009 Resolution by the Ottawa County Board of Commissioners setting forth its intention to terminate and/or withdraw from the LCC, additional discussion have taken place among the participating counties to the LCC Agreement, suggesting that the participating parties should explore other options for the delivery of services through the LCC, while preserving Ottawa County’s and Muskegon County’s options and announced intentions to terminate and/or

withdraw from the LCC Agreement, as set forth in the December 8, 2009 Resolution, if efforts to achieve a resolution within the LCC structure are not successful;

NOW THEREFORE BE IT RESOLVED that Ottawa County, working with Muskegon County, will attempt to negotiate an Agreement or Agreements with LCC and/or its participating counties to provide for the continuation of the Lakeshore Coordinating Agency (LCC) as the coordinating agency for its participating members, including Ottawa County and Muskegon County, providing that the parties can, as part of the process, arrive at an acceptable delegation agreement(s) between and among the LCC, Ottawa County, and Muskegon County to provide that, to the maximum extent possible, Ottawa County and Muskegon County will have flexibility with regard to the administration and use of substance abuse prevention and treatment funds, including Medicaid funds therefore, for the two-county area served by the Lakeshore Behavioral Health Care Alliance; and,

BE IT FURTHER RESOLVED, that the implementation of the December 8, 2009, resolution shall be delayed by ninety (90) days from the date of this Resolution while the authorized representatives of Ottawa County and Muskegon County explore this option with the Lakeshore Coordinating Council (LCC) and its constituent members. If the parties have not agreed upon the acceptable terms of any agreement or agreements authorized or provided for in this instant Resolution, then the authority granted in this Resolution shall expire and the December 8, 2009 Resolution, shall continue thereafter in full force and effect without the necessity of further action by the Ottawa County Board of Commissioners; 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



# **KENT-OTTAWA-MUSKEGON FOREIGN TRADE ZONE #189**

## **Facts about Foreign Trade Subzones**

- **Kent-Ottawa-Muskegon Foreign Trade Subzones (KOM-FTZ) are zones sites sponsored by KOM-FTZ grantee on behalf of individual firm or firms.**
- **Subzones are single-purpose sites for operations that cannot be feasibly moved to, or accommodated inside a general-purpose zone (for example, advanced manufacturing).**
- **No retail sales are allowed within a designated sub-zone, however distributions of retail items are quite common.**
- **Subzones must meet the “Public Interest” test imposed on all FTZs. They are established as adjuncts to the nearest existing General-Purpose Zones, however they are not required to be adjacent to the existing General-Purpose Zone.**
- **Subzones must receive the concurrence of the zone grantee prior to submitting an application to the National FTZ Board.**

**Does it sound like your company might benefit from becoming a KOM-FTZ subzone? Find out more about Foreign Trade Subzones by visiting [www.gvsu.edu/komftz](http://www.gvsu.edu/komftz) or calling 616.331.6810 to obtain a current rate schedule.**



## **KENT-OTTAWA-MUSKEGON** **GENERAL PURPOSE** **FOREIGN TRADE ZONE #189**

The Kent-Ottawa-Muskegon Foreign Trade Zone (KOM-FTZ) allows the public to benefit by utilizing the *General Purpose Zone* it established in 1993. General Purpose Zones provide space for multiple users to conduct their trade related activities often at substantial cost savings.

KOM-FTZ helps to keep manufacturing processes local and jobs in West Michigan.

### **Benefits of utilizing the KOM-FTZ include:**

- Defer duties until the merchandise leaves the FTZ and enters U.S. territory for domestic consumption
- Store, distribute, manufacture, repackage and exhibit
- Duty-Free Manipulation of Imported Goods
- Inspection of Imported Goods for Quality
- Duty Avoidance when merchandise is exported out of the USA from a zone to a foreign destination
- Combining foreign merchandise with domestic goods to create a new product may qualify for lower duties when it exits the KOM-FTZ into the United States commerce
- Zone-to-Zone transfers
- Reduced Merchandise Processing Fees

**Does it sound like your company could benefit from the KOM-FTZ?  
Find out! Visit [www.gvsu.edu/komftz](http://www.gvsu.edu/komftz)  
or call 616.331.6810 today!**

**2010 Kent-Ottawa-Muskegon Foreign Trade Zone #189  
Board Members List (Revised 1/15/2010)**

**KENT COUNTY**

**Daryl Delabbio (K)**

Term 1-1-10 through 12-31-12  
Kent County  
300 Monroe NW  
Grand Rapids, MI 49503  
616-632-7576  
[daryl.delabbio@kentcountymi.gov](mailto:daryl.delabbio@kentcountymi.gov)

**Pete Hickey (K) (Treasurer)**

Term 1-1-09 through 12-31-11  
Kent County  
Commissioner  
4425 Curwood Ave. SE  
Kentwood, MI 49508  
(H) 616-644-3273  
[p.hickey@prodigy.net](mailto:p.hickey@prodigy.net)

**Paul Howland (K) (Secretary)**

Term 1-1-09 through 12-31-10  
2809 Woodcliff Circle SE  
East Grand Rapids, MI 49506-3179  
(W) 517-373-6359 (H) 616-975-1861  
[howlandp@michigan.org](mailto:howlandp@michigan.org) – office  
[moores2133@aol.com](mailto:moores2133@aol.com) - home

**MUSKEGON COUNTY**

**Charles Buzzell (M)**

Term 1-13-09 through 12-31-10  
Muskegon County District 2  
County Commissioner  
990 Terrace Street  
Muskegon, MI 49442  
231-724-6520 (office)  
[commissioners@co.muskegon.mi.us](mailto:commissioners@co.muskegon.mi.us)

**Bonnie Hammersley (M) (Vice Chair)**

Term 12-31-11  
Muskegon County Administrator  
990 Terrace Street  
Muskegon, MI 49442  
231-724-6520  
[hammersleybo@co.muskegon.mi.us](mailto:hammersleybo@co.muskegon.mi.us)  
[chalkoli@co.muskegon.mi.us](mailto:chalkoli@co.muskegon.mi.us)  
\*Lisa Chalko is Muskegon Co's contact

**Edward Garner (M)**

Term Expires 12-31-2008  
Muskegon Area First  
President and CEO  
380 W. Western Avenue, Suite 202  
Muskegon, MI 49440  
231-724-3172  
[egarner@muskegon.org](mailto:egarner@muskegon.org)  
Gina Brown (assistant)  
[eBrown@muskegon.org](mailto:eBrown@muskegon.org)

**OTTAWA COUNTY**

**George C. Jackson (O)**

Term 8-5-2008 through 12-31-2009 **Pending for county approval for next term**  
316 Sherman St.  
Grand Haven, MI 49417  
616-844-6707 (home)  
[Jaxon47@gmail.com](mailto:Jaxon47@gmail.com)

**Ken Rizzio (O) (Chair)**

Term  
Ottawa County Economic Development Office  
Executive Director  
PO Box 539, 6676 Lake Michigan Drive  
Allendale, MI 49401  
616-892-4120  
[krizzio@altelco.net](mailto:krizzio@altelco.net)  
cc: Kyle Wilke  
[kbedore-Wilke@miottawa.org](mailto:kbedore-Wilke@miottawa.org)

**Al Vanderberg (O)**

Term  
Ottawa County Administrator  
12220 Fillmore Street  
West Olive, MI 49460  
616-738-4068  
Fax No. 616-738-4888  
[avanderberg@miottawa.org](mailto:avanderberg@miottawa.org)

**GVSU APPOINTMENTS:**

**Carol Lopucki**

Term 1-1-09 through 12-31-09  
Michigan Small Business and Technology Development  
Center, State Director  
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