

County of Ottawa

Board of Commissioners

James C. Holtrop

Vice-Chairperson

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January 19, 2012

To All Ottawa County Commissioners:

The Ottawa County Board of Commissioners will meet on **Tuesday, January 24, 2012 at 1:30 p.m.**, for the regular **January** meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan.

The Agenda is as follows:

- 1. Call to Order by the Chairperson
- 2. Invocation Commissioner Swartout
- 3. Pledge of Allegiance to the Flag
- 4. Roll Call
- 5. Presentation of Petitions and Communications
- 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 <u>December 27, 2011 Board of Commissioners Meeting</u> and the <u>January 3, 2012 Board of Commissioners Organizational Meeting</u>.

2. <u>Payroll</u>

Suggested Motion:

To authorize the payroll of January 24, 2012 in the amount of \$_____

3. <u>Correspondence Log 423</u>

Suggested Motion:

To receive for information the Correspondence Log.

From Administration

4. Monthly Accounts Payable for December 19, 2011 through December 30, 2011

Suggested Motion:

To approve the general claims in the amount of \$3,905,791.72 as presented by the summary report for December 19, 2011 through December 30, 2011.

5. Monthly Accounts Payable for January 1, 2012 through January 13, 2012

Suggested Motion:

To approve the general claims in the amount of \$3,190,863.32 as presented by the summary report for January 1, 2012 through January 13, 2012.

6. <u>Monthly Budget Adjustments</u>

Suggested Motion:

To approve the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of December 2011.

B. Action Items:

From Administration

7. County Administrator's 2013-2015 Contract Revision

Suggested Motion:

To approve and authorize the Board Chair and Clerk to sign the County Administrator's 2013-2015 Contract.

From the Finance and Administration Committee

8. <u>Budget Calendar</u>

Suggested Motion:

To approve the 2013 Budget Calendar.

9. <u>Community Mental Health Personnel Request to Create One (1) FTE Mental Health Clinician-Children's Services</u>

Suggested Motion:

To approve the request from Community Mental Health to create one (1) FTE Mental Health Clinician-Children's Services (Group T, Paygrade 15, F Step) at a cost of \$81,196. Funding to come from Medicaid Funds.

10. <u>Community Mental Health Personnel Request to Create One (1) FTE Occupational Therapist</u>

Suggested Motion:

To approve the request from Community Mental Health to create one (1) FTE Occupational Therapist (Group T, Paygrade 15, F Step) at a cost of \$81,196. Funding to come from Medicaid Funds.

11. Per Diem Expense and Mileage Policy

Suggested Motion:

To adopt the new procedures regarding mileage reimbursements for Commissioners in the Per Diem Expense and Mileage Policy.

12. 2012 Board of Commissioners Approved Committees and Rates

Suggested Motion:

To approve the 2012 Board of Commissioners Approved Committees and Rates.

- C. Appointments: None
- D. Discussion Items:

From Administration

- 13. <u>2011 Business Plan Final Report</u>, Al Vanderberg, Ottawa County Administrator
- 14. Southwest Ottawa County Landfill, Patrick Staskiewicz, P.E., Public Utilities Engineer, Ottawa County Road Commission; Barbara Marczak, Team Leader, Prein & Newhof
- 15. Closed Session

Suggested Motion:

To go into closed session for the purpose of discussing pending litigation. (2/3 roll call vote required)

- 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 DECEMBER SESSION – SECOND DAY

The Ottawa County Board of Commissioners met on Tuesday, December 27, 2011, at 1:30 p.m. and was called to order by the Chair.

Mr. Holtvluwer pronounced the invocation.

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

Present at roll call: Messrs. Visser, Kuyers, DeJong, Rycenga, Disselkoen, Karsten, Holtrop, Holtvluwer. (8)

Absent: Mr. Swartout, Mrs. Ruiter, Mr. Baumann. (3)

- B/C 11-291 Mr. Holtvluwer moved to approve the agenda of today as presented. The motion passed.
- B/C 11-292 Mr. Holtrop moved to approve the following Consent Resolutions:
 - 1. To approve the Minutes of the December 13, 2011 Board of Commissioners Meeting.
 - 2. To authorize the payroll of December 27, 2011 in the amount of \$412.82.
 - 3. To approve the general claims in the amount of \$2,878,105.03 as presented by the summary report for December 5, 2011 through December 16, 2011.
 - 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 November 2011.

The motion passed as shown by the following votes: Yeas: Messrs. Holtrop, Holtvluwer, Visser, Disselkoen, Karsten, Rycenga, DeJong, Kuyers. (8)

B/C 11-293 Mr. Holtrop moved to approve and authorize the Board Chair and Clerk to sign the MERS 2010 Restated Uniform Defined Contribution Program Resolution for employee divisions 1, 6, 10, 12, 19 and 60. The motion passed as shown by the following votes: Yeas: Messrs. Karsten, Disselkoen, Holtrop, Visser, Holtvluwer, DeJong, Rycenga, Kuyers. (8)

- B/C 11-294 Mr. Holtrop moved to approve and authorize the Board Chair and Clerk to sign the MERS Restated Defined Contribution Plan Adoption Agreement for employee divisions 1, 6, 10, 12, 19 and 60. The motion passed as shown by the following votes: Yeas: Messrs. Disselkoen, Karsten, DeJong, Holtrop, Visser, Rycenga, Holtvluwer, Kuyers. (8)
- B/C 11-295 Mr. Holtrop moved to approve and authorize the Board Chair and Clerk to sign the Employer Resolution Establishing Uniform Transfer Provision for the Defined Contribution Plan for employee divisions 1, 6, 10, 12, 19 and 60. The motion passed as shown by the following votes: Yeas: Messrs. DeJong, Visser, Holtvluwer, Disselkoen, Holtrop, Karsten, Rycenga, Kuyers. (8)
- B/C 11-296 Mr. Rycenga moved to adopt the proposed changes to the HIPAA Compliance Policy. (Second Reading) The motion passed as shown by the following votes: Yeas: Messrs. Visser, Holtvluwer, Disselkoen, Holtrop, Karsten, DeJong, Rycenga, Kuyers. (8)
- B/C 11-297 Mr. Rycenga moved to adopt the proposed changes to the Honorary Resolution Procedure Policy (formerly named Recognition Program Procedure). (Second Reading) The motion passed as show by the following votes: Yeas: Messrs. DeJong, Karsten, Holtvluwer, Rycenga, Holtrop, Disselkoen, Visser, Kuyers. (8)
- B/C 11-298 Mr. Rycenga moved to approve the request from Community Mental Health to create one (1) FTE Team Supervisor Children's Services (Unclassified, Paygrade 06, F Step) at a cost of \$94,658.00 funding to come from Medicaid Funds. The motion passed as shown by the following votes: Yeas: Messrs. DeJong, Rycenga, Disselkoen, Holtvluwer, Visser, Holtrop, Karsten, Kuyers. (8)
- B/C 11-299 Mr. Rycenga moved to approve the 2010-2011 Wage and Classification Study including the Unclassified Group and Group T employees for Community Mental Health, the Prosecutor's Office, the Clerk's Office, Administration and the four Chief Deputies, to be effective January 1, 2012. Total cost is \$279,747 in Medicaid Funds and \$102,964 in General Fund. The 2011 Medicaid Funds and General Fund contains sufficient funds for this purpose. The motion passed as shown by the following votes: Yeas: Messrs. Holtvluwer, Visser, Holtrop, Karsten, Disselkoen, Rycenga, DeJong, Kuyers. (8)
- B/C 11-300 Mr. Holtrop moved to place into nomination the name(s) of (*indicates recommendation of the Interview Subcommittee):

*David Van Ginhoven Scott Blease John Burmeister
*Thomas Werkman

to fill two (2) vacancies on the Ottawa County Parks and Recreation Commission beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

Roll call vote:

Disselkoen – Van Ginhoven, Werkman Holtrop – Van Ginhoven, Werkman Rycenga – Van Ginhoven, Werkman Disselkoen – Van Ginhoven, Werkman Visser – Van Ginhoven, Werkman Karsten – Van Ginhoven, Werkman DeJong – Van Ginhoven, Werkman Kuyers – Van Ginhoven, Werkman

Total votes received: Van Ginhoven -8, Blease -0, Burmeister -0, Werkman -8.

The Chair declared David Van Ginhoven and Thomas Werkman appointed to the Parks and Recreation Commission.

B/C 11-301 Mr. Holtrop moved to place into nomination the name(s) of (*indicates recommendation of the Interview Subcommittee):

*Doug Zylstra William Berns

to fill one (1) Business/Industrial/Tourism Vacancy on the Ottawa County Planning Commission beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

Roll call vote:

Visser – Zylstra Holtvluwer - Zylstra DeJong – Zylstra Holtrop - Zylstra Karsten – Zylstra Disselkoen - Zylstra Rycenga – Berns Kuyers – Zylstra

Total votes received: Zylstra - 7, Berns - 1.

The Chair declared Doug Zylstra appointed to the Ottawa County Planning Commission.

B/C 11-302 Mr. Holtrop moved to place into nomination the name(s) and cast an unanimous ballot of (*indicates recommendation of the Interview Subcommittee):

*James Miedema

to fill one (1) Financial, Sociological & Academic vacancy on the Ottawa County Planning Commission beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Dale Sall

to fill one (1) Realtor vacancy on the Remonumentation Committee beginning January 1, 2012 and ending December 31, 2013 (two (2) year term).

*Brett Laughlin

to fill one (1) Road Commission vacancy on the Remonumentation Committee beginning January 1, 2012 and ending December 31, 2013 (two (2) year term).

*Matt Nederveld

to fill one (1) Surveyor vacancy on the Remonumentation Committee beginning January 1, 2012 and ending December 31, 2013 (two (2) year term).

*Ryan Cotton

to fill one (1) Supervisor/Assessor vacancy on the Remonumentation Committee beginning January 1, 2012 and ending December 31, 2013 (two (2) year term).

*Randal Cope

to fill one (1) War Veteran vacancy on the Veterans Affairs Committee beginning January 1, 2012 and ending December 31, 2015 (four (4) year term).

^{*}Randall Boss

^{*}Richard Sibley Jr.

^{*}James Holtrop

^{*}Claudia Berry

^{*}Ervin (Skip) Keeter

^{*}Carla Wallis

to fill six (6) Business Sector vacancies on the Workforce Development Board beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*David Miller

to fill one (1) Community Based vacancy on the Workforce Development Board beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Eric Packer

to fill one (1) Education Sector vacancy on the Workforce Development Board beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Doug Kamphuis

to fill one (1) MI Dept of Corrections/MPRI vacancy on the Workforce Development Board beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Luke Meerman

to fill one (1) Agricultural Member vacancy on the Agricultural Preservation Board beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Dennis Van Dam

to fill one (1) Real Estate/Land Development vacancy on the Agricultural Preservation Board beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Leroy Dell

to fill one (1) vacancy on the Building Authority beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Gary Barton

to fill one (1) Business Community vacancy on the Community Corrections Advisory Board beginning January 1, 2012 and ending December 31, 2013 (two (2) year term).

*Matthew Messer

to fill one (1) Chief of Police vacancy on the Community Corrections Advisory Board beginning January 1, 2012 and ending December 31, 2013 (two (2) year term).

*Heath White

to fill one (1) MDOC vacancy on the Community Corrections Advisory Board beginning January 1, 2012 and ending December 31, 2013 (two (2) year term).

*Glenn Nykamp

to fill one (1) Township Representative vacancy on the Land Bank Authority beginning January 1, 2012 and ending December 31, 2017 (six (6) year term).

*Jeff Smalla

to fill one (1) Public Sector vacancy on the Community Action Agency Advisory Board beginning January 1, 2012 and ending December 31, 2014 (three (3) year term).

*Field Reichardt

to fill one (1) vacancy on the Ottawa County Officers' Compensation Commission beginning January 1, 2012 and ending December 31, 2015 (four (4) year term).

*Robert Huff

to fill one (1) vacancy on the Ottawa County Officers' Compensation Commission beginning January 1, 2012 and ending December 31, 2015 (four (4) year term).

*Mark Kleist

to fill one (1) vacancy on the Ottawa County Officers' Compensation Commission beginning January 1, 2012 and ending December 31, 2015 (two (2) year term).

*Joan Epperson

to fill one (1) vacancy on the Comprehensive Economic Development Corporation Strategy Committee beginning January 1, 2012 and ending December 31, 2012 (one (1) year term).

*Doug Zylstra

to fill one (1) vacancy on the West Michigan Regional Planning Commission beginning January 1, 2012 and ending December 31, 2012 (one (1) year term).

The motion passed.

Discussion Items

1. Report of the County Administrator Review Committee/Approval of the County Administrator Contract January 1, 2013 through December 31, 2015.

Chair Kuyers thanked Mr. Vanderberg for his excellent service to Ottawa County.

B/C 11-303 Mr. Kuyers moved to approve the County Administrator's contract beginning January 1, 2013 through December 31, 2015. The motion passed as shown by the following votes: Yeas: Messrs. Holtvluwer, Holtrop, Rycenga, Disselkoen, Visser, Karsten, DeJong, Kuyers. (8)

The County Administrator's report was presented. He thanked the Board for their positive review and said it was an honor to serve.

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

B/C 11-304 Mr. Disselkoen moved to adjourn at 1:45 p.m. subject to the call of the Chair. The motion passed.

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners
Of the Board of Commissioners

PROPOSED PROCEEDINGS OF THE OTTAWA COUNTY BOARD OF COMMISSIONS

JANUARY SESSION - ORGANIZATIONAL MEETING

The Ottawa County Board of Commissioners met on Tuesday, January 3, 2012, at 1:30 p.m. and was called to order by the County Clerk.

Mr. DeJong pronounced the invocation.

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

Present at roll call: Messrs. Visser, Kuyers, Swartout, DeJong, Rycenga, Baumann, Disselkoen, Karsten, Holtrop, Holtvluwer. (10)

Absent: Mrs. Ruiter. (1)

The Clerk opened the floor for nominations for Temporary Chairperson.

Mr. Kuyers nominated Mr. Baumann.

B/C 12-001 Mr. Disselkoen moved the nominations be closed and the Clerk cast a unanimous ballot for Mr. Baumann. The motion passed.

Mr. Baumann as Temporary Chair opened the floor for nominations for the Chairperson of the Board of Commissioners.

Mr. Holtrop nominated Mr. Kuyers.

B/C 12-002 Mr. Holtrop moved nominations be closed and that the Clerk cast a unanimous ballot for Mr. Kuyers as Chairperson of the Board of Commissioners. The motion passed.

Mr. Kuyers occupied the Chair and called for nominations for the office of Vice-Chair of the Board of Commissioners.

Mr. Holtvluwer nominated Mr. Holtrop

B/C 12-003 Mr. Holtvluwer moved nominations be closed and that the Clerk cast a unanimous ballot for Mr. Holtrop as Vice-Chair of the Board of Commissioners. The motion passed.

The Clerk administered the Oath of Office to the Chair and Vice-Chair.

B/C 12-004 Mr. Holtrop moved to approve the following 2012 Committee Assignments:

Health & Human Services **Human Resources** James Holtrop, Chair Jane Ruiter, Chair Robert Karsten James Holtrop James Holtvluwer Donald Disselkoen Stu Visser Joe Baumann Greg DeJong Greg DeJong

Planning & Policy Finance & Administration Roger Rycenga, Chair Dennis Swartout, Chair **Dennis Swartout** Roger Rycenga Donald Disselkoen Jane Ruiter James Holtvluwer Robert Karsten Stu Visser Joe Baumann

OTTAWA COUNTY BOARD OF COMMISSIONERS **BOARD AND COMMISSION ASSIGNMENTS FOR YEAR 2011 Revised 1/1/2012**

Agriculture Preservation Board Greg DeJong Brownfield Redevelopment Authority Phil Kuyers Community Corrections Advisory Board Iane Ruiter Comprehensive Economic Development Strategy Don Disselkoen

Committee (CEDS) Drain Board

Food Services Appeals Board

Grand Valley Metropolitan Council (GVMC)

Kent Ottawa Muskegon Foreign Trade Zone Authority

Lakeshore Coordinating Council (LCC)

Land Bank Authority (LBA) Lloyd's Bayou Lake Board

Local Emergency Planning Commission (LEPC)

Macatawa Area Coordinating Council Policy Board (MACC) Joe Baumann

MSU Extension Advisory Board

Ottawa County Central Dispatch Authority Policy Board Ottawa County Economic Development Corporation Ottawa County Economic Development Office Board

Ottawa County Insurance Authority

Ottawa County Community Mental Health Board

Ottawa County Planning Commission

Ottawa County Workforce Development Board

Parks and Recreation Commission Remonumentation Committee Solid Waste Planning Committee

Spring Lake, Lake Board Tax Allocation Board

Phil Kuyers, Denny Swartout

Bob Karsten Jim Holtrop Phil Kuvers

Bob Karsten, Don Disselkoen

Roger Rycenga Iane Ruiter Stu Visser

Phil Kuyers, Greg DeJong

Stu Visser Phil Kuvers

Phil Kuyers, Roger Rycenga Phil Kuyers, Denny Swartout,

Joe Baumann

Bob Karsten, Don Disselkoen,

Jim Holtvluwer

Greg DeJong, Joe Baumann

Jim Holtrop

Phil Kuyers, Jim Holtvluwer

Jim Holtvluwer Greg Delong Jane Ruiter Denny Swartout Veteran's Affairs Committee WEMET West Michigan Airport Authority (Tulip City Airport) West Michigan Regional Planning Commission Roger Rycenga, Stu Visser Roger Rycenga Don Disselkoen Don Disselkoen

The motion passed.

B/C 12-005 Mr. Disselkoen moved to approve the 2012 Rules of the Ottawa County Board of Commissioners. The motion passed.

B/C 12-006 Mr. Disselkoen moved to adjourn at 1:36 p.m. subject to the call of the Chair. The motion passed.

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners
Of the Board of Commissioners

Action Request



netion request
Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: County Clerk
Submitted By: Bob Spaman
Agenda Item: Payroll

	Requesting Department: Coun	ity Clerk		
	Submitted By: Bob Spaman			
MICHIGAN	Agenda Item: Payroll			
	,			
SUGGESTED MOTION:				
To authorize the payroll of Janua	ary 24, 2012 in the amount of \$			
SUMMARY OF REQUEST:				
_	members of the Ottawa County Bo	oard of Commissioners. Pursuant to MCL		
1 , 1 ,		manage the ongoing business affairs of the		
County.	or a water of the provider for what	and the one of the order		
,				
FINANCIAL INFORMATION:				
Total Cost:	General Fund Cost:	Included in Budget: Yes No		
If not included in budget, recomm	nended funding source:			
ACTION IS RELATED TO AN A				
Mandated	Non-Mandated	New Activity		
ACTION IS RELATED TO STRA	TEGIC PLAN:			
Goal:				
1: To Maintain and Improve the Strong Financial Position of the County.				
2: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.				
	ysical, Economic, & Community E	nvironment.		
4: To Continually Improve the County's Organization and Services.				
01:				
Objective:				

Objective:		

ADMINISTRATION RECOMMENDATION:	Recommended	☐ Not Recommended	☐ Without Recommendation
County Administrator:			
Committee/Governing/Advisory Board Ap	oproval Date:		

Action Request



Suggested I	MOTION:
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SUMMARY OF REQUEST:	
FINANCIAL INFORMATION:	
Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes	No 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 Without Recom	mendation
County Administrator:	
Committee/Governing/Advisory Board Approval Date:	

CORRESPONDENCE LOG 423

Date	Correspondent	Content	Referred To
12/8/2011	DEPT OF TRANSPORTATION	PLANNING MEETING	ADMINISTRATOR & COMMISSIONERS
1/3/2012	MICHAEL DALMAN, HOLLAND TWP CLERK	PUBLIC HEARING	ADMINISTRATOR, KUYERS, BAUMANN, KARSTEN
1/11/2012	MICHAEL DALMAN, HOLLAND TWP CLERK	PUBLIC HEARING	ADMINISTRATOR, KUYERS, BAUMANN, KARSTEN
1/11/2012	OC FAIR ASSOCIATION	REQUEST FOR CONTRIBUTION 2011	ADMINISTRATOR, COMMISSIONERS
1/3/2012	KELLI SOBEL, STATE TAX COMMISSION	REQUEST TO REVOKE	ADMINISTRATOR, KUYERS, BAUMANN, KARSTEN
From:	To:		
12/6/2011	1/15/2012		

Action Request



Meeting Date: 1/24/2012

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: Monthly Accounts Payable for December 19, 2011 through

December 30, 2011

SUGGESTED	M	TO	ION:
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To approve the general claims in the amount of \$3,905,791.72 as presented by the summary report for December 19, 2011 through December 30, 2011.

December 17, 2011 through December 50, 2011.
SUMMARY OF REQUEST:
Approve vendor payments in accordance with the Ottawa County Purchasing Policy.
FINANCIAL INFORMATION:
Total Cost: \$3,905,791.72 General Fund Cost: \$3,905,791.72 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: To Maintain and Improve the Strong Financial Position of the County.
Objective:
1: Advocate on legislative issues to maintain and improve the financial position of the County.
2: Implement processes and strategies to deal with operational budget deficits.
3: Reduce the negative impact of rising employee benefit costs on the budget.
4: Maintain or improve bond ratings.
ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation
County Administrator:
Committee/Governing/Advisory Board Approval Date:

Robert Spaman





Marvin Hinga

Fiscal Services Assistant Director

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

West Olive (616) 738-4847 Fax (616) 738-4098

e-mail: rspaman@miottawa.org

mhinga@miottawa.org

To: Board of Commissioners

From: Robert Spaman, Fiscal Services Director

Subject: Accounts Payable Listing – December 19, 2011 to December 30, 2011

Date: January 3, 2012

I have reviewed the Accounts Payable Listing for December 19 through December 30, 2011. 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

ERP Software \$10,306.86

Fund 2450 – Public Improvement Fund

Robinson Township Tower

195 Foot Monopole at 12255 Johnson Street \$4,803.50

Tower Management Fee – Manley Street Tower \$1,336.73

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

Total Checks/Automated Clearing House (ACH) 12/19/2011 through 12/30/2011

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 \$3,897,270.06. The amount of claims to be approved totals \$3,905,791.72.

*Adjustments are voided checks or ACH.

*Adjustments are voided checks or ACH.

Date

| Adjustments are voided checks or ACH.
| Date*
| Date

FUND NUMBER	FUND NAME	CLAIMS TO BE APPROVED	ADJUSTMENTS*	NET CHECK/ACH
2610	COPS-UNIVERSAL	15,492.68	0.00	15,492.68
2640	EMT HOLLAND-PARK	0,00	0.00	0.00
2650	EMT GEORGETOWN TOWNSHIP	0.00	0.00	0.00
2661	SHERIFF ROAD PATROL	488.49	0.00	488.49
2690	LAW LIBRARY	0.00	0.00	0.00
2740	WIA-ADMIN. COST POOL	2,112.88	0.00	2,112.88
2741	WIA-YOUTH	3,729.58	0.00	3,729.58
2742	WIA-ADULT	4,723.90	0.00	4,723.90
2743	WIA-6/30 GRANT PROGRAMS	14,555.89	0.00	14,555.89
2744	WIA-12/31 GRANT PROGRAMS	5,932.58	0.00	5,932.58
2747	WIA-WORK FIRST YOUTH	0.00	0.00	0.00
2748	WIA-9/30 GRANT PROGRAMS	131,510.72	0.00	131,510.72
2749	WIA-3/31 GRANT PROGRAMS	0.00	0.00	0.00
2750	GRANT PROGRAMS-PASS THRU	0.00	0.00	0.00
2800	EMERGENCY FEEDING	30.29	0.00	30.29
2810	FEMA	0.00	0.00	0.00
2850	COMMUNITY CORRECTIONS PROG. GRANT	4,045.07	0.00	4,045.07
2870	COMMUNITY ACTION AGENCY (CAA)	1,696.95	0.00	1,696.95
2890	WEATHERIZATION	37,846.88	0.00	37,846.88
2900	DEPT OF HUMAN SERVICES	0.00	0.00	0.00
2901	DEPT OF HUMAN SERVICES	107.20	0.00	107.20
2920	CHILD CARE - PROBATE	124,679.63	0.00	124,679.63
2921	CHILD CARE - SOCIAL SERVICES	0.00	0.00	0.00
2930	SOLDIER & SAILORS RELIEF	0.00	0.00	0.00

FUND NUMBER	FUND NAME	CLAIMS TO BE APPROVED	ADJUSTMENTS*	NET CHECK/ACH TOTALS
1010	GENERAL FUND	454,450.14	(440.11)	454,010.03
1500	CEMETERY TRUST	686.89	0.00	686.89
2081	PARKS & RECREATION	283,143.13	0.00	283,143.13
2082	PARK 12	0.00	0.00	0.00
2160	FRIEND OF COURT	4,854.39	0.00	4,854.39
2170	9/30 JUDICIAL GRANTS	922.01	0.00	922.01
2210	HEALTH	30,965.54	0.00	30,965.54
2220	MENTAL HEALTH	1,517,152.29	0.00	1,517,152.29
2271	SOLID WASTE CLEAN-UP	50,057.29	0.00	50,057.29
2272	LANDFILL TIPPING FEES	10,262.30	0.00	10,262.30
2320	TRANSPORTATION SYSTEM	0.00	0.00	0.00
2420	PLANNING COMMISSION	0.00	0.00	0.00
2430	BROWNFIELD REDEVELOPMENT	0.00	0.00	0.00
2444	INFRASTRUCTURE FUND	0.00	0.00	0.00
2450	PUBLIC IMPROVEMENT	6,140.23	0.00	6,140.23
2550	HOMESTEAD PROPERTY TAX	0.00	0.00	0.00
2560	REGISTER OF DEEDS AUTOMATION FUND	3,195.02	0.00	3,195.02
2590	LIPPERT GRANT	0.00	0.00	0.00
2601	PROSECUTING ATTORNEY GRANTS	245.89	0.00	245.89
2602	WEMET	33,736.95	0.00	33,736.95
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	19,928.46	0.00	19,928.46

FUND NUMBER	FUND NAME	CLAIMS TO BE APPROVED	ADJUSTMENTS*	NET CHECK/ACH
2940	VETERANS TRUST	0.00	0.00	0.00
2941	VETERANS TRUST	1,548.60	0.00	1,548.60
2970	DB/DC CONVERSION	0.00	0.00	0.00
5160	DELINQUENT TAXES	9,828.20	0.00	9,828.20
6360	INFORMATION TECHNOLOGY	50,735.69	0.00	50,735.69
6410	WATER & SEWER REVOLVING	0.00	0.00	0.00
6450	DUPLICATING	38.88	0.00	38.88
6550	TELECOMMUNICATIONS	10,306.40	0.00	10,306.40
6641	EQUIPMENT POOL	10,306.86	0.00	10,306.86
6770	PROTECTED SELF-FUNDED INSURANCE	0.00	0.00	0.00
6771	PROTECTED SELF-FUNDED HEALTH INS.	662,338.02	0.00	662,338.02
6772	PROTECTED SELF-FUNDED UNEMPL INS.	170.19	0.00	170 .19
6775	LONG-TERM DISABILITY INSURANCE	0.00	0.00	0.00
6776	PROTECTED SELF-FUNDED DENTAL INS.	0.00	0.00	0.00
6777	PROTECTED SELF-FUNDED VISION	0.00	0.00	0.00
6782	PROTECTED SELF-FUNDED INS PROG M.H.	0.00	0.00	0.00
7010	AGENCY	344,310.32	(8,081.55)	336,228.77
7040	IMPREST PAYROLL	18,411.46	0.00	18,411.46
7210	LIBRARY PENAL FINE	0.00	0.00	0.00
7300	EMPLOYEE SICK PAY BANK	0.00	0.00	0.00
7360	OPEB TRUST	35,103.83	0.00	35,103.83
		\$3,905,791.72	(\$8,521.66)	\$3,897,270.06

Action Request



<u> </u>
Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Fiscal Services
Submitted By: Bob Spaman
Agenda Item: Monthly Accounts Payable for January 1, 2012 through

SUGGESTED MOTION:

January 13, 2012

To approve the general claims in the amount of \$3,190,863.32 as presented by the summary report for January 1, 2012 through January 13, 2012.
SUMMARY OF REQUEST:
Approve vendor payments in accordance with the Ottawa County Purchasing Policy.
FINANCIAL INFORMATION:
Total Cost: \$3,190,863.32 General Fund Cost: \$3,190,863.32 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: To Maintain and Improve the Strong Financial Position of the County.
Objective:
1: Advocate on legislative issues to maintain and improve the financial position of the County.
2: Implement processes and strategies to deal with operational budget deficits.
3: Reduce the negative impact of rising employee benefit costs on the budget.4: Maintain or improve bond ratings.
4. Maintain of improve bond ratings.
ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation
County Administrator:
Committee/Governing/Advisory Board Approval Date:

Robert Spaman





Marvin Hinga

Fiscal Services Assistant Director

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

West Olive (616) 738-4847 Fax (616) 738-4098

e-mail: rspaman@miottawa.org

mhinga@miottawa.org

To: Board of Commissioners

From: Robert Spaman, Fiscal Services Director

Subject: Accounts Payable Listing – January 1, 2012 to January 13, 2012

Date: January 18, 2012

I have reviewed the Accounts Payable Listing for January 1 through January 13, 2012. The following information will give you the detail of some of the purchases made in specific funds during this period:

Fund 2450 – Public Improvement Fund

Robinson Township Tower Construction
195' Pole on Johnson Street \$7,931.60

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

Total Checks/Automated Clearing House (ACH) 01/01/2012 through 01/13/2012

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 \$3,190,060.59. The amount of claims to be approved totals \$3,190,863.32.

*Adjustments are voided checks or ACH.

**Adjustments are voided checks or ACH.

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FUND NUMBER	FUND NAME	CLAIMS TO BE APPROVED	ADJUSTMENTS*	NET CHECK/ACH TOTALS
1010	GENERAL FUND	493,479.75	0.00	493,479.75
1500	CEMETERY TRUST	0.00	0.00	0.00
2081	PARKS & RECREATION	157,299.36	0.00	157,299.36
2082	PARK 12	0.00	0.00	0.00
2160	FRIEND OF COURT	4,784.27	0.00	4,784.27
2170	9/30 JUDICIAL GRANTS	2,465.46	0.00	2,465.46
2210	HEALTH	21,186.22	0.00	21,186.22
2220	MENTAL HEALTH	963,426.12	(579.30)	962,846.82
2271	SOLID WASTE CLEAN-UP	27,653.98	0.00	27,653.98
2272	LANDFILL TIPPING FEES	1,832.33	0.00	1,832.33
2320	TRANSPORTATION SYSTEM	0.00	0.00	0.00
2420	PLANNING COMMISSION	0.00	0.00	0.00
2430	BROWNFIELD REDEVELOPMENT	0.00	0.00	0.00
2444	INFRASTRUCTURE FUND	0.00	0.00	0.00
2450	PUBLIC IMPROVEMENT	7,931.60	0.00	7,931.60
2550	HOMESTEAD PROPERTY TAX	0.00	0.00	0.00
2560	REGISTER OF DEEDS AUTOMATION FUND	1,190.48	0.00	1,190.48
2590	LIPPERT GRANT	0.00	0.00	0.00
2601	PROSECUTING ATTORNEY GRANTS	97.68	0.00	97.68
2602	WEMET	6,447.30	0.00	6,447.30
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

FUND NUMBER	FUND NAME	CLAIMS TO BE APPROVED	ADJUSTMENTS*	NET CHECK/ACH TOTALS
2610	COPS-UNIVERSAL	14,960.58	0.00	14,960.58
2640	EMT HOLLAND-PARK	0.00	0.00	0.00
2650	EMT GEORGETOWN TOWNSHIP	0.00	0.00	0.00
2661	SHERIFF ROAD PATROL	979.20	0.00	979.20
2690	LAW LIBRARY	0.00	0.00	0.00
2740	WIA-ADMIN. COST POOL	1,638.46	0.00	1,638.46
2741	WIA-YOUTH	50,545.69	0.00	50,545.69
2742	WIA-ADULT	29,020.01	0.00	29,020.01
2743	WIA-6/30 GRANT PROGRAMS	99,440.86	(21.31)	99,419.55
2744	WIA-12/31 GRANT PROGRAMS	0.00	0.00	0.00
2747	WIA-WORK FIRST YOUTH	0.00	0.00	0.00
2748	WIA-9/30 GRANT PROGRAMS	110,485.29	(5.33)	110,479.96
2749	WIA-3/31 GRANT PROGRAMS	2,184.00	0.00	2,184.00
2750	GRANT PROGRAMS-PASS THRU	0.00	0.00	0.00
2800	EMERGENCY FEEDING	469.32	0.00	469.32
2810	FEMA	0.00	0.00	0.00
2850	COMMUNITY CORRECTIONS PROG. GRANT	328.31	0.00	328.31
2870	COMMUNITY ACTION AGENCY (CAA)	430.52	0.00	430.52
2890	WEATHERIZATION	64,796.12	0.00	64,796.12
2900	DEPT OF HUMAN SERVICES	0.00	0.00	0.00
2901	DEPT OF HUMAN SERVICES	2,868.93	0.00	2,868.93
2920	CHILD CARE - PROBATE	57,555.70	0.00	57,555.70
2921	CHILD CARE - SOCIAL SERVICES	0.00	0.00	0.00
2930	SOLDIER & SAILORS RELIEF	0.00	0.00	0.00

FUND NUMBER	FUND NAME	CLAIMS TO BE APPROVED	ADJUSTMENTS*	NET CHECK/ACH TOTALS
2940	VETERANS TRUST	0.00	0.00	0.00
2941	VETERANS TRUST	0.00	0.00	0.00
2970	DB/DC CONVERSION	0.00	0.00	0.00
5160	DELINQUENT TAXES	0.00	0.00	0.00
6360	INFORMATION TECHNOLOGY	14,910.42	0.00	14,910.42
6410	WATER & SEWER REVOLVING	0.00	0.00	0.00
6450	DUPLICATING	949.61	0.00	949.61
6550	TELECOMMUNICATIONS	230.51	0.00	230.51
6641	EQUIPMENT POOL	0.00	0.00	0.00
6770	PROTECTED SELF-FUNDED INSURANCE	0.00	0.00	0.00
6771	PROTECTED SELF-FUNDED HEALTH INS.	0.00	0.00	0.00
6772	PROTECTED SELF-FUNDED UNEMPL INS.	82.09	0.00	82.09
6775	LONG-TERM DISABILITY INSURANCE	0.00	0.00	0.00
6776	PROTECTED SELF-FUNDED DENTAL INS.	0.00	0.00	0.00
6777	PROTECTED SELF-FUNDED VISION	0.00	0.00	0.00
6782	PROTECTED SELF-FUNDED INS PROG M.H.	0.00	0.00	0.00
7010	AGENCY	796,900.57	(196.79)	796,703.78
7040	IMPREST PAYROLL	254,292.58	0.00	254,292.58
7210	LIBRARY PENAL FINE	0.00	0.00	0.00
7300	EMPLOYEE SICK PAY BANK	0.00	0.00	0.00
7360	OPEB TRUST	0.00	0.00	0.00
		\$3,190,863.32	(802.73)	\$3,190,060.59

Action Request



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Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Fiscal Services
Submitted By: Bob Spaman
Agenda Item: Monthly Budget Adjustments

SUGGESTED MOTION:

To approve the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of December 2011.

SUMMARY	OF REC	UEST:
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Approve budget adjustments processed during the month for appropriation changes and line item adjustments.

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

Compliance with the Ottawa County Operating Budget Policy.

FINANCIAL INFORMATION:			
Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budg	get: Yes No
If not included in budget, recomm	mended funding source:		
ACTION IS RELATED TO AN A	стіvіту Which Is:		
Mandated Mandated	Non-Mandated	New Ac	ctivity
ACTION IS RELATED TO STRA	TEGIC PLAN:		
Goal: 1: To Maintain and Impro	ve the Strong Financial Position	of the County.	
Objective:			
1: Advocate on legislative issues	to maintain and improve the fina	ancial position of the	County.
2: Implement processes and stra	tegies to deal with operational bu	dget deficits.	
3: Reduce the negative impact of	f rising employee benefit costs or	the budget.	
4: Maintain or improve bond rat	ings.		
ADMINISTRATION RECOMMEN	DATION: Recommended	Not Recommended	☐ Without Recommendation
County Administrator:			
Committee/Governing/Advisory	y Board Approval Date: Finance	and Administration (Committee 1/17/2012

County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

			Budget	Adjustments	From Date	: 12/01/2011 Thru 12/31/2011	
Adjustment Number	G/L Date	Fund	Dept	sub Dept	Account	Account Name	Adjustment Amount
CVR_EXP_FOR_	SERVICES						
00.5	2/28/201	5	8		000.00	Postage	5.00
001	2/28/201	1010	48		000.06	Ω	72
A 100	2/28/201	0.1	8		50.000	ealth Services	,703.00
A 100	2/28/201	01	8		70.000	Laboratory Services	3,252
BA 1002	28	1010	6480		8590.0000	Transportation Charges	1,849.00
A 100	2/28/201	01	48		60.00	Employee Training	0
GEOTHERMAL T	TESTING						
BA 1003	12/28/2011	2081	7510		8080.0000	Service Contracts	16,750.00
ADJ_FOR_VRIOU	JUS EXP/RV						
A 100	2/28/201	08	51		70.011	Reservation Fees	500
A 100	2/28/201	0.8	51		50.001	Donations	920.00
Н	12/28/2011	2081	7510		7290.0000	Other Supplies	2,300.00
A 100	2/28/201	08	51		000.06	0 0	920
A 100	2/28/201	80	21		40.000	Program Activity Expense	000
ADJ TO ACTL	FY12_CNTR						
A 100	2/28/201	7	49		0.004	State of MI - Judicial	22,939.00
A 100	2/28/201	17	49		000.0	Salaries - Regular	00.006,
A 100	2/28/201	17	49		000.0	Social Security	100.00
A 100	2/28/201	17	49		000.0	Hospitalization	27.00
A 100	2/28/201	17	4. 0.		100.0	457 Flan Contribution	00.00
100	102/82/2	7	Δ, V			Delical insurance	
0 0 T K	7/28/201	7 -	4 4		,	Operational Supplies	1 7
1 6	2/20/201	1 -	1 4			Trace of the Mile and Parties	00.00
BA 1005	12/28/2011	2170	1493		8610.0000	Conferences & Othr Travel	675.00
NATL HEALTHCARE	CARE CNSLT						
A 101	2/28/201	2	49	02	710.000	Other Revenue	0,000,0
BA 1012	12/28/2011	2220	6495	5020	8210.0000	Contractual - Other	10,000.00
A 101	2/28/201	22	4 9	02	210.000		0,000,0
2ND_HALF_201	LO_TELERAD						
BA 1013	12/28/2011	2450	5990		8080.0000	Service Contracts	1,272.00

County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

			Budge	et Adjustments	From Date	: 12/01/2011 Thru 12/31/2011	
Adjustment Number	G/L Date	Fund	Dept	Sub	Account Number	Account Name	Adjustment <u>Amount</u>
ROLL FRWRD I	REMAIN BDG REMAIN BDG						
BA 1014 BA 1014	12/28/2011	2609 2609	3094 3094	0006	5050.0000	Fed. Grants-Public Safety Operational Supplies	1,183.00-
ADJ BDG TO	ACTL FY 12						
A 101	2/28/201	9	11		50.000	Fed. Grants-Public Safety	984.0
A 101	2/28/201	9	11		000.06		0,180.0
A 101	2/28/201	9	11		50.000		783.0
A 101	2/28/201	9	Ι.		80.000	Retirement & Sick Leave	40.0
4 101 A	7 7 6	200	3117		7220 0000	MOINEL'S COMPENSACION	24.00
BA 1015	28/201	9	1 1		80.000	Service Contracts	1.0
MOVE TO NEW	ACCOUNT						
6	100/00/0	ç	0	5	0.00	0	0 0 20
BA 912	12/20/2011	2222	4.4 4.0 4.0 4.0	M C 20 4 70 70 70 70	8210.0050	rsychiatrist Psychiatrist	55,530.00
ADJ BDG FOR	STATE RPT						
BA 913	12/20/2011	2748	7433	0040	8080.0000	Service Contracts	61,665.00-
Α. Υ	7/20/2/2	4	n	41	# 0 0	- II G	0.00011
TO_ADJUST_C	COUNTY_BUDG						
A 91	2/20/201	8.7	7470		0.0	Comm. Serv. Block Grant	0
A 91	2/20/201	8 7	7471		0.0		,029.0
A 91	2/20/201	00	7471		0	Operational Supplies	0.0
A 91	2/20/201	00 0	7471		0.0	Travel - Mileage	00.00
4 4	100/00/0	0 0	7 7 7 7			ACVELCIBLING Dividing Dentel	
# 6 A	2/20/201	0 00	7471			Equipment Rental	00
16	2/20/201	8 7	7472		0.	Salaries - Regular	,840.0
A 91	2/20/201	8 7	7472		0.0	Social Security	2,136.0
A 91	2/20/201	87	7472		0.0	Hospitalization	,431.0
A 91	2/20/201	8.7	7472		0.0	OPEB - Health Care	13.0
A 91	2/20/201	8.7	7472		0.		64.0
A 91	2/20/201	8.7	7472		0.	Retirement & Sick Leave	۳ ·
A 91	2/20/201	8 7	7472		0	457 Plan Contribution	50.0
A 91	2/20/201	8.7	7472		0 (Dental Insurance	0,0
BA 914	12/20/2011	2870	7472		7200.0000	Worker's Compensation	00.8
₹	102/02/2	0	4			F3 + 10 P 17 0 P	,

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Date 1/11/12 Time 10:53:07

County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

			Budget	. Adjustments	nts From Date:	12/01/2011 Thru 12/31/2011	
Adjustment Number	G/L Date	Fund	Dept	Sub	Account	Account Name	Adjustment Amount
[
-	106/06/6	00	7472		٠	Unemployment	28.00-
BA 914	12/20/2011	2870	7472		7230.0000	Optical Insurance	159.00
91	2/20/201	87	7472		ö	Disability Insurance	12
91	2/20/201	87	7472		7270.0000		1,000.00-
9	2/20/201	8 7	7472		7390.0000	Operational Supplies	99
91	2/20/201	8 7	7472		8080.0000	Service Contracts	987.00-
91	2/20/201	8 7	7472		8100.0000	Bank Service Charges	100.00
9	2/20/201	8 7	7472		8300.0000	s & Due	621.00
91	2/20/201	8.7	7472		9310.0000	Equipment Repair	0.0
91	2/20/201	8 7	7472		9400.0000	Equipment Rental	0.
CORRECT OVERB	REUDGETS						
93	2/06/201	0	1360		440.	c Drivi	-00.786,8
93	2/06/201	0	1360		020	COS	7,013.00-
BA 933	6/2	1010	1360		6580.0000	Forfe	8,000.00
A 93	2/06/201	۳ 0	1360		120.	Transcript Fees	1,500.00
A 93	2/06/201	0	1360		300.	o.	6,500.00
A 93	2/06/201	01	1360		030.	Fees	-00.000.9
A 93	2/06/201	0.1	1360		030.	Fees - State	_
A 93	2/06/201	01	1360		100.	ank Service Cha	6,000.00
¥ 93	2/06/201	01	1360		300.	Equipment Repairs	2,000.00
ADDL FURNITU	GRE COSTS						
A 93	2/06/201	10	48		080.000	Contracts	1,200.00
A 93	2/06/201	01	49		800.008	urniture & B	2,550.00
BA 936	12/06/2011	1010	2530		5740.0000	venue S	11,450.00-
₽ 8	2/06/201	01	6 5		370.000	Building kepairs	00.00/ //
EST_BURIAL	REIMBRSMNT						
BA 939	12/06/2011	1010	6810		9660.0000	Project Costs	10,000.00
CLN SWEEP CN	NTRCT ADJ						
BA 940	6/20	2210	6020		5550.0230	a) S3	2,000.00
A 94	2/06/201	21	6020		210.000	Contractual - Other	0.000,
ADJ FOR ADDL	L WIA FDS						
BA 943	2/06/20	2740	7430		10	Cost Pool Revenue	9,555,00-
4 94	/06/201	74	7431	1120	080.080	Service Contracts	0.000,

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County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

Adjustment <u>Number</u>	G/L Date	Fund	Dept	Sub Dept	Account	Account Name	Adjustment Amount
ADJ FOR ADDL	WIA FDS						
EST BDG FOR W	WASH ACT						
BA 945 BA 945	12/06/2011 12/06/2011	2743 2743	7460 7460		5610.0000 8210.0000	State Of Mich - Welfare Contractual - Other	15,000.00- 15,000.00
EST_CAPACTY_	BLDG_FND_						
BA 946 BA 946 BA 946	12/06/2011 12/06/2011 12/06/2011	2743 2743 2743	7491 7491 7491	0012 0012 0012	5610.0000 7390.0000 8080.0000	State Of Mich - Welfare Operational Supplies Service Contracts	16,000.00- 320.00 15,680.00
ADJ EEQUP RPE	R_EXPENSE						
BA 947 BA 947	12/06/2011 12/06/2011	2744 2744	7479 7479		5610.0000 9300.0000	State Of Mich - Welfare Equipment Repairs	30,000.00-30,000.00
SHERIFF OFFIC	CE_CARPET						
BA 951 BA 951	12/20/2011 12/20/2011	1010	2530 3020		5740.0000 9750.0000	State Revenue Sharing Building & Improvements	90,000.00-
ADJ FOR ADDL	\$ FRM ST						
BA 952 BA 952	12/20/2011 12/20/2011	2742 2742	7430 7433	2320	5610.0030 8080.0000	II A Revenue Service Contracts	53,850.00- 53,850.00
ADJ FOR ADDL	\$ FRM ST						
BA 953 BA 953 BA 953	12/20/2011 12/20/2011 12/20/2011	2743 2743 2743	7430 7433 7433	1320 2320	5610.0090 8440.0040 8080.0000	Title III Revenue Other Training Service Contracts	82,101.00- 50,000.00 32,101.00
ADJ NEG ALW	SBCNTRCTR						
BA 954 BA 954	12/20/2011 12/20/2011	2748 2748	7432 7433	0031	8080.0000 8440.0040	Service Contracts Other Training	62,000.00 62,000.00-
EST_CONTINUATN	TN_BUDGET						
BA 955 BA 955 BA 955	12/20/2011 12/20/2011 12/20/2011	2748 2748 2748	7446 7446 7447		5610.0000 8080.0000 7270.0000	State Of Mich - Welfare Service Contracts Office Supplies	558,690.00- 55,740.00 5,500.00

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Ö	Ge	ppropriations	0
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		hange	T)
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Adjustment Adj				Budget	t Adjustment	s From Date	et Adjustments From Date: 12/01/2011 Thru 12/31/2011	
12/20/2011 2748 7447 7390.0000 Printing & Binding 2,000.000 Printing 2,000.000 Pr	Adjustment Number		Fund	Dept	Sub Dept	Account Number	count Nam	djustmen A <u>moun</u>
12/20/2011 2744 7447 7390.0000 Service Contractes 473.900.000 Service 473.9	ST_CONTE	N BUDGE						
11/20/2011 2748 7447 7390.0000 Service Contractes 475.000.000 Service 475.000.000	€ 100	2/20/201	4	4		280.000	indin	,0000,
17/20/2011 2748 7447 8080.0000 Transportation Charges 475,500.000 255 13/20/2011 2748 7447 8080.0000 Conference & oth Travel 10,500.000 255 13/20/2011 2748 7447 8010.0000 Conference & oth Travel 10,500.000 256 27/20/2011 2748 7447 8010.0000 Conference & oth Travel 10,500.000 256 27/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 13/20/2011 1010 3113 7460.0000 Shlaties - Regular 15,131.000 256 2	A 95	2/20/201	7.4	4		390.000	ational Supplie	500.0
12/20/2011 2748	A 95	2/20/201	74	4		080.000	ice Cont	73,950.0
12/20/2011 2748	A 95	2/20/201	74	4		290.000	sportation Charges	4,500.0
Control Cont	4 , 4 0 0 0 0	2/20/201	4 4	44 4		610.000	erences & Othr Trave rtising	0,500.0
17,000 1	1	1 0 1 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		1				
12/20/2011 1010 3113 5920.0000 Canarib Local-Pub. Safety 27/561.00 25/50/2011 1010 3113 7/950.0000 Salaries - Regular 1.910.00 25/50/2011 1010 3113 7/950.0000 Salaries - Regular 1.910.00 25/50/2011 1010 3113 7/100.0000 Salaries - Regular 1.910.00 25/50/2011 1010 3113 7/200.0000 Salaries - Regular 2.910.00 2.910.0000 25/50/2011 2.9	BFLECT.	OF HUSD						
19/20/2011 1010 3113 7050.0000 Salaries - Regular 15/19/10 19/20/2011 1010 3113 7050.0000 Overtine - Temporary 1026.00 19/20/2011 1010 3113 7050.0000 Overtine - Temporary 1026.00 19/20/2011 1010 3113 7100.0000 Overtine - Temporary 1026.00 19/20/2011 1010 3113 7120.0000 Overtine - Temporary 1026.00 19/20/2011 1010 3113 7120.0000 Overtine - Temporary 1026.00 19/20/2011 1010 3113 7120.0000 Overtine - Temporary 10/20/2011 1010 3113 7120.0000 Overtine - Temporary 2/20/2010 1010 3113 7120.0000 Overtine - Temporary 2/20/2010 1010 3113 7120.0000 Overtine - Temporary 2/20/2010 1010 3113 7120.0000 Overtine - Temporary 2/20/2011 1010 3113 7120.0000 Overtine - Temporary 2/20/2011 1010 3113 7120.0000 Overtine - Temporary 2/20/2011 1010 3113 7120.0000 Overtine - Temporary 2/20/2010 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/2011 2/20/201	9	2/20/201	0	11		20.000	11-Pub. Safe	7,561.0
12/20/2011 1010 3113 7050.0000 Salaxies - Temporary 1705.000 956 12/20/2011 1010 3113 7050.0000 Holiday 684.00 956 12/20/2011 1010 3113 7100.0000 Woating - Temporary 684.00 956 12/20/2011 1010 3113 7100.0000 Woating - Temporary 956 12/20/2011 1010 3113 7120.0000 Woating - Salaria 979.00 956 12/20/2011 1010 3113 7150.0000 Woating - Salaria 979.00 956 12/20/2011 1010 3113 7150.0000 Woating - Salaria 979.00 956 12/20/2011 1010 3113 7150.0000 Relitantance 267.00 956 12/20/2011 1010 3113 7750.0000 Relitantance 267.00 956 12/20/2011 1010 3113 7750.0000 Woating - Salaria 979.00 956 12/20/2011 1010 3113 7720.0000 Woating - Salaria 979.00 956 12/20/2011 1010 3113 7720.0000 Postational Salaria 979.00 956 12/20/2011 1010 3113 7720.0000 Postational Salaria 979.00 956 12/20/2011 1010 3113 8660.0000 Postational Salaria 979.00 956 12/20/2011 1010 3113 8660.0000 Postational Salaria 979.00 956 12/20/2011 1010 3113 950.0000 Postation 970.00000 970.0000 970.0000 970.0	9	2/20/201	0.1	디		40.000	egula	5,191.00
17/20/2011 1010 3113 7100 00 00 00 00 00 00	9	2/20/201	01	1		50.000	rempor	917.00
12/20/2011 1010 3113 7100.0000 Holiady Holia	9	2/20/201	0.1	Π.		90.000	Overtime	,026.00
12/20/2011 1010 3113 7/110.0000 Control Payoff 4.90 1.00 1.20 1.00 1.00 1.13 7/110.0000 Social Security 1.418 1.00 1.20 1.00 1.13 7/150.0000 Social Security 1.418 1.00 1.20 1.00 1.13 7/150.0000 Social Security 1.418 1.00 1.20 1.00 1.13 7/150.0000 OPER Health Care 2.70 1.00 1.20 1.00 1.00 1.13 7/150.0000 OPER Health Care 2.70 1.00 1.20 1.00 1.13 7/150.0000 OPER Health Care 2.70 1.00 1.20 1.00 1.13 7/100.000 Dental Insurance 2.70 1.00 1.20 1.00 1.00 1.13 7/100.000 Dental Insurance 2.70 1.00 1.20 1.00 1.00 1.13 7/100.000 Dental Insurance 2.70 1.00 1.20 1.00 1.	O U	2/20/201	0,1			000.00	Holiday	4 v v v v v v v v v v v v v v v v v v v
17/20/2011 1010 3113 7150.0000 Social Security 1,418.000 256.000 17/20/2011 1010 3113 7150.0000 Social Security 1,418.000 256.000 17/20/2011 1010 3113 7150.0000 OPBE - Health Care 2,463.00 257.0000 257.0000 257.0000 257.0000 257.0000	9	2/20/201	10	Ξ:		10.000	Court Time	
12/20/2011 1010 3113 7160.0000 Hospitalization 3,636.000 25.000 12/20/2011 1010 3113 7160.0000 Life Insurance 25.700 25.000 12/20/2011 1010 3113 7190.0000 Life Insurance 2.463.00 25.000	ט ע ט ת	100/00/07	7 5	4 F			Social Security	418.00
12/20/2011 1010 3113 7160.000 OPEB - Health Care 267.00 257.00 257.000 256.000	y Q	100/00/0	5 0	1 -		50.000	Hospitalization	,636.00
12/20/2011 1010 3113 7170.0000 Life Insurance 2,463.00 2,20/2011 1010 3113 7180.0000 Dental Insurance 2,463.00 2,20/2011 1010 3113 7200.0000 Dental Insurance 2,463.00 2,20/2011 1010 3113 7200.0000 Dental Insurance 2,463.00 2,20/2011 1010 3113 7200.0000 Optical Insurance 141.00 2,60.000 Dental Insurance 141.00 2,60.000 Dental Insurance 2,001.000 Dental Insura	י פי טרט	2/20/201	10	1 5		60.002	OPEB - Health Care	267.00
12/20/2011 1010 3113 7190.0000 Retirement & Sick Leave 2,465.00 2,20/2011 1010 3113 7190.0000 Dental Insurance 43.00 76.00 76.00 72.00/2011 1010 3113 7220.0000 Optical Insurance 76.00 72.00/2011 1010 3113 7220.0000 Optical Insurance 76.00 72.00/2011 1010 3113 7220.0000 Optical Insurance 76.00 72.00/2011 1010 3113 72.0000 Optical Insurance 76.00 72.00/2011 1010 3113 73.00 Optical Insurance 76.00 72.00/2011 1010 3113 860.0000 Castional Supplies 7.00/2011 7.00 7.0	9	2/20/201	0.1	11		70.000	Life Insurance	23.00
12/20/2011 1010 3113 7190.0000 Worker's Compensation 76.00	9	2/20/201	0.1	11		80.000	ad	,463.00
12/20/2011 1010 3113 7220.0000 Worker'S Compensation 75.00 75.00 72.00	95	2/20/201	0	11		90.00	Dental Insurance	76.00
956 12/20/2011 3113 7220.0000 Unemployment 700.000 956 12/20/2011 1010 3113 7240.0000 Optical Insurance 141.00 956 12/20/2011 1010 3113 7240.0000 Operational Supplies 2,001.00 956 12/20/2011 1010 3113 850.0000 Gas And Oil 768.00 956 12/20/2011 1010 3113 8650.0000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3113 9560.0000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3113 9560.0000 Contrib Local-rub 2,001.00 956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 78.605.00 956 12/20/2011 1010 3119 7090.000 Overtine 7.750.00 956 12/20/2011 1010 3119 7.100.000 Social Security 1,727.00 956 12/20/2011 1010	9	2/20/201	0	11		000.00	Worker's Compensation	9
956 12/20/2011 1010 3113 7230.0000 Opticational Insurance 95.00 956 12/20/2011 1010 3113 7240.0000 Disability Insurance 2,001.00 956 12/20/2011 1010 3113 7390.0000 Telephone 176.00 956 12/20/2011 1010 3113 8650.0000 Gas And Oil 768.00 956 12/20/2011 1010 3113 8660.0000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 1,727.00 956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 1,727.00 956 12/20/2011 1010 3119 7040.0000 Vertime 1,727.00 956 12/20/2011 <td>9</td> <td>2/20/201</td> <td>0 1</td> <td>7</td> <td></td> <td>20.000</td> <td>Unemployment</td> <td>0 0</td>	9	2/20/201	0 1	7		20.000	Unemployment	0 0
956 12/20/2011 1010 3113 7240.0000 Disability insurance 12/10/2011 956 12/20/2011 1010 3113 7390.0000 Telephone 176.00 956 12/20/2011 1010 3113 8650.0000 Gas And Oil 768.00 956 12/20/2011 1010 3113 8660.0000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3113 8660.0000 Control Repairs & Maint. 480.00 956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7090.0000 Solaries - Temporary 2,797.00 956 12/20/2011 1010 3119 7100.0000 Vacation Payoff 3,516.00 956 12/20/2011 1010 3119 7160.0000 Vacation Payoff 7,160.00 956 12/20/2011 1010 3119 7160.0000 Hospitalization 1,509.00 956 12/20/	9	2/20/201	0	년 :		30.000	Optical insurance	9 6
956 12/20/2011 1010 3113 \$590.0000 Telephone 2/20/2011 7/6.00 956 12/20/2011 1010 3113 8650.0000 Telephone 768.00 956 12/20/2011 1010 3113 8650.0000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3113 8660.0000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3119 7040.000 Contrib Local-Pub. Safety 150.000 956 12/20/2011 1010 3119 7050.0000 Salaries - Temporary 2,679.00 956 12/20/2011 1010 3119 7050.0000 Salaries - Temporary 2,797.00 956 12/20/2011 1010 3119 7100.0000 Vacation Payoff 2,797.00 956 12/20/2011 1010 3119 7150.0000 Vacation Payoff 2,797.00 956 12/20/2011 1010 3119 7150.0000 Vacation Payoff 3,716.00	D D	2/20/201	07	더 1 더 1		40.000	Disability insurance	141.00
956 12/20/2011 1010 3113 8550.000 religious 956 12/20/2011 1010 3113 8650.000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3113 8650.000 Vehicle Repairs & Maint. 480.00 956 12/20/2011 1010 3119 7060.000 Contrib Local-Pub. Safety 156,079.00 956 12/20/2011 1010 3119 7050.000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7090.000 Overtime 1,727.00 956 12/20/2011 1010 3119 7100.000 Vacation Payer 2,797.00 956 12/20/2011 1010 3119 710.000 Vacation Payer 2,797.00 956 12/20/2011 1010 3119 7160.000 Vacation Payer 1,160.00 956 12/20/2011 1010 3119 7160.000 Vacation Payer 956 12/20/2011 1010 3119	9	2/20/201	5			000.060	Operational Supplies	176 00
956 12/20/2011 1010 3113 8660.0000 Valid Repairs & Maint. 480.00 956 12/20/2011 1010 3113 8660.0000 Employee Training 200.00 956 12/20/2011 1010 3119 7040.000 Contrib Local-Pub. Safety 78,605.00 956 12/20/2011 1010 3119 7050.000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7050.000 Salaries - Temporary 2,678.00 956 12/20/2011 1010 3119 7100.000 Vacation Payoff 2,797.00 956 12/20/2011 1010 3119 7130.000 Vacation Payoff 2,797.00 956 12/20/2011 1010 3119 7150.000 Vacation Payoff 7,160.00 956 12/20/2011 1010 3119 7160.000 Vacation Payoff 7,160.00 956 12/20/2011 1010 3119 7160.000 OPEB - Health Care 1,509.00 956 12	ນ (102/02/2	J 5	1 F			TOTOLIA See but Oil	20
956 12/20/2011 1010 3113 9560.0000 Employee Training 200.00 956 12/20/2011 1010 3119 7040.000 Contrib Local-Pub. Safety 156,079.00 956 12/20/2011 1010 3119 7050.0000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7050.0000 Solaries - Temporary 2,678.00 956 12/20/2011 1010 3119 7100.000 Vacation Payoff 2,797.00 956 12/20/2011 1010 3119 7150.000 Vacation Payoff 3,516.00 12/20/2011 1010 3119 7150.000 Vacation Payoff 7,160.00 956 12/20/2011 1010 3119 7160.000 OPEB - Health Care 1,279.00 956 12/20/2011 1010 3119 7160.000 OPEB - Health Care 1,509.00 956 12/20/2011 1010 3119 7160.000 Diffe Insurance 1,509.00 956 12/20/2011	ט מ ט ח	2/20/201	5 6	1 -			Vehicle Repairs & Maint.	00
956 12/20/2011 1010 3119 5820.0000 Contrib Local-Pub. Safety 156,079.00 956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7090.0000 Sovertime 2,678.00 956 12/20/2011 1010 3119 7100.0000 Holiday 2,797.00 956 12/20/2011 1010 3119 7110.0000 Vacation Payoff 2,797.00 956 12/20/2011 1010 3119 7150.0000 Vacation Payoff 3,516.00 956 12/20/2011 1010 3119 7160.000 Pacation Payoff 7,160.00 956 12/20/2011 1010 3119 7160.000 OPBB - Health Care 1,509.00 956 12/20/2011 1010 3119 7160.000 OPBB - Health Care 1,509.00 956 12/20/2011 1010 3119 7170.000 Retirement & Sick Leave 15,934.00 956 12/20/201	, פט טרט	2/20/201	10	1 7		60.000	Employee Training	00
956 12/20/2011 1010 3119 7040.0000 Salaries - Regular 78,605.00 956 12/20/2011 1010 3119 7050.0000 Salaries - Temporary 692.00 956 12/20/2011 1010 3119 7100.0000 Overtime 2,678.00 2,737.00 956 12/20/2011 1010 3119 7110.0000 Court Time 2,737.00 956 12/20/2011 1010 3119 7150.0000 Social Security 7,160.000 956 12/20/2011 1010 3119 7160.0000 Hospitalization 12,794.00 956 12/20/2011 1010 3119 7160.0000 DEBB - Health Care 1,509.00 956 12/20/2011 1010 3119 7160.0000 Retirement & Sick Leave 15,324.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	in O	2/20/201	0.1	11		20.000	afe	56,079.0
956 12/20/2011 1010 3119 7050.0000 Salaries - Temporary 692.00 956 12/20/2011 1010 3119 7090.0000 Overtime 12/20/2011 1010 3119 7100.0000 Overtime 11/727.00 1/7100.0000 Court Time 12/20/2011 1010 3119 7150.0000 Social Security 12/20/2011 1010 3119 7150.0000 Social Security 12/20/2011 1010 3119 7160.0000 OPEB - Health Care 12/794.00 956 12/20/2011 1010 3119 7160.0000 OPEB - Health Care 1/509.00 956 12/20/2011 1010 3119 7160.0000 NEED - Health Care 1/509.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15/324.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15/324.00	9	2/20/201	0.1	11		40.000		8,605.00
956 12/20/2011 1010 3119 7090.0000 Overtime 2,678.00 956 12/20/2011 1010 3119 7100.0000 Holiday 1,727.00 956 12/20/2011 1010 3119 7110.0000 Court Time 3,797.00 956 12/20/2011 1010 3119 7150.0000 Social Security 7,160.00 956 12/20/2011 1010 3119 7160.0000 OPEB - Health Care 1,509.00 956 12/20/2011 1010 3119 7160.0000 Diffe Insurance 1,509.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	9	2/20/201	0	디		50.000	Salaries - Temporary	692.00
956 12/20/2011 1010 3119 7100.0000 Holiday 956 12/20/2011 1010 3119 7110.0000 Court Time 2,797.00 956 12/20/2011 1010 3119 7150.0000 Social Security 7,160.000 956 12/20/2011 1010 3119 7160.0000 Hospitalization 12,794.00 956 12/20/2011 1010 3119 7160.0020 OPEB - Health Care 1,509.00 956 12/20/2011 1010 3119 7170.0000 Life Insurance 1,509.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	9	2/20/201	0	17		90.006	Overtime	678.00
956 12/20/2011 1010 3119 7110.0000 Court Time 2,797.00 956 12/20/2011 1010 3119 7150.0000 Vacation Payoff 3,516.00 956 12/20/2011 1010 3119 7160.0000 Hospitalization 12,794.00 956 12/20/2011 1010 3119 7160.0020 OPEB - Health Care 1,509.00 956 12/20/2011 1010 3119 7170.0000 Life Insurance 140.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	9	2/20/201	0	겁		00.00	Holiday	727.00
956 12/20/2011 1010 3119 7130.0000 Vacation Payoff 3.516.00 956 12/20/2011 1010 3119 7150.0000 Hospitalization 12/774.00 956 12/20/2011 1010 3119 7160.0020 OPBB - Health Care 1,509.00 956 12/20/2011 1010 3119 7170.0000 Life Insurance 140.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	95	2/20/201	0	급		10.000	Court Time	797.00
956 12/20/2011 1010 3119 7150.0000 Social Security 7,150.000 956 12/20/2011 1010 3119 7160.0000 Hospitalization 12,794.00 956 12/20/2011 1010 3119 7170.0000 Life Insurance 140.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	φ Ω	2/20/201	0	귿		30.000	Vacation Payoff	516.00
956 12/20/2011 1010 3119 7160.0000 Hospitalization 12,794.00 956 12/20/2011 1010 3119 7160.0020 OPBB - Health Care 1,509.00 956 12/20/2011 1010 3119 7170.0000 Life Insurance 140.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	9	2/20/201	0	런		50.000	Social Security	7,160.00
956 12/20/2011 1010 3119 7160.0020 OPBB - Health Care 1.509.00 956 12/20/2011 1010 3119 7170.0000 Life Insurance 140.00 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	9	2/20/201	01	77		60.000	Hospitalization	2,794.00
956 12/20/2011 1010 3119 7170.0000 Life Insurance 14U.000 956 12/20/2011 1010 3119 7180.0000 Retirement & Sick Leave 15,324.00	Q.	2/20/201	0.1	11		60.002	ealth	509.00
956 12/20/2011 1010 3119 7180.0000 Kelirement & Sick Leave 15,324.00	D D	2/20/201	0.1	- T		70.000	urance	140.00
	Q.	2/20/201	0	Ξ.		80.000	etirement & Sick Leav	0,524.00

County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account	Account Name	Adjustment Amount
REFLECT MOVE	OE HUSDO						
φ 101	2/20/201	0	-		7190.0000	Dental Insurance	1,952.00-
BA 956	12/20/2011	1010	3119		200.000	orker'S	211.00-
9.9	2/20/201	0	\vdash		7210.0000	Longevity	2,000.00-
9 5	2/20/201	0	\vdash		7220.0000	Unemployment	49.0
9 5	2/20/201	0	⊣		230.00	Ø	00.
4 95	2/20/201	0	$\overline{}$		240.00	Insura	00.0
9 5	2/20/201	0	\forall		390.00	Operational Supplies	00.
9 5	2/20/201	01	-		500.00	Telephone	00.
9.5	2/20/201	0.1	\vdash		50.		335.00
9 5	2/20/201	0	\vdash		60.00	Ψ	00.
95	2/20/201	0	1-1		•		463.00
9 5	2/20/201	01	н		00	Equipment Rental	٥.
95	2/20/201	5	Н		Q	Employee Training	200.0
A 95	2/20/201	0	3120		20.	Contrib Local-Pub. Safety	2,636.0
A 95	2/20/201	0	3120		7040.0000	Salaries - Regular	00.
9 95	2/20/201	5	3120		50.	Salaries - Temporary	00.
A 95	2/20/201	0	3120		90.	Overtime	00.
A 95	2/20/201	0	12		00.	Holiday	187.00
A 95	2/20/201	0	3120		10.	Court Time	00.
A 95	2/20/201	0.1	12		30.		73.00
A 95	2/20/201	0.1	3120		7150.0000	Social Security	7,956.00
A 95	2/20/201	0.1	3120		60.	italizatíc	,959.00
A 95	2/20/201	07	3120			OPEB - Health Care	48.00
A 95	2/20/201	0	3120		70.	anc	150.00
A 95	2/20/201	H 0	3120		80.	Retirement & Sick Leave	,682.00
A 95	2/20/201	0.1	3120		90.	Dental Insurance	00.
A 95	2/20/201	01	3120		0	Worker'S Compensation	00.
A 95	2/20/201	01	3120		10.	Longevity	00.00
A 95	2/20/201	01	3120		20.	Unemployment	00.00
A 95	2/20/201	10	3120		30.		73.00
A 95	2/20/201	0.1	3120		ö	y Insuranc	863.00
A 95	2/20/201	0.1	12		390.000	Operational Supplies	٥.
A 95	2/20/201	0	12		200.000	coude	92.00
A 95	2/20/201	01	12		650.000		,824.0
A 95	2/20/201	0.1	12		660.000	ehicle Re	12.00
A 95	2/20/201	01	12		400.000		12.00
A 95	2/20/201	0.1	7		60.000	Training	243.
A 95	2/20/201	0.1	7		820.000	Local	,466.0
A 95	2/20/201	0.1	7		040.000	Salaries - Regular	6,029.00
A 95	2/20/201	01	17		000.060	•п	15.0
A 95	2/20/201	0	7		110.000	ourt Tim	53.00
A 95	2/20/201	0	7		30.000	acation	683.00
A 95	2/20/201	01	3170		7150.0000	Social Security	1,362.00-

County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
REFLECT MOVE	OF HUSDO						
الم م الم	102/02/2	0	1.7		160.000	Hospitalization	67.00
. 6 . ₹	2/20/201	0	17		7160.0020	OPEB - Health Care	281.00
9 6	2/20/201	0	1.7		000.0	Insurance	23.00
BA 956	12/20/2011	1010	3170		٥.	Retirement & Sick Leave	10.0
9 5	2/20/201	0	17		0.00.0	11.0	285.00
. o.	2/20/201	0	17		0.00.0	Worker'S Compensation	.00
A 95	2/20/201	0.1	17		0.000	Longevity	00.
A 95	2/20/201	0.1	17		000.0	Unemployment	.00
A 95	2/20/201	0	17		0.00.0	Optical Insurance	-00.76
A 95	2/20/201	0.1	17		00000	Ω	00.
ADJUST PERSO	SONNEL_SERV						
A 95	2/31/201	0.1	1010			E	243.00
9.5	2/31/201	0.1	0		000.0	Social Security	1,014.00-
9 9 5	2/31/201	10	0.1		000.0	S E	36.00
95	2/31/201	HO	0		0.002	OPEB - Health Care	211.0
. € . S	2/31/201	٦ 0	01		0000.0	ement & Si	00.
95	2/31/201	01	01		0000.0	Dental Insurance	00.
A 95	2/31/201	01	0		0000.0	Ω	770
A 95	2/31/201	01	31		000.0	- Regular	,257.
A 957	12/31/2011	1010	1310		7050.0000	Salaries - Temporary	774.
A 95	2/31/201	0	S T		0.003	Transcript Fees	539.00
A 95	2/31/201	0	31		000.0	Social Security	,314.00
A 95	2/31/201	0.1	ъ П		000.0		, 973.00
A 95	2/31/201	07	31		0.002	OPEB - Health Care	51.00
A 95	2/31/201	0.1	37		000.0		292.00.
A 95	2/31/201	0	3		000.0	٦٠	4.00
A 95	2/31/201	0	37		100.0	Catri	30.00
A 95	2/31/201	5	37		000.000	Dental Insurance	4 c
A 95	2/31/201	5	7		000.0	Longevity	90.40
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A 95	2/31/201	0	37		0000.0	surance	23.00
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A 95	2/31/201	0	9		000.0	alaries - Regular	00.620.
A 95	2/31/201	0	9		000.0		9
A 95	2/31/201	0	9		000.0	Overtime	0.6/6,
A 95	2/31/201	0	36		000.0	oliday	5.00
A 95	2/31/201	01	36		0.000	_	29.0
A 95	2/31/201	0.1	9		0.000	Hospitalization	3,564.00
A 95	2/31/201	0.1	36		0.002	OPEB - Health Care	00
A 95	2/31/201	0.1	36		170.000	ife Insuranc	Н

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A 957 12/31/2011 1010 1910 7120.0020 Election Day Maintenance 280 A 957 12/31/2011 1010 1910 7150.0000 Social Security 58 A 957 12/31/2011 1010 1910 7160.0000 PRED - Health Care 46 A 957 12/31/2011 1010 1910 7180.000 PRED - Health Care 146 A 957 12/31/2011 1010 1910 7180.000 Poental Insurance 100 A 957 12/31/2011 1010 1910 7220.0000 Unemployment 5 A 957 12/31/2011 1010 2010 7040.0000 Salaries - Regular 3,384 A 957 12/31/2011 1010 2010 7090.0000 Overtine A 957 12/31/2011 1010 2010 7150.0000 Social Security 494 A 957 12/31/2011 1010 2010 7160.0000 Overtine 494 A 957 12/31/2011 1010 2010	A 95	2/31/201	0.1	Н		0.000		8
A 957 12/31/2011 1010 1910 7150.0000 Social Security 58 1/231/2011 1010 1910 7160.0000 Hospitalization 1,034	A 95	2/31/201	0.1	Н		0.002		80.
A 957 12/31/2011 1010 1910 7160.0000 Hospitalization 1,034 A 957 12/31/2011 1010 1910 7160.0020 OPBB - Health Care A 957 12/31/2011 1010 1910 7180.0000 Retirement & Sick Leave 106 A 957 12/31/2011 1010 1910 7220.0000 Unemployment 100 A 957 12/31/2011 1010 2010 7040.0000 Salaries - Regular 3,384 A 957 12/31/2011 1010 2010 7090.0000 Social Security 1,736 A 957 12/31/2011 1010 2010 7160.0000 Hospitalization 637	A 95	2/31/201	Ö	Н		000.0	Social Security	ω ω
A 957 12/31/2011 1010 1910 7160.0020 OPBB - Health Care A 957 12/31/2011 1010 1910 7180.0000 Retirement & Sick Leave 14 A 957 12/31/2011 1010 1910 7190.0000 Unemployment A 957 12/31/2011 1010 2010 7220.0000 Unemployment 3,38 A 957 12/31/2011 1010 2010 7090.0000 Overtime 49 A 957 12/31/2011 1010 2010 7150.0000 Rocial Security 1,73 A 957 12/31/2011 1010 2010 7160.0000 Hospitalization 63	A 95	2/31/201	0	Н		000.0	Hospitalization	,034.
A 957 12/31/2011 1010 1910 7180.0000 Retirement & Sick Leave 14 A 957 12/31/2011 1010 1910 7190.0000 Dental Insurance 10 A 957 12/31/2011 1010 1910 7040.0000 Salaries - Regular 3,38 A 957 12/31/2011 1010 2010 7090.0000 Overtime 49 A 957 12/31/2011 1010 2010 7150.0000 Rocial Security 1,73 A 957 12/31/2011 1010 2010 7160.0000 Hospitalization 63	A 95	2/31/201	0	\vdash		0.002	OPEB - Health Care	+
A 957 12/31/2011 1010 1910 7190.0000 Dental Insurance 10 A 957 12/31/2011 1010 1910 7220.0000 Unemployment 3,38 A 957 12/31/2011 1010 2010 7040.0000 Salaries - Regular 3,38 A 957 12/31/2011 1010 2010 7050.0000 Social Security 4 9 7 12/31/2011 1010 2010 7150.0000 Hospitalization 63	A 95	2/31/201	0	Н		0.00.0	& Sick Leav	6
A 957 12/31/2011 1010 1910 7220.0000 Unemployment 5 3,384 12/31/2011 1010 2010 7040.0000 Salaries - Regular 3,384 494 12/31/2011 1010 2010 7090.0000 Overtime 494 494 494 12/31/2011 1010 2010 7150.0000 Social Security 1,730 1/31/2011 1010 2010 7160.0000 Hospitalization 1,730 637	A 95	2/31/201	0.1	Н		000.0	Dental Insurance	ö
A 957 12/31/2011 1010 2010 7040.0000 Salaries - Regular 3,384 A 957 12/31/2011 1010 2010 7090.0000 Overtime 494 A 957 12/31/2011 1010 2010 7150.0000 Social Security 1,730 A 957 12/31/2011 1010 2010 7160.0000 Hospitalization 637	A 95	2/31/201	0.1	Н		220.000	Unemployment	٠
494 12/31/2011 1010 2010 7090.0000 Overtime 494 12/31/2011 1010 2010 7150.0000 Social Security 1,730 1,730 12/31/2011 1010 2010 7160.0000 Hospitalization 637	A 95	2/31/201	0	Н		40.000	egula	,384.0
A 957 12/31/2011 1010 2010 7150.0000 Social Security 1,73 A 957 12/31/2011 1010 2010 7160.0000 Hospitalization 63	A 95	2/31/201	01	Н		90.000		94.0
A 957 12/31/2011 1010 2010 7160.0000 Hospitalization 63	A 95	2/31/201	01	Н		50.000	ocial Se	73
	A 95	2/31/201	0.1	н		60.000	Hospitalization	ന

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account	Account Name	Adjustment Amount
ERS	ONNEL SERV						
45 151	2/31/201	0.1	2010		7170.0000	Life Insurance	236.00-
BA 957	12/31/2011	1010	Н		000	etirem	
95	2/31/201	0	01		7180.0010	457 Plan Contribution	
95	2/31/201	70	01		7190.0000	Dental Insurance	φ.
A 95	2/31/201	Į,	0.1		7210.0000	Longevity	949.00-
95	2/31/201	턴	2010		7220.0000	Unemployment	8
9 5	2/31/201	10	ů		7230.0000		995.0
A 95	2/31/201	10	2010		7240.0000	Disability Insurance	,196.0
A 95	2/31/201	01	10		7040.0000	o.	0.0
95	2/31/201	0.1	2100		7150.0000	Social Security	0
A 95	2/31/201	01	2100		7160.0000	ation	131.00
95	2/31/201	01	10		7180.0000	Retirement & Sick Leave	8.0
A 95	2/31/201	01	10		7190.0000	Dental Insurance	163.00-
A 95	2/31/201	5	10		7210.0000	Longevity	٥.
9 5	2/31/201	0	2100		7220.0000	Unemployment	26.00
9 5	2/31/201	0.1	2100		7230.0000	Optical Insurance	1.0
A 95	2/31/201	40	2100		7240.0000	Disability Insurance	224.00-
A 95	2/31/201	0.1	2150		00	1	,314.0
A 95	2/31/201	01	2150		7050.0000	Salaries - Temporary	5,209.00
A 95	2/31/201	0.1	2150		7070.0000	Per Diem	٥.
A 95	2/31/201	0.1	2150		7090.0000	Overtime	962.00
A 95	2/31/201	0.1	2150		7150.0000	Social Security	1,821.00
A 95	2/31/201	0	2150		7160.0000	·н	22,191.00-
A 95	2/31/201	01	2150		7160.0020	OPEB - Health Care	,538.00
A 95	2/31/201	01	2150			nce	380.00
A 95	2/31/201	€0	2150		7180.0000	Retirement & Sick Leave	2,625.00-
A 95	2/31/201	0	2150		7180.0010	457 Plan Contribution	411.00
A 95	2/31/201	10	2150			Dental Insurance	00.
A 95	2/31/201	0.1	2150			Longevity	00
A 95	2/31/201	0	2150			Unemployment	00.
A 95	2/31/201	0.1	2150				13.00
A 95	2/31/201	0	15			₽	
A 95	2/31/201	10	23			- Regula	377.
A 95	2/31/201	0	2230			a)	00.
A 95	2/31/201	0	2230			Social Security	00.
A 95	2/31/201	0	2230		ö	ation	00.
A 95	2/31/201	0			ö	Retirement & Sick Leave	٠.
A 95	2/31/201	0.1	23		ó	Dental Insurance	93.00
A 95	2/31/201	0			220.	Unemployment	01.00
A 95	2/31/201	0.1			30.	tical Ins	99
A 95	2/31/201	0.1			240.000	isability	446.00
A 95	2/31/201	Ó.	25		7040.0000	alaries -	,136.00
A 95	2/31/201	0			7050.0000	Salaries - Temporary	3,161.00-

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County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

			Proder	. Adjustinents	רא דינטייי שמיתי:	: 12/01/2011 11110 12/21/21:	
Adjustment	2/T. Date	ָ בּ	С Ф Т	Sub	Account	Account Name	Adjustment Amount
100	7 5 7 7)))))	 			
ADJUST PERSO	ONNEL SERV						
9	2/31/201	0.1	25		150.000	$\overline{}$	832.0
9	2/31/201	0	ľ		160.0	italizatio	,439.0
BA 957	12/31/2011	1010	N		160.002	1	37.00
Q C)	2/31/201	01	2		000.	ife Insurance	239.0
S O	2/31/201	01	25		180.	etirement & Sick L	79.00
95	2/31/201	0.1	25			457 Plan Contribution	236.0
9	2/31/201	덩	25		190.	Dental Insurance	446.0
9	2/31/201	전	57		30.	Optical Insurance	055.00
95	2/31/201	60	2		240	Disability Insurance	1,207.0
9	2/31/201	01	'n			Salaries - Regular	77.
9	2/31/201	0.1	23			Salaries - Temporary	163.0
9	2/31/201	0.1	2		7150.0000	Social Security	485.0
Q CD	2/31/201	0.1	2			Hospitalization	99.0
9	2/31/201	0.1	25			OPEB - Health Care	3.0
9	2/31/201	0	25			Life Insurance	7.0
9	2/31/201	0	25			Retirement & Sick Leave	٥
9	2/31/201	0.1	25		7180.0010	457 Plan Contribution	7.0
9	2/31/201	10	25			Dental Insurance	7.0
9	2/31/201	01	2		000.0	Worker'S Compensation	٥.
9	2/31/201	0,1	2		.000	Unemployment	4.0
9	2/31/201	0.1	2		0.000	Optical Insurance	0.0
95	2/31/201	0.1	25		0000.0	ura	43.0
ę Ç	2/31/201	0.1	26		000	Salaries - Regular	00.00
9	2/31/201	0.1	9		000.0	Social Security	483.00
9	2/31/201	0,1	20		000.0	Hospitalization	00.
Q U	2/31/201	0	20		000.0		111.00
9	2/31/201	0.1	26		000.0	ick	08.
Q U	2/31/201	01	8		1.001	457 Plan Contribution	800.0
Q U	2/31/201	0.1	20		•	Dental Insurance	55.00
9	2/31/201	0.1	9		000.0	Ins	60.00
95	2/31/201	01	9		000.0	ty Insura	484.00
Q)	2/31/201	0	9		000.0	Salaries - Regular	,621.0
Q U	2/31/201	0.1	9		.000	Social Security	00.
Q U	2/31/201	0.1	9		000.0	izatio	,575.00
o U	2/31/201	0	20		.002	OPEB - Health Care	181.00-
95	2/31/201	5	8		000.0	ife Insura	768.00
95	2/31/201	0	29		.000	Retirement & Sick Leave	024.00
Q D	2/31/201	0	29		000.0	Dental Insurance	,130.00
Q U	2/31/201	5	9		00	Longevity	,142.00
Q ID	2/31/201	0	20		000.0	Unemployment	425.00
95	2/31/201	0.1	O)		230.00		54.00
9	2/31/201	01	N		.000	ty Insur	3,714.0
9	2/31/201	0.1	36			Salaries - Regular	17,018.00-

Adjustment Number	G/L Date	Fund	Dept	sub Dept	Account	Account Name	Adjustment Amount
뛰	SONNEL SERV						
ار د د	2/31/201	0.1	2360		۰.	-	86.00
BA 957	12/31/2011	1010			٥.	Social Security	m
95	2/31/201	0	2360		000.	•н	'n
9 5	2/31/201	0.1	2360		0		391.00-
9.5	2/31/201	01	2360		۰.	Life Insurance	178.00-
9.5	2/31/201	0.1	2360		7180.0000	Retirement & Sick Leave	1,572.00-
A 95	2/31/201	0.1	2360		۰.	457 Plan Contribution	1,005.00
9.5	2/31/201	10	2360		۰	Dental Insurance	1,183.00-
9 95	2/31/201	01	2360		7210.0000	Longevity	8.7
9.5	2/31/201	01	2360		7220.0000	~	0
A 95	2/31/201	01	2360		•	Optical Insurance	N
9.5	2/31/201	01	2360		•	ity	Ω,
95	2/31/201	01	2450		7040.0000	Salaries - Regular	390.00-
4 95	2/31/201	0	2450		7150.0000	uri	4.00
9 5	2/31/201	01	2450		7180.0000	Retirement & Sick Leave	5.00
9 5	2/31/201	01	2470		7070.0000	Per Diem	0
9 5	2/31/201	0	2470		•	Social Security	ത
9 5	2/31/201	01	2470		7160.0000	italizatic	203.00-
9 5	2/31/201	0	2470			OPEB - Health Care	5.00
9 5	2/31/201	10	2470		7180.0000	Retirement & Sick Leave	162.00-
9 95	2/31/201	0.1	2470		•	Unemployment	0
A 95	2/31/201	0	2530		7040.0000	ı	4,557.00
A 95	2/31/201	0	2530			ı	0
A 95	2/31/201	0	2530		7090.0000	Overtime	199.00-
A 95	2/31/201	0	2530				7.0
A 95	2/31/201	0	2530			Life Insurance	120.00-
4 95	2/31/201	0	2530		•	Retirement & Sick Leave	9.0
A 95	2/31/201	01	2530		٠.	457 Plan Contribution	
A 95	2/31/201	01	2530		۰.	Dental Insurance	1,554.00-
A 95	2/31/201	0	2530		20.	Unemployment	260.00-
9 5	2/31/201	01	2530		30.	tical Ins	0
A 95	2/31/201	0	2530		٠	Insul	-00:506
A 95	2/31/201	0	2570		40.	Salaries - Regular	1,333.00
A 95	2/31/201	0	2570		50.	Social Security	270.00-
A 95	2/31/201	0	2570		160.	or.	
A 95	2/31/201	9	2570		80.	Retirement & Sick Leave	۰.
A 95	2/31/201	0.3	2570		80.001	457 Plan Contribution	0.00
A 95	2/31/201	0	2570		0.06	Dental Insurance	٠.
A 95	2/31/201	0.1	2570		20.000		8.0
A 95	2/31/201	01	2570		230.000	tical Ins	٥.
A 95	2/31/201	0	2570		240.000	isability I	199.0
A 95	2/31/201	0	2590		40.000	ries -	63.0
A 95	2/31/201	0	2590		7050.0000	Salaries - Temporary	206.00-

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account	Account Name	Adjustment Amount
ADJUST PERSONN	NNEL SERV						
9	2/31/201	0.1	2590		7150.0000	Social Security	3,968.00-
9.5	2/31/201	0	2590		.000		7,812.00-
9.5	2/31/201	0,1	R		.002		704.00-
BA 957	12/31/2011	1010	2590		7170.0000	Life Insurance	258.00-
9.05	2/31/201	0	2590		00.	Retirement & Sick Leave	7,383.00-
9.5	2/31/201	0	2590			457 Plan Contribution	
9 5	2/31/201	0	2590			Dental Insurance	74.
95	2/31/201	0	2590		7210.0000	Longevity	٠
95	2/31/201	0.1	2590			Unemployment	٠
9 5	2/31/201	0.1	2590		7230.0000	Optical Insurance	
A 95	2/31/201	0.1	2590		7240.0000	ity	53.0
9.5	2/31/201	0.1	2651			Salaries - Regular	٥.
9.5	2/31/201	0.1	2651		7150.0000	Social Security	٥.
9.5	2/31/201	0	2651		ď	Hospitalization	5.0
4 95	2/31/201	0	2651		7160.0020	OPEB - Health Care	٥
9 5	2/31/201	0	2651		ď	Retirement & Sick Leave	٥.
9	2/31/201	0	2651		7180.0010	457 Plan Contribution	178.00
9	2/31/201	10	2651			Worker's Compensation	٠,
9 5	2/31/201	0.1	2651		Ö	Longevity	52.00
9 5	2/31/201	0.7	2652			Salaries - Regular	2,040.00-
9.5	2/31/201	0.1	2652			Social Security	255.0
9.5	2/31/201	0.1	2652			Hospitalization	53
9.5	2/31/201	0.1	2652			Retirement & Sick Leave	•
95	2/31/201	0.1	2652		ö	457 Plan Contribution	•
A 95	2/31/201	0	2652			Dental Insurance	159.00-
A 95	2/31/201	0	2652		7230.0000	Optical Insurance	100.00-
9 95	2/31/201	01	2652		Α.	Disability Insurance	106.00-
A 95	2/31/201	0	2653		ď	Salaries - Regular	52.0
A 95	2/31/201	0	2653			Hospitalization	1,564.00
A 95	2/31/201	0	2653		180.		10.0
9 5	2/31/201	01	2654			ø	32.00
A 95	2/31/201	01	Q		ö	Social Security	650.00
95	2/31/201	01	φ		ö	ation	00.
A 95	2/31/201	0	œ		ö	Retirement & Sick Leave	•
A 95	2/31/201	0	Ç		ö	457 Plan Contribution	18.
A 95	2/31/201	0			90	Dental Insurance	32.00
A 95	2/31/201	0	φ		ö	Optical Insurance	267.00-
A 95	2/31/201	0	2654		240.	Disability Insurance	303.00-
A 95	2/31/201	0			ö	9	œ
9 95	2/31/201	6	65		7150.0000	Social Security	9.0
A 95	2/31/201	ы	2655		160.000	ati	22.0
95	2/31/201	0.1	2655		7180.0000	iremer	352.00-
9 5	2/31/201	0.1	2655		7180.0010	457 Plan Contribution	2.00

ADJUGT PERSONNER, SERV	Number	G/L Date	Fund	Dept	Sub	Account	Account Name	Adjustment Amount
1949 1949 1949 2655 1740 1960 1964 1949	JUST P	ומ						
957 11/31/2011 2655 7440,0000 Disability Insurance 19,91 957 12/31/2011 1010 2656 7040,0000 Scilaride P620 957 12/31/2011 1010 2656 7040,0000 Retization action 651 957 12/31/2011 1010 2656 7150,0000 Retization action 651 957 12/31/2011 1010 2656 7780,0000 Optical Insurance 105 957 12/31/2011 1010 2656 7740,0000 Optical Insurance 105 957 12/31/2011 1010 2658 7760,0000 Scialise - Regular 105 957 12/31/2011 1010 2658 7760,0000 Scialise - Regular 106 957 12/31/2011 1010 2658 7760,0000 Scialise - Regular 106 957 12/31/2011 1010 2658 7740,0000 Scialise - Regular 106 957 12/31/2011 1010 2658	9	2/31/201	0.1	2655		000.		64.00
12/31/2011 1010 2566 7150.0000 3calasis - Regular 5,948 557 12/31/2011 1010 2566 7150.0000 3calasis - Regular 5,948 557 12/31/2011 1010 2566 7150.0000 3calasis - Regular 6512 65	95	2/31/201	0.1	2655		.000		109.00
12/31/2011 1010 2556 7150.0000 Recircian to 612 612/31/2011 1010 2556 7150.0000 Recircian to 612 612/31/2011 1010 2556 7150.0000 Recircian to 612 612/31/2011 1010 2556 7150.0000 Deletal insurance 105 612/31/2011 1010 2556 7240.0000 Deletal insurance 110 105 6258 7240.0000 Recircian to 612 615 615/31/2011 1010 2558 7240.0000 Recircian to 612 615 615/31/2011 1010 2558 7750.0000 Recircian to 612 615/31/2011 1010 2558 7750.0000 Recircian to 612 615/31/2011 1010 2559 7750.0000 Recircial to 612 7750.0000 Recircial t	95	2/31/201	01	2656		.000	1	948.00
957 12/31/2011 1010 2656 7780.000 Rettrament & Sink Loave 477 957 12/31/2011 1010 2656 7780.000 Densal Insurance 105 957 12/31/2011 1010 2656 7730.000 Disability Insurance 101 957 12/31/2011 1010 2658 7740.000 Disability Insurance 101 957 12/31/2011 1010 2658 7740.000 Disability Insurance 171 957 12/31/2011 1010 2658 7780.000 Disability Insurance 179 957 12/31/2011 1010 2659 7780.000 Destriction in 1,945 957 12/31/2011 1010 2659 7780.000 Destriction in 1,946 957 12/31/2011 1010 2659 7780.000 Destriction in 1,946 957 12/31/2011 1010 2659 7780.000 Destriction in 1,946 957 12/31/2011 1010 <td< td=""><td>95</td><td>2/31/201</td><td>01</td><td>2656</td><td></td><td>.000</td><td>Social Security</td><td>00.</td></td<>	95	2/31/201	01	2656		.000	Social Security	00.
957 12/31/2011 1010 2656 7180.0000 Destral Insurance 12/31/2011 957 12/31/2011 1010 2656 7290.0000 Destral Insurance 105 957 12/31/2011 1010 2656 7290.0000 Destral Insurance 105 957 12/31/2011 1010 2658 7740.0000 Destrictlization 11,569 957 12/31/2011 1010 2658 7760.000 Salaxies - Regular 1,569 957 12/31/2011 1010 2659 7760.000 Salaxies - Regular 2,69 957 12/31/2011 1010 2659 7780.000 Destralization 1,916 957 12/31/2011 1010 2659 7780.000 Destral Lisation 1,916 957 12/31/2011 1010 2659 7740.000 Destral Lisation 1,916 957 12/31/2011 1010 2669 7740.000 Destral Lisation 1,916 957 12/31/2011 1010	9.5	2/31/201	01	2656		160.000	Hospitalization	691.00
957 12/3/2011 2656 7290.000 Optical Insurance 163 957 12/3/2011 1010 2656 7290.000 Optical Insurance 165 957 12/3/2011 1010 2656 7240.000 Optical Insurance 1116 957 12/3/2011 1010 2658 740.000 Sharies - Regular 1,16 957 12/3/2011 1010 2658 740.000 Sharies - Regular 1,16 957 12/3/2011 1010 2659 740.000 Scalaries - Regular 1,16 957 12/3/2011 1010 2659 740.000 Scalaries - Regular 1,96 957 12/3/2011 1010 2659 7160.000 Scalaries and 1,96 957 12/3/2011 1010 2659 7160.000 Scalaries and 1,10 957 12/3/2011 1010 2659 7160.000 Scalaries and 1,10 957 12/3/2011 1010 2659 7100.000 S	Q U	2/31/201	0.1	2656		.000	74	0
957 12/3/2011 2656 7240.0000 Optical Insurance 110 957 12/3/2011 1010 2656 7240.0000 Salaties - Regular 559 957 12/3/2011 1010 2658 7460.000 Salaties - Regular 559 957 12/3/2011 1010 2658 7460.000 Salaties - Regular 1,586 957 12/3/2011 1010 2659 7460.000 Salaties - Regular 2,53 957 12/3/2011 1010 2659 7460.000 Salaties - Regular 1,98 957 12/3/2011 1010 2659 7160.000 Salaties - Regular 1,98 957 12/3/2011 1010 2659 7160.000 Salaties - Regular 1,98 957 12/3/2011 1010 2659 7160.000 Salaties - Regular 1,18 957 12/3/2011 1010 2659 7160.000 Salaties - Regular 1,18 957 12/3/2011 1010 2669 7160	9	2/31/201	0	2656		.000	Dental Insurance	0
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957 11/31/2011 1010 2658 7040.0000 Salaxies Regular 549 957 12/31/2011 1010 2658 7160.0000 457 plan Contribution 11,948 957 12/31/2011 1010 2659 7160.0000 457 plan Contribution 12,949 957 12/31/2011 1010 2659 7160.0000 Refixement & Sick Leave 269 957 12/31/2011 1010 2659 7160.0000 Refixement & Sick Leave 308 957 12/31/2011 1010 2659 7160.0000 Patrical Insurance 120 957 12/31/2011 1010 2669 7240.0000 Patrical Insurance 120 957 12/31/2011 1010 2669 7240.0000 Patrical Insurance 12/30 957 12/31/2011 1010 2660 7160.000 Patrical Insurance 12/30 957 12/31/2011 1010 2660 7160.000 Patrical Insurance 12/30 957 1	9	2/31/201	07	2656		7240.0000	Disability Insurance	00.
12/31/2011 1010 2658 7160.0000 457 Plana Contribution 1.168 1.2/31/2011 1010 2659 7160.0010 521xies - Regular 1.945 12/31/2011 1010 2659 7160.0010 521xies - Regular 1.945 12/31/2011 1010 2659 7160.0010 Retirement & Sick Leave 230 231/2011 1010 2659 7160.0010 Retirement & Sick Leave 230 231/2011 1010 2659 7180.0010 Retirement & Sick Leave 230 231/2011 1010 2659 7180.0010 Retirement & Sick Leave 230 231/2011 1010 2659 7180.0010 Retirement & Sick Leave 230 231/2011 1010 2659 7240.0000 Dencal Insurance 120 231/2011 1010 2669 7240.0000 Dencal Insurance 231/2011 231/2011 232/2012 231/2012 231/2011 232/2012 231/2011 232/2012 231/2011	9	2/31/201	10	2658		7040.0000	Salaries - Regular	549.00-
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957 12/31/2011 1010 2659 7160.0000 Hospitalization 230 957 12/31/2011 1010 2659 7180.0010 457 Plm Contribution 186 957 12/31/2011 1010 2659 7180.0010 957 Plm Contribution 186 957 12/31/2011 1010 2659 7240.0000 Deltariance 120 957 12/31/2011 1010 2669 7240.0000 Deltariance 120 957 12/31/2011 1010 2660 7040.0000 Salaxies - Regular 3.763 957 12/31/2011 1010 2660 7160.000 Reliance to Sick Leave 104 957 12/31/2011 1010 2660 7160.000 Reliance to Sick Leave 104 957 12/31/2011 1010 2665 7040.000 Reliance to Sick Leave 104 957 12/31/2011 1010 2665 7180.000 Reliance to Sick Leave 222 957 12/31/2011 1010	9	2/31/201	0.1	2659		7150.0000	Social Security	263.00-
957 12/31/2011 1010 2659 7180.0000 Retirement & sick leave 308 957 12/31/2011 1010 2659 7180.0000 Optical Insurance 128 957 12/31/2011 1010 2659 7240.0000 Optical Insurance 120 957 12/31/2011 1010 2659 7240.0000 Optical Insurance 121 957 12/31/2011 1010 2660 7240.0000 Salaries - Regular 3.763 957 12/31/2011 1010 2660 7150.0000 Retirement & Sick Leave 3.763 957 12/31/2011 1010 2660 7210.0000 Retirement & Sick Leave 3.21 957 12/31/2011 1010 2665 7210.0000 Salaries - Regular 3.76 957 12/31/2011 1010 2665 7210.0000 Retirement & Sick Leave 3.21 957 12/31/2011 1010 2665 7180.0000 Retirement & Sick Leave 2.22 12/31/2011 1010<	95	2/31/201	0	2659		7160.0000	Hospitalization	30.00
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Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
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9.5	2/31/201	10	2668		7180.0000	Retirement & Sick Leave	674.00-
9 5	2/31/201	0.1	99		7180.0010	457 Plan Contribution	6.0
9 5	2/31/201	01	2668		7190.0000		0.6
95	2/31/201	0	99		7230.0000		٥.
4 95	2/31/201	0,1	56		0	τ×	166.0
4 95	2/31/201	01	7.5		7040.0000	alaries -	œ
4 95	2/31/201	0	2750		000		0
95	2/31/201	0	2750		7150.0000	Social Security	463.00-
9.95	2/31/201	10	2750		7160.0000	-H	3,702.00
9.5	2/31/201	0	2750				727.00
9.5	2/31/201	10	2750		7180,0000	Retirement & Sick Leave	1,627.00
9.5	2/31/201	07	2750		ς.	457 Plan Contribution	1,127.00
9.5	2/31/201	0	2750			Dental Insurance	256.00-
9.5	2/31/201	0.1	2750		7220.0000	Unemployment	0
9.5	2/31/201	0	2750		7230.0000	Optical Insurance	424.00-
9 5	2/31/201	0	2750		40.000	Disability Insurance	750.00-
9 5	2/31/201	0	3020		7040.0000	Salaries - Regular	19,758.00
9	2/31/201	0	3020		7050.0000	Salaries - Temporary	30,689.00-
9.5	2/31/201	0	3020			Temp. Salaries-Reserves	٠
4 95	2/31/201	전	3020			Overtime	
9.5	2/31/201	0.1	3020			₹C	1,227
9.5	2/31/201	0.1	3020		10.		0,012.
9 95	2/31/201	0.1	3020			Social Security	0,804.
9 95	2/31/201	0	3020			414	٠
9 5	2/31/201	10	3020			OPEB - Health Care	1,496.00-
9 5	2/31/201	10	3020		7170.0000	Life Insurance	1,009.00-
9 5	2/31/201	01	3020		7180.0000	Retirement & Sick Leave	
A 95	2/31/201	0	3020			457 Plan Contribution	454.
A 95	2/31/201	0	3020			Dental Insurance	٠
A 95	2/31/201	0	3020			Worker'S Compensation	531.
9 95	2/31/201	0.7	3020		ď	Longevity	612.
A 95	2/31/201	6	3020		ö	7	•
A 95	2/31/201	0.3	3020		ö	70	347.
A 95	2/31/201	0.1	3020		。	ity	8,154.
A 95	2/31/201	0.1	3100		•	Salaries - Regular	12.
9 5	2/31/201	0	3100			ы	. 999
9 95	2/31/201	0	3100			Social Security	1,769.
9 5	2/31/201	10	3100		7160.0000	italizatic	٠
95	2/31/201	디	3100		7160.0020	th.	404.
9 95	2/31/201	01	3100		ö	₽	22
BA 957	12/31/2011	1010	10		190.		80.0
A 95	2/31/201	0.1	3100		230.000	tical Ins	ω •
9 9 9	2/31/201	01			7240.0000	Disability Insurance	708.00-

ADJUST PERSONNEL SERV BA 957 12/31/2011	10010 10010 10010 10010 10010 10010 10010 10010 10010	8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8	7150.0000 7170.0000 7180.0000 7250.0000 7040.0000 7110.0000 71150.0000 71160.0000 71180.0010 71180.0010 7120.0000	Social Security Life Insurance Retirement & Sick Leave Dental Insurance Unemployment Salaries - Regular Holiday Court Time Social Security Hospitalization OPBB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	4
957 957 957 12/31/201		8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8	7150.0000 7170.0000 7180.0000 7250.0000 7040.0000 7100.0000 7110.0000 71150.000 71160.000 71180.000 7180.000 7220.000	Social Security Life Insurance Retirement & Sick Leave Dental Insurance Unemployment Salaries - Regular Holiday Court Time Social Security Hospitalization OPEB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	4
957 957 957 12/31/201		4 2 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	71.70.0000 71.80.0000 72.20.0000 72.40.0000 71.10.0000 71.50.0000 71.50.000 71.60.000 71.60.000 71.60.000 71.60.000 71.80.0010 71.80.0010	Life Insurance Retirement & Sick Leave Dental Insurance Unemployment Salaries - Regular Holiday Court Time Social Security Hospitalization OPBB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	6 E C C C C C C C C C C C C C C C C C C
957 957 12/31/201		33310 33310 33310 33510 33510 33510 4260 4260	7180.0000 7190.0000 7040.0000 7100.0000 7110.0000 7150.0000 7150.0000 7160.0000 7180.0010 7180.0010 7230.0000	Retirement & Sick Leave Dental Insurance Unemployment Salaries - Regular Holiday Court Time Social Security Hospitalization OPBB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	8
957 957 12/31/201		23310 23310 233110 233110 233110 233110 23110 23110 23110	7190.0000 7220.0000 71040.0000 7110.0000 71150.0000 7150.0000 7160.0020 7170.0000 7190.0010 7190.0010 7220.0000	Dental Insurance Unemployment Salaries - Regular Holiday Court Time Social Security Hospitalization OPEB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	2
957 957 12/31/201		8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8	7220.0000 7040.0000 7110.0000 7110.0000 7150.0000 7160.0000 7170.000 7190.000 7220.0000 7240.0000	Unemployment Salaries - Regular Holiday Court Time Social Security Hospitalization OPEB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	2 2 3 4 5 7 5 8 4 5 7 5 8 4 5 7 5 8 4 5 7 5 8 9 7 5 8 9 7 5 8 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9
957 957 12/31/201		3 5 1 1 0 1 0 1 0 1 0 1 0 1 0 1 0 1 0 1 0	7040.0000 7110.0000 71150.0000 7160.0000 7160.0000 7170.000 7180.0010 7190.000 7220.0000	Salaries - Regular Holiday Court Time Social Security Hospitalization OPEB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	8 4 7 2 8 4 7 7 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8
957 957 12/31/201		33510 33510 33510 33510 33510 4210 4210	7100.0000 7110.0000 7150.0000 7160.0000 7170.0000 7180.0010 7180.0010 7230.0000 7240.0000	Holiday Court Time Social Security Hospitalization OPBB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	4
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201		3510 3510 3510 3510 3510 3510 3510 4260	7110.0000 7150.0000 7160.0000 7170.000 7180.000 7180.001 7220.000 7240.000	Court Time Social Security Hospitalization OPBB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	22 2 4 4 7 1 2 4 4 7 1 4 4 4 7 1 4 4 4 7 1 4 4 4 4 4 4
957 957 12/31/201		3510 3510 3510 3510 3510 3510 4260	7150.0000 7160.0000 7160.0020 7170.0000 7180.0000 7190.0000 7220.0000 7240.0000	Social Security Hospitalization OPEB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	1 0 0 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201		3510 3510 3510 3510 3510 3510 3510	7160.0000 7160.0020 7170.0000 7180.0010 7190.0010 7220.0000 7230.0000	Hospitalization OPBB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	8995 407 707 707 707 707 707 707
957 957 12/31/201		3510 3510 3510 3510 3510 3510 4260	7160.0020 7170.0000 7180.0010 7180.0010 7220.0000 7230.0000	OPBB - Health Care Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	407 770 770 770 7070 7070
957 957 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201		3510 3510 3510 3510 3510 4260	7170.0000 7180.0000 7180.0010 7190.0000 7220.0000 7230.0000	Life Insurance Retirement & Sick Leave 457 Plan Contribution Dental Insurance	770.00 147.00 253.00
957 957 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	777777777777777777777777777777777777777	3510 3510 3510 3510 3510 4260	7180.0000 7180.0010 7190.0000 7220.0000 7230.0000	υu	253
957 12/31/201 957 12/31/201	11111111	3510 3510 3510 3510 4260	7180.0010 7190.0000 7220.0000 7230.0000	457 Plan Contribution Dental Insurance	253.00
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	444444	3510 3510 3510 3510 4260	7190.0000 7220.0000 7230.0000 7240.0000	anc	0 0
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	100000	3510 3510 3510 4260	7220.0000 7230.0000 7240.0000	1100000	-00.8T&,11
957 12/31/201 957 12/31/201	001001001001	3510 3510 4260	7230.0000 7240.0000	one more of meno	5
957 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	010010010010010010010010010010010010010	3510 4260	7240.0000	Optical Insurance	,965
957 12/31/201 957 12/31/201	10010	4260		Disability Insurance	6,844.00-
957 12/31/201 957 12/31/201	100		7040.0000	Salaries - Regular	561.00
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	100	26	7150.0000	Social Security	478.00-
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	5	4260	7160.0000	Hospitalization	2,439.00-
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201		4260	7160.0020	OPEB - Health Care	244.00-
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	01	4260	.000	ife Insuranc	4
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	0	4260	7180.0000	Retirement & Sick Leave	413.00-
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	01	4260	7180.0010	457 Plan Contribution	9
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	0	4260	•	Dental Insurance	0
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	01	4260	.000	Longevity	S
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201 12/31/201	0	4260	.000	Optical Insurance	on .
957 12/31/201 957 12/31/201 957 12/31/201 957 12/31/201	0	4260	.000	τY	263
957 12/31/201 957 12/31/201 957 12/31/201	0,1	4262	•	Salaries - Regular	N
957 12/31/201 957 12/31/201 967 12/31/201	0.1	4262		Social Security	ø
957 12/31/201	0	S	7160.0000	ation	4
10/31/201	0	4262	7180.0000	יד	9
TO9/TC/9T /C6	0	4263		Salaries - Regular	S
957 12/31/201	5	4263	7150.0000	Social Security	σ
957 12/31/201	0	4263	.000	talizatio	m
957 12/31/201	Ę O	4263	.002	PEB - Health Care	0
957 12/31/201	0	Θ	.000	Retirement & Sick Leave	0
957 12/31/201	0	4263	.000	Insu	138.0
957 12/31/201	01	Ø	.000		,551.0
957 12/31/201	01	9	.000	Social Security	51.0
957 12/31/201	01		60.000	itali	, 519
957 12/31/201	0.1	4265	7160.0020	OPEB - Health Care	336.00-

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County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

			Budget	Adjustment	s From Date	: 12/01/2011 Thru 12/31/2011	
Adjustment Number	G/L Date	Fund	Dept	Sub	Account Number	Account Name	Adjustment Amount
		İ				i 	
ADJUST PERSO	ONNEL SERV						
Q (J)	2/31/201	10	26		7180.0000	Retirement & Sick Leave	2,131.00-
Q U	2/31/201	07	26		180.081	57 Plan Contributi	46.00
Q UI	2/31/201	01	70		0.00.0	ital Insurance	85.0
S)	2/31/201	01	2		0.00.0	ty Insura	135.00
o S	2/31/201	01	30		000.0	Salaries - Regular	02.00
9	2/31/201	01	30		000.0	Overtime	13.0
Q C	2/31/201	01	30		000.0	Social Security	253.00
BA 957	12/31/2011	1010	4300		000.	ospitalization	72
9	2/31/201	0	0 (00000	ment & Si	
Q)	2/31/201	0	0 0		000.0	•	. ה ה ה
Q D	2/31/201	0.1	0 1		000.0	Worker's Compensation	00.75
Q)	2/31/201	5	0 1		000.0	Onempioyment	9 0
φ .	2/31/201	0 0	S 0			Opened: Insurance	
υ υ	7/31/201	- 1	Ç (3	
Q U	2/31/201	d	4 X		000.0	Salaries - Regular	
9	2/31/201	01	8		0.000		4, r ⊃ .
g D	2/31/201	01	4 8		000.0	Retirement & Sick Leave	٦. ١
or D	2/31/201	01	48		000.0	Unemployment	3.00
S S	2/31/201	01	21		0.00.0		7.0
9	2/31/201	0.1	21		000.0	Salaries - Temporary	,002.00
9	2/31/201	01	21		000.0	Per Diem	o
δ U	2/31/201	01	7		000.0	Overtime	42.00
Q D	2/31/201	01	21		000.0		35.0
9	2/31/201	0	21		000.0	ospitalization	,428.00
9	2/31/201	0	21		0.002	OPEB - Health Care	00.00
9	2/31/201	0	21		000.0	e.	193.00
95	2/31/201	01	21		0000.0	etiremen	89.00
9	2/31/201	0	21		0.001	57 Plan Contribu	44.0
9	2/31/201	0.1	21		000.0	Dental Insurance	12.00
o n	2/31/201	01	21		000.0	ongevity	25.00
Q U	2/31/201	0	2		000.0	surance	n (
Q N	2/31/201	0	21		0.00.	Disability Insurance	07.00
TO CVR EXP T	THRU BOY						
(000000000000000000000000000000000000000	Ç			0	Ģ	0
BA 959	17/7/2/77	0 T O T	4 4 0 0 0		0000 000	0 0 1 4 C C C C C C C C C C C C C C C C C C	000
4 i	102/51/2	1 6	, ,			000000000000000000000000000000000000000	
Α. Ο .	T07/5T/7	٠,	7 .			2 - 12 C C C C C C C C C C C C C C C C C C	
A 95	2/13/201	5 5	4.		100.000	Lization n gontributio	, 000
¥ 95	2/13/201	0.1	4. V		100.021	7	0 0 0
A 95	2/13/201	0	4.		030.006	arprecer rees	,
₽ 92	2/13/201	5	44.4 20.0		070.000	י נו	
≰ 6 13	2/13/201	-	4 ₁		000.001	service charge	•

Fiscal Services Department	Changes to Total Appropriations and Adjustments
to Total Appropriations and Adjustment	

			Budget	t Adjustments	nts From Date:	: 12/01/2011 Thru 12/31/2011	
Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account	Account Name	Adjustment Amount
× Ψ	THRU EOY						
BA 959	12/13/2011	1010	1490		8600.0000	Travel - Mileage	700.00
RFLCT WRK ON	HOPE COL						
	2/13/201	01	2010		6999.3900	Rev. (Over)Under Expend.	18,500.00
	3/2	1010	7211		6760.0000	Reimbursements	0,5
	2/13/201	0.1	7211		_	Consultants	1,500.00
J. CULLOM CHI	ILD GRANT						
97	2/13/201	2	φ.	4 0	7390.0000	Operational Supplies	4,400.00
9	2/13/201	22	9	24	5180.0000		8,520.0
9	2/13/201	22	σ	2.4	8210.0000	Other	_
9	2/13/201	55	σ.	25	5170.0050	Medicaid - Capitated	9,306.00
9	2/13/201	22	σ,	2.4	5180.0000		43,214.00=
9.7	2/13/201	2 2	σ (9 6	8210.0000	other	4,800.00
9 0	2/13/201	7 0	ס ע	2 6	0000.0086	Office Furnicuse & Equap.	90.000.4
BA 971	12/13/2011 12/13/2011	0220	0 4 4 4 0 5 0 5 0	500 F	9800.0000	Concractual - Coner Office Furniture & Equip.	00.000,8
'n	100/01/0	1	١.	1	•	 	
NEW PEER SPR	T POSTITN						
	2/13/201	2	49	0.2	80.	Federal Block Grant	٥.
7 6 A	2/13/201	22	4	02	40.	Salaries - Regular	454.0
A 97	2/13/201	22	49	02	50.	Social Security	0.850
A 97	2/13/201	22	49	02	60.	Hospitalization	284.0
A 97	2/13/201	22	49	02	60.	OPEB - Health Care	۰.
A 97	2/13/201	22	49	0.2	70.	nce	53
A 97	2/13/201	22	49	07	80.	Retirement & Sick Leave	۰.
A 97	2/13/201	72	49	07	90.	Dental Insurance	۰,
A 97	2/13/201	72	4. 0	07	000	Worker's Compensation	, (
BA 972	3/20	2220	6495	5024	7220.0000	Unemployment	104.00
A 97	2/13/201	7	4 V	9 6		Optical insurance	, , ,
A 97	2/13/201	Ω Ω	4- ջ	2	4,	Disability insurance	?
INCR INTRNT	FEE ACTUT						
	/13/201	36	58		080.000		00
A	2/13/20	6360	2580		7180.0010	457 Plan Contribution	351.00
TOTALLED VEH.	LRESTRCTR						
BA 977	12/13/2011	6641	9010		6710.0000	Other Revenue	23,000.00-
•							

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County of Ottawa

Adjustment <u>Number</u>	G/L Date	Fund	Dept	sub Dept	Account	Account Name	Adjustment Amount
TOTALLED VEH	LRESTRCTR						
6 €	2/13/201	4	9010			Salaries - Regular	2,313.00
on o	13/201/	9 (0 0 0			Social Security	
BA 977	12/13/2011	6641	9010		7220.0000	457 Fian Concribation Unemployment	78.00
REVENUE FOR	MI_SIDS						
A 98	/20/201	0.1	48		50.0		800.00-
BA 982	12/20/2011	1010	6480		370.000	Laboratory Services	0.00
FY12_OWI/HVE	CONTRACT						
98	2/20/201	9	6		050	Fed. Grants-Public Safety	23,003.00-
A 98	2/20/201	9	0		0 6 0	Overtime	18,594.00
BA 983	12/20/2011	2609	3091		7150.0000	Social Security	1,422.00
A 98	2/20/201	9	9		180	Retirement & Sick Leave	2,876.00
A 98	2/20/201	9	60		200	Worker's Compensation	46.00
₽ 8	2/20/201	9	o o		_	Unemployment	00.40
ADJUST BUDGE	T_TO_ACTL						
86 ≰	2/20/201	60	1.4			Fed. Grants-Public Safety	12,002.00
A 98	2/20/201	6.0	14			Overtime	,673.00
A 98	2/20/201	90	4.4			Social Security	734.00
A 98	2/20/201	9 0	1			Reclirement & Sick heave	100.884.1
BA 984 BA 984	12/20/2011 12/20/2011	2609 2609	3140 3140		7220.0000	WOrker's Compensation Unemployment	82.00-
ADJ BUDGET TO	O STATE						
9	2/20/201	74	7460		5610.0000	State Of Mich - Welfare	12,476.00
BA 985	20/20	2743	7460	1120	7040.0000	Salaries - Regular	0
9	2/20/201	74	46	1120	7160.0000		0.5
9	2/20/201	74	7460	1120	7180.0000	Retirement & Sick Leave	00.0
EST JET SUPPO	PORTVE BDG						
86 4	2/20/20	2748	7438	0003	5610.0100	Most-Allegan DSS Revenue	25,000.00-
BA 986	/20/201	74		0000	590.000	Transportation Charges	5,000.0
ADJ FOR 2ND	HALF 2011						
BA 995	12/28/2011	1010	2010		8080.0000	Service Contracts	1,656.00

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Adjustment Amount

Account Name

Account

Sub Dept

Dept

Fund

G/L Date

Adjustment <u>Number</u>

Date 1/11/12 Time 10:53:07

County of Ottawa Fiscal Services Department Changes to Total Appropriations and Adjustments Budget Adjustments From Date: 12/01/2011 Thru 12/31/2011

ADJ FOR 2ND HALF 2011

Action Request



<u> </u>
Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Administration
Submitted By: Al Vanderberg
Agenda Item: County Administrator's 2013 2015 Contract Revision

SUGGESTED MOTION:				
	and Chair and Clark to sion th	Country Administratoria 2012 2015 Contract		
To approve and authorize the Board Chair and Clerk to sign the County Administrator's 2013-2015 Contract.				
SUMMARY OF REQUEST:				
See Attached Memo				
FINANCIAL INFORMATION:				
Total Cost:	General Fund Cost:	Included in Budget: Yes No		
If not included in budget, recom-				
If not metaded in badget, recom-	mended runding source.			
A CHICALIA DEL AMEDIMO ANA	OFFICE WILLIAM IS			
ACTION IS RELATED TO AN A				
Mandated Mandated	Non-Mandated	New Activity		
ACTION IS RELATED TO STRA	ATEGIC PLAN:			
Goal: All				
Objective: All				
Objective. 7th				
A DATE TO THE COLUMN TO THE CO	Difficult M.D. 1.1	N-4D		
ADMINISTRATION RECOMMEN	IDATION: Recommended	Not Recommended Without Recommendation		
County Administrator:				
C : /A 1 :	D 14 1D:			
Committee/Governing/Advisor	y Doard Approval Date:			



Alan G. Vanderberg

County Administrator 12220 Fillmore Street, Room 331, West Olive, Michigan 49460 (616) 738-4068

e-mail: avanderberg@miottawa.org

DATE: January 18, 2011

TO: Chair Kuyers and Board of Commissioners

FROM: Al Vanderberg, County Administrator

SUBJECT: County Administrator Employment Agreement

On December 27, 2011, the Board of Commissioners renewed the County Administrator employment agreement for the period January 1, 2013 through December 31, 2015. The agreement contains two errors that I thought it best to correct at this time. Both are included in Section 4. COMPENSATION.

The agreement states that the first year, beginning January 1, 2013 be the same as the 2012 wage. This is in error as it reflects the thought behind the 2010 contract when staff proposed a wage freeze for all County positions including my own with any increases in my wage equal to percentage increases if any granted to the Unclassified Group. From 2011 on, wage increases should simply be equal to increases granted to Unclassified Group employees.

The second correction, also in Section 4. COMPENSATION, involves the performance pay range. The first line states that a 1 percent performance pay increase will be granted if the performance rating scores within 4.0 to 3.994 percent which obviously in error. It should state that a 1 percent performance pay increase will be granted if the performance rating scores within 4.0 to 4.39 percent.

The actual contract language with track changes follows below:

COMPENSATION: As of the initial effective date of this Agreement, Alan G. Vanderberg's annualized salary shall be \$145,382.56 through December 31, 2013. Thereafter, Dduring the remaining twothree (32) years of the contract, increases in Alan G. Vanderberg's annualized salary shall be equal to the percentage increase, if any, granted to the Unclassified Group. Alan G. Vanderberg's annualized salary will be paid bi-weekly, in accordance with the standard Ottawa County policies therefore.

Alan G. Vanderberg will also be eligible for Performance Pay at the end of each year of the three (3) year term depending on the score that he receives on his annual evaluation. Performance Pay will be calculated by multiplying the percentage score received (based on 100).

percent scale) on Alan G. Vanderberg's annual performance evaluation by the total Performance Pay percentage applicable according to the range of performance achievement and then multiplying this total by the base salary applicable each year of the contract. The resulting Performance Pay, if any, will represent a one-time annual payment and will not accrue to the base salary. Performance Pay will be awarded based on the following performance achievement:

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4.0 to 3.994.391 percent
4.04.4 to 4.69 2 percent
4.7 – higher 3 percent
```

The County Administrator's performance evaluation consists of a rating on a 5 point scale with 5 being highest.

Action Request



<u> </u>
Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Fiscal Services
Submitted By: Bob Spaman
Agenda Item: Budget Calendar

SUGGESTED MOTION:

To approve the Board of Commissioners the 2013 Budget Calendar.

SUMMARY OF REQUEST:

The budget process is one of the most important activities of the government. Adoption of the budget calendar gives guidance to the process for all stake holders.

FINANCIAL INFORMATION:				
Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Bud	get: Yes No	
If not included in budget, recommended funding source:				
_	_			
ACTION IS RELATED TO AN ACTIVITY WHICH IS:				
Mandated	Non-Mandated	New A	ctivity	
ACTION IS RELATED TO STRATEGIC PLAN:				
Goal: 1: To Maintain and Improv	ve the Strong Financial Positic	on of the County.		
_	_	·		
Objective:				
1: Advocate on legislative issues to maintain and improve the financial position of the County.				
2: Implement processes and strategies to deal with operational budget deficits.				
3: Reduce the negative impact of rising employee benefit costs on the budget.				
4: Maintain or improve bond ratings.				
ADMINISTRATION RECOMMEN	IDATION: Recommended	☐ Not Recommended	☐ Without Recommendation	
County Administrator:	•		•	
Committee/Governing/Advisor	y Board Approval Date: Finan	ice and Administration	Committee 1/17/2012	

County of Ottawa 2013 Budget Calendar

March 1, 2012	Equipment and Personnel Request Forms sent to department heads.	
March 31, 2012	Department requests for 2013 equipment requests should all be submitted through the equipment requisition process	
	Personnel requests for 2013 should be submitted to Fiscal Services	
April 1, 2012	Performance Measures sent to department heads for updating	
April 30, 2012	Performance Measures returned to Planning and Performance Improvement for review	
May 8, 2012	Finance Committee approves the Resolutions of Intent to Increase Millage Rate. The County operating levy under consideration is for the 2012 levy and 2012 budget year. The 911 and Parks levies under consideration are for the 2012 levy and the 2013 budget year	
	Board reviews Truth-in-Taxation Calculation, the Resolutions of Intent to Increase Millage Rate and sets the date for public hearing (if necessary).	
May 14, 2012	2013 Budget information session to be held in conjunction with the management meeting. (Packets to be distributed May 21)	
May 15, 2012	Finance Committee approves the Resolutions to Approve the Millage Rate and forwards them to the Board	
May 16, 2012	Deadline for the publication of the public hearing notice on the 2012 tax levy (if necessary)	
May 21, 2012	Budget packets distributed to departments.	
May 21, 2012- June 8, 2012	Fiscal Services Department available to provide any needed assistance in completing budget documents	
May 22, 2012	Board holds public hearing (if necessary) and approves the 2012 millage rates	
June 8, 2012	Departments submit completed budget requests and narratives to the Fiscal Services Department.	
June 8, 2012 - July 31, 2012	Fiscal Services Department summarizes budgets and prepares documents for Administrative review.	

July 16, 2012 - August 10, 2012	Administration meets with Department Heads in preparation of a proposed budget.
August 14, 2012	Preliminary General Fund budget presented at Board Work Session and discussion of balancing methods (if necessary)
August 28, 2012	Board Work session to discuss balancing options for the 2013 General Fund budget (if necessary)
September 11, 2012	Board Work session on the 2013 General Fund budget and balancing recommendations proposed by Administration
September 18, 2012	Finance Committee final review of the total 2013 budget and approval of the resolutions regarding the Distribution of the Convention Facility Tax and Distribution of the Cigarette Tax.; approval of the Salary and Fringe Benefits Adjustments.
	Deadline for publication of the public hearing notice on the 2013 Community Mental Health budget
September 24, 2012	Community Mental Health board holds the public hearing for the Mental Health budget and adopts the budget
September 25, 2012	Board approves the resolutions regarding the Distribution of the Convention Facility Tax and Distribution of the Cigarette Tax, and approves the Salary and Fringe Benefit Adjustments. Board sets the date for the public hearing on the County Budget for October 9, 2012
	Board receives final overview of 2013 budget
October 3, 2012	Deadline for the publication of the public hearing notice on the 2013 budget
October 9, 2012	Board holds the public hearing on the budget and receives the formal Budget Presentation.
October 16, 2012	Finance Committee reviews Resolution to Approve 2013 County Budget, Insurance Authority Budget and the Apportionment Report
October 23, 2012	Board adopts the 2013 County Budget, the Insurance Authority Budget and the Apportionment Report

Action Request



<u> </u>
Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Human Resources
Submitted By: Marie Waalkes
Agenda Item: Community Mental Health Personnel Request to Create One

(1) FTE Mental Health Clinician-Children's Services

SUGGESTED MOTION:

To approve the request from Community Mental Health to create one (1) FTE Mental Health Clinician-Children's Services (Group T, Paygrade 15, F Step) at a cost of \$81,196. Funding to come from Medicaid Funds.

SUMMARY OF REQUEST:

The Mental Health Clinician will provide in home services to infants, children, adolescents and their families. Families eligible for this level of care receive a minimum of two hours per week of case management, individual therapy, family therapy and advocacy.

MDCH has parameters upon the number of families that can be assigned to a Home Based Mental Health Clinician. For the past couple of months the staff that is currently in this type of position has been maintaining full case loads. We are also struggling with capacity for our Infant Mental Health services as the Health Department's staff, with which we contract to provide this level of care, are also at capacity. The result of having staff at capacity is that we are assigning families to a lower level of care even though the necessity for a higher level of care is present. Due to state regulations we are unable to create waiting lists for Home Based services so those families must receive services within a timely manner. As well the needs of these families necessitate that they are provided with services immediately.

CMHOC has developed a Children's Services Improving Practices Leadership Team (IPLT) charged with the development and monitoring of child-specific outcome measurements. This position will result in a greater number of families being provided with a more appropriate level of care. The CAFAS system and the Children's Services Outcome measures system in AVATAR will be utilized.

FINANCIAL INFORMATION:				
Total Cost: \$81,196.00	Total Cost: \$81,196.00 General Fund Cost: \$0.00 Included in Budget: Yes No			
If not included in budget, recommended funding source: CMH Budget				
ACTION IS RELATED TO AN ACTIVITY WHICH IS:				
ACTION IS RELATED TO STRATEGIC PLAN:				
Goal: 1: To Maintain and Improve the Strong Financial Position of the County, 3: To Contribute to a Healthy				
Physical, Economic, & Commun	ity Environment, & 4: To Contin	ally Improve the Cou	nty's Organization and	
Services.				
Objective: 1. Maintain and improve the financial position of the County through legislative advocacy. 4. Continue				
initiatives to positively impact the community. 1: Review and evaluate the organization, contracts, programs,				
systems, and services for potential				
ADMINISTRATION RECOMMENDATION: Recommended Downward Without Recommendation				
County Administrator:				
Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 1/17/2012				

COUNTY OF OTTAWA 2011 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION REQUEST FORM

Please Print Form and Return to the Fiscal Services Department

		NT NUMBER: 2220 (4244 - 100%)				
C	HECK ONE:	 New Position (Reclassification Number of hours per week req Expansion of Existing Hours: From: To: per w 				
G	ENERAL INFORM	MATION:				
1.	Bargaining Unit:	Group T				
2.	Proposed Pay Grade:	15 (per wage study results) F Step				
3.	3. Briefly describe the functions of this position: The Mental Health Clinician will provide in home services to infants, children, adolescents and their families. Families eligible for this level of care receive a minimum of two hours per week of case management, individual therapy, family therapy and advocacy.					
4.	MDCH has parameters past couple of months struggling with capacit provide this level of ca lower level of care eve create waiting lists for	on for this position (Provide supporting documentation if appropriate supon the number of families that can be assigned to a Home Based the staff that is currently in this type of position has been maintaining for our Infant Mental Health services as the Health Department's are, are also at capacity. The result of having staff at capacity is that on though the necessity for a higher level of care is present. Due to so Home Based services so those families must receive services within a necessitate that they are provided with services immediately.	d Mental Health Clinician. For the ng full case loads. We are also s staff, with which we contract to t we are assigning families to a state regulations we are unable to			
5.	5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill. 1: To Maintain and Improve the Strong Financial Position of the County. (Advocate on legislative issues to maintain and improve the financial position of the County.); 3: To Contribute to a Healthy Physical, Economic, & Community Environment. (Continue initiatives to positively impact the community.) 4: To continually Improve the County's Organization and Services. (Review and evaluate the organization, contracts, programs, and services for potential efficiencies; Prioritize mandated and discretionary services; Examine opportunities for service-delivery with local units of government.					
6.	Will the job functions Mandated	of this position be for mandated or discretionary functions of the de	epartment?			
7.	7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes? CMHOC has developed a Children's Services Improving Practices Leadership Team (IPLT) charged with the development and monitoring of child-specific outcome measurements. This position will result in a greater number of families being provided with a more appropriate level of care. The CAFAS system and the Children's Services Outcome measures system in AVATAR will be utilized.					
(If	the position being requ	ested does not have an existing job description, please attach a description	cription of anticipated duties.)			
	OST INFORMATIO STIMATED SALAI	ON: RY COST FOR THE BUDGET YEAR:	58832			
E	STIMATED FRING	GE BENEFIT COSTS FOR THE BUDGET YEAR:	22215			

(1) ецигртен	i is requirea, piease compiete an	equipment request form and indicate a is for a new position.)	
	Mi ah wel	Broshems	
SIGNED:		DATE:	
BUDGET D	OATA:	CONTROL #:	

Fiscal Services Department Use Only

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION:

Fiscal Services Department Use Only

1992

County of Ottawa Estimated Pesonnel Costs

2220 Mental Health 2012 Budget

	Union code W	V/C code	FTE	Salaries * Permanent	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unemploymen	Optical	Disability	Total Fringes	Total Salaries & fringes
MH Clinician - 15F Occupational Therapist - 15F	13 13	8833 8833	1.0000 1.0000		\$4,501 \$4,501	\$10,323 \$10,323	\$438 \$438	\$116 \$116	\$5,542 \$5,542	\$698 \$698	\$96 \$96		\$104 \$104	\$165 \$165	\$22,365 \$22,365	\$81,196 \$81,196
Net Change				\$117,662	\$9,002	\$20,646	\$876	\$232	\$11,084	\$1,396	\$192	\$764	\$208	\$330	\$44,730	\$162,392
				7040.0000	7150.0000	7160.0000	7160.0020	7170.0000	7180.0000	7190.0000 7	7200.0000	7220.0000	7230.0000	7240.0000		

Action Request



<u> </u>
Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Human Resources
Submitted By: Marie Waalkes
Agenda Item: Community Mental Health Personnel Request to Create One

SUGGESTED MOTION:

To approve the request from Community Mental Health to create one (1) FTE Occupational Therapist (Group T, Paygrade 15, F Step) at a cost of \$81,196. Funding to come from Medicaid Funds.

(1) FTE Occupational Therapist

SUMMARY OF REQUEST:

The Occupational Therapist position will be responsible for evaluating developmentally disabled consumers in the areas of neuromotor, perceptual motor, pre-vocational skills, activities of daily living, and sensory integration. This position develops programs of therapeutic activities designed to assist consumers develop appropriate interpersonal relationships and daily living skills to achieve an optimum level of independence.

The .5 FTE currently serving the children, cannot serve all 72 adults currently served, and leaves no capacity for future referral. There have been 14 referrals for adult OT 1/1/11 to date. There is a need to increase Occupational Therapy support to the day program sites, in the form of individual service plans, staff training and consultation, and group services.

Health and Safety will be monitored, range of motion (increase/decrease,) swallow studies to prevent aspiration or other feeding issues. Increased communication between parties and use of team model.

FINANCIAL INFORMATION:										
Total Cost: \$81,196.00	General Fund Cos	General Fund Cost: \$0.00 Included in Budget: Xes								
If not included in budget, recommended funding source: CMH Budget										
ACTION IS RELATED TO AN ACTIVITY WHICH IS:										
Mandated Mandated	dated Non-Mandated New Activity									
ACTION IS RELATED TO STRA	TEGIC PLAN:									
Goal: 3: To Contribute to a Hea	lthy Physical, Econo	omic, & Commi	unity Environmen	nt.						
Objective: 4: Continue initiative	es to positively impa	ct the communi	ity.							
ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Rec										
County Administrator:										
Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 1/17/2012										

COUNTY OF OTTAWA 2011 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION **REQUEST FORM**Please Print Form and Return to the Fiscal Services Department

POSITION TITLE:	Occupational Therapist	FUND/DEPAR	TMENT NUMBER:	
CHECK ONE:	New Position:Expansion of Existing Hours:	Number of hours per we From: To:		
GENERAL INFORM	MATION:			
1. Bargaining Unit:	Group T]
2. Proposed Pay Grade:	Pay Grade 15-F Step]
perceptual motor, pre-	position responsible for evaluating d vocational skills, activities of daily l designed to assist consumers develop	living, and sensory integra	ation; and develops a program	n of
The .5 FTE currently referral. There have be	ion for this position (Provide suppor serving the children, cannot serve all een 14 referrals for adult OT 1/1/11 es, in the form of individual service	172 adults currently serve to date. There is a need to	ed, and leaves no capacity for increase Occupational Thera	py support
Increased satisfaction	als in the Board of Commissioners' S and providing required quality servi- order to stay healthy and avoid any do ses.	cest to our consumers. As	s people age they will require	
6. Will the job functions Mandated	of this position be for mandated or o	discretionary functions of	the department?	
measure the outcomes Health and Safety will	specifically impact the department'?? I be monitored, range of motion (increased communication between parties and accommunication between parties are seed communication between parties are seed communication.	rease/decrease,) swallow	_	
(If the position being requ	uested does not have an existing job	description, please attach	a description of anticipated of	duties.)
COST INFORMATI ESTIMATED SALA	<i>ON:</i> RY COST FOR THE BUDGE	ET YEAR:	\$58,832.00	
ESTIMATED FRING	GE BENEFIT COSTS FOR TI	HE BUDGET YEAR	: \$22,215.00)]
	OF EQUIPMENT NEEDED IN C d, please complete an equipment reques			0.00
SIGNED:	lichael Brosheaus, J	DATE: _	1/9/2012	
BUDGET DATA: _		_ CONTROL #:		
Fis	cal Services Department Use Only		Fiscal Services Departme	nt Use Only

County of Ottawa Estimated Pesonnel Costs

2220 Mental Health 2012 Budget

																Total
				Salaries *		Hospi-									Total	Salaries
	Union code V	V/C code	FTE	Permanent	FICA	talization	OPEB	Life	Retirement	Dental	W/C	Unemploymen	Optical	Disability	Fringes	& fringes
MH Clinician - 15F	13	8833	1.0000	\$58,831	\$4,501	\$10,323	\$438	\$116	\$5,542	\$698	\$96	\$382	\$104	\$165	\$22,365	\$81,196
Occupational Therapist - 15F	13	8833	1.0000	\$58,831	\$4,501	\$10,323	\$438	\$116	\$5,542	\$698	\$96	\$382	\$104	\$165	\$22,365	\$81,196
Net Change				\$117,662	\$9,002	\$20,646	\$876	\$232	\$11,084	\$1,396	\$192	\$764	\$208	\$330	\$44,730	\$162,392
				7040.0000	7150.0000	7160.0000	7160.0020 7	7170.0000	7180.0000	7190.0000 7	7200.0000	7220.0000	7230.0000	7240.0000		

Action Request



Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Administration
Submitted By: Keith Van Beek
Agenda Item: Per Diem Expense and Mileage Policy

SUGGESTED MOTION:

To adopt the new procedures regarding mileage reimbursements for Commissioners in the Per Diem Expense and Mileage Policy.

SUMMARY OF REQUEST:

The Finance and Administration Committee reviewed and recommends a change as outlined in the attached Per Diem and Expense Mileage Policy. The recommended change limits mileage reimbursements to those meetings on the "Board of Commissioners Approved Committees and Rates" document that is annually approved by the Board. This would replace the current system that allows mileage reimbursement for "county business".

Technically the Board does not need to approve this change, as the policy is not being altered but only the procedure to implement the policy. Administration recommends, however, the Board formally approves this change as this is a policy and procedure that directly impacts Commissioners.

FINANCIAL INFORMATION:											
Total Cost: \$0.00	General Fund Cost: \$0.00 Included in Budget: Yes N										
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: To Continually Improve the County's Organization and Services.											
Objective: 1: Review and evaluate the organization, contracts, programs, systems, and services for potential											
efficiencies.											
ADMINISTRATION RECOMMEN	DATION:	Recommended	□ No	ot Recommended	☐ Wi	thout Recor	mmendation				
County Administrator:											
Committee/Governing/Advisory Board Approval Date: Finance and Administration Committee 1/17/2012											



PER DIEM EXPENSE AND MILEAGE POLICY

I. POLICY

It is the policy of the Ottawa County Board of Commissioners to compensate members of the Board and to reimburse Board member expenses related to County business pursuant to a fixed and predetermined schedule. The list of committees, boards and other public bodies for which Board members will be compensated will be approved on an annual basis by the Board of Commissioners. The Board may, by resolution, add to or subtract from the list at any time.

II. STATUTORY REFERENCES

The Board of Commissioners may establish such rules and regulations regarding the business concerns of the County as the Board considers necessary and proper. See: MCL 46.11(m); 46.71, Act 156 of 1851, as amended.

III. COUNTY LEGISLATIVE OR HISTORICAL REFERENCES

Board of Commissioners Policy Adoption Date and Resolution Number: May 27, 2008; 08-123

Board of Commissioners Review Date and Resolution Number: May 13, 2008; 08-110

Name and Date of Last Committee Review: Planning and Policy Committee, May 8, 2008

Last Review by the Internal Policy Review Team: April 25, 2011

Related Policies:



IV. PROCEDURES

A. Annual Salaries of Board Members

 The annual salaries of the Chairperson, vice-Chairperson, and members of the Board of Commissioners will be determined by the Ottawa County Compensation Commission.

B. Board and Committee Meetings

1. To assure the presence of a quorum, if members of the Board of Commissioners are unable to attend a Board of Commissioner's meeting, or a meeting of a Board Committee, they should notify the Administrator's Office.

C. Per Diem

1. The maximum per diem payable per day shall be \$70, calculated as follows: \$40.00 per half day, where the start of the first meeting until completion of the last meeting is 4 ½ or less consecutive hours elapsed time, regardless of the number of assignments. \$70.00 per full day maximum, where assignments involve more than 4 ½ consecutive hours elapsed time, regardless of the number of assignments.

D. Mileage

1. Mileage payments are limited tois payable for any travel determined by the Board of Commissioners to be "county business." associated to the list of committees, boards and other public bodies that is approved on an annual basis by the Board of Commissioners. Mileage is payable at the current rate allowed by Internal Revenue Service regulations and may be taxable. Mileage should be electronically transmitted to the Fiscal Services Department, on the monthly Per Diem and Mileage Voucher maintained on the County computer system. Records of attendance at meetings of the Board of Commissioners will be submitted to the Accounting Department by the Clerk's Office, on forms to be developed by the Fiscal Services Department.

E. Telephone and Communication Costs

Long distance telephone costs pertaining to County business, including the cost
of maintaining a County approved second telephone line for access to the County computer system, are reimbursable. The date the call was made, who was
called, the cost, and a copy of the telephone bill or Internet cable service bill must
be submitted to the Fiscal Services Department on the reimbursement voucher,
either electronically or by hard copy.



F. Franking Privileges

 County stationary for correspondence and mailing pertaining to County business is available at the County Clerk's Office. Commissioners may be reimbursed for postal costs pertaining to county business. Receipts for those costs must be submitted on the reimbursement youcher.

G. Newspaper and Magazine Subscriptions

- Commissioners are entitled to subscriptions to any one of the following newspapers: The Grand Haven Tribune, the Grand Rapids Press, the Muskegon Chronicle, the Holland Sentinel, or the Zeeland Record.
- 2. Commissioners may subscribe to any governmental magazine up to \$75.00 value per year.

V. REVIEW PERIOD

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

3 of 3

Action Request



<u></u>
Committee: Board of Commissioners
Meeting Date: 1/24/2012
Requesting Department: Administration
Submitted By: Keith Van Beek
Agenda Item: 2012 Board of Commissioners Approved Committees and

Rates

SUGGESTED MOTION:

To approve the 2012 Board of Commissioners Approved Committees and Rates.

SUMMARY OF REQUEST:

At the organizational meeting on the first business day after January 1, the Board of Commissioners organize the committees of the board and adopt the Board Rules for that year. The document "Board of Commissioners Approved Committees and Rates" is periodically reviewed and adopted by the Board to authorize which committees are approved for per diem payments.

Although this document was just approved earlier in January, the Finance and Administration Committee has reviewed and recommends changes as follows;

- → Add Kent Ottawa Muskegon Foreign Trade Zone Authority, Land Bank Authority, Economic Development Corporation, and WEMET as approved committees.
- → Subtract Drain Board PA 20 and West Michigan Airport Authority, as state statute does not permit the Board to pay per diems for these committees.

For informational purposes, per diem payments in 2010 totaled \$32,540 and has totaled \$30,080 so far in 2011.

FINANCIAL INFORMATION:										
Total Cost: \$33,000.00	General Fund Cost: \$3.	General Fund Cost: \$33,000.00 Included in Budget: X Yes								
If not included in budget, recom	mended funding source:									
ACTION IS RELATED TO AN ACTIVITY WHICH IS:										
Mandated Mandated	Mandated									
ACTION IS RELATED TO STRATEGIC PLAN:										
Goal: All										
Objective: All										
ADMINISTRATION RECOMMEN	DATION: Recommend	ded Not	t Recommended	☐ W	ithout Recommendation					
County Administrator:										
Committee/Governing/Advisor	y Board Approval Date:	Planning and	l Policy Commit	tee 12	/8/2011					
Finance and Administration Con	mittee 1/17/2012									

Board of Commissioners Approved Committees and Rates

Effective date: 01/01/2012

Reviewer: Bob Spaman/County of Ottawa

Full day rate: \$70.00 Half day rate: \$40.00 Mileage rate: \$0.555

Agricultural Preservation Board

Administrator's Evaluation Committee

Board of Commissioners Meeting

Board of Commissioners Work Session

Community Corrections Advisory Board

Community Mental Health Board

CMH Annual State Conference

CMH Executive Committee

CMH Board Finance Committee

CMH Board Program Planning and Quality Improvement Committee

CMH Board Community Relations Committee

CMH Michigan Assoc for CMH Boards (MACMHB)

Economic Development Corporation

Finance & Administration Committee

Food Advisory Committee

Food Services Appeals Board

Grand Valley Metro Council

GVMC Policy Committee

GVMC Technical Committee

Health & Human Services Committee

Human Resources Committee

Personnel Interview Committee

Kent Ottawa Muskegon Foreign Trade Zone Authority

Labor Management Cooperation Committee

Lakeshore Coordinating Council

Land Bank Authority

Legislative Work Session

Lloyd's Bayou Lake Board (not active)

Local Emergency Planning Commission (LEPC)

Macatawa Area Coordinating Council Policy Board

MDOT Asset Management Council

Michigan Assoc for Local Public Health (MALPH)

Michigan Assoc of Counties - Conference

Michigan Assoc of Counties - Steering

MSU Cooperative Extension Board

National Assoc of Counties - Conference

National Assoc of Counties - Steering

Ottawa County Central Dispatch Advisory Policy Board

Ottawa County Economic Development Office Board (Qtrly)

Ottawa County Insurance Authority

Ottawa County Jail Diversion Task Force

Ottawa County Planning Commission

Parks & Recreation Commission

Parks & Rec Finance & Personnel Committee

Parks & Rec Planning Committee

Parks & Rec Public Relations Committee

Planning and Policy Committee

Remonumentation Plan Committee

Solid Waste Planning Committee

Southwest Michigan Alliance of Region Three (SMART) - Keyperson - SMART

Spring Lake Lake Board

Tax Allocation Board

Veterans' Affairs Committee

Wage Study Appeals Committee

West Michigan Enforcement Team

West Michigan Regional Planning Commission (Region 8 Planning Commission)
Comprehensive Economic Development Strategy Committee (CEDS)



Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective 1: Maintain and improve the financial position of the County through legislative advocacy.

- Advocate to achieve full funding of mandates.
- Advocate to achieve the full reinstatement of revenue sharing.
- Identify other legislation that impacts our financial position and develop clear position statements on those issues.
- Work with our legislative delegation to make our positions clear.
- Develop improved communication methods regarding our position statements, including a Dashboard, Dollars and Sense Report and other items requested by the Governor.
- Evaluate the value of the lobbyist contract.

The Board renewed the lobbyist contract for three years, an indicator of the value of the lobbyist in turbulent times in Lansing. The County Dashboard and Dollars and Sense Report have been completed as part of a continuing effort to maintain and improve the overall position of the County with legislators and the Governor.

While little has been accomplished to correct past shortcomings of fully funding mandates, there were fewer instances of unfunded mandates in 2011.

Objective 2: Implement processes and strategies to address operational budget deficits with pro-active, balanced approaches.

- Adopt a budget calendar and provide information to the Board necessary to make key decisions.
- *Identify financial threats and approve strategies to mitigate those* threats.
- Maintain the health of the County financing tools.
- Eliminate operational budget deficits, adopting the budget by the end of October.

The Board successfully adopted a budget for 2012 by the end of October that was able to avoid significant cuts to services and maintain the strong financial position of the County. The financing tools continue to positively contribute to the long-term finances of the County and keep the tax rate for citizens lower than most counties.

The Board approved a new financing tool to assist with

the transition to a defined contribution plan for new hires.

The transition becomes effective in 2012 for unclassified

and Group T, and all but one union contract allows

the transition at the discretion of the County.

The 2011 changes in health plans realized over \$2 million in

Objective 3: Approve strategies to reduce the negative impact of rising employee benefit costs on the budget.

- Approve a strategy to move to a defined contribution (DC) plan for new hires.
- Report on the possibility to move out of the MERS retirement
- Approve strategies to contain health benefit costs.

general fund savings. Work on the health management plan • Implement a health management plan. and other cost containment strategies continue.

Objective 4: Maintain or improve bond ratings.

- Continue to address budget deficits with pro-active, balanced approaches.
- Present thorough, high-quality information to bond rating agencies.

Adopted 2011 budget addresses budget deficits. Maintained two triple bond ratings and continue to pursue a third.

Goal 2: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective 1: Continue to improve the County website.

- Increase and improve the services that citizens can access and receive through the website.
- Continue to evaluate the expanded use of social networking options that are linked to the website.
- Evaluate the value of the website contract.

The website continues to expand online service and payment options, and metrics demonstrate increased citizen use. A social network employee committee continues to monitor and explore new possibilities. The website contract was again approved by the Board.

<u>Objective 2</u>: Review and update a comprehensive communication plan to maximize communication with citizens.

- Increase focus on receiving coverage on local radio and community television stations.
- Develop a report on the benefit of County property tax dollars.
- Evaluate the use of citizen budget meetings.

Citizen budget meetings again gained input to the budget process. County administration hopes to discuss a new strategic direction regarding communications with the Board early in 2012. A citizen survey is scheduled for 2012.

<u>Objective 3</u>: Continue to develop and implement methods of communicating with employee groups.

- Continue using the Front Page and all-staff e-mails to communicate important information to employees.
- Continue the Labor-Management Cooperation Committee.
- Continue and improve employee-edited newsletter.
- Continue brown-bag lunches and other information sessions.

All listed methods of communication continued in 2011, along with new initiatives including Al's blog and the Health Management Committee.

The 2011 employee survey demonstrated increases of 4% or more from the 2009 survey regarding communication from administration.

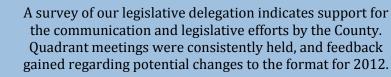
Objective 4: Continue to improve communication with Commissioners.

- Continue departmental annual report process.
- Evaluate use of paperless packets and other communication tools with Commissioners.

A survey of the Board indicates continued satisfaction in this area. A new strategic direction will be shared with the Board early in 2012 regarding communications.

<u>Objective 5</u>: Evaluate communication with other key stakeholders.

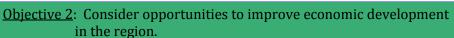
- Develop and implement a legislative action plan.
- Continue to evaluate the role of Commissioners and staff in national, state and regional professional organizations and define the specific purpose of what we are to accomplish in those roles.
- Evaluate communications with local units of government, including the use of quadrant meetings.



Goal 3: To Contribute to a Healthy Physical, Economic, & Community Environment.

<u>Objective 1</u>: Discuss and act upon road policy issues as appropriate.

- Regularly contact legislators and road officials on relevant roadrelated legislation and project status of the US-231 project.
- Communicate and coordinate with the road commission on relevant issues and to improve public understanding on roles.



- Work with existing partners on regional economic development efforts.
- Continue work on developing an agriculture incubator.
- Work to maintain MSU Extension services in the County.
- Look for ways to support agricultural tourism.

<u>Objective 3</u>: Continue initiatives to preserve the physical environment.

- Continue efforts related to water quality.
- Complete a groundwater resources inventory.
- Develop a comprehensive sustainability plan.
- Continue to support completion of the Parks and Recreation Commission Parks and Recreation Plan.

Objective 4: Continue initiatives to positively impact the community.

- Continue work with the Agricultural Preservation Board.
- Complete Urban Smart Growth demonstration project.
- Conduct build-out analysis for local government units.
- The Board of Commissioners will review the strategic plans of County departments and agencies, as requested by those entities, that provide direct services to the residents of the County.

<u>Objective 5</u>: Provide quality County facilities throughout the County.

- Analyze the potential use of County land for additional communication tower leasing.
- Effectively maintain the existing facilities in the County.
- Investigate providing power to County facilities with wind, solar and other alternative energy options.

Regular meetings were held with the road commission and MDOT, with updates on those meetings distributed in Al's digest. The US-231 project has commenced.

The MEDC recently established a new collaborative to promote joint economic development in West Michigan, of which the County will become an active participant. We received a \$20,000 USDA grant to complete a formal needs assessment, feasibility study and business plan for the agricultural technology business incubator. A brief report was supplied to the Board on agri-tourism.

The water quality forum was well-attended, highly rated by attendees, and is used to demonstrate the continued progress of many efforts to improve water quality. Some of those efforts include work of the Parks and Recreation Commission and energy conservation projects by the County.

The Agricultural Preservation Board has established several endowed and non-endowed funds for the Purchase of Development Rights Program. The Downtown Zoning Ordinance was completed for the Urban Smart Growth Program and the city-wide Master Plan process commenced. Budget cuts have slowed the process of the build-out analysis, but interns continue to make progress.

A new communications tower was approved by Robinson Township and will be erected in 2012. A federal grant was used to improve the energy efficiency of county facilities, and a new facilities director will be tasked with further analysis of opportunities in 2012 and beyond.

Goal 4: To Continually Improve the County's Organization and Services.

<u>Objective 1</u>: Review and evaluate the organization, contracts, programs, systems, and services for potential efficiencies.

- Continue work on providing the most effective administration and funding for co-occurring mental health/substance abuse services.
- Conduct organizational efficiency and structure reviews, including;
 -Public Utilities -Boards and Commissions
 -ERP System
- Complete evaluations of various programs and services, including; -CBT -CHOOSE -SWAP

-Drug Courts -Jail Mental Health Task Force

Steady progress continues with the evaluation of the organization to secure efficiencies. Specific examples include; choice of new ERP System and Board approval to purchase and implement, evaluation of the SWAP program, CHOOSE program, E-Ticketing and E-Crash modules. Evaluations are in progress for the following programs; Inmate Case Management and Treatment (ICMT), Drug Courts and Cognitive Behavioral Therapy (CBT).

Objective 2: Prioritize mandated and discretionary services.

- Communicate results of discretionary services ranking to funding recipients.
- Continue work towards a report on mandated services and servicelevels and prioritize those results.

While the mandated/discretionary ranking was used in the budget process, the mandated services study has hit a roadblock, locally and statewide.

<u>Objective 3</u>: Continue implementation of outcome-based performance measurement systems incorporated within the budget.

• Continue to work with departments to improve performance measurement systems to be able to demonstrate quality outcomes with funding investments.

The 2012 budget again includes performance measures and the process and content is regularly reviewed and continues to be refined and improved.

<u>Objective 4</u>: Examine opportunities for service-delivery with local units of government.

- Examine possibilities for collaboration on service delivery with other local units of government.
- Make cost-effective services available to local units of government.

Collaborations continue and further options examined. Examples of projects in 2011 include; MACC Area Service Delivery, assessing with City of Grand Haven, and study of options with northwest communities.

<u>Objective 5</u>: Continue the effective and efficient management of human resources.

- Complete labor negotiations with applicable employee groups.
- Maintain a wage study system for employees.

