

Agenda
Finance and Administration Committee
West Olive Administration Building
12220 Fillmore, West Olive, MI 49460
Tuesday, June 21, 2011
9:30 a.m.

Consent Items:

1. Approval of the Agenda
2. Approval of Minutes from the May 17, 2011 Meeting.

Action Items:

3. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustments #342, #343 and #360.
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 May 2011.
5. Statement of Review
Suggested Motion:
To approve the Statement of Review for the month of May 2011.
6. Treasurer's Annual "Balance in Land Sale Proceeds Account" Report
Suggested Motion:
To receive for information and forward to the Board of Commissioners the Annual "Balance in Land Sale Proceeds Account" Report.
7. Ottawa County Drain Commission's Annual Financial Report – Vredeveld Haefner LLC
Suggested Motion:
To receive for information and forward to the Board of Commissioners the Ottawa County Drain Commission's Annual Financial Report for the year ended December 31, 2010.
8. County of Ottawa Annual Financial Report – Vredeveld Haefner LLC
Suggested Motion:
To receive for information and forward to the Board of Commissioners the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2010.
9. County of Ottawa's Single Audit Report – Vredeveld Haefner LLC
Suggested Motion:
To receive for information and forward to the Board of Commissioners the County of Ottawa's Single Audit Report for the year ended December 31, 2010.

10. Personnel Request to Downgrade a Community Mental Health (CMH) Programmer/Analyst (06A) to Programmer (04A)
Suggested motion:
To approve and forward to the Board of Commissioners the proposal from the Information Technology Department and Community Mental Health to downgrade one (1) FTE Programmer/Analyst Unclassified (06A) position supporting CMH to one (1) FTE Programmer Unclassified (04A) at a savings of \$11,407.00.
11. Community Mental Health Personnel Request to Create One (1) Mental Health Clinician
Suggested Motion:
To approve and forward to the Board of Commissioners the request from Community Mental Health to create one (1) FTE Mental Health Clinician, (Unclassified, Paygrade 14, C Step) at a cost of \$34,089.00. Funding to come from Medicaid Funds.
12. Community Mental Health Personnel Request to Create One (1) Mental Health Specialist
Suggested Motion:
To approve and forward to the Board of Commissioners the request from Community Mental Health to create one (1) FTE Mental Health Specialist (Unclassified, Paygrade 12, C Step) at a cost of \$29,352.00. Funding to come from Medicaid Funds.
13. Community Mental Health Personnel Request to Create One (1) Mental Health Clerk
Suggested Motion:
To approve and forward to the Board of Commissioners the request from Community Mental Health to create one (1) FTE Mental Health Clerk (Temporary Unbenefitted) at a cost of \$8,095.00. Funding to come from Medicaid Funds.
14. Spring Lake Township 2011 Wastewater System Pump Station Improvements and Refunding
Suggested Motion:
To approve and forward to the Board of Commissioners the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the not-to-exceed amount of \$1,360,000 to finance the Spring Lake 2011 Wastewater System Pump Station Improvements Project and Refund the 1999 Bond Issue.
15. Study with the City of Grand Haven to Implement Collaborated Services
Suggested Motion:
To approve and forward to the Board of Commissioners a proposal from Plante and Moran, PLLC to study and implement collaborative services with the City of Grand Haven including Finance, Assessing, Treasury and Information Technology.

Discussion Items:

16. Treasurer's Financial Month End Update for May 2011

Adjournment

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