

Agenda
Finance and Administration Committee
West Olive Administration Building
12220 Fillmore, West Olive, MI 49460
Tuesday, April 17, 2012
9:30 a.m.

Consent Items:

1. Approval of the Agenda
2. [Approval of Minutes from the March 20, 2012 Finance and Administration Committee Meeting.](#)

Action Items:

1. [Monthly Budget Adjustments](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of March 2012.
2. [Budget Adjustments Greater than \\$50,000](#)
Suggested Motion:
To approve budget adjustment numbers 151, 152, 153, 154, 174, 175, and 176.
3. [Statement of Review](#)
Suggested Motion:
To approve the Statement of Review for the month of March 2012.
4. [Quarterly Financial Status Report](#)
Suggested Motion:
To receive for information the Interim Financial Statement for General Fund, Mental Health and Public Health as of March 31, 2012.
5. [Quarterly Treasurer's Investment Report](#)
Suggested Motion:
To receive for information the Treasurer's Quarterly Investment Report as of March 2012.
6. [Equalization Report](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the 2012 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.
7. [Extension of the Contract for Auditing Services for 2013 with Vredeveld Haefner LLC](#)
Suggested Motion:
To approve and forward to the Board of Commissioners the recommendation of extension to the County contract with Vredeveld Haefner LLC for one additional year for Ottawa County, Ottawa County Drain Commission, and the Ottawa County Insurance Authority.
8. [Allocation of the 2011 Unreserved Undesignated Fund Balance](#)
Suggested Motion:

To approve and forward to the Board of Commissioners the recommendation to designate \$XXX.XXX of the 2011 General Fund year-end unreserved undesignated fund balance for the 2013 budget.

9. [Resolution to Confirm the \\$10 Notary Fee of the Ottawa County Sheriff's Office Pertaining to the Issuance of Hand Gun Purchase Permits](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the Resolution to confirm the \$10 notary fee for the Ottawa County Sheriff's Office pertaining to the issuance of hand gun purchase permits.

10. [Michigan Works/Fiscal Services Personnel Request to Create a Senior Accountant \(Michigan Works\)](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the request from Michigan Works to create One (1) FTE Senior Accountant (Unclassified Paygrade 6, C Step) at a cost of \$79,442.00. Funding for this position to come from Workforce Development Funds.

11. [Michigan Works Personnel Request to Create a Team Supervisor](#)

Suggested Motion:

To approve and forward to the Board of Commissioners the request from Michigan Works to create One (1) FTE Team Supervisor (Unclassified Paygrade 5, C Step) at a cost of \$73,426.00. Funding for this position to come from Workforce Development Funds.

Discussion Items:

None

Adjournment

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