

**Agenda**  
**Finance and Administration Committee**  
**West Olive Administration Building**  
**12220 Fillmore, West Olive, MI 49460**  
**Tuesday, September 21, 2010**  
**9:30 a.m.**

**Consent Items:**

1. Approval of the Agenda
2. Approval of Minutes from the August 24, 2010 Meeting.

**Action Items:**

3. Budget Adjustments Greater than \$50,000  
Suggested Motion:  
To approve budget adjustment #524.
4. Monthly Budget Adjustments  
Suggested Motion:  
To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of August 2010.
5. Statement of Review for August  
Suggested Motion:  
To approve the Statement of Review for the Month of August 2010.
6. 2009 Cost Allocation Plan  
Suggested Motion:  
To approve and forward to the Board of Commissioners the 2009 Cost Allocation Plan for implementation in the 2011 budget.
7. IT Billing Rate Study for 2011  
Suggested Motion:  
To approve and forward to the Board of Commissioners the Information Technology Billing Rate Study for 2011 for implementation in the 2011 budget.
8. Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985  
Suggested Motion:  
To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties Under Public Acts 106 and 107 of 1985.
9. Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987  
Suggested Motion:  
To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Cigarette Tax Revenues to Counties Under Public Acts 219 and 264 of 1987.

10. Setting of Public Hearing on the 2011 Ottawa County Budget  
Suggested Motion:  
To recommend that the Board of Commissioners set a public hearing on the 2011 Ottawa County budget for Tuesday, October 12, 2010, to be held in the Ottawa County Board Room, 12220 Fillmore Street, West Olive, at 1:30 p.m.
11. Ottawa County Renewable Energy Renaissance Zone (RERZ) Designation Recommendation for Energetx Composites, LLC  
Suggested Motion:  
To approve and forward to the Board of Commissioners the resolution to authorize designating approximately 26 acres of vacant property in Holland Township as an Energy Renaissance Zone (RERZ).
12. Community Mental Health Personnel Request to Increase a .6 FTE Unclassified, Paygrade 7E to 1 FTE Unclassified, Paygrade 7E.  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from Community Mental Health to increase a .6 FTE Program Coordinator - Evidence Based Practices (Unclassified, Paygrade 7E) to 1 FTE Program Coordinator - EBP (Unclassified, Paygrade 7E) at a cost of \$41,434.00. Funding to come from State Medicaid funds.
13. Public Health Personnel Request to Eliminate a .9 LPN (Group T Paygrade 09) and to create a .6 Community Health Nurse (MNA)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from Public Health to eliminate (1) .9 FTE LPN (Group T Paygrade 09) and to create (1) .6 FTE Community Health Nurse (MNA Paygrade G Step) at a savings of \$7,598.
14. Tuition Reimbursement  
Suggested Motion:  
To approve and forward to the Board of Commissioners a recommendation to suspend Tuition Reimbursement for the year 2011 and to review this recommendation in 2011 for the 2012 budget year.
15. Benefit Adjustments for County and Court Unclassified and Group T Employees for 2011  
Suggested Motion:  
To approve and forward to the Board of Commissioners a 0% wage increase for County and Court Unclassified (Excluding Elected Officials, Judges and the Board of Commissioners) and Group T Employees for 2011.
16. Proposed Changes in Treasurer's Investment Policy  
Suggested Motion:  
To approve and forward to the Board of Commissioners the proposed, revised Investment Policy for Ottawa County.

#### **Discussion Items:**

17. Treasurer's Financial Month End Update for August 2010.
18. Review 2011 Budgets

#### **Adjournment**

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