

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.

FINANCE AND ADMINISTRATION COMMITTEE

Proposed Minutes

DATE: March 20, 2012

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Donald Disselkoen, Roger Rycenga, Robert Karsten, Joseph Baumann, Dennis Swartout

STAFF & GUESTS: Alan Vanderberg, Administrator; Bob Spaman, Fiscal Services Director; Sherri Sayles, Deputy Clerk; Marie Waalkes, Human Resources Director; Lynne Doyle, CMH Deputy Director; David Hulst, IT Director; Brad Slagh, Treasurer; Greg Rappleye, Corporate Counsel; Lisa Stefanovsky, Health Officer; Adeline Hambley, Environmental Health Manager; Keith VanBeek, Assistant Administrator; Spencer Ballard, Environmental Health

SUBJECT: CONSENT ITEMS

FC 12-021 Motion: To approve the agenda of today as presented and to approve the minutes of the February 21, 2012, meeting as presented.
Moved by: Karsten UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 12-022 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approve 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 February 2012.
Moved by: Rycenga UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 12-023 Motion: To approve budget adjustment numbers 109, 110, 111, 134 and 135.
Moved by: Baumann UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 12-024 Motion: To approve the Statement of Review for the month of February 2012.
Moved by: Disselkoen UNANIMOUS

SUBJECT: IT ASSESSMENT AND COUNTY TECHNOLOGY PLAN

FC 12-025 Motion: To approve and forward to the Board of Commissioners the proposal to contract with Plante and Moran, PLLC to conduct an IT Assessment and County

Technology Plan at a cost of \$91,350. Funds to come from the IT Retained Earnings account.

Moved by: Karsten

UNANIMOUS

SUBJECT: PURCHASE OF MERS (MICHIGAN MUNICIPAL EMPLOYEES RETIREMENT SYSTEM) MILITARY SERVICE CREDITS FOR SCOTT IPPEL

FC 12-026 Motion: To approve and forward to the Board of Commissioners the purchase of two (2) years of military service credits for Scott Ippel (Deputy, Ottawa County Sheriff's Office).

County Cost: \$18,360.00

Employee Cost: \$18,360.00

Total Cost: \$36,720.00

Moved by: Rycenga

MOTION PASSED

Yeas: Rycenga, Disselkoen, Baumann, Swartout. (4)

Nays: Karsten. (1)

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST TO INCREASE AN ENVIRONMENTAL HEALTH CLERK FROM A .6 FTE TO ONE (1) FTE

FC 12-027 Motion: To approve and forward to the Board of Commissioners the request from Public Health to increase an Environmental Health Clerk from a .6 FTE to One (1) FTE (Group T, Paygrade 6) at a cost of \$17,630.00. Funding to come from Onsite Services and the Food Program.

Moved by: Baumann

UNANIMOUS

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST TO CREATE ONE (1) ENVIRONMENTAL HEALTH TECHNICIAN

FC 12-028 Motion: To approve and forward to the Board of Commissioners the request from Public Health to create One (1) FTE Environmental Health Technician (Group T, Paygrade 9) at a cost of \$59,811.00. Funding to come from the Waste Program and the Food Program.

Moved by: Karsten

UNANIMOUS

SUBJECT: PUBLIC HEALTH PERSONNEL REQUEST TO INCREASE AN ENVIRONMENTAL HEALTH SPECIALIST FROM A .6 FTE TO ONE (1) FTE

FC 12-029 Motion: To approve and forward to the Board of Commissioners the request from Public Health to increase an Environmental Health Specialist from a .6 FTE to One (1) FTE (Group T, Paygrade 14) at a cost of \$30,853. Funding to come from the Food Program.

Moved by: Karsten

UNANIMOUS

SUBJECT: COMMUNITY MENTAL HEALTH PERSONNEL REQUESTS TO
RESTRUCTURE THE CMHOC CLINICAL MANAGEMENT TEAM

FC 12-030 Motion: To approve and forward to the Board of Commissioners the request from Community Mental Health to restructure the CMHOC Management Team at a cost of \$87,893.00. Funding to come from Medicaid Funds.
Moved by: Rycenga UN ANIMOUS

SUBJECT: PURCHASE OF FURNITURE FOR THE GRAND HAVEN COURTHOUSE
HISTORIC/LEARNING CENTER

FC 12-031 Motion: To approve and forward to the Board of Commissioners the purchase of furniture for the Grand Haven Courthouse Historic/Learning Center at a cost of \$23,477.00. Funding to come from Public Improvement Funds.
Moved by: Rycenga UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update for February 2012 – The February 2012 update was presented by Brad Slagh. He reported the Treasurer's office is in compliance with the County Investment Policy and doing well financially.
2. Economic Vitality Incentive Program (EVIP) – The Administrator updated the Committee on the EVIP proposal. He testified before the House Appropriations Committee in Lansing and was well received. His general feeling from the House is counties have been treated unfairly. Ottawa County's goals are not to place counties in EVIP. If they are, then different indicators need to be used for counties who are financially responsible. Administration is keeping up on this and will be attending additional meetings. At this point, the House is not certain they have enough votes for it to pass. Al will be sending to the other counties what he will be presenting to the State.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:17 a.m.

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/12

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: 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.

SUMMARY OF REQUEST:

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 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:

County of Ottawa
Fiscal Services Department
Changes to Total Appropriations and Adjustments
Budget Adjustments From Date: 3/01/2012 Thru 3/31/2012

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>ADJ PREV YR CRRYFRWD</u>							
BA 109	3/21/2012	2743	7458	0006	5610.0000	State Of Mich - Welfare	54,671.00-
BA 109	3/21/2012	2743	7458	0006	8080.0000	Service Contracts	54,671.00
<u>MDOT TRANSIT STUDY</u>							
BA 110	3/21/2012	1010	7210		5470.0000	St Of MI-Highways/Streets	80,034.00-
BA 110	3/21/2012	1010	7210		9600.0000	Special Projects	80,034.00
<u>NETSMART EXPENSES FY</u>							
BA 111	3/21/2012	2220	6491	1240	8080.0000	Service Contracts	4,461.00
BA 111	3/21/2012	2220	6491	1242	8080.0000	Service Contracts	380.00
BA 111	3/21/2012	2220	6491	1349	8080.0000	Service Contracts	6,578.00
BA 111	3/21/2012	2220	6491	1357	8080.0000	Service Contracts	8,949.00
BA 111	3/21/2012	2220	6491	1440	8080.0000	Service Contracts	545.00
BA 111	3/21/2012	2220	6491	5400	8080.0000	Service Contracts	40.00
BA 111	3/21/2012	2220	6491	5401	8080.0000	Service Contracts	9,456.00
BA 111	3/21/2012	2220	6491	5510	8080.0000	Service Contracts	7,303.00
BA 111	3/21/2012	2220	6491	5522	8080.0000	Service Contracts	934.00
BA 111	3/21/2012	2220	6492	5511	8080.0000	Service Contracts	24.00
BA 111	3/21/2012	2220	6492	5540	8080.0000	Service Contracts	4.00
BA 111	3/21/2012	2220	6492	5541	8080.0000	Service Contracts	56.00
BA 111	3/21/2012	2220	6492	5610	8080.0000	Service Contracts	5.00
BA 111	3/21/2012	2220	6493	3240	8080.0000	Service Contracts	2,711.00
BA 111	3/21/2012	2220	6493	3241	8080.0000	Service Contracts	3,912.00
BA 111	3/21/2012	2220	6493	3242	8080.0000	Service Contracts	1,552.00
BA 111	3/21/2012	2220	6493	3244	8080.0000	Service Contracts	4,147.00
BA 111	3/21/2012	2220	6493	3247	8080.0000	Service Contracts	275.00
BA 111	3/21/2012	2220	6493	3249	8080.0000	Service Contracts	2,446.00
BA 111	3/21/2012	2220	6493	3249	8080.0000	Service Contracts	407.00
BA 111	3/21/2012	2220	6493	3253	8080.0000	Service Contracts	5,738.00
BA 111	3/21/2012	2220	6493	3254	8080.0000	Service Contracts	2,759.00
BA 111	3/21/2012	2220	6493	3256	8080.0000	Service Contracts	1,185.00
BA 111	3/21/2012	2220	6493	3344	8080.0000	Service Contracts	80,743.00-
BA 111	3/21/2012	2220	6493	3459	8270.0000	Client Care	1,249.00
BA 111	3/21/2012	2220	6494	4244	8080.0000	Service Contracts	2,460.00
BA 111	3/21/2012	2220	6494	4245	8080.0000	Service Contracts	128.00
BA 111	3/21/2012	2220	6494	4451	8080.0000	Service Contracts	1,429.00
BA 111	3/21/2012	2220	6495	5020	8080.0000	Service Contracts	877.00
BA 111	3/21/2012	2220	6495	5022	8080.0000	Service Contracts	823.00
BA 111	3/21/2012	2220	6495	5023	8080.0000	Service Contracts	1,419.00
BA 111	3/21/2012	2220	6495	5024	8080.0000	Service Contracts	3,573.00
BA 111	3/21/2012	2220	6495	5026	8080.0000	Service Contracts	4,546.00
BA 111	3/21/2012	2220	6495	5029	8080.0000	Service Contracts	

Adjustment Number	G/L Date	Fund	DEPT	Sub DEPT	Account Number	Account Name	Adjustment Amount
<u>NETSMART_EXPENSES_FY</u>							
BA 111	3/21/2012	2220	6495	5031	8080.0000	Service Contracts	372.00
<u>MUNICIPAL_CNSLTNG_SVCS</u>							
BA 112	3/05/2012	1010	1010		8080.0000	Service Contracts	2,220.00
<u>TO_INC_ADMIN_REVENUE</u>							
BA 117	3/05/2012	2740	7430		5610.0020	Cost Pool Revenue	1.00-
BA 117	3/05/2012	2740	7431	1120	8610.0000	Conferences & Othr Travel	1.00
<u>TO_REDUCE_ADLT_REV</u>							
BA 118	3/05/2012	2742	7430		5610.0030	II A Revenue	1.00
BA 118	3/05/2012	2742	7433	2320	8080.0000	Service Contracts	1.00-
<u>BE_IN_ALGMNT_W/STATE</u>							
BA 122	3/05/2012	2800	7480		5610.0000	State Of Mich - Welfare	13.00-
BA 122	3/05/2012	2800	7480		8080.0000	Service Contracts	13.00
<u>JURY_DMND_ON_MNTL_CSE</u>							
BA 123	3/12/2012	1010	1480		6760.0000	Reimbursements	225.00-
<u>JURY_DMND_ON_MNTL_CSE</u>							
BA 124	3/12/2012	1010	1480		7190.0000	Dental Insurance	78.00-
BA 124	3/12/2012	1010	1480		8030.0020	Juror Fees	78.00
BA 124	3/12/2012	1010	1480		8030.0021	Juror Fees - State Reimb.	225.00
<u>ROLL_REMAIN_GRNT_FRWD</u>							
BA 125	3/12/2012	1010	1492		5050.0000	Fed. Grants-Public Safety	12,262.00-
BA 125	3/12/2012	1010	1492		7390.0000	Operational Supplies	3,000.00
BA 125	3/12/2012	1010	1492		8500.0000	Telephone	10,625.00
<u>REMAIN_HLS09_ALLOCATN</u>							
BA 128	3/12/2012	1010	4262		5050.0000	Fed. Grants-Public Safety	46,670.00-
BA 128	3/12/2012	1010	4262		7040.0000	Salaries - Regular	24,718.00
BA 128	3/12/2012	1010	4262		7150.0000	Social Security	1,755.00
BA 128	3/12/2012	1010	4262		7160.0000	Hospitalization	4,513.00

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>REMAIN HLS09 ALLOCATN</u>							
BA 128	3/12/2012	1010	4262		7160.0020	OPBB - Health Care	562.00
BA 128	3/12/2012	1010	4262		7170.0000	Life Insurance	55.00
BA 128	3/12/2012	1010	4262		7180.0000	Retirement & Sick Leave	2,236.00
BA 128	3/12/2012	1010	4262		7190.0000	Dental Insurance	363.00
BA 128	3/12/2012	1010	4262		7200.0000	Worker'S Compensation	10.00
BA 128	3/12/2012	1010	4262		7220.0000	Unemployment	120.00
BA 128	3/12/2012	1010	4262		7230.0000	Optical Insurance	54.00
BA 128	3/12/2012	1010	4262		7240.0000	Disability Insurance	75.00
BA 128	3/12/2012	1010	4262		7390.0000	Operational Supplies	4,809.00
BA 128	3/12/2012	1010	4262		8500.0000	Telephone	400.00
BA 128	3/12/2012	1010	4262		8600.0000	Travel - Mileage	2,000.00
BA 128	3/12/2012	1010	4262		8610.0000	Conferences & Othr Travel	5,000.00
<u>PURCHASE OF 6 PC'S</u>							
BA 131	3/12/2012	2560	2360		7390.0000	Operational Supplies	5,363.00
<u>ESTABLISH 2012 BUDGET</u>							
BA 134	3/21/2012	1010	1370		6080.0000	Departmental Services	6,000.00-
BA 134	3/21/2012	1010	1370		6710.0000	Other Revenue	17,500.00-
BA 134	3/21/2012	1010	1370		7040.0000	Salaries - Regular	50,676.00
BA 134	3/21/2012	1010	1370		7150.0000	Social Security	3,953.00
BA 134	3/21/2012	1010	1370		7160.0000	Hospitalization	10,698.00
BA 134	3/21/2012	1010	1370		7160.0020	OPBB - Health Care	240.00
BA 134	3/21/2012	1010	1370		7170.0000	Life Insurance	153.00
BA 134	3/21/2012	1010	1370		7180.0000	Retirement & Sick Leave	8,294.00
BA 134	3/21/2012	1010	1370		7180.0010	457 Plan Contribution	1,372.00
BA 134	3/21/2012	1010	1370		7190.0000	Dental Insurance	723.00
BA 134	3/21/2012	1010	1370		7200.0000	Worker'S Compensation	12.00
BA 134	3/21/2012	1010	1370		7220.0000	Unemployment	388.00
BA 134	3/21/2012	1010	1370		7230.0000	Optical Insurance	107.00
BA 134	3/21/2012	1010	1370		7240.0000	Disability Insurance	145.00
BA 134	3/21/2012	1010	1370		7270.0000	Office Supplies	600.00
BA 134	3/21/2012	1010	1370		7280.0000	Printing & Binding	100.00
BA 134	3/21/2012	1010	1370		7390.0000	Operational Supplies	2,000.00
BA 134	3/21/2012	1010	1370		8500.0000	Telephone	500.00
BA 134	3/21/2012	1010	1370		8600.0000	Travel - Mileage	2,000.00
BA 134	3/21/2012	1010	1370		8610.0000	Conferences & Othr Travel	1,000.00
BA 134	3/21/2012	1010	1370		9010.0000	Advertising	1,500.00
BA 134	3/21/2012	1010	2010		6999.3900	Rev. (Over)Under Expend.	29,709.00-

Date 4/10/12
Time 8:24:58

County of Ottawa
Fiscal Services Department
Changes to Total Appropriations and Adjustments
Budget Adjustments From Date: 3/01/2012 Thru 3/31/2012

Adjustment Number	G/L Date	Fund	DEPT	Sub DEPT	Account Number	Account Name	Adjustment Amount
<u>SVC SHARING INITIATIVE</u>							
BA 135	3/30/2012	1010	1010		8080.0000	Service Contracts	10,439.00
BA 135	3/30/2012	1010	8900		9980.0000	Contingency	10,439.00-
<u>ROLL FRWRD REMAIN BDG</u>							
BA 137	3/21/2012	1010	1373		5410.0040	State of MI - Judicial	4,382.00-
BA 137	3/21/2012	1010	1373		7280.0000	Printing & Binding	1,300.00
BA 137	3/21/2012	1010	1373		7390.0000	Operational Supplies	1,455.00
BA 137	3/21/2012	1010	1373		8080.0000	Service Contracts	1,573.00
BA 137	3/21/2012	1010	1373		8600.0000	Travel - Mileage	392.00
<u>ROLL FRWRD REMAIN BDG</u>							
BA 138	3/21/2012	1010	1375		5410.0040	State of MI - Judicial	1,505.00-
BA 138	3/21/2012	1010	1375		7280.0000	Printing & Binding	605.00
BA 138	3/21/2012	1010	1375		7390.0000	Operational Supplies	3,138.00
BA 138	3/21/2012	1010	1375		8080.0000	Service Contracts	666.00
BA 138	3/21/2012	1010	1375		8600.0000	Travel - Mileage	839.00
<u>FNL PYMT OF DELQ NET</u>							
BA 142	3/21/2012	2550	2530		9910.0000	Principal Payments	2.00
<u>ADJ BDG TO ST ALLOCTN</u>							
BA 143	3/21/2012	2741	7431	1120	5610.0000	State Of Mich - Welfare	2,367.00
BA 143	3/21/2012	2741	7431	1120	7040.0000	Salaries - Regular	389.00-
BA 143	3/21/2012	2741	7431	1120	7150.0000	Social Security	30.00-
BA 143	3/21/2012	2741	7431	1120	7160.0000	Hospitalization	141.00-
BA 143	3/21/2012	2741	7431	1120	7160.0020	OPBB - Health Care	9.00-
BA 143	3/21/2012	2741	7431	1120	7170.0000	Life Insurance	1.00-
BA 143	3/21/2012	2741	7431	1120	7180.0000	Retirement & Sick Leave	36.00-
BA 143	3/21/2012	2741	7431	1120	7180.0010	457 Plan Contribution	8.00-
BA 143	3/21/2012	2741	7431	1120	7190.0000	Dental Insurance	7.00-
BA 143	3/21/2012	2741	7431	1120	7230.0000	Optical Insurance	2.00-
BA 143	3/21/2012	2741	7431	1120	7240.0000	Disability Insurance	2.00-
BA 143	3/21/2012	2741	7431	1120	7390.0000	Operational Supplies	233.00
BA 143	3/21/2012	2741	7431	1120	8440.0040	Other Training	1,975.00-
<u>PER ST.S/B 9/30 FUND</u>							
BA 144	3/21/2012	2743	7431	0024	5610.0000	State Of Mich - Welfare	2,285.00

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>PER ST-S/B 9/30 FUND</u>							
BA 144	3/21/2012	2743	7431	0024	7390.0000	Operational Supplies	229.00-
BA 144	3/21/2012	2743	7433	0024	8440.0050	Administration-Sub Agents	2,056.00-
<u>BST JET GF/GP SUPPORT</u>							
BA 147	3/21/2012	2748	7430		5610.0000	State Of Mich - Welfare	2,285.00-
BA 147	3/21/2012	2748	7430		7390.0000	Operational Supplies	228.00
BA 147	3/21/2012	2748	7430		8440.0050	Administration-Sub Agents	2,057.00
<u>CVR BDG EXCEPTN 3/2012</u>							
BA 150	3/21/2012	2890	7297		6710.0000	Other Revenue	15,000.00-
BA 150	3/21/2012	2890	7297		6760.0000	Reimbursements	20,000.00-
BA 150	3/21/2012	2890	7298		7330.0000	Weatherization Materials	35,000.00
<u>DUPLICATE BUDGET ADJ</u>							
BA 155	3/27/2012	1010	1010		8080.0000	Service Contracts	2,220.00-
<u>CVR CST OF IVT EQUIP</u>							
BA 163	3/30/2012	1010	1490		6010.0000	Court Filing Fees	2,055.00-
BA 163	3/30/2012	1010	1490		6020.0000	Misc Court Costs & Fees	2,055.00-
BA 163	3/30/2012	1010	1490		7390.0000	Operational Supplies	1,740.00
BA 163	3/30/2012	1010	1490		8080.0000	Service Contracts	900.00
BA 163	3/30/2012	1010	1490		9400.0000	Equipment Rental	1,470.00
<u>ESTABLISH MIGRANT BDGT</u>							
BA 167	3/30/2012	2870	7483		5610.0000	State Of Mich - Welfare	15,000.00-
BA 167	3/30/2012	2870	7483		7040.0000	Salaries - Regular	2,873.00
BA 167	3/30/2012	2870	7483		7150.0000	Social Security	220.00
BA 167	3/30/2012	2870	7483		7160.0000	Hospitalization	989.00
BA 167	3/30/2012	2870	7483		7160.0020	OPEB - Health Care	60.00
BA 167	3/30/2012	2870	7483		7170.0000	Life Insurance	7.00
BA 167	3/30/2012	2870	7483		7180.0000	Retirement & Sick Leave	299.00
BA 167	3/30/2012	2870	7483		7180.0010	457 Plan Contribution	3.00
BA 167	3/30/2012	2870	7483		7190.0000	Dental Insurance	51.00
BA 167	3/30/2012	2870	7483		7200.0000	Worker'S Compensation	1.00
BA 167	3/30/2012	2870	7483		7220.0000	Unemployment	2.00
BA 167	3/30/2012	2870	7483		7230.0000	Optical Insurance	12.00
BA 167	3/30/2012	2870	7483		7240.0000	Disability Insurance	12.00
BA 167	3/30/2012	2870	7483		8430.0000	Client Assistance Pymts	10,421.00

Date 4/10/12
Time 8:24:58

County of Ottawa
Fiscal Services Department
Changes to Total Appropriations and Adjustments
Budget Adjustments From Date: 3/01/2012 Thru 3/31/2012

Page 6
EUD101R
BRADTMUELL

<u>Adjustment</u> <u>Number</u>	<u>G/L</u>	<u>Date</u>	<u>Fund</u>	<u>Dept</u>	<u>Sub</u> <u>Dept</u>	<u>Account</u> <u>Number</u>	<u>Account</u> <u>Name</u>	<u>Adjustment</u> <u>Amount</u>
BA 167		3/30/2012	2870	7483		8600.0000	Travel - Mileage	50.00

ESTABLISH MGIRANT BDGT

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: Budget Adjustments Greater than \$50,000

SUGGESTED MOTION:

To approve budget adjustment numbers 151, 152, 153, 154, 174, 175, and 176.

SUMMARY OF REQUEST:

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 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:

Budget Adjustments Over \$50,000

BA Number	Fund	Department	Explanation	Adjustment
151	9/30 Grant Programs	Trade Adjustment Act	To establish Trade Adjustment Act Case Managements funds.	\$ 52,000
152	9/30 Grant Programs	Client Education	To reduce Michigan Public Service Commission budget - no funding.	\$139,000
153	Weatherization	Administration	To establish Weatherization American Reinvestment Recovery Act extension budget.- 4/1/12 through 9/30/12.	\$67,200
154	Weatherization - Department of Energy	Administration	To establish Weatherization Department of Energy budget - 4/1/12/ through 3/31/13.	\$ 119,816
174	General	Fiscal Services	Adobe Software/KctyPrisoners/Accounting Supervisor	\$126,014
175	3/31 Grant Programs	Emergency Unemployment Compensation - Re-employment Services	To establish Emergency Unemployment Compensation - Re-employment Services Grant - 3/23/12 through 1/2/13	\$ 168,258
176	Child Care - Circuit Court	Circuit Court - Juvenile Services	To cover increased expense of institutional care through 9/30/12.	\$100,000

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: Statement of Review

SUGGESTED MOTION:

To approve the Statement of Review for the month of March 2012.

SUMMARY OF REQUEST:

Per Diem and mileage payments to Commissioners per the Officers Compensation Commission

FINANCIAL INFORMATION:

Total Cost: \$0.00 | General Fund Cost: \$0.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 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:

STATEMENT OF REVIEW FOR THE MONTH OF: March

Baumann	<input checked="" type="checkbox"/>
DeJong	<input checked="" type="checkbox"/>
Disselkoen	<input checked="" type="checkbox"/>
Holtrop	<input checked="" type="checkbox"/>
Holtvluwer	<input checked="" type="checkbox"/>
Karsten	<input checked="" type="checkbox"/>
Kuyers	<input checked="" type="checkbox"/>
Ruiter	<input checked="" type="checkbox"/>
Rycenga	<input checked="" type="checkbox"/>
Swartout	<input checked="" type="checkbox"/>
Visser	<input checked="" type="checkbox"/>

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Joseph Baumann** For the month beginning March 01, 2012
 Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/13/2012	01:00 PM - 01:02 PM	Human Resources Committee	26.0	\$40.00
-	01:30 PM - 02:30 PM	Board of Commissioners Meeting	.0	\$30.00
03/20/2012	09:30 AM - 10:30 AM	Finance & Administration Committee	26.0	\$40.00
03/26/2012	12:00 PM - 01:30 PM	Macatawa Area Coordinating Council Policy Board	7.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$150.00
Total Mileage:			59.0	\$32.75
Total Voucher:				\$182.75

(058)
(091)

04/09/2012

1010-1010

Revision History

Created by Joseph Baumann on 03/22/2012 10:47:35 PM
 Modified by Joseph Baumann on 03/26/2012 10:50:02 PM
 Modified by Erin Rotman on 04/09/2012 11:17:18 AM

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Greg DeJong** For the month beginning March 01, 2012
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/13/2012	01:00 PM - 01:15 PM	Human Resources Committee	32.0	\$40.00
-	01:30 PM - 02:30 PM	Board of Commissioners Meeting	.0	\$30.00
03/26/2012	07:00 PM - 08:00 PM	Parks & Rec Planning Committee	32.0	\$40.00
03/29/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	32.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$150.00
Total Mileage:			96.0	\$53.28
Total Voucher:				\$203.28

04/11/2012

Revision History

Created by Erin Rotman on 04/10/2012 06:45:43 PM

	(058)	(091)
	Per Diem	M. Yeage
2081-7510	40.00	32mi = 17.76
1010-1010	110.00	64mi = 35.52
	150.00	53.28

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Donald Disselkoen** For the month beginning March 01, 2012
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/01/2012	10:30 AM - 11:00 AM	WHTC - mileage only	6.0	-
03/02/2012	09:00 AM - 11:15 AM	Lakeshore Coordinating Council	23.0	\$40.00
03/07/2012	09:00 AM - 04:30 PM	MDOT Asset Management Council	.0	\$70.00
03/12/2012	11:30 AM - 12:45 PM	West Michigan Airport Authority Meeting - mileage only	13.0	-
03/13/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	23.0	\$40.00
03/16/2012	09:30 AM - 11:30 AM	West Michigan Regional Planning Commission (Region 8 Planning Commission)	58.0	\$40.00
-	-	-	-	-
03/20/2012	09:30 AM - 10:30 AM	Finance & Administration Committee	23.0	\$40.00
03/26/2012	03:00 PM - 05:00 PM	Michigan Association of Counties - Conference	174.0	\$40.00
03/27/2012	08:00 AM - 05:00 PM	Michigan Association of Counties - Conference	.0	\$70.00
03/28/2012	08:00 AM - 02:00 PM	Michigan Association of Counties - Conference	.0	\$70.00
03/29/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	23.0	\$40.00
-	-	-	-	-

Total Per Diem:		\$450.00
Total Mileage:	343.0	\$190.37
Total Voucher:		\$640.37

058
091

04/10/2012

Revision History

Created by Erin Rotman on 04/09/2012 12:10:26 PM
Modified by Harold Harper on 04/10/2012 08:25:37 AM
Modified by Erin Rotman on 04/10/2012 06:41:55 PM

1010-1010

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **James Holtrop** For the month beginning March 01, 2012
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/01/2012	08:30 AM - 09:30 AM	Grand Valley Metro Council	28.0	\$40.00
03/07/2012	09:30 AM - 10:15 AM	GVMC Technical Committee	35.0	\$40.00
03/13/2012	01:00 PM - 01:02 PM	Human Resources Committee	37.0	\$40.00
-	01:30 PM - 02:30 PM	Board of Commissioners Meeting	.0	\$30.00
03/21/2012	09:30 AM - 10:45 AM	GVMC Policy Committee	35.0	\$40.00
03/27/2012	07:30 AM - 04:30 PM	Michigan Association of Counties - Conference	80.0	\$70.00
03/28/2012	08:00 AM - 01:00 PM	Michigan Association of Counties - Conference	79.0	\$70.00
03/29/2012	01:30 PM - 02:23 PM	Board of Commissioners Meeting	37.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$370.00
Total Mileage:			331.0	\$183.71
Total Voucher:				\$553.71

058
091

04/09/2012

1010-1010

Revision History

Created by James Holtrop on 03/01/2012 10:53:11 AM
Modified by James Holtrop on 03/07/2012 11:52:57 AM
Modified by James Holtrop on 03/21/2012 12:14:31 PM
Modified by James Holtrop on 03/28/2012 06:01:05 PM

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **James Holtvuwer** For the month beginning March 01, 2012
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/07/2012	04:00 PM - 06:45 PM	Parks & Recreation Commission 2081	32.0	\$40.00
03/08/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	32.0	\$40.00
03/13/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	32.0	\$40.00
03/21/2012	01:45 PM - 04:15 PM	Parks & Rec Public Relations Committee 2081	32.0	\$40.00
03/26/2012	03:00 PM - 05:00 PM	Community Mental Health Board 2220	50.0	\$40.00
03/28/2012	03:00 PM - 05:00 PM	Parks & Rec Planning Committee 2081	32.0	\$40.00
03/29/2012	01:30 PM - 02:23 PM	Board of Commissioners Meeting	32.0	\$40.00
			Total Per Diem:	\$280.00
			Total Mileage:	242.0 \$134.31
			Total Voucher:	\$414.31

04/11/2012

Revision History

Created by James Holtvuwer on 03/10/2012 12:04:25 PM
Modified by James Holtvuwer on 03/21/2012 05:44:05 PM
Modified by James Holtvuwer on 03/28/2012 06:27:28 PM
Modified by Erin Rotman on 04/09/2012 10:50:42 AM
Modified by Erin Rotman on 04/09/2012 10:53:04 AM

	058	091
	Per Diem	Mileage
2081-7510	120.00	96mi = 53.28
2220-6495-5020	20.00	25mi = 13.88
-5629	20.00	25mi = 13.87
1010-1010	120.00	96mi = 53.28
	280.00	134.31

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Robert Karsten** For the month beginning March 01, 2012
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/01/2012	04:00 PM - 04:25 PM	CMH Board Finance Committee 2220	6.0	\$40.00
03/02/2012	09:00 AM - 11:00 AM	Lakeshore Coordinating Council	30.0	\$40.00
03/13/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	24.0	\$40.00
03/20/2012	09:30 AM - 10:17 AM	Finance & Administration Committee	24.0	\$40.00
03/26/2012	03:00 PM - 04:15 PM	Community Mental Health Board 2220	6.0	\$40.00
03/29/2012	01:30 PM - 02:23 PM	Board of Commissioners Meeting	24.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$240.00
Total Mileage:			114.0	\$63.27
Total Voucher:				\$303.27

04/11/2012

Revision History

Created by Robert Karsten on 03/05/2012 09:36:18 AM
Modified by Robert Karsten on 03/19/2012 08:14:02 PM
Modified by Robert Karsten on 03/26/2012 10:23:22 PM
Modified by Erin Rotman on 04/09/2012 10:54:39 AM

	<p>058</p> <p><u>Per Diem</u></p> <p>40.00</p> <p>40.00</p> <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> <p>160.00</p> <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> <p>240.00</p>	<p>091</p> <p><u>Mileage</u></p> <p>6mi = 3.33</p> <p>6mi = 3.33</p> <p>102mi = 56.61</p> <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> <p>63.27</p>
<p>2220-6495-5020</p> <p>-5029</p> <p>1010-1010</p>		

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Phillip Kuyers** For the month beginning March 01, 2012
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/03/2012	09:00 AM - 05:00 PM	National Association of Counties - Conference	43.0	\$70.00
03/04/2012	07:30 AM - 04:00 PM	National Association of Counties - Conference	.0	\$70.00
03/05/2012	09:00 AM - 04:00 PM	National Association of Counties - Conference	.0	\$70.00
03/08/2012	08:30 AM - 04:00 PM	National Association of Counties - Conference	43.0	\$70.00
03/07/2012	04:00 PM - 06:00 PM	Parks & Recreation Commission 2081	2.0	\$40.00
03/13/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	2.0	\$40.00
03/26/2012	03:00 PM - 05:00 PM	Michigan Association of Counties - Conference	89.0	\$40.00
03/27/2012	07:30 AM - 04:30 PM	Michigan Association of Counties - Conference	.0	\$70.00
03/28/2012	07:30 AM - 01:00 PM	Michigan Association of Counties - Conference	89.0	\$70.00
03/29/2012	01:30 PM - 02:23 PM	Board of Commissioners Meeting	2.0	\$40.00
03/30/2012	09:00 AM - 10:00 AM	Parks & Rec Finance & Personnel Committee 2081	2.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$620.00
Total Mileage:			272.0	\$150.96
Total Voucher:				\$770.96

04/11/2012

Revision History

Created by Phillip Kuyers on 03/07/2012 02:33:52 PM
Modified by Phillip Kuyers on 03/29/2012 10:16:27 PM
Modified by Phillip Kuyers on 04/01/2012 11:44:52 AM
Modified by Erin Rotman on 04/09/2012 12:02:18 PM

	<p>058</p> <p><u>Per Diem</u></p> <p>80.00</p> <p>540.00</p> <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> <p>620.00</p>	<p>091</p> <p><u>Mileage</u></p> <p>4 mi = 2.22</p> <p>268 mi = 148.74</p> <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> <p>150.96</p>
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**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Jane Ruitter** For the month beginning March 01, 2012
 Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/01/2012	07:30 AM - 08:45 AM	Community Corrections Advisory Board	30.0	\$40.00
03/08/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	30.0	\$40.00
03/13/2012	01:00 PM - 01:15 PM	Human Resources Committee	30.0	\$40.00
-	01:30 PM - 02:30 PM	Board of Commissioners Meeting	.0	\$30.00
03/29/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	30.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$190.00
Total Mileage:			120.0	\$66.60
Total Voucher:				\$256.60

058
091

04/10/2012

1010-1010

Revision History

Created by Jane Ruitter on 03/08/2012 02:45:49 PM
 Modified by Jane Ruitter on 03/27/2012 04:51:22 PM
 Modified by Erin Rotman on 04/09/2012 11:02:55 AM
 Modified by Erin Rotman on 04/09/2012 11:04:18 AM
 Modified by Harold Harper on 04/10/2012 08:24:50 AM
 Modified by Erin Rotman on 04/10/2012 06:45:17 PM

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Roger Rycenga** For the month beginning March 01, 2012
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/01/2012	10:15 PM - 11:15 PM	Solid Waste Planning Committee	.0	\$40.00
03/08/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	14.0	\$40.00
03/13/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	14.0	\$40.00
03/20/2012	09:30 AM - 10:30 AM	Finance & Administration Committee	14.0	\$40.00
03/21/2012	09:00 AM - 10:00 AM	Economic Development Corporation	14.0	\$40.00
03/26/2012	09:00 AM - 10:00 AM	Veterans' Affairs Committee	14.0	\$40.00
03/27/2012	08:00 AM - 05:00 PM	Michigan Association of Counties - Conference	164.0	\$70.00
03/28/2012	08:00 AM - 02:00 PM	Michigan Association of Counties - Conference	.0	\$70.00
03/29/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	14.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$420.00
Total Mileage:			248.0	\$137.64
Total Voucher:				\$557.64

058

091

04/10/2012

1010-1010

Revision History

Created by Harold Harper on 04/01/2012 10:21:13 PM
Modified by Harold Harper on 04/05/2012 09:04:00 AM
Modified by Harold Harper on 04/05/2012 09:06:03 AM

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Dennis Swartout** For the month beginning March 01, 2012
Status: **Draft**

- Per Diem: \$40.00 per half day where the start of the first meeting until completion of the last meeting is 4 1/2 or less consecutive hours lapsed time regardless as to the number assignments.
\$70.00 per full day maximum where assignments involve more than 4 1/2 consecutive hours lapsed time regardless as to the number of assignments.
- Mileage: \$0.555 per mile paid for Board assigned tasks and travel outside of a Commissioner's district if associated with the duties of Commissioners or where attendance enhances the image of the County.
- Due Date: Submit to the Accounting Department by **Friday, April 06, 2012.**

Date	Time	Purpose	Mileage	Per Diem
03/08/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	26.0	\$40.00
03/13/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	26.0	\$40.00
03/20/2012	09:30 AM - 10:30 AM	Finance & Administration Committee	26.0	\$40.00
03/29/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	26.0	\$40.00
-	-	-	-	-
Total Per Diem:				\$160.00
Total Mileage:			104.0	\$57.72
Total Voucher:				\$217.72

058
091

04/10/2012

1010-1010

**Board of Commissioners
Per Diem and Mileage Voucher**

Commissioner: **Stu Visser** For the month beginning March 01, 2012
 Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/08/2012	09:30 AM - 10:30 AM	Planning and Policy Committee	28.0	\$40.00
03/13/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	28.0	\$40.00
03/21/2012	08:00 AM - 10:15 AM	Local Emergency Planning Commission (LEPC)	28.0	\$40.00
03/26/2012	09:00 AM - 10:00 AM	Veterans' Affairs Committee	28.0	\$40.00
03/29/2012	01:30 PM - 02:30 PM	Board of Commissioners Meeting	28.0	\$40.00
-	-	-	-	-
			Total Per Diem:	\$200.00
			Total Mileage:	140.0 \$77.70
			Total Voucher:	\$277.70

058
091

04/09/2012

Revision History

Created by Stu Visser on 03/29/2012 03:13:31 PM

1010 - 1010

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: 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.

SUMMARY OF REQUEST:

The reports are distributed in department level detail for the quarterly revenue and expenditure budgets and actual activity. The activity is summarized at the end of each report to reflect the total revenues, total expenditures, and fund balance.

FINANCIAL INFORMATION:

Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 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:

**GENERAL FUND (1010) - INTERIM STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

For the Quarter Ended March 31, 2012

(with comparative actual amounts for the quarter ended March 31, 2010 and year ended December 31, 2011)

	2012					2011	2011
	Original Budget	Amended Budget	Actual	Actual as a % of Budget	Variance	Total at 3/31/2011	2011 Actual
Revenues:							
Taxes	\$37,722,173	\$37,722,173	\$4,189,187	11.1%	(\$33,532,986)	\$4,318,842	\$38,175,450
Intergovernmental	6,810,310	6,975,163	60,412	0.9%	(6,914,751)	1,726,490	10,241,292
Charges for services	11,827,618	11,852,003	2,845,510	24.0%	(9,006,493)	2,128,281	9,895,840
Fines and forfeits	1,058,100	1,058,100	258,434	24.4%	(799,666)	261,747	1,086,061
Interest on investments	151,360	151,360	2,159	1.4%	(149,201)	(18,826)	307,309
Licenses and permits	278,500	278,500	103,025	37.0%	(175,475)	106,009	379,095
Rental income	3,244,547	3,244,547	620,238	19.1%	(2,624,309)	666,257	2,846,766
Other	416,867	439,592	80,410	18.3%	(359,182)	29,108	477,451
Total revenues	61,509,475	61,721,438	8,159,374	13.2%	(53,562,064)	9,217,909	63,409,264
Expenditures:							
Current operations:							
Legislative	466,020	478,679	137,802	28.8%	340,877	136,476	424,362
Judicial	11,029,283	11,141,672	2,417,972	21.7%	8,723,700	2,190,079	10,234,436
General government	15,752,982	15,872,222	3,026,864	19.1%	12,845,358	3,051,472	14,521,409
Public safety	23,135,253	23,181,923	3,907,164	16.9%	19,274,759	4,161,127	23,764,687
Public works	747,800	747,800	3,258	0.4%	744,542	313	245,670
Health and welfare	908,436	908,436	129,911	14.3%	778,525	90,882	717,302
Community and economic development	753,537	882,071	141,186	16.0%	740,885	123,963	618,452
Other governmental functions	623,474	508,820	27,432	5.4%	481,389	67,930	176,388
Total expenditures	53,416,785	53,721,623	9,791,589	18.2%	43,930,034	9,822,242	50,702,706
Revenues over expenditures	8,092,690	7,999,815	(1,632,215)		(9,632,030)	(604,333)	12,706,558
Other Financing Sources (Uses):							
Transfers from other funds	1,125,000	1,125,000	0	0.0%	(1,125,000)	0	428,585
Transfers to other funds	(10,570,032)	(10,570,032)	(3,324,823)	31.5%	7,245,209	(3,332,819)	(9,873,474)
Total other financing sources (uses)	(9,445,032)	(9,445,032)	(3,324,823)	35.2%	6,120,209	(3,332,819)	(9,444,889)
Net change in fund balance	(1,352,342)	(1,445,217)	(4,957,038)		(3,511,821)	(3,937,152)	3,261,669
Fund balance, beginning of year	21,241,166	21,241,166	21,241,166		0	17,979,497	17,979,497
Fund balance, end of year	\$19,888,824	\$19,795,949	\$16,284,128		(\$3,511,821)	\$14,042,345	\$21,241,166

This schedule does not include accruals and other adjustments compliant with Generally Accepted Accounting Principals. Consequently, the fund balance may be overstated or understated.

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DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJMTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
1310	CIRCUIT COURT	\$306,246	\$264,250	\$0	\$264,250	\$101,110	38.26%	\$163,140
1360	DISTRICT COURT	\$3,267,799	\$3,377,000	\$0	\$3,377,000	\$780,005	23.10%	\$2,596,995
1361	DISTRICT COURT SCOA DRUG CT GRT C	\$0	\$0	\$0	\$0	\$0	N/A	\$0
1370	DRUG COURT	\$69,421	\$0	\$23,500	\$23,500	\$4,799	20.42%	\$18,701
1371	SCAO ADULT DRUG COURT GRANT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
1373	STATE JUSTICE INSTITUTE	\$21,918	\$0	\$4,382	\$4,382	\$0	0.00%	\$4,382
1375	SJI TECHNICAL ASSISTANCE	\$48,495	\$0	\$1,505	\$1,505	(\$4,502)	-299.14%	\$6,007
1380	CC-STRATEGIC PLAN INITIATIVE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
1480	PROBATE COURT	\$63,245	\$62,100	\$225	\$62,325	\$16,765	26.90%	\$45,560
1490	FAMILY COURT-JUVENILE SERVICES	\$188,322	\$162,948	\$4,110	\$167,058	\$21,198	12.69%	\$145,860
1492	JUVENILE ACCOUNT. INCENT.	\$10,125	\$0	\$12,262	\$12,262	\$600	4.90%	\$11,662
1660	FAMILY COUNSELING SERVICE	\$29,055	\$25,000	\$0	\$25,000	\$3,030	12.12%	\$21,970
1910	ELECTIONS	\$18,277	\$19,000	\$0	\$19,000	\$293	1.54%	\$18,707
1920	CANVASSING BOARD	\$0	\$2,300	\$0	\$2,300	\$0	0.00%	\$2,300
2010	FISCAL SERVICES	\$4,284,858	\$5,941,484	\$0	\$5,941,484	\$1,435,172	24.16%	\$4,506,312
2150	COUNTY CLERK	\$550,805	\$542,745	\$0	\$542,745	\$154,282	28.43%	\$388,463
2250	EQUALIZATION	\$1,994	\$149,788	(\$149,188)	\$600	\$251	41.89%	\$349
2251	GRAND HAVEN ASSESSING	\$51,471	\$0	\$163,463	\$163,463	\$27,870	17.05%	\$135,593
2290	PROSECUTING ATTORNEY	\$171,541	\$174,286	\$0	\$174,286	\$32,239	18.50%	\$142,047
2330	ADMINISTRATIVE SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2360	REGISTER OF DEEDS	\$1,641,540	\$1,639,578	\$0	\$1,639,578	\$404,529	24.67%	\$1,235,049
2430	PROPERTY DES/MAPPING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2450	SURVEY & REMONUMENTATION	\$82,542	\$97,045	\$0	\$97,045	(\$55,258)	-56.94%	\$152,303
2530	COUNTY TREASURER	\$41,968,871	\$38,987,027	\$0	\$38,987,027	\$290,048	0.74%	\$38,696,979
2570	COOPERATIVE EXTENSION	\$21,253	\$21,538	\$0	\$21,538	\$0	0.00%	\$21,538
2590	GEOGRAPHIC INFORM. SYSTEM	\$88,428	\$95,000	\$0	\$95,000	\$68,325	71.92%	\$26,675
2651	B/G HUD. HUMAN SERVICE	\$59,242	\$65,224	\$0	\$65,224	\$13,872	21.27%	\$51,352
2652	B/G HOLLAND HUMAN SERVICE	\$196,361	\$217,526	\$0	\$217,526	\$44,009	20.23%	\$173,517
2653	B/G FULTON STREET	\$64,964	\$75,698	\$0	\$75,698	\$14,251	18.83%	\$61,447
2654	B/G GRAND HAVEN	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2655	B/G HOLLAND HEALTH FACILITY	\$160,285	\$195,966	\$0	\$195,966	\$36,304	18.53%	\$159,662
2658	B/G GH HEALTH FACILITY	\$137,619	\$148,684	\$0	\$148,684	\$32,261	21.70%	\$116,423
2659	B/G COMM. MH FACILITY	\$224,620	\$257,494	\$0	\$257,494	\$52,559	20.41%	\$204,935
2660	B/G COOPERSVILLE HUMAN SERVICE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2665	B/G JUVENILE SERV COMPLEX	\$1,444,303	\$1,682,989	\$0	\$1,682,989	\$297,511	17.68%	\$1,385,478
2667	B/G ADMIN. ANNEX	\$337,584	\$343,461	\$0	\$343,461	\$81,867	23.84%	\$261,594
2668	B/G FIA	\$223,536	\$259,505	\$0	\$259,505	\$48,443	18.67%	\$211,062
2750	DRAIN COMMISSION	\$57,621	\$35,000	\$0	\$35,000	\$11,921	34.06%	\$23,079
3020	SHERIFF	\$238,667	\$243,700	\$0	\$243,700	\$45,616	18.72%	\$198,084
3100	WEMET OPERATIONS	\$7,786	\$1,500	\$0	\$1,500	\$237	15.78%	\$1,263
3113	C.O.P.S. HOLLAND/ W OTTAWA	\$46,067	\$0	\$0	\$0	\$0	N/A	\$0
3119	CITY OF COOPERSVILLE	\$363,027	\$0	\$0	\$0	\$0	N/A	\$0
3120	CITY OF HUDSONVILLE	\$450,742	\$0	\$0	\$0	\$0	N/A	\$0
3170	BLENDON/HOLL/ROBINSON/ZEELAND	\$31,338	\$0	\$0	\$0	\$0	N/A	\$0
3200	SHERIFF TRAINING	\$15,824	\$20,500	\$0	\$20,500	\$0	0.00%	\$20,500
3250	CENTRAL DISPATCH	\$4,219,691	\$4,130,926	\$0	\$4,130,926	\$4,123,925	99.83%	\$7,001
3310	MARINE SAFETY	\$152,526	\$130,000	\$0	\$130,000	\$0	0.00%	\$130,000
3510	JAIL	\$688,181	\$778,619	\$0	\$778,619	\$73,758	9.47%	\$704,861
4260	EMERGENCY SERVICES	\$40,284	\$41,000	\$0	\$41,000	(\$9,029)	-22.02%	\$50,029
4261	SHSGP - EXERCISE GRANT	\$195,398	\$0	\$0	\$0	\$0	N/A	\$0
4262	SOLUTION AREA PLANNER GRANT	\$35,757	\$0	\$46,670	\$46,670	(\$11)	-0.02%	\$46,681
4263	HAZ-MAT RESPONSE TEAM	\$32,121	\$44,981	\$5,000	\$49,981	\$2,179	4.36%	\$47,802
4265	HOMELAND SECURITY EQUIPMT GRAN	\$24,609	\$72,715	\$0	\$72,715	(\$2,351)	-3.23%	\$75,066
6039	JAIL HEALTH SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6300	SUBSTANCE ABUSE	\$1,020,280	\$1,167,623	\$0	\$1,167,623	\$0	0.00%	\$1,167,623
6480	MEDICAL EXAMINERS	\$34,032	\$32,275	\$0	\$32,275	\$7,320	22.68%	\$24,955
6890	VETERANS AFFAIRS	\$0	\$3,000	\$0	\$3,000	\$0	0.00%	\$3,000
7210	PLANNING AND TRANSPORTATION	\$0	\$0	\$100,034	\$100,034	\$3,974	3.97%	\$96,060
7211	PLANNER - GRANTS	\$20,595	\$0	\$0	\$0	\$0	N/A	\$0
9300	TRANSFERS IN CONTROL	\$428,585	\$1,125,000	\$0	\$1,125,000	\$0	0.00%	\$1,125,000
TOTAL REVENUES		\$63,837,850	\$62,634,475	\$211,963	\$62,846,438	\$8,159,374	12.98%	\$54,687,064

DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJMTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
1010	COMMISSIONERS	\$420,589	\$464,543	\$12,659	\$477,202	\$137,802	28.88%	\$339,400
1290	REAPPORTIONMENT/TAX ALLOC.	\$3,773	\$1,477	\$0	\$1,477	\$0	0.00%	\$1,477
	TOTAL LEGISLATIVE	\$424,362	\$466,020	\$12,659	\$478,679	\$137,802	28.79%	\$340,877
1310	CIRCUIT COURT	\$2,479,633	\$3,110,148	\$0	\$3,110,148	\$682,375	21.94%	\$2,427,773
1360	DISTRICT COURT	\$5,844,543	\$6,052,425	\$0	\$6,052,425	\$1,308,793	21.62%	\$4,743,632
1370	DRUG TREATMT CRT PLAN GRANT	\$44,809	\$0	\$84,461	\$84,461	\$10,028	11.87%	\$74,433
1373	STATE JUSTICE INSTITUTE	\$23,779	\$0	\$4,720	\$4,720	\$1,724	36.53%	\$2,996
1375	SJI TECHNICAL ASSISTANCE	\$49,751	\$0	\$5,248	\$5,248	\$666	12.69%	\$4,582
1380	CC - STRATEGIC PLAN INITIATIVE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
1480	PROBATE COURT	\$784,704	\$778,097	\$225	\$778,322	\$166,145	21.35%	\$612,177
1490	FAMILY COURT-JUVENILE SERVICES	\$850,405	\$847,727	\$4,110	\$851,837	\$188,138	22.09%	\$663,699
1492	JUVENILE ACCOUNT. INCENT.	\$11,250	\$0	\$13,625	\$13,625	\$1,999	14.67%	\$11,626
1520	ADULT PROBATION	\$125,704	\$217,976	\$0	\$217,976	\$53,981	24.76%	\$163,995
1660	FAMILY COUNSELING SERVICE	\$17,573	\$18,000	\$0	\$18,000	\$4,124	22.91%	\$13,876
1670	JURY BOARD	\$2,284	\$4,910	\$0	\$4,910	\$0	0.00%	\$4,910
	TOTAL JUDICIAL	\$10,234,435	\$11,029,283	\$112,389	\$11,141,672	\$2,417,973	21.70%	\$8,723,699
1910	ELECTIONS	\$81,384	\$234,957	\$0	\$234,957	\$13,029	5.55%	\$221,928
1920	CANVASSING BOARD	\$0	\$7,000	\$0	\$7,000	\$0	0.00%	\$7,000
2010	FISCAL SERVICES	\$1,153,577	\$1,277,508	(\$78,993)	\$1,198,515	\$239,492	19.98%	\$959,023
2100	CORPORATE COUNSEL	\$221,501	\$223,430	\$0	\$223,430	\$49,761	22.27%	\$173,669
2150	COUNTY CLERK	\$1,577,255	\$1,612,334	\$29,844	\$1,642,178	\$349,488	21.28%	\$1,292,690
2230	ADMINISTRATOR	\$384,338	\$402,290	\$20,895	\$423,185	\$92,241	21.80%	\$330,944
2250	EQUALIZATION	\$986,829	\$1,121,639	(\$95,129)	\$1,026,510	\$180,840	17.62%	\$845,670
2251	GRAND HAVEN ASSESSING	\$46,701	\$0	\$110,154	\$110,154	\$52,414	47.58%	\$57,740
2260	HUMAN RESOURCES	\$500,954	\$499,431	\$89,561	\$588,992	\$115,949	19.69%	\$473,043
2290	PROSECUTING ATTORNEY	\$3,198,542	\$3,434,594	\$9,654	\$3,444,248	\$741,699	21.53%	\$2,702,549
2360	REGISTER OF DEEDS	\$615,671	\$631,093	\$11,521	\$642,614	\$129,182	20.10%	\$513,432
2450	SURVEY & REMONUMENTATION	\$96,569	\$97,045	\$0	\$97,045	\$955	0.98%	\$96,090
2470	PLAT BOARD	\$820	\$1,138	\$0	\$1,138	\$355	31.20%	\$783
2530	COUNTY TREASURER	\$819,802	\$768,363	\$10,212	\$778,575	\$152,556	19.59%	\$626,019
2570	COOPERATIVE EXTENSION	\$348,532	\$351,424	\$0	\$351,424	\$29,529	8.40%	\$321,895
2590	GEOGRAPHIC INFORMATION SYSTEMS	\$460,174	\$473,403	\$0	\$473,403	\$106,411	22.48%	\$366,992
2610	BUILDING AUTHORITY-ADMIN.	\$120	\$250	\$0	\$250	\$134	53.60%	\$116
2651	B/G HUD. HUMAN SERVICE	\$158,988	\$175,076	\$0	\$175,076	\$35,904	20.51%	\$139,172
2652	B/G HOLLAND HUMAN SERVICE	\$175,716	\$193,382	\$0	\$193,382	\$37,973	19.64%	\$155,409
2653	B/G FULTON STREET	\$58,417	\$67,358	\$0	\$67,358	\$12,167	18.06%	\$55,191
2654	B/G GRAND HAVEN	\$591,702	\$611,836	\$0	\$611,836	\$105,375	17.22%	\$506,461
2655	B/G HOLLAND HEALTH FACILITY	\$163,918	\$192,408	\$0	\$192,408	\$35,968	18.69%	\$156,440
2656	B/G HOLLAND DIST CT	\$184,993	\$209,783	\$0	\$209,783	\$42,202	20.12%	\$167,581
2658	B/G GH HEALTH FACILITY	\$64,747	\$134,716	\$0	\$134,716	\$13,769	10.22%	\$120,947
2659	B/G COMM. MH FACILITY	\$174,494	\$288,074	\$0	\$288,074	\$38,954	13.52%	\$249,120
2660	B/G COOPERSVILLE	\$10,367	\$0	\$0	\$0	\$0	N/A	\$0
2661	B/G EMERG SERV	\$806	\$2,500	\$0	\$2,500	\$150	6.00%	\$2,350
2665	B/G JUVENILE SERV COMPLEX	\$909,121	\$1,065,377	\$0	\$1,065,377	\$143,110	13.43%	\$922,267
2667	B/G ADMIN. ANNEX	\$617,166	\$716,083	\$0	\$716,083	\$104,574	14.60%	\$611,509
2668	B/G FIA	\$265,629	\$297,596	\$0	\$297,596	\$55,554	18.67%	\$242,042
2750	DRAIN COMMISSION	\$631,811	\$642,894	\$11,521	\$654,415	\$147,130	22.48%	\$507,285
2800	SOIL & WATER CONSERV	\$20,766	\$20,000	\$0	\$20,000	\$0	0.00%	\$20,000
	TOTAL GENERAL GOVERNMENT	\$14,521,410	\$15,752,982	\$119,240	\$15,872,222	\$3,026,865	19.07%	\$12,845,357
3020	SHERIFF	\$8,102,539	\$8,474,344	\$0	\$8,474,344	\$1,723,802	20.34%	\$6,750,542
3100	WEMET OPERATIONS	\$595,754	\$649,530	\$0	\$649,530	\$169,299	26.06%	\$480,231
3113	C.O.P.S. HOLLAND/ W OTTAWA	\$68,756	\$0	\$0	\$0	\$0	N/A	\$0
3119	CITY OF COOPERSVILLE	\$363,027	\$0	\$0	\$0	\$0	N/A	\$0
3120	CITY OF HUDSONVILLE	\$450,742	\$0	\$0	\$0	\$0	N/A	\$0
3170	BLENDON/HOLL/ROBINSON/ZEELEND	\$64,635	\$0	\$0	\$0	\$0	N/A	\$0
3200	SHERIFF TRAINING	\$15,329	\$20,500	\$0	\$20,500	\$8,476	41.35%	\$12,024
3250	CENTRAL DISPATCH	\$4,219,747	\$4,132,626	\$0	\$4,132,626	\$0	0.00%	\$4,132,626
3310	MARINE SAFETY	\$207,342	\$204,780	\$0	\$204,780	\$40,568	19.81%	\$164,212
3510	JAIL	\$8,715,438	\$8,774,791	\$0	\$8,774,791	\$1,792,312	20.43%	\$6,982,479
3540	LOCAL CORR ACADEMY GRANT	\$635	\$0	\$0	\$0	\$0	N/A	\$0
4260	EMERGENCY SERVICES	\$266,200	\$343,189	\$0	\$343,189	\$75,432	21.98%	\$267,757
4261	HLS EQUIPMENT GRANT	\$195,398	\$0	\$0	\$0	\$0	N/A	\$0
4262	SOLUTION AREA PLANNER GRANT	\$37,514	\$0	\$46,670	\$46,670	\$16,230	34.78%	\$30,440
4263	HAZ-MAT RESPONSE TEAM	\$56,030	\$89,961	\$0	\$89,961	\$8,162	9.07%	\$81,799
4265	HOMELAND SECURITY EQUIPMENT GR	\$23,622	\$72,715	\$0	\$72,715	\$0	0.00%	\$72,715
4300	ANIMAL CONTROL	\$381,979	\$372,817	\$0	\$372,817	\$72,883	19.55%	\$299,934
	TOTAL PUBLIC SAFETY	\$23,764,687	\$23,135,253	\$46,670	\$23,181,923	\$3,907,164	16.85%	\$19,274,759

DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJMTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
4450	DRAIN ASSESSMENTS	\$245,670	\$747,800	\$0	\$747,800	\$3,258	0.44%	\$744,542
	TOTAL PUBLIC WORKS	\$245,670	\$747,800	\$0	\$747,800	\$3,258	0.44%	\$744,542
6039	JAIL HEALTH SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6300	SUBSTANCE ABUSE	\$309,252	\$515,812	\$0	\$515,812	\$73,898	14.33%	\$441,914
6480	MEDICAL EXAMINERS	\$284,754	\$261,066	\$0	\$261,066	\$43,619	16.71%	\$217,447
6810	VETERANS BURIAL	\$68,913	\$0	\$0	\$0	\$0	N/A	\$0
6890	SOILDERS & SAILORS RELIEF	\$54,383	\$131,558	\$0	\$131,558	\$12,394	9.42%	\$119,164
	TOTAL HEALTH AND WELFARE	\$717,302	\$908,436	\$0	\$908,436	\$129,911	14.30%	\$778,525
7210	PLANNING AND TRANSPORTATION	\$0	\$0	\$110,806	\$110,806	\$3,974	3.59%	\$106,832
7211	PLANNER - GRANTS	\$618,452	\$747,584	\$17,728	\$765,312	\$137,212	17.93%	\$628,100
7212	ROAD SALT MANAGEMENT PLAN	\$0	\$5,953	\$0	\$5,953	\$0	0.00%	\$5,953
	TOTAL COMMUNITY & ECON DEV	\$618,452	\$753,537	\$128,534	\$882,071	\$141,186	16.01%	\$740,885
8650	INSURANCE	\$176,388	\$133,020	\$0	\$133,020	\$27,432	20.62%	\$105,588
8900	CONTINGENCY	\$0	\$470,454	(\$113,403)	\$357,051	\$0	0.00%	\$357,051
9010	EQUIPMENT POOL	\$0	\$20,000	(\$1,251)	\$18,749	\$0	0.00%	\$18,749
	TOTAL OTHER	\$176,388	\$623,474	(\$114,654)	\$508,820	\$27,432	5.39%	\$481,388
9650	OPERATING TRANS OUT-INTERNAL	\$9,873,474	\$10,570,032	\$0	\$10,570,032	\$3,324,823	31.46%	\$7,245,209
	TOTAL EXPENDITURES	\$60,576,180	\$63,986,817	\$304,838	\$64,291,655	\$13,116,414	20.40%	\$51,175,241
	TOTAL REVENUES	\$63,837,850	\$62,634,475	\$211,963	\$62,846,438	\$8,159,374	12.98%	\$54,687,064
	FUND BALANCE <USE>	\$3,261,670	(\$1,352,342)	(\$92,875)	(\$1,445,217)	(\$4,957,040)		\$3,511,823

DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJUSTMENTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6010	AGENCY SUPPORT	\$4,184,034	\$5,051,330	\$2,196	\$5,053,526	\$1,860,299	36.81%	\$3,193,227
6011	PUBLIC HLTH PREPAREDNESS	\$171,200	\$147,795	\$0	\$147,795	\$61,104	41.34%	\$86,691
6012	FISCAL SERVICES/ IT	\$168	\$0	\$0	\$0	\$0	N/A	\$0
6013	PHP - SURVEILLANCE	\$7,700	\$11,790	\$0	\$11,790	\$0	0.00%	\$11,790
6016	PHP - SURVEILLANCE	\$45,057	\$0	\$0	\$0	\$0	N/A	\$0
6017	PANDEMIC INFLUENZA	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6020	ENVIRONMENTAL HLTH FIELD SERV	\$489,041	\$516,435	(\$2,000)	\$514,435	\$193,762	37.66%	\$320,673
6021	ENVIRONMENTAL FOOD SERVICE	\$353,554	\$351,171	\$0	\$351,171	\$74,797	21.30%	\$276,374
6022	BEACH GRANT	\$55,294	\$73,044	\$0	\$73,044	\$0	0.00%	\$73,044
6031	HEARING/ VISION	\$94,378	\$27,010	\$0	\$27,010	\$30,408	112.58%	(\$3,398)
6032	SAFE ROUTES TO SCHOOL	\$4,875	\$0	\$20,860	\$20,860	\$6,600	31.64%	\$14,260
6033	COMMUNITY HEALTH PROMOTION	\$75,105	\$0	\$35,000	\$35,000	\$7,998	22.85%	\$27,002
6034	TOBACCO REDUCTION	\$25,000	\$0	\$0	\$0	\$0	N/A	\$0
6041	CLINIC CLERICAL	\$42,742	\$42,000	\$0	\$42,000	\$7,684	18.30%	\$34,316
6042	FAMILY PLANNING	\$731,689	\$498,397	\$0	\$498,397	\$175,162	35.15%	\$323,235
6043	DENTAL GRANT	\$64,013	\$52,718	\$0	\$52,718	\$33,716	63.96%	\$19,002
6044	IMMUNIZATION CLINIC	\$1,766,126	\$1,150,236	\$11,000	\$1,161,236	\$650,534	56.02%	\$510,702
6045	HEALTHY CHILDREN'S CONTRACT	\$257,091	\$186,855	\$0	\$186,855	\$83,295	44.58%	\$103,560
6046	LCC -CHOOSE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6047	EPSDT SCREENING-WELL CHILD	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6048	TOBACCO COMMUNITY/ AWARE	\$31,639	\$25,965	\$67,187	\$93,152	\$36,253	38.92%	\$56,899
6049	SUBSTANCE ABUSE PREVENTION	\$60,841	\$58,333	(\$58,333)	\$0	\$120	N/A	(\$120)
6050	CHILDRN'S SPECIAL HEALTH	\$314,215	\$292,094	\$5,000	\$297,094	\$90,998	30.63%	\$206,096
6051	SNAP ED	\$0	\$0	\$16,759	\$16,759	\$4,188	24.99%	\$12,571
6052	EARLY ON	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6053	MATERNAL/INFANT SUPPT SERV	\$760,324	\$413,853	\$0	\$413,853	\$303,407	73.31%	\$110,446
6054	FARMER'S MARKET GRANT	\$0	\$0	\$22,610	\$22,610	\$2,428	10.74%	\$20,182
6055	AIDS/STD	\$20,561	\$16,720	\$0	\$16,720	\$12,443	74.42%	\$4,277
6058	PNC ENROLL/COORDINATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6059	COMMUNICABLE DISEASE	\$2,468	\$15,095	\$0	\$15,095	\$9,898	65.57%	\$5,197
6060	PRENATAL EDUCATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6061	RESTRICTED DONATIONS	\$1,315	\$2,185	(\$777)	\$1,408	\$1,408	100.03%	(\$0)
6310	HEALTH EDUCATION	\$39,051	\$37,133	\$1,000	\$38,133	\$21,355	56.00%	\$16,778
6311	WELLNESS PROGRAM	\$1,219	\$0	\$5,000	\$5,000	\$3,000	60.00%	\$2,000
TOTAL REVENUE		\$9,598,699	\$8,970,159	\$125,502	\$9,095,661	\$3,670,856	40.36%	\$5,424,805

DEPT	DEPARTMENT NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJUSTMENTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6010	AGENCY SUPPORT	\$1,916,210	\$1,077,229	\$14,193	\$1,091,422	\$519,570	47.60%	\$571,852
6011	PUBLIC HEALTH PREPAREDNESS	\$102,482	\$101,065	\$0	\$101,065	\$52,016	51.47%	\$49,049
6012	ACCOUNTING/ MIS	\$861,125	\$880,546	\$11,189	\$891,735	\$412,018	46.20%	\$479,717
6013	PHP - SURVIELLANCE	\$14,787	\$11,790	\$0	\$11,790	\$188	1.59%	\$11,602
6014	PHP - COMMUNICATION & IT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6015	PHP - RISK COMMUNICATION	\$18,271	\$20,170	\$0	\$20,170	\$0	0.00%	\$20,170
6016	PHP - EDUCATION & TRAINING	\$44,964	\$0	\$0	\$0	\$0	N/A	\$0
6017	PANDEMIC INFLUENZA	\$66	\$0	\$0	\$0	\$0	N/A	\$0
6020	ENVIRONMENTAL HLTH FIELD SERV	\$595,722	\$628,528	(\$1,701)	\$626,827	\$281,295	44.88%	\$345,532
6021	ENVIRONMENTAL FOOD SERVICE	\$593,509	\$592,650	\$4	\$592,654	\$262,596	44.31%	\$330,058
6022	BEACH GRANT	\$41,425	\$70,000	\$0	\$70,000	\$33,973	48.53%	\$36,027
6030	DENTAL	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6031	VISION	\$292,088	\$300,857	\$2	\$300,859	\$157,443	52.33%	\$143,416
6032	HEARING	\$4,173	\$0	\$20,861	\$20,861	\$6,294	30.17%	\$14,567
6033	COMMUNITY HEALTH PROMOTION	\$71,899	\$0	\$35,028	\$35,028	\$19,118	54.58%	\$15,910
6034	TOBACCO REDUCTION	\$18,888	\$0	\$0	\$0	\$0	N/A	\$0
6035	EPIDEMIOLOGY	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6039	JAIL HEALTH SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6040	SCOLIOSIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6041	NURSING SUPERVISION	\$578,175	\$614,378	\$0	\$614,378	\$269,819	43.92%	\$344,559
6042	FAMILY PLANNING	\$713,242	\$772,913	\$0	\$772,913	\$327,339	42.35%	\$445,574
6043	DENTAL GRANT	\$52,580	\$46,969	\$0	\$46,969	\$23,427	49.88%	\$23,542
6044	IMMUNIZATION CLINIC	\$1,266,656	\$1,303,762	\$2	\$1,303,764	\$478,490	36.70%	\$825,275
6045	HEALTH CHILDREN'S CONTRACT	\$358,155	\$377,475	\$1	\$377,476	\$173,952	46.08%	\$203,524
6046	LCC - CHOOSE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6047	EPSDT SCREENING - WELL CHILD	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6048	TOBACCO COMMUNITY/AWARENESS	\$30,542	\$26,083	\$67,219	\$93,302	\$41,613	44.60%	\$51,689
6049	SUBSTANCE ABUSE PREVENTION	\$60,542	\$58,243	(\$58,243)	\$0	\$0	N/A	\$0
6050	CHILDRENS SPECIAL HEALTH CARE	\$384,423	\$386,756	(\$1,542)	\$385,214	\$166,426	43.20%	\$218,788
6051	SNAP ED	\$0	\$0	\$16,759	\$16,759	\$100	0.60%	\$16,659
6052	EARLY ON	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6053	MATERNAL/INFANT SUPPORT	\$732,386	\$757,570	\$10	\$757,580	\$325,231	42.93%	\$432,349
6054	FARMER'S MARKET GRANT	\$0	\$0	\$22,892	\$22,892	\$5,332	23.29%	\$17,560
6055	AIDS/STD	\$264,261	\$299,508	\$0	\$299,508	\$117,233	39.14%	\$182,275
6058	PNC-ENROLL/COORDINATION	\$0	\$0	\$0	\$0	\$0	N/A	(\$0)
6059	COMMUNICABLE DISEASE	\$274,182	\$334,033	(\$8,299)	\$325,734	\$126,492	38.83%	\$199,242
6060	PRENATAL EDUCATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6061	RESTRICTED DONATIONS	\$1,314	\$2,185	(\$777)	\$1,408	\$683	48.51%	\$725
6310	HEALTH EDUCATION	\$142,666	\$141,060	\$1,012	\$142,072	\$64,597	45.47%	\$77,475
6311	WELLNESS PROGRAM	\$163,964	\$166,389	\$4,066	\$170,455	\$75,256	44.15%	\$95,199
TOTAL EXPENDITURES		\$9,598,699	\$8,970,159	\$122,676	\$9,092,835	\$3,940,503	43.34%	\$5,152,332
TOTAL REVENUES		\$9,598,699	\$8,970,159	\$125,502	\$9,095,661	\$3,670,856	40.36%	\$5,424,805
FUND BALANCE <USE>		\$0	\$0	\$2,826	\$2,826	(\$269,646)		\$272,472

DEPT	SUB-DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJUSTMENTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6491	0363	MT. PLEASANT CENTER	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1240	DD CLINICAL SUPPORT	\$932,970	\$1,291,477	\$0	\$1,291,477	\$304,726	23.60%	\$986,751
6491	1245	DD OBRA SCREENING	\$85,087	\$123,292	\$0	\$123,292	\$48,034	38.96%	\$75,258
6491	1347	DD WORK ACTIVITIES	\$2,738,332	\$2,553,605	\$0	\$2,553,605	\$847,895	33.20%	\$1,705,710
6491	1349	DD SUPPORTED EMPLOYMENT	\$1,590,371	\$1,562,075	\$0	\$1,562,075	\$626,438	40.10%	\$935,637
6491	1357	DD COMMUN. BASED EXPERIENC	\$2,362,188	\$2,259,622	\$11,549	\$2,271,171	\$721,035	31.75%	\$1,550,136
6491	1358	DD KANDU SUPP EMPLOYMENT	\$19,432	\$21,346	\$0	\$21,346	\$9,908	46.42%	\$11,438
6491	1440	DD RESPITE CARE	\$327,154	\$303,910	\$0	\$303,910	\$78,728	25.90%	\$225,182
6491	1441	DD RES FOSTER CARE-CHILD	\$31,278	\$5,773	\$0	\$5,773	\$1,747	30.26%	\$4,026
6491	1442	DD CHILDREN'S WAIVER	\$1,216,477	\$854,399	\$0	\$854,399	\$205,903	24.10%	\$648,496
6491	1443	DD RES.SERV. - S.I.L.	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1451	DD RES. SERV-FELCH AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1452	DD RES. SERV-PIERCE AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1453	DD RES. SERV-WAVERLY AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1454	DD RES. SERV-40TH ST CLF	\$1,114,769	\$1,112,589	\$0	\$1,112,589	\$559,057	50.25%	\$553,532
6491	1455	DD RES. SERV-OTHER RESIDENT S	\$665,011	\$974,168	\$0	\$974,168	\$0	0.00%	\$974,168
6491	1456	DD RES. SERV. LEGION CT. AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1457	DD RES. SERV-SETTLERS ROAD	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1459	DD RES. SERV-MAGNOLIA DRIVE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1460	DD WAIVER RESIDENTIAL	\$9,237,744	\$9,705,961	\$0	\$9,705,961	\$3,256,203	33.55%	\$6,449,758
6491	1462	NON-WAIVER RESIDENTIAL	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	5400	TRAINING	\$1,020	\$998	\$0	\$998	\$345	34.57%	\$653
6491	5401	GROUP HOME TRAINING	\$200,097	\$177,146	\$0	\$177,146	\$2,080	1.17%	\$175,066
6491	5510	DD CLIENT SVC MANAGEMENT	\$1,325,983	\$1,646,841	\$0	\$1,646,841	\$864,404	52.49%	\$782,437
6491	5514	RES. CLIENT SERV MGT-CLF	\$39,141	\$0	\$0	\$0	\$0	N/A	\$0
6491	5522	CHILD CASE MANAGEMENT	\$410,934	\$262,251	\$0	\$262,251	\$153,659	58.59%	\$108,592
6492	5511	CHILD CASE MANAGEMENT	\$83,315	\$96,996	\$0	\$96,996	\$26,430	27.25%	\$70,566
6492	5540	NURSING HOME REVIEW	\$12,774	\$17,585	\$0	\$17,585	\$2,573	14.63%	\$15,012
6492	5541	HUD LEASING ASSISTANCE GRAN	\$212,183	\$218,943	\$0	\$218,943	(\$3,607)	-1.65%	\$222,550
6492	5610	HUD GRANT 4	\$9,201	\$15,787	\$0	\$15,787	(\$2,706)	-17.14%	\$18,493
6493	0361	KALAMAZOO PSYCH HOSPITAL	\$27,328	\$5,918	\$0	\$5,918	\$0	0.00%	\$5,918
6493	3240	MI ADULT EMERGENCY SERVICE	\$751,989	\$795,523	\$0	\$795,523	\$262,329	32.98%	\$533,194
6493	3241	MI ADULT ACCESS CENTER	\$150,549	\$145,328	\$6,400	\$151,728	\$60,874	40.12%	\$90,854
6493	3242	MEDICATION CLINIC	\$35,585	\$50,000	(\$8,520)	\$41,480	\$6,433	15.51%	\$35,047
6493	3243	MI ADULT OUTPATIENT	\$133,779	\$151,503	\$0	\$151,503	\$1,616	1.07%	\$149,887
6493	3244	MI ADULT GRAND HAVEN - MDT	\$1,316,787	\$1,233,729	\$0	\$1,233,729	\$385,134	31.22%	\$848,595
6493	3245	MI ADLT OUTPT COMM SUPPORT	(\$704)	\$0	\$0	\$0	\$0	N/A	\$0
6493	3246	MI ADLT OLDER ADULTS	\$487,914	\$228,427	\$0	\$228,427	\$186,363	81.59%	\$42,064
6493	3247	MI ADLT VOC.REHABILITATION	\$94,546	\$103,974	\$0	\$103,974	\$0	0.00%	\$103,974
6493	3248	MI ADULT-SPANISH OUTREACH	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3249	ASSERTV COMM TREATMT-SOUT	\$976,730	\$948,208	\$0	\$948,208	\$205,906	21.72%	\$742,302
6493	3252	ASSERTV COMM TREATMT-NORT	\$12,580	\$16,540	\$0	\$16,540	\$750	4.53%	\$15,790
6493	3253	OUTPATIENT CLINIC-MI ADULT	\$0	\$0	\$0	\$0	\$59,095	N/A	(\$59,095)
6493	3254	MI ADULT-MDT HOLLAND	\$2,097,314	\$1,895,116	\$0	\$1,895,116	\$733,498	38.70%	\$1,161,618
6493	3256	MDT MI/DD	\$202,783	\$770,333	\$63,890	\$834,223	\$216,235	25.92%	\$617,988
6493	3343	NEW HOPE HOUSE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3344	SOUTH COUNTY CLUBHOUSE	\$530,583	\$593,935	\$0	\$593,935	\$203,726	34.30%	\$390,209
6493	3346	MI PEER OPERATED SERVICES	\$70,098	\$76,862	\$0	\$76,862	\$0	0.00%	\$76,862
6493	3348	MI KANDU SUPPORTED EMPLOY	\$183,243	\$185,762	\$0	\$185,762	\$42,669	22.97%	\$143,094
6493	3349	MI ADULT SUPPORTED EMPLOY	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3450	MI RIVER VIEW RTC	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3451	MI HOSPITALS	\$185,732	\$223,601	\$0	\$223,601	\$45,835	20.50%	\$177,766
6493	3452	MI ROBERT BROWN CENTER	(\$0)	\$0	\$0	\$0	\$0	N/A	\$0
6493	3453	OTHER CRISIS RESIDENTIAL	\$700,031	\$715,730	\$0	\$715,730	\$186,700	26.09%	\$529,030
6493	3456	OTHER HOSPITALS-MI ADULT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3457	HACKELY HOSPITAL	\$1,096,473	\$1,041,483	\$0	\$1,041,483	\$109,485	10.51%	\$931,998
6493	3459	ADULT ALTERNATIVE RESIDENT	\$1,111,314	\$1,567,243	\$0	\$1,567,243	\$242,082	15.45%	\$1,325,161
6493	5515	COMM SUPPORT CASE MGT	\$587	\$0	\$0	\$0	\$0	N/A	\$0
6493	5516	CASE MGMT - OLDER ADULTS	\$82,852	\$0	\$0	\$0	\$0	N/A	\$0
6494	4243	MI CHILD OUTPATIENT	\$123,536	\$159,738	\$0	\$159,738	\$41,817	26.18%	\$117,921
6494	4244	HOME BASED SERVICES	\$342,042	\$382,187	\$10,000	\$392,187	\$110,088	28.07%	\$282,099
6494	4245	EL CENTRO	\$628,705	\$819,079	\$43,214	\$862,293	\$273,291	31.69%	\$589,003
6494	4247	EMOTIONAL IMPAIRED	\$670	\$481	\$0	\$481	\$264	54.93%	\$217
6494	4450	MI CRISIS RESIDENTIAL	\$45,301	\$26,697	\$0	\$26,697	\$8,633	32.34%	\$18,064
6494	4451	MI CHILD RESPITE SERVICES	\$136,671	\$113,597	\$0	\$113,597	\$38,566	33.95%	\$75,031
6494	4472	LOCAL INPATIENT	\$244,971	\$212,354	\$0	\$212,354	\$58,247	27.43%	\$154,107
6494	5800	PREVENTION-INDIRECT	\$288	\$0	\$0	\$0	\$0	N/A	\$0
6494	5801	PREVENTION-DIRECT	\$20,960	\$0	\$0	\$0	\$0	N/A	\$0
6495	5020	MH ADMINISTRATION	\$1,264,386	\$624,122	\$98,204	\$722,326	\$1,001	0.14%	\$721,325

DEPT	SUB-DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJUSTMENTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6495	5022	QUALITY IMPROVEMENT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5024	OFFICE-COMM RELATIONS	\$100	\$150	\$42,806	\$42,956	\$0	0.00%	\$42,956
6495	5025	RECEIVABLES/BILLINC	\$0	\$0	\$0	\$0	\$145	N/A	(\$145)
6495	5026	FINANCE	\$221	\$24	\$0	\$24	\$710	2960.38%	(\$686)
6495	5027	ALLOCATED COSTS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5028	DIVISION DIRECTORS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5029	MCO ADMINISTRATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5030	MEDICAL RECORDS	\$4,027	\$3,948	\$0	\$3,948	\$1,600	40.54%	\$2,348
TOTAL REVENUES			\$35,675,429	\$36,296,356	\$267,543	\$36,563,899	\$11,185,943	30.59%	\$25,377,956

DEPT	SUB-DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJUSTMENTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6491	0363	MT. PLEASANT CENTER	(\$3,575)	\$0	\$0	\$0	\$0	N/A	\$0
6491	1240	DD CLINICAL SUPPORT	\$716,442	\$975,213	\$8,461	\$983,674	\$438,713	44.60%	\$544,961
6491	1242	DD CLINICAL MANAGEMENT	\$0	\$251,892	\$27,764	\$279,656	\$90,971	32.53%	\$188,685
6491	1245	DD OBRA SCREENING	\$80,608	\$115,794	\$0	\$115,794	\$56,221	48.55%	\$59,573
6491	1347	DD WORK ACTIVITIES	\$2,553,449	\$2,359,290	\$0	\$2,359,290	\$1,106,155	46.89%	\$1,253,135
6491	1349	DD SUPPORTED EMPLOYMENT	\$1,230,063	\$1,167,059	\$35,152	\$1,202,211	\$575,946	47.91%	\$626,265
6491	1357	DD COMMUNITY BASED EXPERIENCE	\$1,869,789	\$1,724,941	\$26,548	\$1,751,489	\$821,860	46.92%	\$929,629
6491	1358	DD KANDU SUPPORTED EMPLOYMT	\$18,607	\$20,004	\$0	\$20,004	\$12,538	62.68%	\$7,466
6491	1440	DD RESPITE CARE	\$294,666	\$272,825	\$937	\$273,762	\$127,184	46.46%	\$146,578
6491	1441	DD RES. SERV-40TH ST CLF	\$29,547	\$5,410	\$1,000	\$6,410	\$4,312	67.27%	\$2,098
6491	1442	DD CHILDREN'S WAIVER	\$793,056	\$800,669	\$0	\$800,669	\$254,172	31.74%	\$546,497
6491	1443	DD RES.SERV.- S.I.L.	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1454	DD RES. SERV-40TH ST CLF	\$1,054,606	\$1,042,623	\$912,906	\$1,955,529	\$728,890	37.27%	\$1,226,639
6491	1455	DD RES. SERV-OTHER RES SETTING	\$628,203	\$912,906	(\$912,906)	\$0	\$4,862	N/A	(\$4,862)
6491	1460	DD WAIVER RESIDENTIAL	\$8,705,652	\$9,073,096	\$0	\$9,073,096	\$3,679,584	40.55%	\$5,393,512
6491	1462	NON-WAIVER RESIDENTIAL	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	5400	TRAINING	\$48,711	\$36,196	\$51	\$36,247	\$16,629	45.88%	\$19,618
6491	5401	GROUP HOME TRAINING	\$198,443	\$171,617	\$13,884	\$185,501	\$87,379	47.10%	\$98,122
6491	5510	DD CLIENT SVC MANAGEMENT	\$850,640	\$1,247,136	\$15,043	\$1,262,179	\$582,860	46.18%	\$679,319
6491	5514	DD RESID CLIENT SVC MGT-CLF	\$36,975	\$0	\$0	\$0	\$0	N/A	\$0
6491	5522	CHILD CASE MANAGEMENT	\$481,053	\$197,801	\$2,650	\$200,451	\$96,903	48.34%	\$103,548
6492	5511	HUD LEASING GRANT 3	\$80,898	\$96,913	\$81	\$96,994	\$44,931	46.32%	\$52,063
6492	5540	NUSING HOME REVIEW	\$12,624	\$17,378	\$30	\$17,408	\$6,987	40.13%	\$10,422
6492	5541	HUD LEASING ASSISTANCE	\$213,010	\$219,384	\$171	\$219,555	\$121,129	55.17%	\$98,426
6492	5610	HUD GRANT 4	\$9,970	\$15,915	\$32	\$15,947	\$5,908	37.05%	\$10,039
6493	0361	KALAMAZOO PSYCH HOSPITAL	\$36,091	\$6,576	\$0	\$6,576	\$254	3.87%	\$6,322
6493	0362	FORENSIC CENTER	\$34,079	\$37,892	\$0	\$37,892	\$0	0.00%	\$37,892
6493	3240	MI ADULT EMERGENCY SERVICES	\$602,162	\$639,582	\$3,372	\$642,954	\$298,610	46.44%	\$344,344
6493	3241	MI ADULT ACCESS CENTER	\$709,087	\$731,557	\$6,320	\$737,877	\$340,010	46.08%	\$397,867
6493	3242	MEDICATION CLINIC	\$139,792	\$480,120	\$29,197	\$509,317	\$212,682	41.76%	\$296,635
6493	3243	MI ADULT OUTPATIENT	\$140,306	\$157,619	\$21,192	\$178,811	\$26,685	14.92%	\$152,126
6493	3244	MI ADULT GRAND HAVEN - MDT	\$991,233	\$885,114	(\$24,941)	\$860,173	\$434,402	50.50%	\$425,771
6493	3245	MI ADULT OUTPT COMM SUPPORT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3246	MI ADULT OLDER ADULTS	\$480,164	\$266,770	\$36,470	\$303,240	\$181,048	59.70%	\$122,192
6493	3247	MI ADULT VOCATIONAL REHAB	\$99,236	\$108,262	\$9,314	\$117,576	\$86,706	73.74%	\$30,870
6493	3248	MI ADULT-SPANISH OUTREACH	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3249	ASSERTIVE COMM TREATMT - SOUTH	\$718,965	\$664,940	\$3,059	\$667,999	\$344,652	51.59%	\$323,347
6493	3252	ASSERTIVE COMM TREATMT - NORTH	\$11,884	\$15,500	(\$1,000)	\$14,500	\$3,811	26.28%	\$10,689
6493	3253	OUTPATIENT CLINIC - MI ADULT	\$0	\$0	\$110,602	\$110,602	\$40,591	36.70%	\$70,011
6493	3254	MI ADULT MDT-HOLLAND	\$1,516,494	\$1,342,240	(\$20,946)	\$1,321,294	\$573,994	43.44%	\$747,300
6493	3256	MDT - MI/DD	\$156,966	\$529,477	\$5,017	\$534,494	\$240,265	44.95%	\$294,229
6493	3343	NEW HOPE HOUSE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3344	SOUTH COUNTY CLUBHOUSE	\$400,975	\$435,884	\$1,474	\$437,358	\$186,404	42.62%	\$250,954
6493	3346	MI PEER OPERATED SERVICES	\$71,088	\$77,550	\$0	\$77,550	\$38,775	50.00%	\$38,775
6493	3348	MI KANDU SUPPORTED EMPLOY	\$173,152	\$174,080	\$0	\$174,080	\$58,484	33.60%	\$115,596
6493	3349	MI ADULT SUPP. EMPLOYMENT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3450	MI RIVER VIEW RTC	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3451	MI HOSPITALS	\$175,452	\$209,540	\$0	\$209,540	\$73,332	35.00%	\$136,208
6493	3452	MI ROBERT BROWN CENTER	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3453	OTHER CRISIS RESIDENTIAL	\$661,284	\$670,721	\$0	\$670,721	\$226,312	33.74%	\$444,409
6493	3456	OTHER HOSPITAL-MI	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3457	HACKLEY HOSPITAL	\$1,064,119	\$1,000,000	\$0	\$1,000,000	\$213,565	21.36%	\$786,436
6493	3459	ADULT ALTERNATIVE RESIDENTIAL	\$1,049,803	\$1,468,685	(\$241,189)	\$1,227,496	\$310,040	25.26%	\$917,456
6493	5515	COMM SUPPORT CASE MGT	\$100	\$0	\$0	\$0	\$0	N/A	\$0
6493	5516	CASE MGT-OLDER ADULTS	\$80,210	\$0	\$0	\$0	\$0	N/A	\$0
6494	4243	MI CHILD OUTPATIENT	\$116,965	\$150,610	\$0	\$150,610	\$48,641	32.30%	\$101,969
6494	4244	HOME BASED SERVICES	\$252,014	\$274,363	(\$18,665)	\$255,698	\$113,197	44.27%	\$142,501
6494	4245	EL CENTRO	\$453,231	\$589,462	(\$7,597)	\$581,865	\$239,802	41.21%	\$342,063
6494	4247	EMOTIONALLY IMPAIRED PROGRAM	\$641	\$500	\$0	\$500	\$506	101.25%	(\$6)
6494	4450	MI CHILD CRISIS RESIDENTIAL	\$21,009	\$25,018	\$0	\$25,018	\$12,540	50.12%	\$12,478
6494	4451	MI CHILD RESPITE SERVICES	\$146,727	\$102,504	\$302	\$102,806	\$55,781	54.26%	\$47,025
6494	4472	LOCAL INPATIENT	\$233,284	\$200,000	\$0	\$200,000	\$65,631	32.82%	\$134,369
6494	5800	PREVENTION - INDIRECT	\$247	\$0	\$0	\$0	\$0	N/A	\$0
6494	5801	PREVENTION - DIRECT	\$22,000	\$0	\$0	\$0	\$0	N/A	\$0
6495	5020	MH ADMINISTRATION	\$2,553,258	\$1,609,527	\$13,376	\$1,622,903	\$790,489	48.71%	\$832,414
6495	5021	ADMIN. LIFE SUPPORT SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5022	QUALITY IMPROVEMENT	\$282,622	\$205,165	\$1,077	\$206,242	\$85,390	41.40%	\$120,852
6495	5023	RECIPIENT RIGHTS	\$115,345	\$170,707	\$1,488	\$172,195	\$85,211	49.48%	\$86,984
6495	5024	OFFICE-COMM. RELATIONS/EE	\$102,719	\$169,460	\$44,960	\$214,420	\$74,821	34.89%	\$139,599
6495	5025	RECEIVABLES/BILLING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5026	FINANCE	\$492,110	\$541,146	\$27,873	\$569,019	\$244,256	42.93%	\$324,763
6495	5027	ALLOCATED COSTS	\$0	\$93,609	(\$1,450)	\$92,159	\$37,524	40.72%	\$54,635

DEPT	SUB-DEPT	NAME	ACTUAL 2011	ORIGINAL BUDGET 2012	BUDGET ADJUSTMENTS 2012	AMENDED BUDGET 2012	YTD ACTUAL 2012	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6495	5028	DIVISION DIRECTORS	\$0	\$0	\$0	\$0	\$1,125	N/A	(\$1,125)
6495	5029	MCO ADMINISTRATION	\$1,116,960	\$1,175,451	\$79,267	\$1,254,718	\$533,677	42.53%	\$721,041
6495	5030	MEDICAL RECORDS	\$127,414	\$0	\$0	\$0	\$2,817	N/A	(\$2,817)
6495	5031	INFORMATION TECHNOLOGY	\$25,641	\$362,663	\$57,167	\$419,830	\$192,275	45.80%	\$227,555
TOTAL EXPENDITURES			\$35,278,266	\$36,296,356	\$267,543	\$36,563,899	\$15,338,437	41.95%	\$21,225,462
TOTAL REVENUE			\$35,675,429	\$36,296,356	\$267,543	\$36,563,899	\$11,185,943	30.59%	\$25,377,956
FUND BALANCE (USE)			\$397,163	\$0	\$0	\$0	(\$4,152,494)		\$4,152,494

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Treasurer's Office

Submitted By: Keith Van Beek

Agenda Item: Quarterly Treasurer's Investment Report

SUGGESTED MOTION:

To receive for information the Treasurer's Quarterly Investment Report as of March 2012.

SUMMARY OF REQUEST:

The Treasurer provides a variety of quarterly investment report. They include:

- Open Investments Report
- Earnings and Yields Summary
- Annual Performance Bond Report for 2012
- GASB31 Compliance - Unamortized Book Value
- Interest Yield
- Current Portfolio
- Statement of Account for County of Ottawa Retiree Health Insurance Section 115 Trust

FINANCIAL INFORMATION:

Total Cost: \$0.00 | General Fund Cost: \$0.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 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:



County of Ottawa

Office of the Treasurer

Bradley J. Slagh
County Treasurer

Cheryl Clark
Chief Deputy Treasurer

Steven Brower
Deputy Treasurer

12220 Fillmore St., Room 155, West Olive, MI 49460

Phone: (616) 994-4501
1-800-764-4111, ext. 4501

Fax: (616) 994-4509

Web Site: www.miOttawa.org

Report To: Ottawa County Finance & Administration Committee

From: Bradley Slagh

Date: April 9, 2012

Re: Financial update for month & quarter end March 31, 2012

Attached are multiple files including graphics and verbiage representing the status of the General Fund portfolio and activities of the Treasurer's Office for Ottawa County as of March 31, 2012. The asset distribution of the General Pooled Funds by maturity and category continues to meet the requirements of the County's Investment Policy.

Quarterly, the Treasurer's report includes a copy of GASB 31, listing open investments of the general pooled funds as of quarter end; detailing the type of investment, coupon interest rate, maturity date, purchase date, yield to maturity along with a lot of other information.

Highlighted information from this report includes:

\$ 84,029,177.57	Par Value (6 th column from right)
\$ 84,576,407.17	Fair Market Value (4 th column from right)
\$ 234,793.51	Interest earned YTD (2 nd column from right)

The net change in fair market value for the first quarter of the year of 2012 shows a loss of \$ **122,928.18** (3rd column from the right), this includes unrealized capital gains/losses. The yield earned YTD including unrealized gains/losses was 0.5352% (7th column from left).

Yield excluding the unrealized gains / losses and the yield for the benchmark that we use as a County is visually presented on the graph entitled "YIELD" as part of Quarter End March 31 file attached.

The file Quarter End March 31 also contains the Delinquent Tax and Tax Foreclosure results that are part of the March efforts in the Treasurer's Office. You will find that the total number of delinquent real properties and their corresponding taxes have fallen for the third year in a row. This is positive news related to the economic stability of the County. On the negative side, you will see that our Foreclosures have jumped significantly. This is a direct result of a condominium development in Georgetown Township that allowed 80 plus of the condominiums to be foreclosed on.

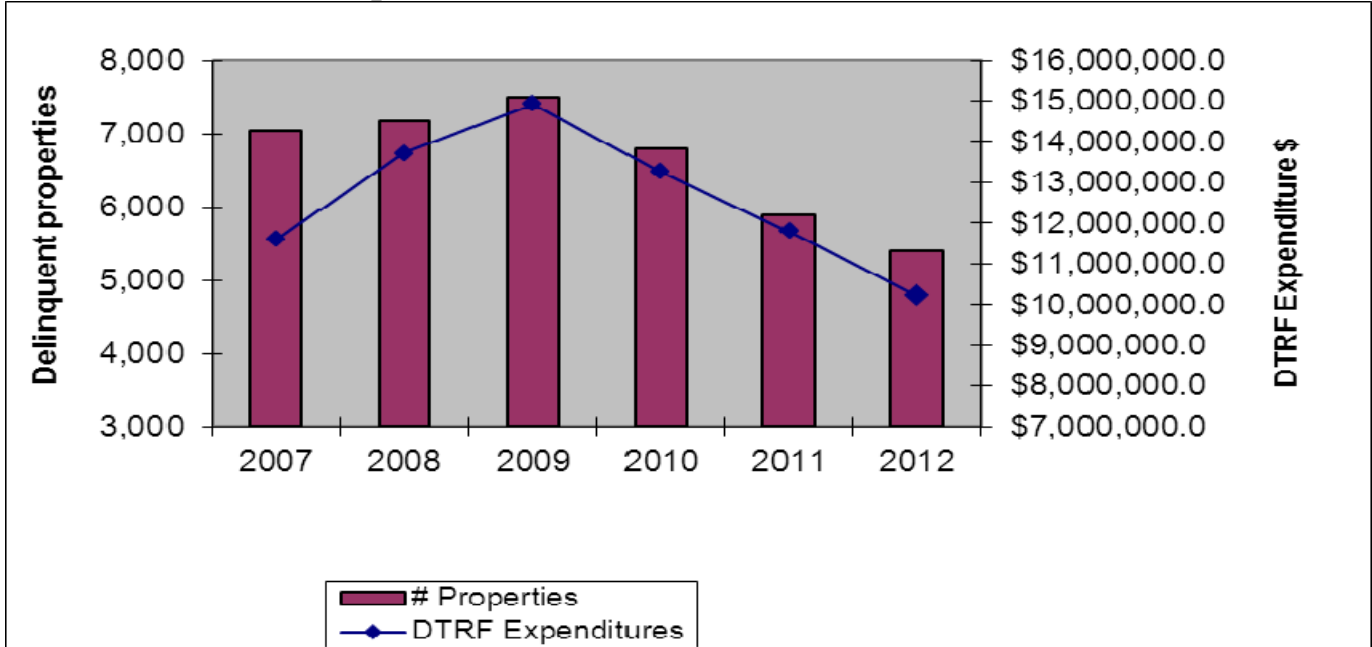
Other Post Employee Benefits

I have attached the OPEB Trust account March statement that identifies each of the investments, and current balance. The fund is doing better the first quarter of this year and is up over seven percent year to date.

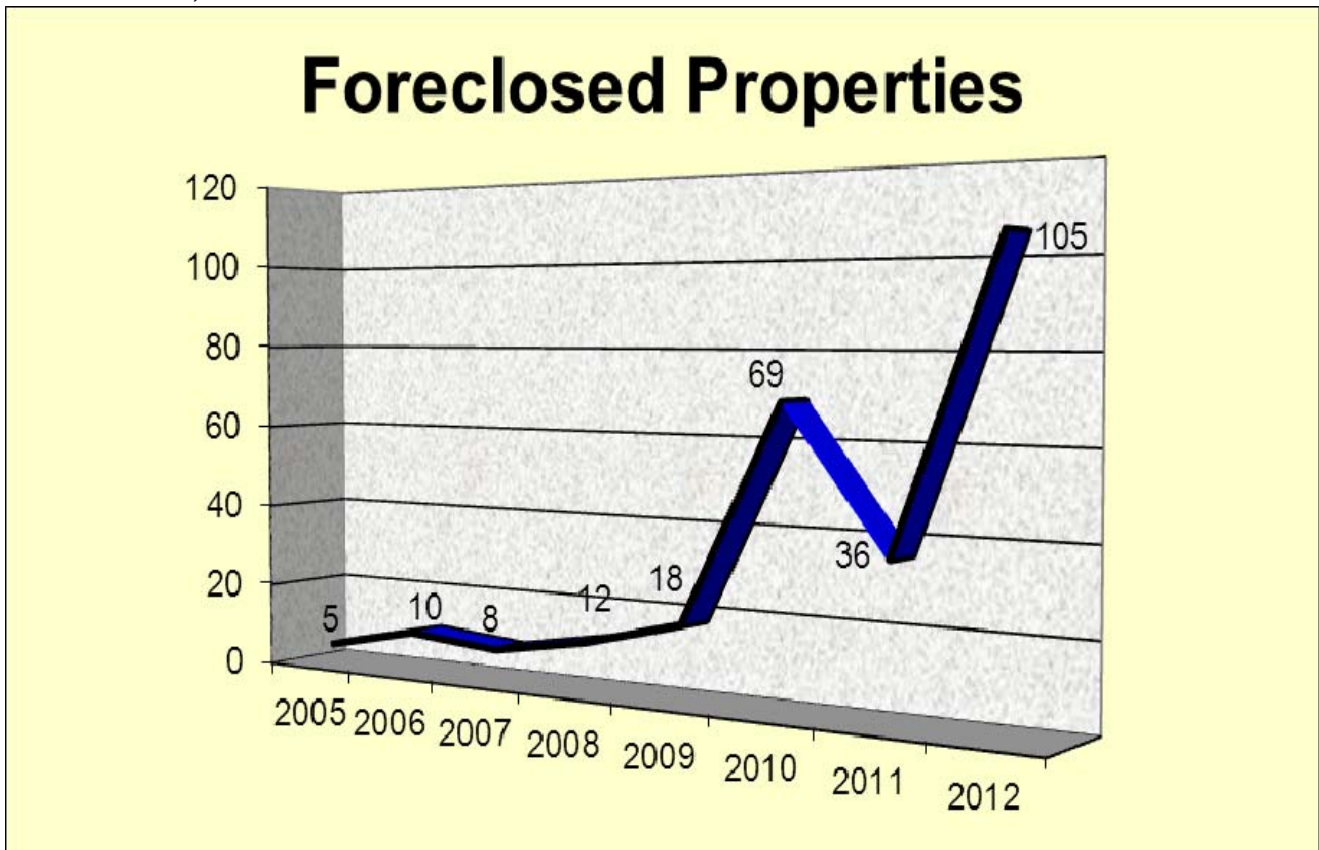
I plan to be at the Finance Committee meeting to answer questions. Please feel free to contact me before or after the meeting if you have any questions regarding this material or any of the work of the County Treasurer.

Quarter End March 31, 2012 Treasurer's Report

March 1, 2012 Delinquent – Parcels and Dollars

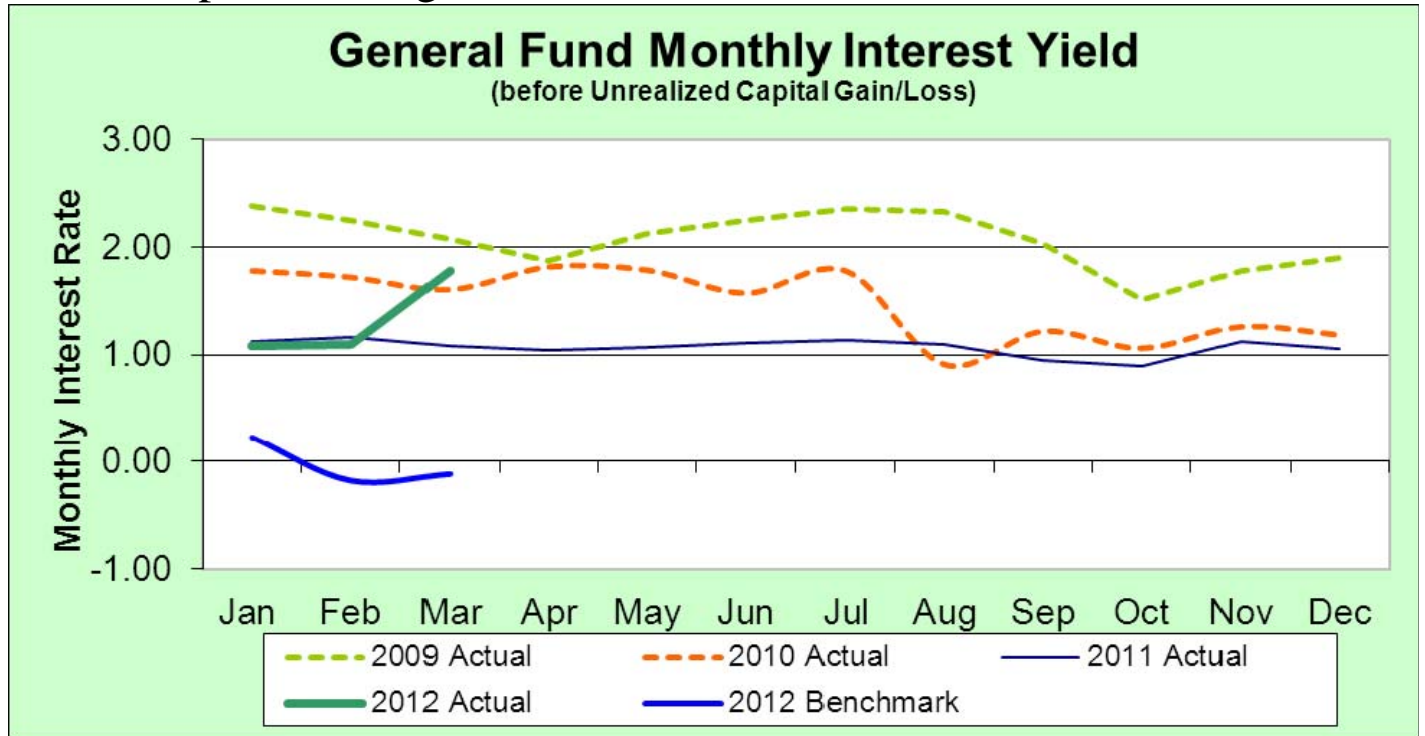


March 31, 2012 Foreclosures



Quarter End March 31, 2012
Treasurer's Report

Yield Graph including Benchmark



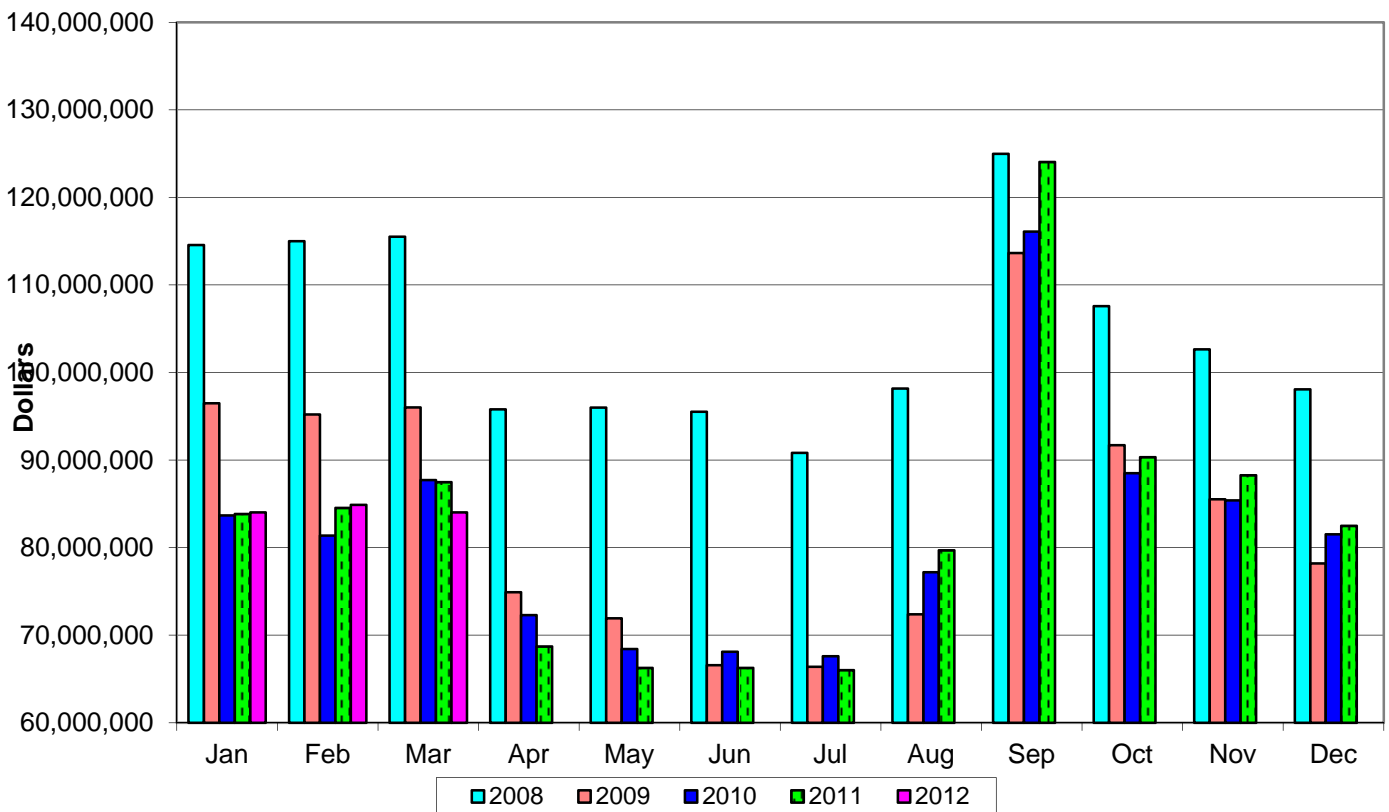
Ottawa County General Pooled Funds

Current Portfolio Size

March 31, 2012

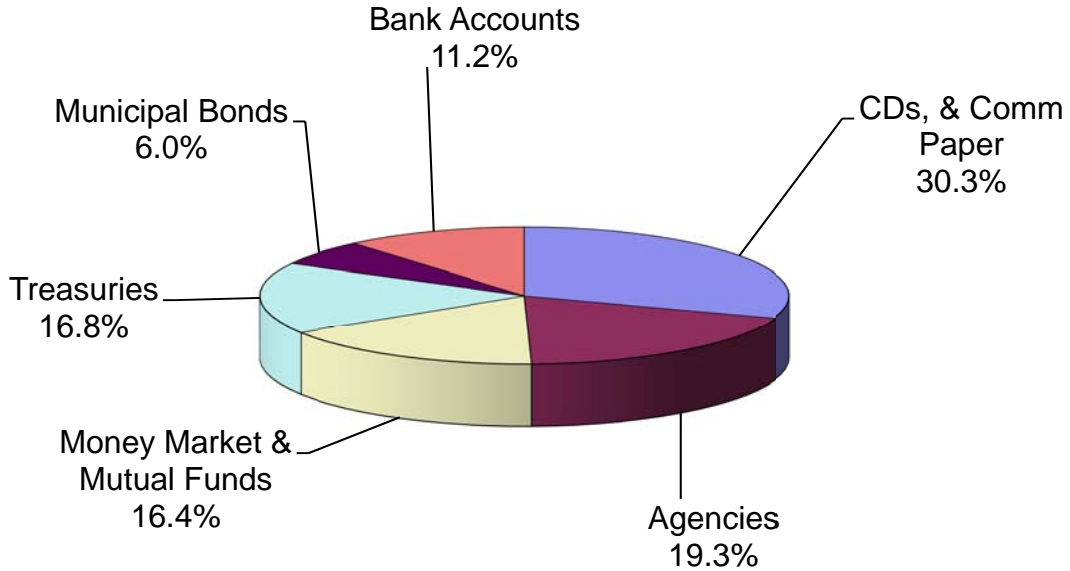
<i>CDs, & Comm Paper</i>	\$25,535,319.50
<i>Agencies</i>	\$16,226,714.83
<i>Money Market & Mutual Funds</i>	\$13,856,988.06
<i>Treasuries</i>	\$14,162,295.63
<i>Municipal Bonds</i>	\$5,084,183.99
<i>Bank Accounts</i>	\$9,398,280.86
<i>Total</i>	\$84,263,782.87

Historical Comparison By Month

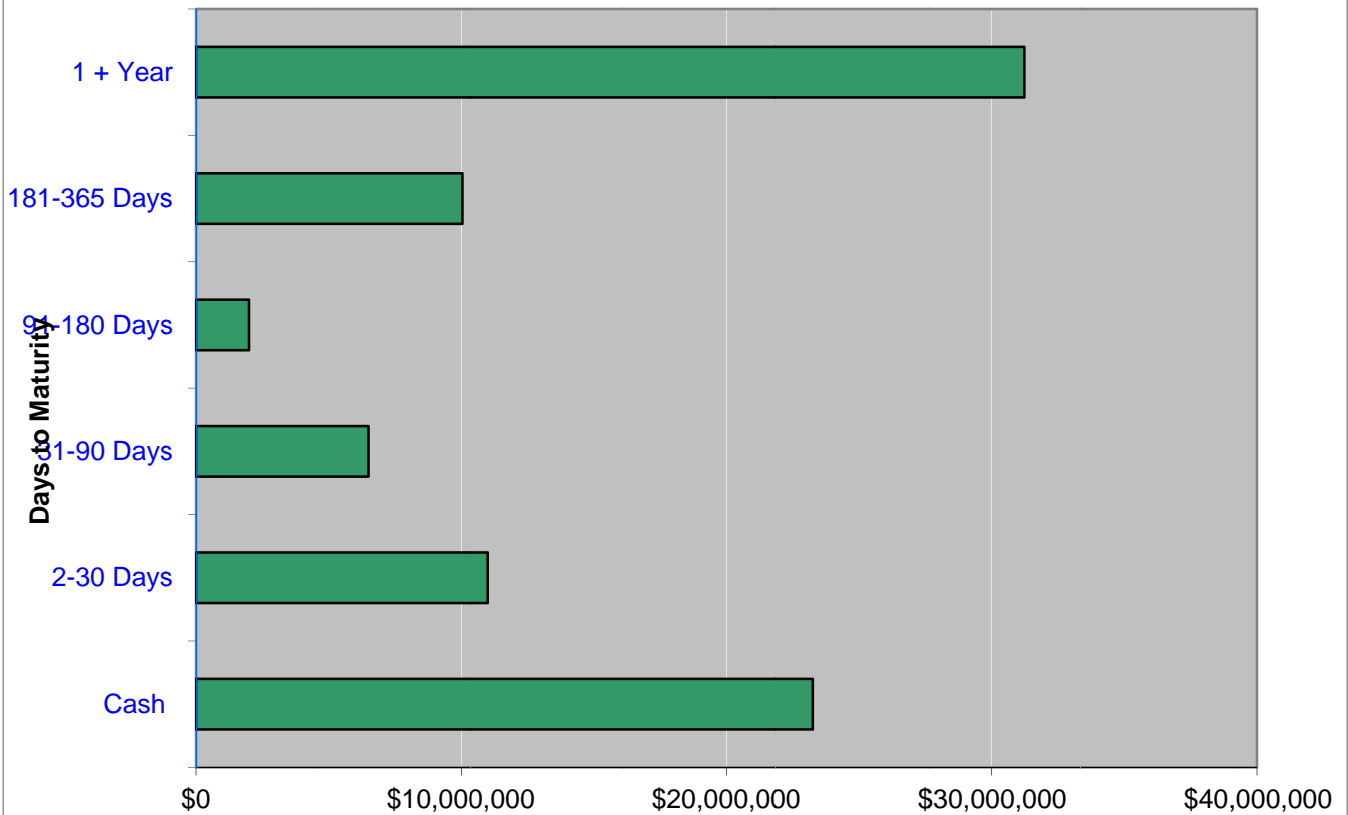


Ottawa County General Pooled Funds

Diversification by Investment March 31, 2012



Diversification By Maturity Date - March 31, 2012



Earnings and Yields Summary

Ottawa County Treasurer

Effective Interest - Actual Life

Receipts for Period

01/01/12 - 03/31/12

Security Description	01/01/12 01/31/12	02/01/12 02/29/12	03/01/12 03/31/12	01/01/12 03/31/12
Combined Port				
Certificate o	10,087.23	9,779.42	9,370.45	29,237.10
Checking	0.00	0.00	0.00	0.00
Commercial Pa	1,439.05	1,440.09	1,441.13	4,320.27
FFCB	12,245.83	12,245.83	11,159.03	35,650.69
FHLMC	4,672.26	4,672.26	3,630.60	12,975.12
FNMA	10,009.83	10,009.83	9,230.10	29,249.76
Money Market	2,586.44	2,435.78	5,030.90	10,053.12
Municipal Bon	8,647.74	8,647.75	8,647.75	25,943.24
Mutual Fund -	95.39	82.15	38.40	215.94
Savings	1,307.54	1,105.13	1,193.49	3,606.16
Treasury Note	<u>24,671.35</u>	<u>23,237.87</u>	<u>78,290.66</u>	<u>126,199.88</u>
Port Total	<u>75,762.66</u>	<u>73,656.11</u>	<u>128,032.51</u>	<u>277,451.28</u>

Combined Port				
Certificate o	0.4071	0.4235	0.4323	0.4204
Checking	0.0000	0.0000	0.0000	0.0000
Commercial Pa	0.8710	0.8716	0.8715	0.8713
FFCB	1.9593	1.9593	1.9549	1.9579
FHLMC	1.2476	1.2476	1.3430	1.2729
FNMA	1.9460	1.9460	1.9616	1.9509
Money Market	0.6803	0.6754	0.6581	0.6679
Municipal Bon	2.0373	2.0373	2.0373	2.0373
Mutual Fund -	0.0477	0.0439	0.0192	0.0368
Savings	0.2945	0.2961	0.2951	0.2952
Treasury Note	<u>2.2418</u>	<u>2.2020</u>	<u>6.5073</u>	<u>3.7572</u>
Port Total	<u>1.0794</u>	<u>1.0995</u>	<u>1.7821</u>	<u>1.3274</u>

Statement of Account

March 1, 2012 Through March 31, 2012

Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account Number : 62380025

**Bradley J Slagh, Trustee
The County of Ottawa Section 115 Trust
PO Box 310 12220 Filmore St, Room 155
West Olive, MI 49460-0310**

Please contact your Trust Relationship Officer Kevin E Jawahir
or your Wealth Management Advisor - James R Curry
with any questions concerning your account.

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Portfolio Summary

Portfolio Composition	Market Value	Percentage	Sources & Uses of Funds	Amount
Equities	\$ 2,448,673.09	64.45%	Total Portfolio Value	\$ 3,759,403.81
Fixed Income	985,078.53	25.93%	Cash & Asset Receipts	0.00
Cash Equivalents	365,396.74	9.62%	Cash & Asset Distributions	-3,006.27
Uninvested Cash	0.00	0.00%	Investment Earnings	7,259.57
Total Portfolio Value	\$ 3,799,148.36	100.00%	Investment Change	35,491.25
Estimated Annual Income	\$ 84,215.81		Total Portfolio Value	\$ 3,799,148.36
Investment Earnings				
Interest - Tax Free	\$ 0.00		Gain / Losses On Transactions	This Period
Interest - Taxable	2,451.32	\$ 0.00	Realized Gains	\$ 3,508.18 *
Dividends - Taxable	4,882.00	9,964.47	Realized Losses	0.00 *
Other Income	0.00	4,713.98	Total Portfolio Value	\$ 3,799,148.36
Net Accrued Interest Bof/Sld	-73.75	-73.75	Less : Tax Cost Basis	3,303,793.90
Total Investment Earnings	\$ 7,259.57	\$ 14,604.70	Unrealized Gains & Losses	\$ 495,354.46

* Gain or Loss amount as shown may not reflect the amount to be used for income tax purposes .

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Target - Equity	65.00%	Actual - Equity	64.45%
Target - Fixed	30.00%	Actual - Fixed	25.93%
Target - Cash & Eq	5.00%	Actual - Cash & Eq	9.62%
Target - Other	0.00%	Actual - Other	0.00%

Investment Review

As Of 03/31/2012

Administrator Kevin E Jawahir

Investment Authority Full
Investment Objective Growth with Income (60/30/10)

Shares / PV	Asset Description	Tax Cost	Price	Market	Unrealized Gain/Loss	% Port	Estimated Ann Inc	Yield
Exchange Traded Fds-Equity								
4,673	Vanguard Growth MFC	186,019.90	70.970	331,642.81	145,622.91	8.73	3,691.67	1.11
5,118	Vanguard Index Trust Value MFC	199,381.18	57.680	295,206.24	95,825.06	7.77	7,308.50	2.48
1,190	Vanguard MSCI Emerging Markets ETF	47,208.22	43.470	51,729.30	4,521.08	1.36	1,078.14	2.08
1,125	Wisdomtree Emerging Markets Small Cap	56,531.39	48.120	54,135.00	(2,396.39)	1.42	1,863.75	3.44
1,341	Wisdomtree ETF Emerging Markets Equity Inc	70,964.65	57.610	77,255.01	6,290.36	2.03	3,093.79	4.00
* * Sub Total * *		560,105.34		809,968.36	249,863.02	21.31	17,035.85	2.10

Mutual Fund-Equity

2,104.093	Buffalo Small Cap Fund	46,656.73	28.540	60,050.81	13,394.08	1.58	0.00	0.00
402.267	Columbia Acorn Fund CI Z	12,431.75	31.830	12,804.16	372.41	0.34	33.39	0.26
21,670.224	Columbia Dividend Opportunity Fund CI Z	167,294.13	8.650	187,447.44	20,153.31	4.93	6,479.83	3.46
5,818.411	Credit Suisse Commodity Return Strategy Fd	49,062.60	8.260	48,060.07	(1,002.53)	1.27	0.00	0.00
3,642.352	Delaware Emerging Market	48,500.74	13.980	50,920.08	2,419.34	1.34	608.27	1.19

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Investment Review

As Of 03/31/2012

Administrator Kevin E Jawahir

Investment Authority Full
Investment Objective Growth with Income (60/30/10)

Shares / PV	Asset Description	Tax Cost	Price	Market	Unrealized Gain/Loss	% Port	Estimated Ann Inc	Yield
1,538.374	DWS Dreman Small Cap Value - S	47,159.74	36.800	56,612.16	9,452.42	1.49	797.49	1.41
472.813	Goldman Sachs Growth Opportunity Fund CI I	10,000.00	25.850	12,222.22	2,222.22	0.32	0.00	0.00
6,288.866	Goldman Sachs Mid Cap Value Fund	198,493.93	37.870	238,159.36	39,665.43	6.27	2,010.55	0.84
3,331.161	Matthews Pacific Tiger Fund CI I	68,485.18	22.560	75,161.12	6,675.94	1.98	507.80	0.68
1,479.39	Permanent Portfolio Fund	62,530.25	48.740	72,105.47	9,575.22	1.90	621.34	0.86
6,916.897	Pimco Commodity Real Return Strategy Fund	61,536.37	6.690	46,274.04	(15,262.33)	1.22	12,423.72	26.85
7,185.204	Sterling Capital Equity Income Fund CI I	100,000.00	15.730	113,023.26	13,023.26	2.97	1,714.10	1.52
5,308.371	T Rowe Price Growth Stock Fund	156,000.00	37.920	201,293.43	45,293.43	5.30	37.16	0.02
4,381.694	Touchstone Merger Arbitrage Fund CI I	45,000.00	10.540	46,183.05	1,183.05	1.22	0.00	0.00
6,874.809	Touchstone Sands Cap Growth Fund	100,000.00	17.830	122,577.84	22,577.84	3.23	0.00	0.00
10,532.625	Westcore Select Mid Cap Growth	182,533.60	20.760	218,657.30	36,123.70	5.76	0.00	0.00
* * Sub Total * *		1,355,685.02		1,561,551.81	205,866.79	41.12	25,233.65	1.62
<u>Global Real Estate</u>								
4,592.436	ING Global Real Estate	65,028.30	16.800	77,152.92	12,124.62	2.03	1,950.41	2.53
* * Sub Total * *		65,028.30		77,152.92	12,124.62	2.03	1,950.41	2.53

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Investment Review

As Of 03/31/2012

Administrator Kevin E Jawahir

Investment Authority Full
Investment Objective Growth with Income (60/30/10)

Shares / PV	Asset Description	Tax Cost	Price	Market	Unrealized Gain/Loss	% Port	Estimated Ann Inc	Yield
Corporate Bonds								
20,000	AOL Time Warner Inc	20,689.34	100.474	20,094.82	(594.52)	0.53	1,375.00	6.84
50,000	Stanley Works	53,081.00	102.060	51,030.20	(2,050.80)	1.34	2,450.00	4.80
15,000	IBM Corporation	16,189.20	103.048	15,457.25	(731.95)	0.41	712.50	4.61
10,000	Verizon VA Inc	9,400.46	103.761	10,376.08	975.62	0.27	462.50	4.46
12,000	Morgan Stanley Sub Notes	12,282.96	101.636	12,196.37	(86.59)	0.32	570.00	4.67
10,000	Merrill Lynch & Company	9,195.79	104.325	10,432.47	1,236.68	0.27	500.00	4.79
Medium Term Notes Tranche # TR00453								
10,000	Metlife Inc	9,290.82	110.600	11,059.99	1,769.17	0.29	500.00	4.52
25,000	Indiana Michigan Power	28,384.50	111.850	27,962.60	(421.90)	0.74	1,412.50	5.05
25,000	Analog Devices Inc	26,285.00	105.315	26,328.78	43.78	0.69	750.00	2.85
20,000	CVS Caremark Corporation	20,332.89	117.281	23,456.18	3,123.29	0.62	1,225.00	5.22
25,000	Burlington Northern Santa Fe	29,298.25	116.364	29,091.08	(207.17)	0.77	1,412.50	4.86
25,000	Starbucks Corp	29,576.75	117.493	29,373.15	(203.60)	0.77	1,562.50	5.32
30,000	Astra Zeneca PLC	36,169.50	119.853	35,955.87	(213.63)	0.95	1,770.00	4.92

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Investment Review

As Of 03/31/2012

Administrator Kevin E Jawahir

Investment Authority Full
Investment Objective Growth with Income (60/30/10)

Shares / PV	Asset Description	5.600%	11/30/2017	Tax Cost	Price	Market	Unrealized Gain/Loss	% Port	Estimated Ann Inc	Yield
25,000	Abbott Laboratories	5.600%	11/30/2017	30,141.50	120.930	30,232.58	91.08	0.80	1,400.00	4.63
10,000	Hewlett Packard Company	5.500%	03/01/2018	9,817.62	114.243	11,424.34	1,606.72	0.30	550.00	4.81
10,000	Glaxosmithkline	5.650%	05/15/2018	10,826.40	120.764	12,076.40	1,250.00	0.32	565.00	4.68
12,000	Bottling Group LLC	5.125%	01/15/2019	12,134.90	116.832	14,019.84	1,884.94	0.37	615.00	4.39
18,000	Walgreen Co	5.250%	01/15/2019	18,935.17	115.244	20,743.96	1,808.79	0.55	945.00	4.56
20,000	Novartis Secs Invt	5.125%	02/10/2019	21,149.60	117.129	23,425.78	2,276.18	0.62	1,025.00	4.38
10,000	Eli Lilly & Company	5.500%	03/15/2027	9,908.58	119.654	11,965.41	2,056.83	0.31	550.00	4.60
21,000	Conoco Inc	6.950%	04/15/2029	24,215.99	134.346	28,212.60	3,996.61	0.74	1,459.50	5.17
10,000	Goldman Sachs	6.125%	02/15/2033	9,680.67	99.200	9,920.03	239.36	0.26	612.50	6.17

* * Sub Total * *

446,986.89 **464,835.78** **17,848.89** **12.24** **22,424.50** **4.82**

Exchange Traded Fds-Fixed Inc

605 Ishares Barclays Tips Bond Fund

65,301.90 71,178.25 5,876.35 1.87 2,628.89 3.69

* * Sub Total * *

65,301.90 **71,178.25** **5,876.35** **1.87** **2,628.89** **3.69**

Mutual Fund-Fixed Income

8,504.112 Templeton Global Bond Fund Advisor CI

112,603.60 111,403.87 (1,199.73) 2.93 5,387.35 4.84

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Investment Review

As Of 03/31/2012

Administrator Kevin E Jawahir

Investment Authority Full
Investment Objective Growth with Income (60/30/10)

Shares / PV	Asset Description	Tax Cost	Price	Market	Unrealized Gain/Loss	% Port	Estimated Ann Inc	Yield
	* * Sub Total * *	112,603.60		111,403.87	(1,199.73)	2.93	5,387.35	4.84
	<u>U S Government Notes & Bonds</u>							
15,000	US Treasury Note	15,028.05	104.000	15,600.00	571.95	0.41	337.50	2.16
	* * Sub Total * *	15,028.05		15,600.00	571.95	0.41	337.50	2.16
	<u>U S Government Agency Bonds</u>							
25,000	Federal Home Loan Banks	25,994.21	102.835	25,708.70	(285.51)	0.68	843.75	3.28
25,000	Federal Home Loan Mtge Corp	26,865.09	107.622	26,905.60	40.51	0.71	1,125.00	4.18
25,000	Federal Farm Credit Bank	25,155.55	104.085	26,021.25	865.70	0.68	656.25	2.52
15,000	Federal Home Loan Mtge Corp	16,403.98	110.264	16,539.57	135.59	0.44	750.00	4.53
15,000	Federal Home Loan Bank	16,660.29	111.864	16,779.56	119.27	0.44	825.00	4.92
25,000	Federal Home Loan Mtge Corp	26,965.15	111.858	27,964.60	999.45	0.74	1,093.75	3.91
25,000	FNMA	27,681.79	118.425	29,606.20	1,924.41	0.78	1,312.50	4.43
50,000	Federal Home Loan Bank	52,102.00	104.690	52,345.05	243.05	1.38	1,125.00	2.15
50,000	Federal Farm Credit Bank	49,965.00	100.965	50,482.30	517.30	1.33	950.00	1.88
50,000	Federal Home Loan Bank Step	49,865.00	99.416	49,707.80	(157.20)	1.31	500.00	1.01

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Investment Review

As Of 03/31/2012

Administrator Kevin E Jawahir

Investment Authority Full
Investment Objective Growth with Income (60/30/10)

Unrealized Estimated

Shares / PV	Asset Description	Tax Cost	Price	Market	Gain/Loss	% Port	Ann Inc	Yield
* * Sub Total * *		317,658.06		322,060.63	4,402.57	8.49	9,181.25	2.85
<u>Money Market Funds-Taxable</u>								
365,396.74	Northern Institutional Treasury Portfolio	365,396.74	100.000	365,396.74	0.00	9.62	36.41	0.01
* * Sub Total * *		365,396.74		365,396.74	0.00	9.62	36.41	0.01

Cash Summary

Principal
Income
Invested Income

-2,282.75
2,282.75
0.00

* * Grand Total * *

3,303,793.90

3,799,148.36

495,354.46

84,215.81

2.22

LT Gain/Loss Fiscal YTD 2,540.18

ST Gain/Loss Fiscal YTD 128.73

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Account Summary

	Current		Year To Date
	March 1, 2012 To March 31, 2012	March 1, 2012 To March 31, 2012	January 1, 2012 To March 31, 2012
<i>Beginning Market Value :</i>		\$ 3,759,403.81	\$ 3,526,643.14
<i>Receipts :</i>			
Cash Deposits :	0.00		0.00
Asset Deposits :	0.00		0.00
Total Receipts :		0.00	0.00
<i>Payments :</i>			
Disbursements :	0.00		-3,526.64
Withdrawals and Distributions :	0.00		0.00
Administrative Expenses :	-3,006.27		-8,795.31
Total Payments :		-3,006.27	-12,321.95
<i>Investment Income :</i>			
Tax Free Income :	0.00		0.00
Taxable Interest :	2,377.57		9,890.72
Dividends :	4,882.00		4,713.98
Return of Capital (Income Assets Only) :	0.00		0.00
Other Income :	0.00		0.00
Total Investment Income :		7,259.57	14,604.70
<i>Investment Change :</i>			
Total Investment Change :	35,491.25		270,222.47
<i>Ending Market Value :</i>		\$ 3,799,148.36	\$ 3,799,148.36

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Account Transactions

Date	Type	Description	Amount
		<i>Starting Balance :</i>	\$0.00
03/01/2012	Interest	Hewlett Packard Company 5.5000% 03/01/18	275.00
03/01/2012	Daily Factor - Interest	Northern Institutional Treasury Portfolio Interest From 02/01/2012 To 02/29/2012	2.30
03/08/2012	Interest	Federal Home Loan Bank 2.2500% 09/08/17	562.50
03/14/2012	Sell	Credit Suisse Commodity Return Strategy Fd 5846.966 Shares @ 8.48 Cost Basis Removed \$46,074.09	49,582.27
03/15/2012	Interest	FNMA 5.2500% 09/15/16	656.25
03/15/2012	Interest	Eli Lilly & Company 5.5000% 03/15/27	275.00
03/16/2012	Interest	Verizon VA Inc 4.6250% 03/15/13	231.25
03/19/2012	Dividend	Templeton Global Bond Fund Advisor CI 8504.112 Shares @ \$0.05279999	449.02
03/22/2012	Market Fee	Market Value: 3,759,403.81	-3,006.27
03/26/2012	Dividend	Pimco Commodity Real Return Strategy Fund 6916.897 Shares @ \$0.05889556	407.37
03/27/2012	Dividend	Columbia Dividend Opportunity Fund CI Z 21670.224 Shares @ \$0.065509401	1,410.60
03/30/2012	Buy	Astra Zeneca PLC 5.9000% 09/15/17 30000 PV 30000 PV @ 120.565	-36,169.50
03/30/2012	Purchase Accrued Interest	Astra Zeneca PLC 5.9000% 09/15/17	-73.75

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Account Transactions

Date	Type	Description	Amount
03/30/2012	Dividend	Sterling Capital Equity Income Fund C I I 7185.204 Shares @ \$0.05666001	407.11
03/30/2012	Dividend	Vanguard Growth MFC 4673 Shares @ \$0.194	906.56
03/30/2012	Dividend	Vanguard Index Trust Value MFC 5118 Shares @ \$0.342	1,750.36
		Net Cash Management	-17,666.07
		<i>Ending Balance :</i>	<i>\$ 0.00</i>

March 01, 2012 To March 31, 2012

Account Name : Co of Ottawa Retiree Hlth Ins Sec 115 Tr

Account No : 62380025

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Equalization

Submitted By: Keith Van Beek

Agenda Item: 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.

SUMMARY OF REQUEST:

State law requires the County Board of Commissioners to ensure that assessments are fair and equitable throughout the County. The department determines the total equalized value for each class of property. The Board of Commissioners must approve the Equalization report prior to the first Monday of May.

FINANCIAL INFORMATION:

Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

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

Objective: 2: Implement processes and strategies to deal with operational budget deficits.

ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:



County of Ottawa

Equalization Department

Michael R. Galligan
Director
James J. Bush
Deputy Director

12220 Fillmore Street * Room 110 * West Olive Michigan 49460
email Director: mgalligan@miottawa.org

(616) 738-4826
Fax (616) 738-4009

April 24, 2012

*Board of Commissioners
Ottawa County, Michigan*

Ladies and Gentlemen:

The Ottawa County Equalization Department has prepared this report as required by statute to report our findings to the Board of Commissioners in culmination of our equalization activities for the year. An Equalization Study was conducted in every real property class plus the aggregate personal class in each of the 23 primary assessment units of Ottawa County for 2012, the results of which are incorporated into this report.

This book begins with the required "Certification of Recommended County Equalized Valuations by Equalization Director" followed by an unsigned copy of the "L4024" report to be approved by the Board of Commissioners. Third is the familiar Ottawa County Equalization Summary, showing the Assessed Value, Equalized Value, Recommended Factor, and the Taxable Value for each class in each unit.

The remainder of the book presents statistical data setting forth the major class comparisons for the entire county and the individual units. Charts and graphs near the front show the percent change by local unit and the total county by class. Also included are school district valuations by units and unit valuations by school districts. Amounts under Act 198 (Industrial Facilities Exemptions), DNR lands and neighborhood enterprise zones are not included in these computations but are separately reported at the back of the book.

Please note that any class of property with a ratio between 49.00% and 50.00% will be considered to be at 50.00% according to Michigan State Tax Commission guidelines. Each class of real property plus the aggregate of personal property is separately equalized in each local unit of government. All County Equalization values are subject to review and change by the Michigan State Tax Commission through the process of State Equalization in May.

We are again pleased to report that all classes in all units are being equalized as assessed. The last time the County Equalization Report recommended added value to a unit was in 1998.

Establishing property values in these volatile times has been particularly challenging for local unit assessors and Equalization staff. I would like to thank the local unit assessors and the Equalization staff for their commitment, dedication and cooperation.

Respectfully submitted,

Michael R. Galligan, M.M.A.O., Director

Certification of Recommended County Equalized Valuations by Equalization Director

This form is issued under the authority of MCL 211.148. Filing is mandatory.

TO: State Tax Commission

FROM: Equalization Director of Ottawa County

RE: State Assessor Certification of Preparer of the required Recommended County Equalized
Valuations

for Ottawa County for year 2012

The Recommended County Equalized Valuations for the above referenced county and year were prepared under my direct supervision and control in my role as Equalization Director.

I am certified as an assessor at the level required for the county by Michigan Compiled Laws 211.10d and the rules of the State Tax Commission.

The State Tax Commission requires a Level M.M.A.O (IV) State Assessor Certification for this county.

I am certified as a Level M.M.A.O (IV) State Certified Assessing Officer by the State Tax Commission.

The following are my total Recommended County Equalized Valuations for each separately

equalized class of property in Ottawa County:

Agricultural	<u>551,746,440</u>	Timber-Cutover	<u>0</u>
Commercial	<u>1,147,431,900</u>	Developmental	<u>2,120,100</u>
Industrial	<u>784,987,400</u>	Total Real Property	<u>9,625,685,291</u>
Residential	<u>7,139,399,451</u>	Personal Property	<u>635,325,678</u>
		Total Real and Personal Property	<u>10,261,010,969</u>

Please mail this form to the address below within fifteen days of submission of the Recommended County Equalized Valuations to the County Board of Commissioners.

Michigan Department of Treasury
Assessment and Certification Division
Local Assessment Review
P.O. Box 30790
Lansing, Michigan 48909

Signature of Equalization Director <i>Michael R. Jalligan</i>	Date <i>April 10, 2012</i>
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Personal and Real Property - TOTALS

The instructions for completing this form are on the reverse side of page 3.

Ottawa County

Statement of acreage and valuation in the year 2012 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed (Col. 1)	Total Real Property Valuations (Totals from pages 2 and 3)		Personal Property Valuations		Total Real Plus Personal Property	
		(Col. 2) Assessed	(Col. 3) Equalized Valuations	(Col. 4) Assessed	(Col. 5) Equalized Valuations	(Col. 6) Assessed	(Col. 7) Equalized Valuations
Allendale	16,892	410,270,499	410,270,499	27,317,500	27,317,500	437,587,999	437,587,999
Blendon	22,148	238,839,400	238,839,400	7,443,500	7,443,500	246,282,900	246,282,900
Chester	21,814	100,897,400	100,897,400	7,655,800	7,655,800	108,553,200	108,553,200
Crockery	18,989	149,506,900	149,506,900	6,953,200	6,953,200	156,460,100	156,460,100
Georgetown	16,979	1,319,715,100	1,319,715,100	41,493,700	41,493,700	1,361,208,800	1,361,208,800
Grand Haven	14,916	730,896,700	730,896,700	31,857,900	31,857,900	762,754,600	762,754,600
Holland	13,336	970,649,900	970,649,900	123,210,000	123,210,000	1,093,859,900	1,093,859,900
Jamestown	20,631	285,798,200	285,798,200	23,825,500	23,825,500	309,623,700	309,623,700
Olive	21,030	164,401,800	164,401,800	14,192,100	14,192,100	178,593,900	178,593,900
Park	9,392	1,012,003,900	1,012,003,900	8,533,700	8,533,700	1,020,537,600	1,020,537,600
Polkton	23,330	127,854,400	127,854,400	5,980,600	5,980,600	133,835,000	133,835,000
Port Sheldon	11,613	711,344,700	711,344,700	24,680,100	24,680,100	736,024,800	736,024,800
Robinson	23,025	215,645,400	215,645,400	6,959,900	6,959,900	222,605,300	222,605,300
Spring Lake	8,043	693,683,100	693,683,100	32,535,900	32,535,900	726,219,000	726,219,000
Tallmadge	18,767	266,572,300	266,572,300	25,277,278	25,277,278	291,849,578	291,849,578
Wright	21,499	129,245,600	129,245,600	8,233,600	8,233,600	137,479,200	137,479,200
Zeeland	18,942	342,985,000	342,985,000	20,772,800	20,772,800	363,757,800	363,757,800
Ferensburg	1,372	175,527,700	175,527,700	4,041,900	4,041,900	179,569,600	179,569,600
Grand Haven	1,883	502,358,642	502,358,642	56,978,100	56,978,100	559,336,742	559,336,742
Holland	3,200	589,504,000	589,504,000	58,636,800	58,636,800	648,140,800	648,140,800
Hudsonville	1,702	189,466,300	189,466,300	18,854,800	18,854,800	208,321,100	208,321,100
Zeeland	1,454	207,236,100	207,236,100	70,390,200	70,390,200	277,626,300	277,626,300
Coopersville	2,531	91,282,250	91,282,250	9,500,800	9,500,800	100,783,050	100,783,050
Totals for County	313,488	9,625,685,291	9,625,685,291	635,325,678	635,325,678	10,261,010,969	10,261,010,969

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land in each township and city in the County of Ottawa and of the value of the real property and of the personal property in each township and city in said county as assessed in the year 2012 and of the aggregate valuation of the real property and personal property in each township and city in said county as equalized by the Board of Commissioners of said county on the 24th day of April 2012, at a meeting of said board held in pursuance to the provisions of Sections 209.1 - 209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 24th day of April, 2012.

Equalization
Michael R. Galligan

Clerk of the Board of Commissioners
Daniel C. Krueger

Chairperson of Board of Commissioners
Philip D. Kuyers

Equalized Valuations - REAL

The instructions for completing this form are on the reverse side of page 3.

Ottawa County

Statement of acreage and valuation in the year 2012 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Equalized by County Board of Commissioners							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Allendale	30,425,140	102,730,400	11,430,300	265,684,659	0	0	410,270,499
Blendon	51,170,300	3,646,400	3,178,500	180,844,200	0	0	238,839,400
Chester	58,457,300	1,433,700	1,543,300	39,463,100	0	0	100,897,400
Crockery	21,466,700	9,308,600	4,435,600	114,296,000	0	0	149,506,900
Georgetown	7,145,300	128,136,500	25,798,000	1,158,635,300	0	0	1,319,715,100
Grand Haven	16,792,400	51,662,500	15,254,700	647,187,100	0	0	730,896,700
Holland	16,642,600	253,114,800	114,415,600	586,476,900	0	0	970,649,900
Jamestown	52,341,000	12,285,700	8,383,600	212,787,900	0	0	285,798,200
Olive	56,638,400	10,982,500	15,805,300	79,055,600	0	1,920,000	164,401,800
Park	9,838,900	27,873,000	0	974,292,000	0	0	1,012,003,900
Polkton	57,236,300	3,091,200	2,745,800	64,781,100	0	0	127,854,400
Port Sheldon	13,615,400	9,656,900	349,156,800	338,915,600	0	0	711,344,700
Robinson	32,410,500	4,087,100	3,778,300	175,369,500	0	0	215,645,400
Spring Lake	2,543,500	43,787,200	29,042,100	618,310,300	0	0	693,683,100
Tallmadge	24,485,900	14,025,900	13,217,500	214,843,000	0	0	266,572,300
Wright	47,469,700	8,649,200	4,568,200	68,558,500	0	0	129,245,600
Zeeland	46,412,300	52,783,300	16,136,400	227,653,000	0	0	342,985,000
Ferrysburg	0	12,280,900	8,122,900	155,123,900	0	0	175,527,700
Grand Haven	0	119,809,700	35,900,300	346,648,642	0	0	502,358,642
Holland	1,632,900	164,692,200	28,489,900	394,488,900	0	200,100	589,504,000
Hudsonville	399,800	56,066,200	11,764,900	121,235,400	0	0	189,466,300
Zeeland	584,600	33,118,400	71,402,700	102,130,400	0	0	207,236,100
Coopersville	4,037,500	24,209,600	10,416,700	52,618,450	0	0	91,282,250
Total for County	551,746,440	1,147,431,900	784,987,400	7,139,399,451	0	2,120,100	9,625,685,291

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the equalized valuations of real property classifications in each township and city in the County of Ottawa in the year 2012, as determined by the Board of Commissioners of said county on the 24th day of April 2012, at a meeting of said board held in pursuant to the provisions of Sections 209.1-209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 24th day of April, 2012.

Equalization
Michael R. Galligan

Clerk of the Board of Commissioners
Daniel C. Krueger

Chairperson of Board of Commissioners
Philip D. Kuyers

Ottawa County

Statement of acreage and valuation in the year 2012 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Real Property Assessed Valuations Approved by Boards of Review							(Col. 7) Total Real Property
	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property	
Allendale	30,425,140	102,730,400	11,430,300	265,684,659	0	0	410,270,499	
Blendon	51,170,300	3,646,400	3,178,500	180,844,200	0	0	238,839,400	
Chester	58,457,300	1,433,700	1,543,300	39,463,100	0	0	100,897,400	
Crockery	21,466,700	9,308,600	4,435,600	114,296,000	0	0	149,506,900	
Georgetown	7,145,300	128,136,500	25,798,000	1,158,635,300	0	0	1,319,715,100	
Grand Haven	16,792,400	51,662,500	15,254,700	647,187,100	0	0	730,896,700	
Holland	16,642,600	253,114,800	114,415,600	586,476,900	0	0	970,649,900	
Jamestown	52,341,000	12,285,700	8,383,600	212,787,900	0	0	285,798,200	
Olive	56,638,400	10,982,500	15,805,300	79,055,600	0	1,920,000	164,401,800	
Park	9,838,900	27,873,000	0	974,292,000	0	0	1,012,003,900	
Polkton	57,236,300	3,091,200	2,745,800	64,781,100	0	0	127,854,400	
Port Sheldon	13,615,400	9,656,900	349,156,800	338,915,600	0	0	711,344,700	
Robinson	32,410,500	4,087,100	3,778,300	175,369,500	0	0	215,645,400	
Spring Lake	2,543,500	43,787,200	29,042,100	618,310,300	0	0	693,683,100	
Tallmadge	24,485,900	14,025,900	13,217,500	214,843,000	0	0	266,572,300	
Wright	47,469,700	8,649,200	4,568,200	68,558,500	0	0	129,245,600	
Zeeland	46,412,300	52,783,300	16,136,400	227,653,000	0	0	342,985,000	
Ferrysburg	0	12,280,900	8,122,900	155,123,900	0	0	175,527,700	
Grand Haven	0	119,809,700	35,900,300	346,648,642	0	0	502,358,642	
Holland	1,632,900	164,692,200	28,489,900	394,488,900	0	200,100	589,504,000	
Hudsonville	399,800	56,066,200	11,764,900	121,235,400	0	0	189,466,300	
Zeeland	584,600	33,118,400	71,402,700	102,130,400	0	0	207,236,100	
Coopersville	4,037,500	24,209,600	10,416,700	52,618,450	0	0	91,282,250	
Total for County	551,746,440	1,147,431,900	784,987,400	7,139,399,451	0	2,120,100	9,625,685,291	

OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY

WE HEREBY CERTIFY that the foregoing is a true statement of the assessed valuations of real property classifications in each township and city in the County of Ottawa in the year 2012, as determined by the Board of Commissioners of said county on the 24th day of April 2012, at a meeting of said board held in pursuant to the provisions of Sections 209.1 -209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 24th day of April, 2012.

Equalization
Michael R. Galligan

Clerk of the Board of Commissioners
Daniel C. Krueger

Chairperson of Board of Commissioners
Philip D. Kuyers

2012 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 1)

Unit	Agricultural Real Property			Commercial Real Property			Industrial Real Property					
	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable
TOWNSHIPS												
Allendale Ch	30,425,140	30,425,140	1.00000	13,954,093	102,730,400	102,730,400	1.00000	91,319,691	11,430,300	11,430,300	1.00000	10,810,703
Blendon	51,170,300	51,170,300	1.00000	27,761,985	3,646,400	3,646,400	1.00000	3,430,305	3,178,500	3,178,500	1.00000	1,776,970
Chester	58,457,300	58,457,300	1.00000	30,662,627	1,433,700	1,433,700	1.00000	1,375,200	1,543,300	1,543,300	1.00000	818,479
Crockery	21,466,700	21,466,700	1.00000	10,808,917	9,308,600	9,308,600	1.00000	7,636,162	4,435,600	4,435,600	1.00000	3,530,581
Georgetown Ch	7,145,300	7,145,300	1.00000	6,780,168	128,136,500	128,136,500	1.00000	126,418,939	25,798,000	25,798,000	1.00000	24,796,418
Grand Haven Ch	16,792,400	16,792,400	1.00000	8,660,661	51,662,500	51,662,500	1.00000	49,473,044	15,254,700	15,254,700	1.00000	14,768,529
Holland Ch	16,642,600	16,642,600	1.00000	9,282,742	253,114,800	253,114,800	1.00000	248,752,117	114,415,600	114,415,600	1.00000	112,740,616
Jamestown Ch	52,341,000	52,341,000	1.00000	25,989,263	12,285,700	12,285,700	1.00000	11,822,823	8,383,600	8,383,600	1.00000	7,289,490
Olive	56,638,400	56,638,400	1.00000	30,948,443	10,982,500	10,982,500	1.00000	10,490,751	15,805,300	15,805,300	1.00000	13,816,782
Park	9,838,900	9,838,900	1.00000	5,663,062	27,873,000	27,873,000	1.00000	26,289,735	0	0	NA	0
Polkton Ch	57,236,300	57,236,300	1.00000	29,273,268	3,091,200	3,091,200	1.00000	2,785,355	2,745,800	2,745,800	1.00000	2,355,379
Port Sheldon	13,615,400	13,615,400	1.00000	6,972,308	9,656,900	9,656,900	1.00000	9,117,599	349,156,800	349,156,800	1.00000	342,552,410
Robinson	32,410,500	32,410,500	1.00000	16,653,239	4,087,100	4,087,100	1.00000	3,648,385	3,778,300	3,778,300	1.00000	1,788,080
Spring Lake	2,543,500	2,543,500	1.00000	1,590,789	43,787,200	43,787,200	1.00000	41,168,847	29,042,100	29,042,100	1.00000	28,255,776
Tallmadge Ch	24,485,900	24,485,900	1.00000	11,923,206	14,025,900	14,025,900	1.00000	12,733,235	13,217,500	13,217,500	1.00000	11,587,691
Wright	47,469,700	47,469,700	1.00000	23,931,022	8,649,200	8,649,200	1.00000	6,971,709	4,568,200	4,568,200	1.00000	3,220,049
Zeeland Ch	46,412,300	46,412,300	1.00000	22,776,142	52,783,300	52,783,300	1.00000	48,082,134	16,136,400	16,136,400	1.00000	12,975,563
CITIES												
Coopersville	4,037,500	4,037,500	1.00000	1,654,491	24,209,600	24,209,600	1.00000	23,037,331	10,416,700	10,416,700	1.00000	9,335,121
Ferrysburg	0	0	NA	0	12,280,900	12,280,900	1.00000	11,082,001	8,122,900	8,122,900	1.00000	7,399,937
Grand Haven	0	0	NA	0	119,809,700	119,809,700	1.00000	115,643,519	35,900,300	35,900,300	1.00000	35,354,862
Holland	1,632,900	1,632,900	1.00000	857,093	164,692,200	164,692,200	1.00000	154,542,085	28,489,900	28,489,900	1.00000	27,934,573
Hudsonville	399,800	399,800	1.00000	339,380	56,066,200	56,066,200	1.00000	54,162,896	11,764,900	11,764,900	1.00000	11,512,868
Zeeland	584,600	584,600	1.00000	49,516	33,118,400	33,118,400	1.00000	32,099,665	71,402,700	71,402,700	1.00000	70,578,452
COUNTY TOTALS	551,746,440	551,746,440		286,532,415	1,147,431,900	1,147,431,900		1,092,083,528	784,987,400	784,987,400		755,199,329

2012 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 2)

Unit	Residential Real Property			Timber-Cutover Real Property			Developmental Real Property					
	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable
TOWNSHIPS												
Allendale Ch	265,684,659	265,684,659	1.00000	235,876,436	0	0	NA	0	0	0	NA	0
Blendon	180,844,200	180,844,200	1.00000	167,449,815	0	0	NA	0	0	0	NA	0
Chester	39,463,100	39,463,100	1.00000	35,796,992	0	0	NA	0	0	0	NA	0
Crockery	114,296,000	114,296,000	1.00000	99,470,814	0	0	NA	0	0	0	NA	0
Georgetown Ch	1,158,635,300	1,158,635,300	1.00000	1,143,467,889	0	0	NA	0	0	0	NA	0
Grand Haven Ch	647,187,100	647,187,100	1.00000	540,883,043	0	0	NA	0	0	0	NA	0
Holland Ch	586,476,900	586,476,900	1.00000	577,783,236	0	0	NA	0	0	0	NA	0
Jamestown Ch	212,787,900	212,787,900	1.00000	203,585,916	0	0	NA	0	0	0	NA	0
Olive	79,055,600	79,055,600	1.00000	73,481,250	0	0	NA	0	1,920,000	1,920,000	1.00000	930,045
Park	974,292,000	974,292,000	1.00000	839,030,856	0	0	NA	0	0	0	NA	0
Polkton Ch	64,781,100	64,781,100	1.00000	57,579,347	0	0	NA	0	0	0	NA	0
Port Sheldon	338,915,600	338,915,600	1.00000	260,945,809	0	0	NA	0	0	0	NA	0
Robinson	175,369,500	175,369,500	1.00000	164,046,872	0	0	NA	0	0	0	NA	0
Spring Lake	618,310,300	618,310,300	1.00000	560,274,313	0	0	NA	0	0	0	NA	0
Tallmadge Ch	214,843,000	214,843,000	1.00000	201,368,236	0	0	NA	0	0	0	NA	0
Wright	68,558,500	68,558,500	1.00000	64,125,445	0	0	NA	0	0	0	NA	0
Zeeland Ch	227,653,000	227,653,000	1.00000	218,855,135	0	0	NA	0	0	0	NA	0
CITIES												
Coopersville	52,618,450	52,618,450	1.00000	52,079,701	0	0	NA	0	0	0	NA	0
Ferrysburg	155,123,900	155,123,900	1.00000	132,887,078	0	0	NA	0	0	0	NA	0
Grand Haven	346,648,642	346,648,642	1.00000	314,690,828	0	0	NA	0	0	0	NA	0
Holland	394,488,900	394,488,900	1.00000	382,133,625	0	0	NA	0	200,100	200,100	1.00000	125,890
Hudsonville	121,235,400	121,235,400	1.00000	119,458,351	0	0	NA	0	0	0	NA	0
Zeeland	102,130,400	102,130,400	1.00000	101,100,021	0	0	NA	0	0	0	NA	0
COUNTY TOTALS	7,139,399,451	7,139,399,451		6,546,371,008	0	0		0	2,120,100	2,120,100		1,055,935

2012 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 3)

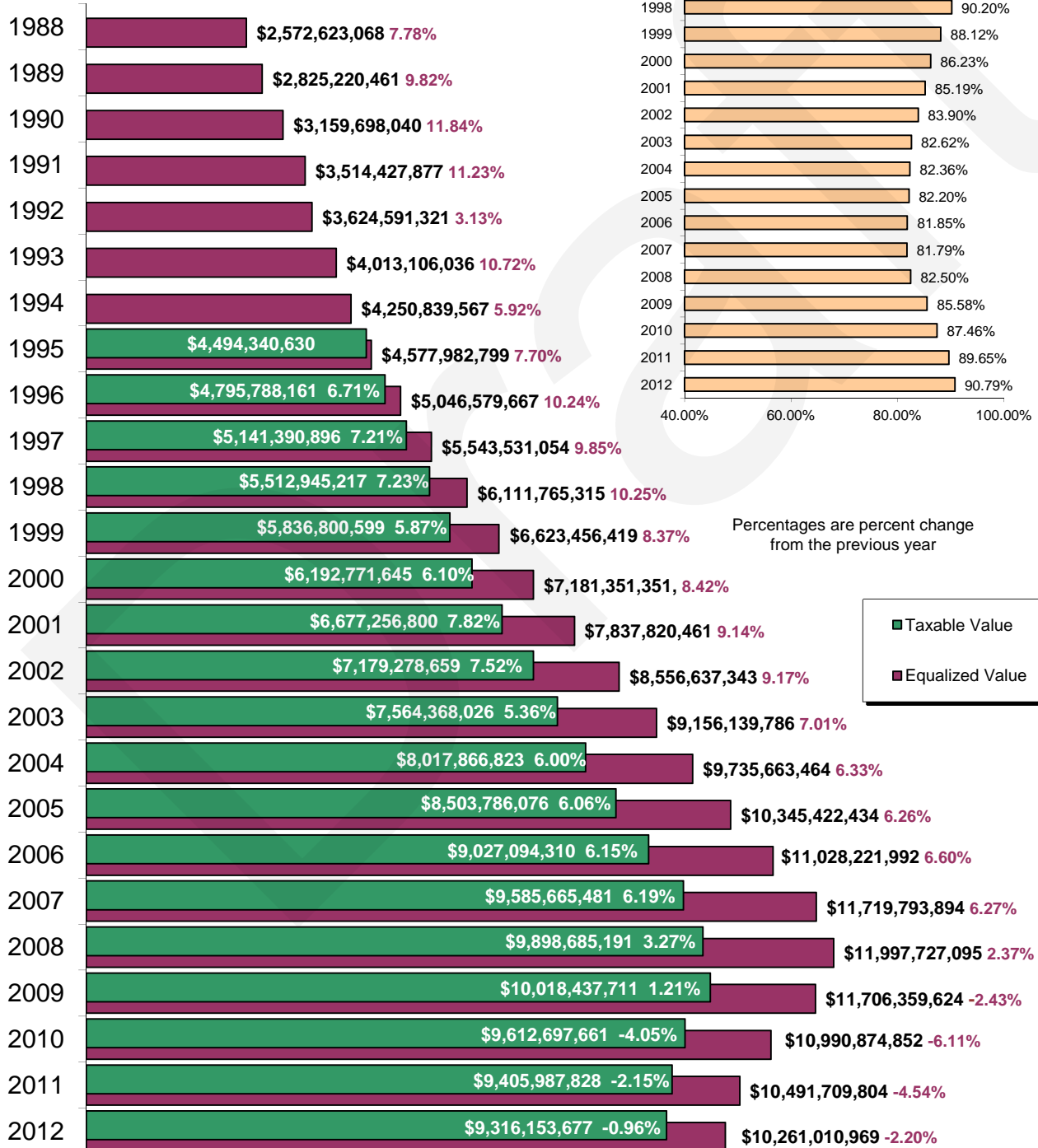
Unit	Total Real			Personal Property			Total Real and Personal			Percent of County Total		
	Assessed	Equalized	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Taxable	Equalized	Taxable
TOWNSHIPS												
Allendale Ch	410,270,499	410,270,499	351,960,923	27,317,500	27,317,500	1.00000	27,317,500	437,587,999	437,587,999	379,278,423	4.26%	4.07%
Blendon	238,839,400	238,839,400	200,419,075	7,443,500	7,443,500	1.00000	7,443,500	246,282,900	246,282,900	207,862,575	2.40%	2.23%
Chester	100,897,400	100,897,400	68,653,298	7,655,800	7,655,800	1.00000	7,655,800	108,553,200	108,553,200	76,309,098	1.06%	0.82%
Crockery	149,506,900	149,506,900	121,446,474	6,953,200	6,953,200	1.00000	6,892,036	156,460,100	156,460,100	128,338,510	1.52%	1.38%
Georgetown Ch	1,319,715,100	1,319,715,100	1,301,463,414	41,493,700	41,493,700	1.00000	41,493,700	1,361,208,800	1,361,208,800	1,342,957,114	13.27%	14.42%
Grand Haven Ch	730,896,700	730,896,700	613,785,277	31,857,900	31,857,900	1.00000	31,857,900	762,754,600	762,754,600	645,643,177	7.43%	6.93%
Holland Ch	970,649,900	970,649,900	948,558,711	123,210,000	123,210,000	1.00000	123,130,590	1,093,859,900	1,093,859,900	1,071,689,301	10.66%	11.50%
Jamestown Ch	285,798,200	285,798,200	248,687,492	23,825,500	23,825,500	1.00000	23,825,500	309,623,700	309,623,700	272,512,992	3.02%	2.93%
Olive	164,401,800	164,401,800	129,667,271	14,192,100	14,192,100	1.00000	13,961,672	178,593,900	178,593,900	143,628,943	1.74%	1.54%
Park	1,012,003,900	1,012,003,900	870,983,653	8,533,700	8,533,700	1.00000	8,533,700	1,020,537,600	1,020,537,600	879,517,353	9.95%	9.44%
Polkton Ch	127,854,400	127,854,400	91,993,349	5,980,600	5,980,600	1.00000	5,980,600	133,835,000	133,835,000	97,973,949	1.30%	1.05%
Port Sheldon	711,344,700	711,344,700	619,588,126	24,680,100	24,680,100	1.00000	24,667,417	736,024,800	736,024,800	644,255,543	7.17%	6.92%
Robinson	215,645,400	215,645,400	186,136,576	6,959,900	6,959,900	1.00000	6,938,193	222,605,300	222,605,300	193,074,769	2.17%	2.07%
Spring Lake	693,683,100	693,683,100	631,289,725	32,535,900	32,535,900	1.00000	32,530,176	726,219,000	726,219,000	663,819,901	7.08%	7.13%
Tallmadge Ch	266,572,300	266,572,300	237,612,368	25,277,278	25,277,278	1.00000	25,277,278	291,849,578	291,849,578	262,889,646	2.84%	2.82%
Wright	129,245,600	129,245,600	98,248,225	8,233,600	8,233,600	1.00000	8,233,600	137,479,200	137,479,200	106,481,825	1.34%	1.14%
Zealand Ch	342,985,000	342,985,000	302,688,974	20,772,800	20,772,800	1.00000	20,772,800	363,757,800	363,757,800	323,461,774	3.55%	3.47%
CITIES												
Coopersville	91,282,250	91,282,250	86,106,644	9,500,800	9,500,800	1.00000	9,500,800	100,783,050	100,783,050	95,607,444	0.98%	1.03%
Ferrysburg	175,527,700	175,527,700	151,369,016	4,041,900	4,041,900	1.00000	4,041,900	179,569,600	179,569,600	155,410,916	1.75%	1.67%
Grand Haven	502,358,642	502,358,642	465,689,209	56,978,100	56,978,100	1.00000	56,978,100	559,336,742	559,336,742	522,667,309	5.45%	5.61%
Holland	589,504,000	589,504,000	565,593,266	58,636,800	58,636,800	1.00000	58,636,800	648,140,800	648,140,800	624,225,066	6.32%	6.70%
Hudsonville	189,466,300	189,466,300	185,473,495	18,854,800	18,854,800	1.00000	18,854,800	208,321,100	208,321,100	204,328,295	2.03%	2.19%
Zealand	207,236,100	207,236,100	203,827,654	70,390,200	70,390,200	1.00000	70,392,100	277,626,300	277,626,300	274,219,754	2.71%	2.94%
COUNTY TOTALS	9,625,685,291	9,625,685,291	8,681,242,215	635,325,678	635,325,678		634,911,462	10,261,010,969	10,261,010,969	9,316,153,677	100.00%	100.00%

County of Ottawa

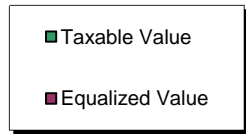
County Equalized and Taxable Values By Year

Dollars as Equalized (County)

Taxable Value as a Percent of Assessed Value from 1995 to present



Percentages are percent change from the previous year



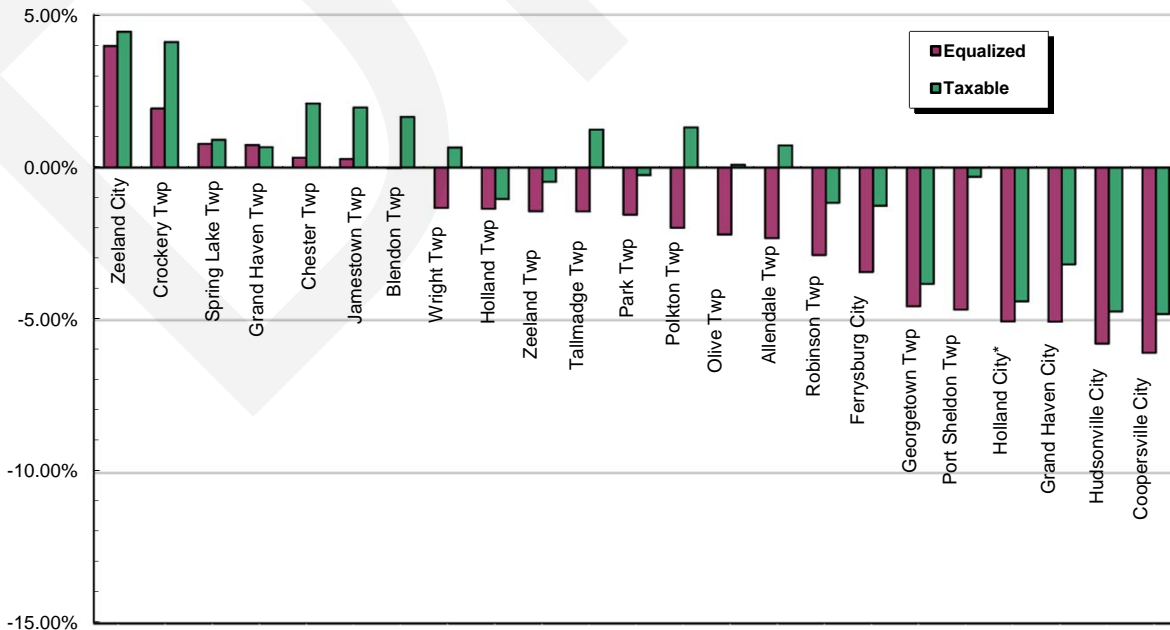
OTTAWA COUNTY PERCENT CHANGE - 2011 TO 2012

Includes New, Loss and Adjustment
By Local Unit

Township / City	2011 Equalized Value	2012 Equalized Value	C.E.V. % Change	2011 Taxable Value	2012 Taxable Value	Taxable % Change
Allendale Twp	447,951,750	437,587,999	-2.31%	376,560,386	379,278,423	0.72%
Blendon Twp	246,331,900	246,282,900	-0.02%	204,472,119	207,862,575	1.66%
Chester Twp	108,203,500	108,553,200	0.32%	74,744,215	76,309,098	2.09%
Crockery Twp	153,491,800	156,460,100	1.93%	123,272,016	128,338,510	4.11%
Georgetown Twp	1,426,014,600	1,361,208,800	-4.54%	1,396,186,578	1,342,957,114	-3.81%
Grand Haven Twp	757,197,500	762,754,600	0.73%	641,370,381	645,643,177	0.67%
Holland Twp	1,108,858,200	1,093,859,900	-1.35%	1,082,872,468	1,071,689,301	-1.03%
Jamestown Twp	308,768,900	309,623,700	0.28%	267,258,215	272,512,992	1.97%
Olive Twp	182,599,700	178,593,900	-2.19%	143,504,243	143,628,943	0.09%
Park Twp	1,036,574,200	1,020,537,600	-1.55%	881,716,202	879,517,353	-0.25%
Polkton Twp	136,531,700	133,835,000	-1.98%	96,704,578	97,973,949	1.31%
Port Sheldon Twp	771,956,300	736,024,800	-4.65%	646,243,072	644,255,543	-0.31%
Robinson Twp	229,178,400	222,605,300	-2.87%	195,337,959	193,074,769	-1.16%
Spring Lake Twp	720,654,700	726,219,000	0.77%	657,860,989	663,819,901	0.91%
Tallmadge Twp	296,106,560	291,849,578	-1.44%	259,667,550	262,889,646	1.24%
Wright Twp	139,319,344	137,479,200	-1.32%	105,790,203	106,481,825	0.65%
Zeeland Twp	369,051,000	363,757,800	-1.43%	324,986,546	323,461,774	-0.47%
Coopersville City	107,293,500	100,783,050	-6.07%	100,429,567	95,607,444	-4.80%
Ferrysburg City	185,930,500	179,569,600	-3.42%	157,384,996	155,410,916	-1.25%
Grand Haven City	589,073,750	559,336,742	-5.05%	539,798,315	522,667,309	-3.17%
Holland City*	682,548,700	648,140,800	-5.04%	652,848,644	624,225,066	-4.38%
Hudsonville City	221,075,300	208,321,100	-5.77%	214,435,294	204,328,295	-4.71%
Zeeland City	266,998,000	277,626,300	3.98%	262,543,292	274,219,754	4.45%
Total County	10,491,709,804	10,261,010,969	-2.20%	9,405,987,828	9,316,153,677	-0.96%

*Holland City - Ottawa County Portion Only

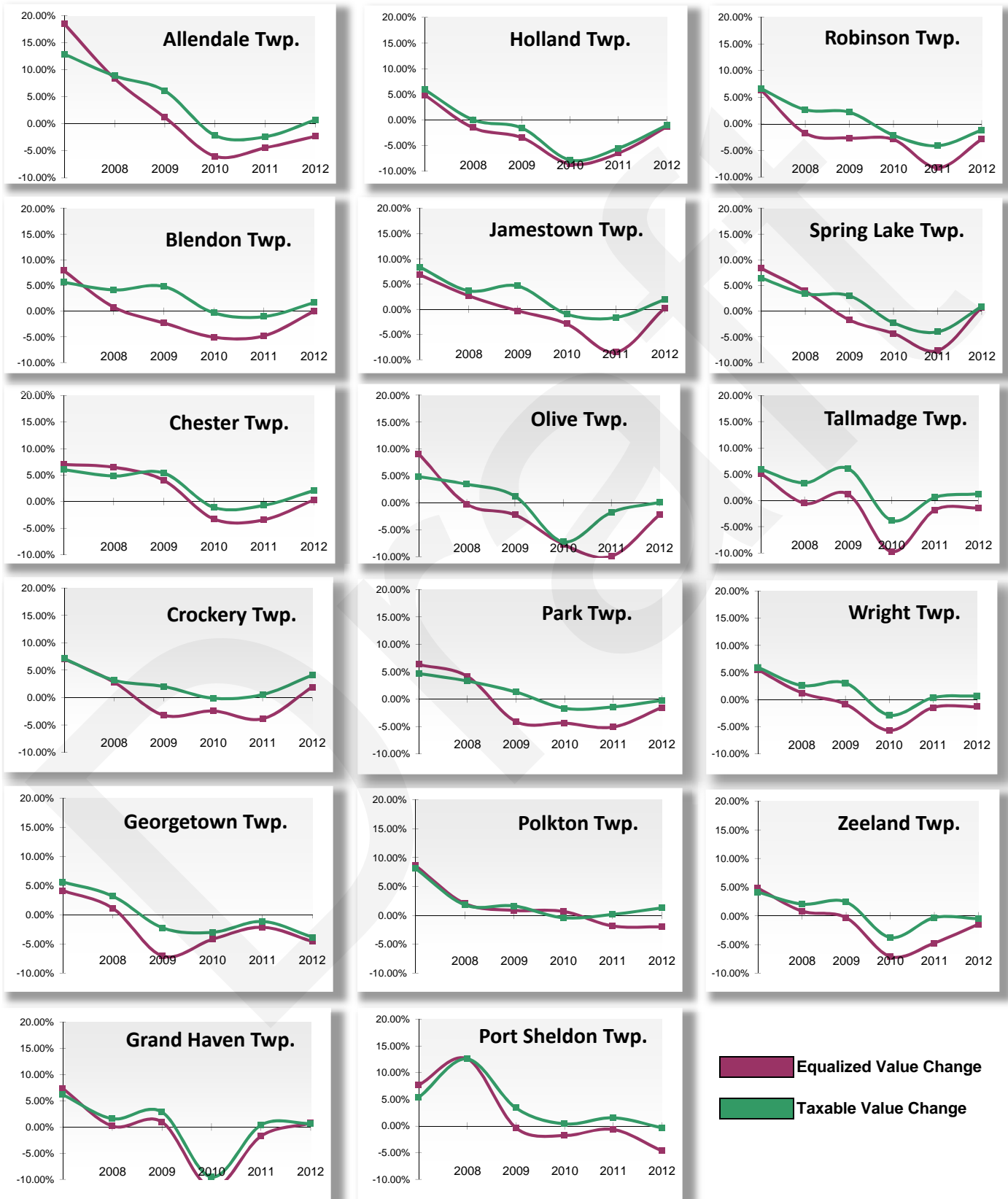
Arranged by Local Unit Equalized Value Change



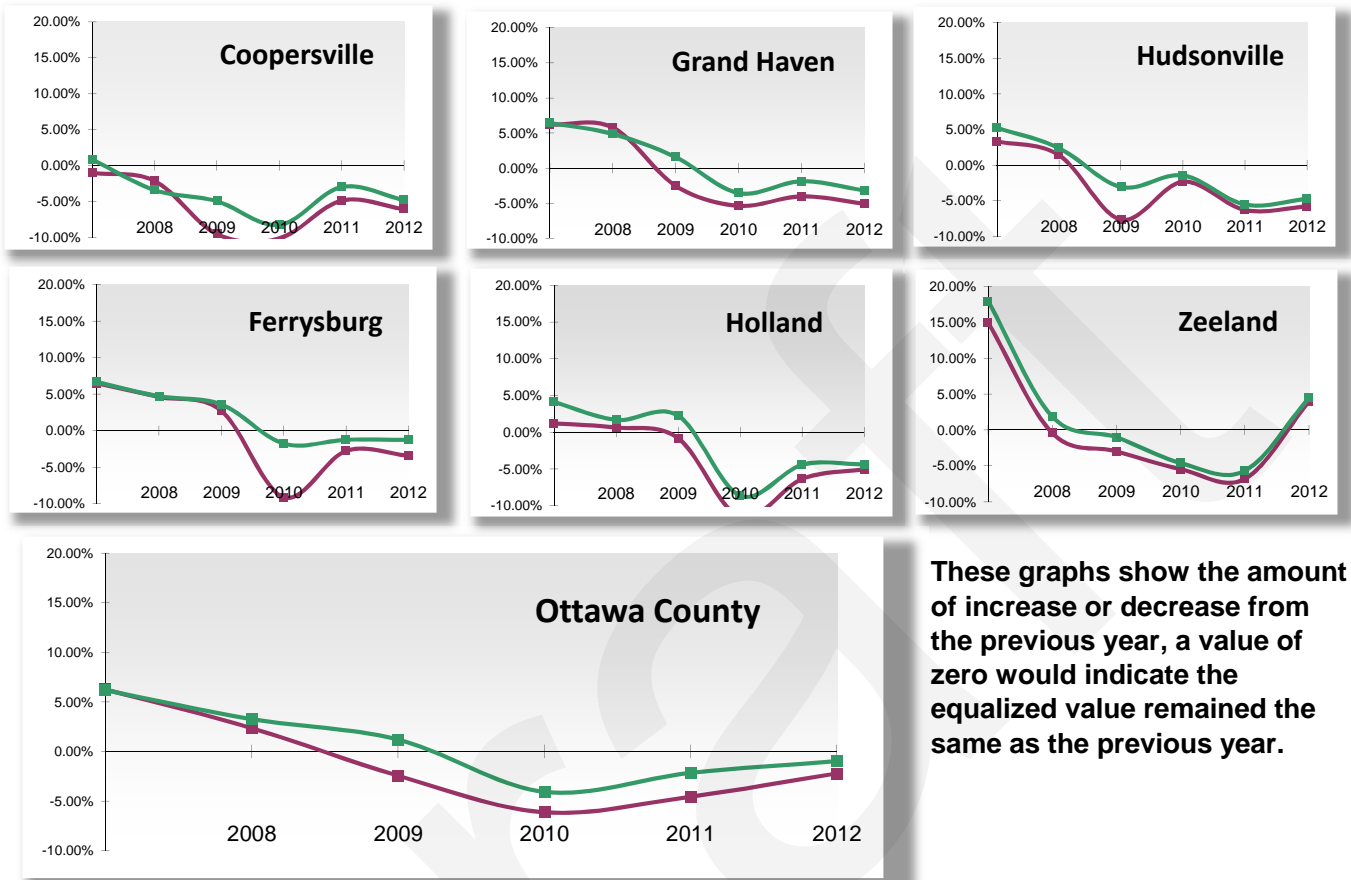
OTTAWA COUNTY

PERCENT CHANGE IN VALUE FROM YEAR TO YEAR BY LOCAL UNIT

Includes New, Loss and Adjustment



OTTAWA COUNTY
PERCENT CHANGE IN VALUE FROM YEAR TO YEAR BY LOCAL UNIT
 Includes New, Loss and Adjustment



These graphs show the amount of increase or decrease from the previous year, a value of zero would indicate the equalized value remained the same as the previous year.

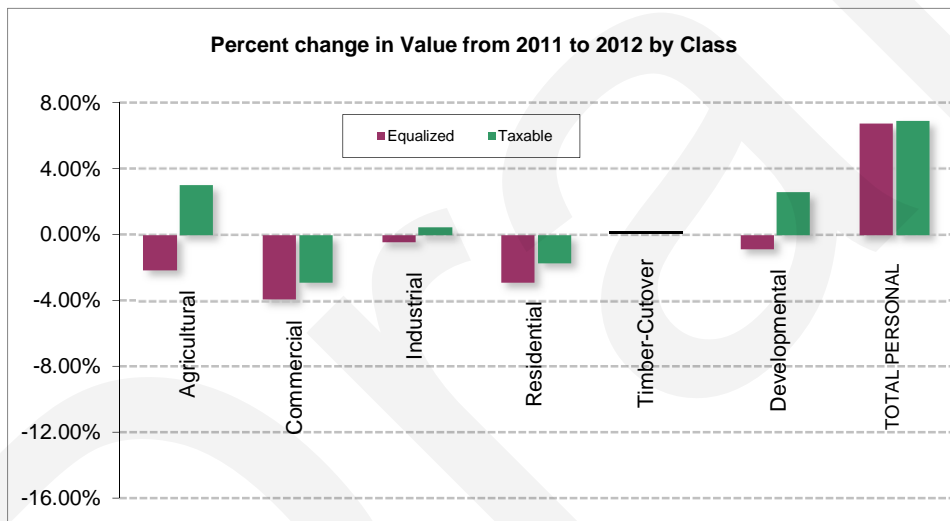
Unit	County Equalized Value					Taxable Value				
	2007-08	2008-09	2009-10	2010-11	2011-12	2007-08	2008-09	2009-10	2010-11	2011-12
Allendale Twp	8.35%	1.20%	-6.01%	-4.45%	-2.31%	8.86%	6.08%	-2.15%	-2.41%	0.72%
Blendon Twp	0.80%	-2.27%	-5.05%	-4.80%	-0.02%	4.14%	4.82%	-0.31%	-1.05%	1.66%
Chester Twp	6.48%	4.02%	-3.26%	-3.41%	0.32%	4.82%	5.38%	-1.08%	-0.70%	2.09%
Crockery Twp	2.82%	-3.20%	-2.43%	-3.86%	1.93%	3.18%	2.05%	-0.11%	0.56%	4.11%
Georgetown Twp	1.14%	-7.06%	-4.19%	-2.11%	-4.54%	3.22%	-2.21%	-3.00%	-1.12%	-3.81%
Grand Haven Twp	0.19%	0.97%	-11.61%	-1.73%	0.73%	1.59%	2.87%	-9.55%	0.39%	0.67%
Holland Twp	-1.54%	-3.44%	-8.59%	-6.52%	-1.35%	0.02%	-1.56%	-7.81%	-5.53%	-1.03%
Jamestown Twp	2.68%	-0.30%	-2.88%	-8.53%	0.28%	3.68%	4.62%	-0.93%	-1.64%	1.97%
Olive Twp	-0.22%	-2.22%	-7.69%	-9.92%	-2.19%	3.47%	1.24%	-7.23%	-1.76%	0.09%
Park Twp	4.15%	-4.11%	-4.37%	-5.10%	-1.55%	3.31%	1.30%	-1.68%	-1.42%	-0.25%
Polkton Twp	2.07%	0.88%	0.70%	-1.82%	-1.98%	1.83%	1.65%	-0.40%	0.18%	1.31%
Port Sheldon Twp	12.59%	-0.31%	-1.78%	-0.63%	-4.65%	12.58%	3.39%	0.41%	1.56%	-0.31%
Robinson Twp	-1.75%	-2.66%	-2.94%	-8.24%	-2.87%	2.66%	2.19%	-2.13%	-4.11%	-1.16%
Spring Lake Twp	3.90%	-1.70%	-4.33%	-7.67%	0.77%	3.40%	3.01%	-2.28%	-4.02%	0.91%
Tallmadge Twp	-0.55%	1.19%	-9.76%	-1.82%	-1.44%	3.33%	6.06%	-3.81%	0.57%	1.24%
Wright Twp	1.24%	-0.85%	-5.69%	-1.46%	-1.32%	2.59%	3.04%	-2.87%	0.35%	0.65%
Zeeland Twp	0.83%	-0.31%	-7.08%	-4.73%	-1.43%	2.05%	2.42%	-3.76%	-0.31%	-0.47%
Coopersville City	-2.13%	-9.52%	-10.13%	-4.87%	-6.07%	-3.40%	-4.95%	-8.26%	-2.98%	-4.80%
Ferrysburg City	4.62%	2.71%	-9.11%	-2.78%	-3.42%	4.71%	3.59%	-1.76%	-1.26%	-1.25%
Grand Haven City	5.78%	-2.52%	-5.36%	-4.02%	-5.05%	4.87%	1.56%	-3.56%	-1.87%	-3.17%
Holland City	0.63%	-0.83%	-11.58%	-6.37%	-5.04%	1.66%	2.22%	-8.65%	-4.44%	-4.38%
Hudsonville City	1.43%	-7.63%	-2.31%	-6.28%	-5.77%	2.41%	-3.04%	-1.42%	-5.51%	-4.71%
Zeeland City	-0.43%	-2.96%	-5.45%	-6.81%	3.98%	1.85%	-1.00%	-4.60%	-5.68%	4.45%
Ottawa County	2.37%	-2.43%	-6.11%	-4.54%	-2.20%	3.27%	1.21%	-4.05%	-2.15%	-0.96%

OTTAWA COUNTY

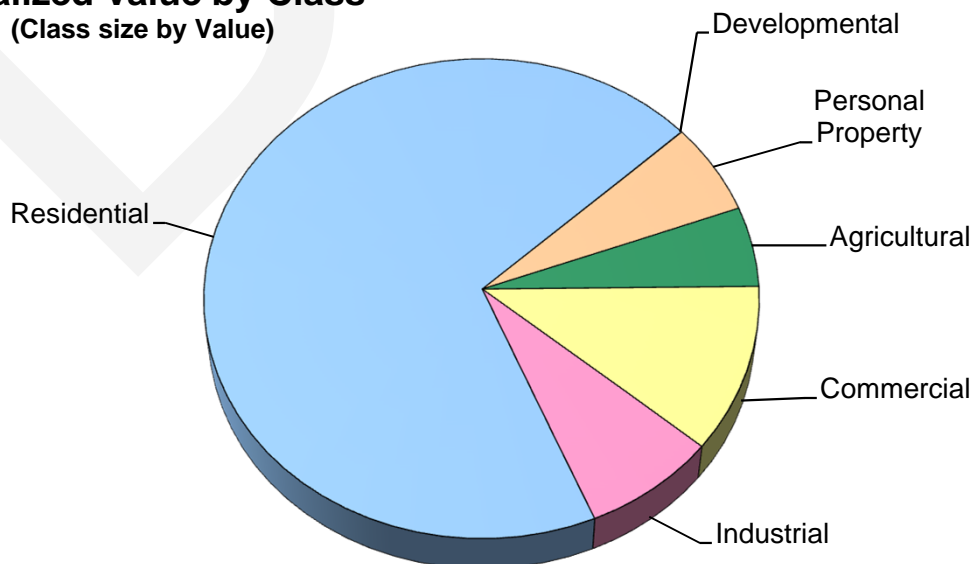
PERCENT CHANGE - 2011 TO 2012

Includes New, Loss and Adjustment
Total County by Class of Property

Class	2011 County Equalized Value	2012 County Equalized Value	C. E. V. % Change	2011 Taxable Value	2012 Taxable Value	Taxable % Change
Agricultural	563,655,394	551,746,440	-2.11%	278,137,860	286,532,415	3.02%
Commercial	1,193,516,550	1,147,431,900	-3.86%	1,124,252,711	1,092,083,528	-2.86%
Industrial	788,299,700	784,987,400	-0.42%	751,746,105	755,199,329	0.46%
Residential	7,348,848,650	7,139,399,451	-2.85%	6,657,020,206	6,546,371,008	-1.66%
Timber-Cutover	0	0	N.A.	0	0	N.A.
Developmental	2,137,500	2,120,100	-0.81%	1,029,346	1,055,935	2.58%
TOTAL REAL	9,896,457,794	9,625,685,291	-2.74%	8,812,186,228	8,681,242,215	-1.49%
TOTAL PERSONAL	595,252,010	635,325,678	6.73%	593,801,600	634,911,462	6.92%
GRAND TOTAL	10,491,709,804	10,261,010,969	-2.20%	9,405,987,828	9,316,153,677	-0.96%



Equalized Value by Class
(Class size by Value)

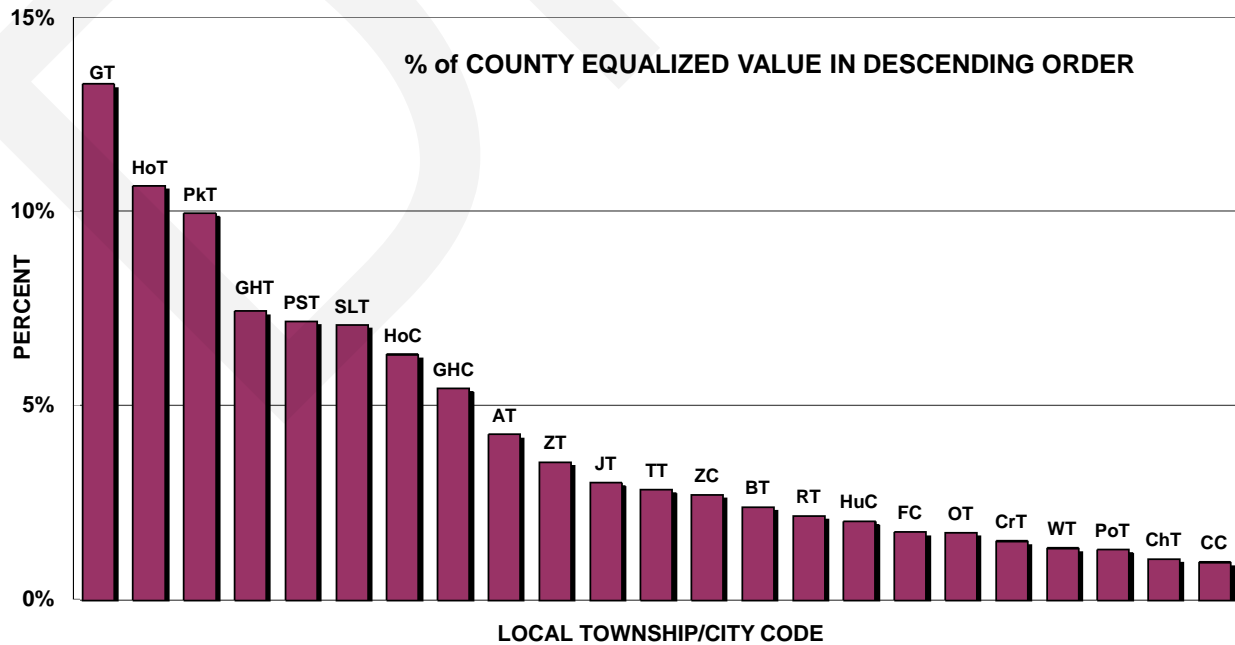


OTTAWA COUNTY PERCENT OF COUNTY SHARE

(COUNTY EQUALIZED VALUES - 2012)

TOWNSHIP/CITY NAME	CODE	RANK BY VALUE	PERCENT
ALLENDALE TWP.	AT	9	4.26%
BLENDON TWP.	BT	14	2.40%
CHESTER TWP.	ChT	22	1.06%
CROCKERY TWP.	CrT	19	1.52%
GEORGETOWN TWP.	GT	1	13.27%
GRAND HAVEN TWP.	GHT	4	7.43%
HOLLAND TWP.	HoT	2	10.66%
JAMESTOWN TWP.	JT	11	3.02%
OLIVE TWP.	OT	18	1.74%
PARK TWP.	PkT	3	9.95%
POLKTON TWP.	PoT	21	1.30%
PORT SHELTON TWP.	PST	5	7.17%
ROBINSON TWP.	RT	15	2.17%
SPRING LAKE TWP.	SLT	6	7.08%
TALLMADGE TWP.	TT	12	2.84%
WRIGHT TWP.	WT	20	1.34%
ZEELAND TWP.	ZT	10	3.55%
COOPERSVILLE CITY	CC	23	0.98%
FERRYSBURG CITY	FC	17	1.75%
GRAND HAVEN CITY	GHC	8	5.45%
HOLLAND CITY*	HoC	7	6.32%
HUDSONVILLE CITY	HuC	16	2.03%
ZEELAND CITY	ZC	13	2.71%
			100.00%

* Ottawa County portion only. Holland City is also partially in Allegan County.



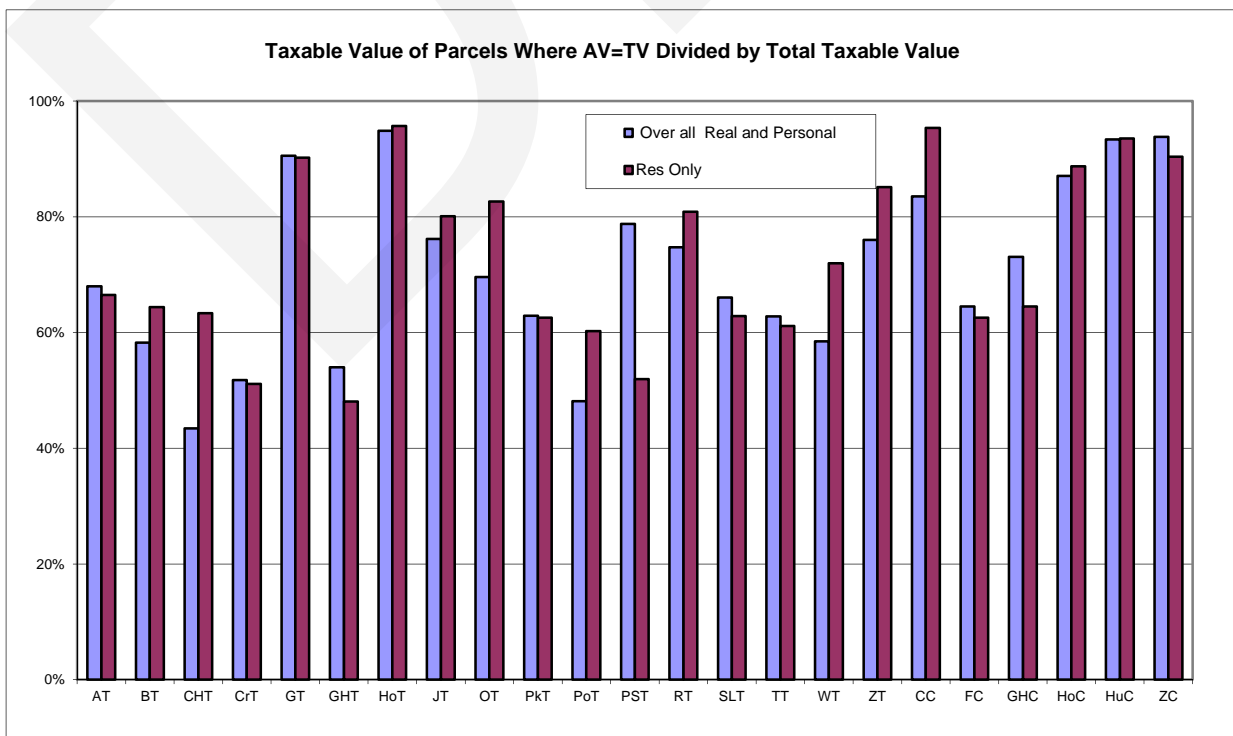
OTTAWA COUNTY

THE DECLINING EFFECT OF PROPOSAL A

Taxable Value For Those Parcels Where Assessed Value Equals Taxable Value

TOWNSHIP/CITY NAME	Code	Over all Real and Personal			Res Only		
		Total Taxable	AV=TV Only	% of Total	Total Taxable	AV=TV Only	% of Total
Allendale Twp	AT	379,278,423	257,919,190	68%	235,876,436	156,916,150	67%
Blendon Twp	BT	207,862,575	121,092,000	58%	167,449,815	107,801,600	64%
Chester Twp	CHT	76,309,098	33,128,200	43%	35,796,992	22,682,800	63%
Crockery Twp	CrT	128,338,510	66,482,500	52%	99,470,814	50,834,900	51%
Georgetown Twp	GT	1,342,957,114	1,215,969,000	91%	1,143,467,889	1,031,770,900	90%
Grand Haven Twp	GHT	645,643,177	348,509,300	54%	540,883,043	260,050,600	48%
Holland Twp	HoT	1,071,689,301	1,016,469,700	95%	577,783,236	552,808,000	96%
Jamestown Twp	JT	272,512,992	207,563,500	76%	203,585,916	163,116,700	80%
Olive Twp	OT	143,628,943	99,959,228	70%	73,481,250	60,722,700	83%
Park Twp	PKT	879,517,353	553,184,100	63%	839,030,856	525,011,500	63%
Polkton Twp	PoT	97,973,949	47,166,500	48%	57,579,347	34,704,100	60%
Port Sheldon Twp	PST	644,255,543	507,685,300	79%	260,945,809	135,536,800	52%
Robinson Twp	RT	193,074,769	144,340,786	75%	164,046,872	132,633,300	81%
Spring Lake Twp	SLT	663,819,901	438,610,000	66%	560,274,313	352,221,600	63%
Tallmadge Twp	TT	262,889,646	165,006,978	63%	201,368,236	123,131,100	61%
Wright Twp	WT	106,481,825	62,239,000	58%	64,125,445	46,145,600	72%
Zeeland Twp	ZT	323,461,774	245,911,900	76%	218,855,135	186,290,100	85%
Coopersville City	CC	95,607,444	79,863,150	84%	52,079,701	49,659,550	95%
Ferrysburg City	FC	155,410,916	100,202,100	64%	132,887,078	83,175,600	63%
Grand Haven City	GHC	522,667,309	381,911,442	73%	314,690,828	202,904,442	64%
Holland City*	HoC	624,225,066	543,567,600	87%	382,133,625	339,031,500	89%
Hudsonville City	HuC	204,328,295	190,750,000	93%	119,458,351	111,766,600	94%
Zeeland City	ZC	274,219,754	257,263,300	94%	101,100,021	91,373,900	90%
Total County		9,316,153,677	7,084,794,774	76%	6,546,371,008	4,820,290,042	74%

Total County (Res. Only) - % for 2011 67%
 Total County (Res. Only) - % for 2010 59%
 Total County (Res. Only) - % for 2009 54%
 Total County (Res. Only) - % for 2008 36%
 Total County (Res. Only) - % for 2007 28%



**MICHIGAN RENAISSANCE ZONE ACT (Act 376 of 1996)
OTTAWA COUNTY EQUALIZATION DEPARTMENT**
Addendum to 2012 Equalization Report

All Figures listed below are included in figures listed elsewhere in this report.

211.7ff Real and personal property located in renaissance zone.

- (1) For taxes levied after 1996, except as otherwise provided in subsections (2) and (3) and except as limited in subsections (4), (5), and (6), real property in a renaissance zone and personal property located in a renaissance zone is exempt from taxes collected under this act to the extent and for the duration provided pursuant to the Michigan renaissance zone act, 1996 PA 376, MCL 125.2681 to 125.2696.
- (2) Real and personal property in a renaissance zone is not exempt from collection of the following:
 - (a) A special assessment levied by the local tax collecting unit in which the property is located.
 - (b) Ad valorem property taxes specifically levied for the payment of principal and interest of obligations approved by the electors or obligations pledging the unlimited taxing power of the local governmental unit
 - (c) A tax levied under section 705, 1211c, or 1212 of the revised school code, 1976 PA 451, MCL 380.705, 380.1211c, and 380.1212.
- 380.705 ...a regional enhancement property tax may be levied by an intermediate school district at a rate not to exceed 3 mills
- 380.1211c ...a school district may levy, in addition to the millage authorized under section 1211, not more than 3 additional mills for enhancing operating revenue
- 380.1212 ...the board of a school district may levy a tax of not to exceed 5 mills on the state equalized valuation of the school district ...for the purpose of creating a sinking fund

UNIT	ZONE TYPE	SCHOOL DISTRICT	Ad-Valorem				IFT				Ad-Valorem & IFT			
			#	REAL	#	PERSONAL	#	REAL	#	PERSONAL	#	TOTAL		
11	Allendale Twp	70040 Allendale	Assessed	1,206,400	2	813,300	2,019,700	1	7,309,300	1	16,557,300	23,866,600	25,886,300	
			Taxable	1,206,400	2	813,300	2,019,700	1	7,309,300	1	16,557,300	23,866,600	25,886,300	
		70040 Allendale	Assessed	30,700	1	27,000	57,700	0	0	0	0	0	57,700	57,700
			Taxable	4,394	1	27,000	31,394	0	0	0	0	0	31,394	31,394
		SubTotal	1,237,100	3	840,300	2,077,400	1	7,309,300	1	16,557,300	23,866,600	25,944,000		
			1,210,794	3	840,300	2,051,094	1	7,309,300	1	16,557,300	23,866,600	25,917,694		
16	GrandHaven Twp	70010 Grand Haven	Assessed	302,200	1	76,100	378,300	0	0	0	0	0	378,300	
			Taxable	302,200	1	76,100	378,300	0	0	0	0	0	378,300	
		70070 West Ottawa	Assessed	7,459,500	1	11,101,400	18,560,900	0	0	0	0	0	18,560,900	
			Taxable	7,459,500	1	11,101,400	18,560,900	0	0	0	0	0	18,560,900	
		SubTotal	0	0	0	0	0	0	0	0	0	0		
			0	0	0	0	0	0	0	0	0	0		
17	Holland Twp	70070 West Ottawa	Assessed	7,459,500	1	11,101,400	18,560,900	0	0	0	0	0	18,560,900	
			Taxable	7,459,500	1	11,101,400	18,560,900	0	0	0	0	0	18,560,900	
		70070 West Ottawa	Assessed	0	0	0	0	0	0	0	0	0	0	
			Taxable	0	0	0	0	0	0	0	0	0	0	
		SubTotal	7,459,500	1	11,101,400	18,560,900	0	0	0	0	0	18,560,900		
			7,459,500	1	11,101,400	18,560,900	0	0	0	0	0	18,560,900		
24	Spring Lake Twp	70300 Spring Lake	Assessed	264,500	2	216,500	481,000	1	24,900	2	104,800	129,700	610,700	
			Taxable	264,500	2	216,500	481,000	1	24,900	2	104,800	129,700	610,700	
		70300 Spring Lake	Assessed	0	0	0	0	0	0	0	0	0	0	
			Taxable	0	0	0	0	0	0	0	0	0	0	
		SubTotal	264,500	2	216,500	481,000	1	24,900	2	104,800	129,700	610,700		
			264,500	2	216,500	481,000	1	24,900	2	104,800	129,700	610,700		

MICHIGAN RENAISSANCE ZONE ACT (Act 376 of 1996)
OTTAWA COUNTY EQUALIZATION DEPARTMENT
 Addendum to 2012 Equalization Report

UNIT	ZONE TYPE	SCHOOL DISTRICT	Ad-Valorem Included in Equalized Values				IFT Included in IFT Values				Ad-Valorem & IFT		
			#	REAL	#	PERSONAL	#	REAL	#	PERSONAL	#	TOTAL	
25 Tallmadge Twp	Tool/Die	41145 Kenowa Hills	Assessed	70,000		204,607				0			274,607
			Taxable	70,000	1	204,607	2			0			274,607
	Tool/Die	41130 Grandville	Assessed	3,024,500		2,969,267				3,438,953			10,105,920
			Taxable	2,937,815	2	2,969,267	11			5			10,019,235
		SubTotal	3,094,500		3,173,874				3,438,953			10,380,527	
			3,007,815	3	3,173,874	13			3			10,293,842	
26 Wright Twp	Tool/Die	41145 Kenowa Hills	Assessed	410,600		1,194,000				0			1,732,400
			Taxable	381,872	2	1,194,000	4			1			1,703,672
27 Zeeland Twp	Agricultural	70350 Zeeland	Assessed	536,000		1,629,700				0			2,165,700
			Taxable	522,362	1	1,629,700	3			0			2,152,062
	Tool/Die	70350 Zeeland	Assessed	491,100		514,900				171,800			1,350,400
			Taxable	490,697	1	514,900	3			4			1,349,997
		SubTotal	1,027,100		2,144,600				171,800			3,516,100	
			1,013,059	2	2,144,600	6			4			3,502,059	
44 Coopersville City	Tool/Die	70120 Coopersville	Assessed	258,700		1,069,100				159,600			2,282,200
			Taxable	250,953	4	1,069,100	7			2			2,274,453
65 Holland City	Tool/Die	70020 Holland	Assessed	1,264,200		1,470,700				495,300			3,315,400
			Taxable	1,264,200	1	1,470,700	2			1			3,315,400
72 Hudsonville City	Tool/Die	70190 Hudsonville	Assessed	237,600		165,400				34,000			437,000
			Taxable	237,600	2	165,400	4			0			437,000
County Total			Assessed	15,556,000		21,451,974				20,961,753			67,157,527
			Taxable	15,392,493	21	21,451,974	49			13			66,994,020
									19			30,149,553	
									32			30,149,553	

INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
OTTAWA COUNTY EQUALIZATION DEPT.
 Addendum to 2012 Equalization Report

Equivalent State Equalized Values

as of December 31, 2011

NOT INCLUDED IN EQUALIZED VALUES

TOWNSHIPS	Act 198 Active Cert.	Act 198 New Facility				Act 198 Rehabilitated Facility				TOTAL				New Certificates for 2011			
		Real		Personal		Real		Personal		New & Rehab		True Cash Value of Exemption		Granted			
		Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.	#	Real	Personal	#	Real	Personal
Allendale Ch.	18	15	11,552,800	9	17,927,100	0	0	0	0	24	29,479,900	1	750,000	3,380,000			
Blendon	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Chester	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Crockery	1	0	0	1	78,100	0	0	0	0	1	78,100	0	0	0			
Georgetown Ch.	17	8	2,564,800	16	2,817,100	0	0	0	0	24	5,381,900	0	0	0			
Grand Haven Ch.	19	11	4,024,400	11	3,822,600	0	0	0	0	22	7,847,000	2	0	1,373,711			
Holland Ch.	285	108	20,654,700	225	80,875,400	3	1,626,500	0	0	336	103,156,600	19	7,413,611	28,599,381			
Jamestown Ch.	10	8	8,650,200	11	4,145,000	0	0	0	0	19	12,795,200	1	0	85,160			
Olive	20	6	523,600	17	25,946,600	1	217,300	0	0	24	26,687,500	5	694,200	19,817,498			
Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Polkton	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Port Sheldon	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Robinson	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Spring Lake	53	24	3,616,600	54	18,724,700	1	36,000	0	0	79	22,377,300	4	0	5,694,768			
Tallmadge Ch.	56	11	2,989,100	17	6,061,722	0	0	0	0	28	9,050,822	3	0	10,980,203			
Wright	6	5	1,463,900	5	1,130,000	0	0	0	0	10	2,593,900	0	0	0			
Zeeland Ch.	55	30	8,432,500	45	8,157,400	0	0	0	0	75	16,589,900	4	187,500	2,848,300			
CITIES																	
Coopersville	18	14	11,958,300	16	25,135,400	0	0	0	0	30	37,093,700	2	0	858,953			
Ferrysburg	2	1	32,600	1	27,200	0	0	0	0	2	59,800	0	0	0			
Grand Haven	35	21	3,716,500	33	9,482,600	0	0	0	0	54	13,199,100	7	902,125	15,016,748			
Holland	26	7	1,070,900	22	10,069,700	1	244,900	0	0	30	11,385,500	4	14,000	15,209,168			
Hudsonville	19	8	3,652,600	18	4,488,900	0	0	0	0	26	8,141,500	2	0	1,300,800			
Zeeland	112	52	258,695,100	110	115,856,300	1	354,100	0	0	163	374,905,500	9	39,286,096	73,118,748			
TOTAL COUNTY	752	329	343,598,600	611	334,745,822	7	2,478,800	0	0	947	680,823,222	63	49,247,532	178,283,438			

Last Year 703

Included in above

Last Year 647,366,921

34

11,091,423

71,313,358

Spring Lake Village	1	0	0	0	0	1	36,000	0	0	1	36,000	0	0	0		
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INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)
OTTAWA COUNTY EQUALIZATION DEPT.

Addendum to 2012 Equalization Report

Equivalent Taxable Values

as of December 31, 2011

NOT INCLUDED IN MAJOR CLASS COMPARISON TAXABLE VALUES

TOWNSHIPS	Act 198 Active Cert.	Act 198 New Facility			Act 198 Rehabilitated Facility			TOTAL			
		Parcels	Real Taxable	Personal Parcels	Personal Taxable	Parcels	Real Taxable	Personal Parcels	Personal Taxable	Parcels	New & Rehab Taxable
Allendale Ch.	18	15	11,062,077	9	17,927,100	0	0	0	0	24	28,989,177
Blendon	0	0	0	0	0	0	0	0	0	0	0
Chester	0	0	0	0	0	0	0	0	0	0	0
Crockery	1	0	0	1	78,100	0	0	0	0	1	78,100
Georgetown Ch.	17	8	2,524,567	16	2,817,100	0	0	0	0	24	5,341,667
Grand Haven Ch.	19	11	4,024,400	11	3,822,600	0	0	0	0	22	7,847,000
Holland Ch.	285	108	19,985,802	225	80,875,400	3	1,626,500	0	0	336	102,487,702
Jamestown Ch.	10	8	8,650,200	11	4,145,000	0	0	0	0	19	12,795,200
Olive	20	6	523,600	17	25,946,600	1	217,100	0	0	24	26,687,300
Park	0	0	0	0	0	0	0	0	0	0	0
Polkton	0	0	0	0	0	0	0	0	0	0	0
Port Sheldon	0	0	0	0	0	0	0	0	0	0	0
Robinson	0	0	0	0	0	0	0	0	0	0	0
Spring Lake	53	24	3,616,586	54	18,724,700	1	36,000	0	0	79	22,377,286
Tallmadge Ch.	56	11	2,989,100	17	6,061,722	0	0	0	0	28	9,050,822
Wright	6	5	1,436,207	5	1,130,000	0	0	0	0	10	2,566,207
Zeeland Ch.	55	30	8,432,295	45	8,157,400	0	0	0	0	75	16,589,695
CITIES											
Coopersville	18	14	11,958,300	16	25,135,400	0	0	0	0	30	37,093,700
Ferrysburg	2	1	32,600	1	27,200	0	0	0	0	2	59,800
Grand Haven	35	21	3,705,587	33	9,482,600	0	0	0	0	54	13,188,187
Holland	26	7	1,014,827	22	10,069,700	1	244,900	0	0	30	11,329,427
Hudsonville	19	8	3,652,600	18	4,488,900	0	0	0	0	26	8,141,500
Zeeland	112	52	258,695,100	110	115,856,300	1	354,100	0	0	163	374,905,500
TOTAL COUNTY	752	329	342,303,848	611	334,745,822	7	2,478,600	0	0	947	679,528,270

Last Year 665,112,511

Included in above

Spring Lake Village	1	0	0	0	0	1	36,000	0	0	1	36,000
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Additional Rolls

Addendum to 2012 Ottawa County Equalization Report as of December 31, 2011
NOT INCLUDED IN MAJOR CLASS COMPARISON

DNR-PILT Rolls

TOWNSHIP	SCHOOL DISTRICT	# of Parcels	SE V REAL	TAXABLE REAL
ALLENDALE	70-040 Allendale	9	3,582,900	1,917,454
	Total		3,582,900	1,917,454
BLENDON	70-350 Zeeland	4	572,000	88,536
	Total		572,000	88,536
CHESTER	61-210 Ravenna	1	25,000	8,583
	70-120 Coopersville	4	54,800	16,219
	Total		79,800	24,802
CROCKERY	70-300 Spring Lake	5	469,900	86,992
	Total		469,900	86,992
GRAND HAVEN TWP	70-010 Grand Haven	2	664,500	44,798
	Total		664,500	44,798
OLIVE	70-070 West Ottawa	2	689,900	122,645
	Total		689,900	122,645
PARK	70-070 West Ottawa	7	3,518,700	1,925,996
	Total		3,518,700	1,925,996
ROBINSON	70-010 Grand Haven	7	3,292,300	362,804
	Total		3,292,300	362,804
SPRING LAKE	70-010 Grand Haven	3	10,578,500	1,426,420
	70-300 Spring Lake	4	1,006,700	183,658
	Total		11,585,200	1,610,078
WRIGHT	70-120 Coopersville	9	168,300	53,181
	41-145 Kenowa Hills	2	28,100	8,957
	Total		196,400	62,138
GRAND HAVEN CITY	70-010 Grand Haven	3	821,200	171,012
	Total		821,200	171,012
GRAND TOTALS			25,472,800	6,417,255

Neighborhood Enterprise Zone Roll

Buildings only - Land on Ad Valorem Roll

LOCAL UNIT	SCHOOL DISTRICT	# of Parcels	SE V REAL	FROZEN TAXABLE REAL
HOLLAND CITY				
Baker Loft (Re-hab)	70-91-32-279-701 Through 70-91-32-279-804	100	\$ 267,500	\$ 263,116
	70-020 Holland			
Scrap Yard Lofts (Re-Hab)	70-91-29-176-701 Through 70-91-29-176-723	23	\$ 32,100	\$ 27,975
	70-020 Holland			
GRAND TOTAL HOLLAND CITY			299,600	291,091

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: 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.

SUMMARY OF REQUEST:

Vredeveld Haefner LLC has performed the annual County audit for the last five years (2007- 2011). The original contract was for five years. We would like to extend the contract one more year for two reasons.

The first reason is that a search for an auditor is a time consuming effort and the Fiscal staff are very busy with the implementation of the new Munis system for financials and Human Resources. The second reason is that we would like to include a section in the Request for Proposal for services for other municipalities that may want to collaborate in the purchase of this service.

The overall increase in the cost from the 2012 audit, to the proposed cost for the 2013 audit is \$500 or about a 0.9% increase.

FINANCIAL INFORMATION:

Total Cost: \$57,000.00 | General Fund Cost: \$57,000.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

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

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

ADMINISTRATION RECOMMENDATION: Recommended | Not Recommended | Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Fiscal Services

Submitted By: Bob Spaman

Agenda Item: 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.

SUMMARY OF REQUEST:

The General Fund Budget Surplus Policy addresses the priority of uses for additional fund balance once the fund balance has been maintained by the policy.

The Administrator's recommendation is to designate \$XXX,XXX for the 2013 budget. This recommendation is due to the projected shortfall in the 2013 budget.

The calculated amount will be brought to the meeting on April 17, 2012.

FINANCIAL INFORMATION:

Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

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

Objective: 2: Implement processes and strategies to address operational budget deficits with pro-active, balanced approaches. 4: Maintain or improve bond ratings.

ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

Action Request



Committee: Finance and Administration Committee

Meeting Date: 4/17/2012

Requesting Department: Sheriff's Office

Submitted By: Greg Rappleye

Agenda Item: 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.

SUMMARY OF REQUEST:

The County is authorized to charge a \$10 fee for notarization of a handgun purchase permit. See MCL 55.285(7). The amount of the fee is to be set by the Board of Commissioners. See: MCL 46.11(m).

FINANCIAL INFORMATION:

Total Cost: \$0.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

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

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


ADMINISTRATION RECOMMENDATION: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

MEMORANDUM

TO: Ottawa County Finance & Administration Committee

FROM: Gregory Rappleye, Ottawa County Corporation Counsel 

DATE: April 5, 2012

RE: Resolution Setting Notary Fee for Issuance of Hand Gun
Purchase Permit

A question was recently raised concerning a notary fee requirements for the issuance of hand gun purchase permits by the Ottawa County Sheriff's Office. Copies of our correspondence are attached.

At the request of Sheriff Gary Rosema, I have prepared a Resolution to clarify the County's position in regard to a notary fee.

cc: Sheriff Gary Rosema, Ottawa County Sheriff
Undersheriff Greg Steigenga, Ottawa County Undersheriff
Scott Brovont, Ottawa County Sheriff's Office
Alan Vanderberg, Ottawa County Administrator
Keith Van Beek, Ottawa County Assistant Administrator



County of Ottawa

Office of Corporation Counsel

Gregory J. Rappleye
Ottawa County Corporate Counsel

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

Phone: (616) 738-4861

Fax: (616) 738-4888

e-mail: grappleye@miottawa.org

March 30, 2012

Mr. Sam Goldwater
Chairman of Activities-
Michigan Gun Owners member-
Michigan Open Carry

RE: Notary Fee for Hand Gun Purchase Permits

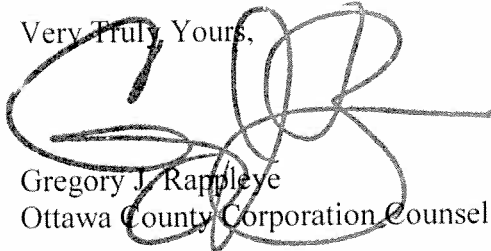
Dear Mr. Goldwater:

Gary Rosema, Sheriff of Ottawa County, has asked me to respond to your recent e-mail concerning notary fees for hand gun permits.

The Ottawa County Sheriff's Office does not require that purchase permits be notarized at the Sheriff's Office. The Sheriff's Office does however, provide notary services as a convenience to the public, and many purchasers choose to have the purchase permit notarized immediately at the Sheriff's Office as part of one transaction. The Ottawa County Sheriff's Office charges a \$10 notarization fee for this service as authorized by MCL 55.285(7).

We trust this is responsive to your inquiry. Thank you for your interest in Ottawa County government.

Very Truly Yours,



Gregory J. Rappleye
Ottawa County Corporation Counsel

GJR:lo

cc: Sheriff Gary Rosema, Ottawa County Sheriff's Office
Scott Brovont, Ottawa County Sheriff's Office

COUNTY OF OTTAWA

STATE OF MICHIGAN

RESOLUTION

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the ___ day of _____, 2012 at _____ o'clock p.m. local time.

PRESENT: Commissioners: _____

ABSENT: Commissioners: _____

It was moved by Commissioner _____ and supported by Commissioner _____ that the following Resolution be adopted:

WHEREAS, pursuant to MCL 46.11(m), the Ottawa County Board of Commissioners is authorized to establish County rules and regulations and to manage the business affairs of the County; and,

WHEREAS, MCL 55.285(7) permits a fee for performing a notarial act of up to, but not exceeding, ten (\$10) dollars; and,

WHEREAS, it is a convenience to the public for the Ottawa County Sheriff's Office to offer the point-of-contact services of a notary public to notarize purchase permits for hand guns;

NOW THEREFORE BE IT RESOLVED that the Ottawa County Sheriff's Office:

(1) shall charge a fee of ten (\$10) dollars for providing the services of a notary public associated with the issuance of a hand gun purchase permit, and (2) shall charge no other fee not authorized by law for the issuance of a hand gun purchase permit, and,

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as they conflict with this Resolution are hereby repealed.

YEAS: Commissioners: _____

NAYS: Commissioners: _____

ABSTENTIONS: Commissioners: _____

RESOLUTION ADOPTED:

Chairperson, Ottawa County
Board of Commissioners

Ottawa County Clerk

Action Request



Committee: Finance and Administration Committee

Meeting Date: 04/17/2012

Requesting Department: Human Resources

Submitted By: Marie Waalkes

Agenda Item: 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.

SUMMARY OF REQUEST:

This position will supervise the general accounting functions of Michigan Works and CAA. It will ensure the accuracy and integrity of all financial transactions, proper allocation of funds received and funds dispersed to appropriate funds and cost centers, and compliance with all state and federal regulations governing transactions. This position will ensure the financial integrity of the department and compliance with all accounting rules and standards and all financial reporting rules and requirements.

This position is created by taking a subcontracted position and bringing it in-house and converting subcontracted employees to county employees. This position will oversee Michigan Works and CAA financial activity and processes. This position will handle the increased workload from bringing the work in-house, as well as provide leadership and direction for the financial component of Michigan Works and CAA.

FINANCIAL INFORMATION:

Total Cost: \$79,442.00 General Fund Cost: \$0.00 Included in Budget: Yes No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated Non-Mandated New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #4 - 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 RECOMMENDATION: Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

COUNTY OF OTTAWA
2012 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION
REQUEST FORM

Please Print Form and Return to the Fiscal Services Department

POSITION TITLE: Senior Accountant

FUND/DEPARTMENT NUMBER: 2740-74311120

CHECK ONE: Reclassification:
 New Position: Number of hours per week requested: 40
 Expansion of Existing Hours: From: _____ TO: _____ per week

GENERAL INFORMATION:

1. Bargaining Unit: Unclassified

2. Proposed Pay Grade: U6

3. Briefly describe the functions of this position:

Under the general direction of the Fiscal Services Director, supervises the general accounting functions of Michigan Works! and CAA. Ensures the accuracy and integrity of all financial transactions, proper allocation of funds received and funds dispersed to appropriate funds and cost centers, and compliance with all state and federal regulations governing transactions. Ensures the financial integrity of the department and compliance with all accounting rules and standards and all financial reporting rules and requirements.

4. Describe the justification for this position (Provide supporting documentation if appropriate.)

We are taking previously subcontracted positions in-house and converting subcontractor employees to county employees. The former subcontractor had a "Billing Specialist" that we are converting into a county position and we need someone with strong accounting and leadership capabilities to oversee Michigan Works and CAA financial activity and processes. This position will help handle the increased workload from bringing the work in-house, as well as provide leadership and direction for the financial component of Michigan Works and CAA.

5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.

Goals 1 & 4 - improve financial position and organization and services.

6. Will the job functions of this position be for mandated or discretionary functions of the department?

Discretionary

7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?

The position will oversee all fiscal activity for Michigan Works and CAA. The position will assure that MI Works and CAA meet all federal and state fiscal monitoring criteria and will be responsible to coordinate with Michigan Workforce Development Agency and Michigan Department of Human Services monitors. We are monitored throughout the year by both entities, as well as Michigan State Housing Development Authority, and other state and federal program and fiscal monitors.

If the position being requested does not have an existing job description, please attach a description of anticipated duties.

COST INFORMATION:

ESTIMATED SALARY COST FOR THE BUDGET YEAR: \$54,991

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR: \$24,451

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION: N/A

(If equipment is required, please complete an equipment request form and indicate it is for a new position.)

SIGNED: William L. Raymond
Digitally signed by William L. Raymond
DN: cn=William L. Raymond, o=Ottawa County Michigan
Works, ou, email=braymond@ocmwa.org, c=US
Date: 2012.04.05 12:20:18 -04'00'

DATE: April 5, 2012

BUDGET DATA: _____

Fiscal Services Department Use Only

CONTROL #: _____

Fiscal Services Department Use Only

OTTAWA COUNTY

TITLE: SENIOR ACCOUNTANT (MICHIGAN WORKS!)

EMPLOYEE GROUP: UNCLASSIFIED

DEPARTMENT: FISCAL SERVICES

GRADE: U06

DATE: 04/02/2012

JOB SUMMARY:

Under the general direction of the Fiscal Services Director, supervises the general accounting functions of Michigan Works!. Ensures the accuracy and integrity of all financial transactions, proper allocation of funds received and funds dispersed to appropriate funds and cost centers, and compliance with all state and federal regulations governing transactions. Ensures the financial integrity of the department and compliance with all accounting rules and standards and all financial reporting rules and requirements.

ESSENTIAL JOB FUNCTIONS: The essential functions of this position include, but are not limited to, the following:

1. Supervises all accounting functions for the Michigan Works department, including receipt and disbursement of WDA, DHS, DOC, DOJ and other funds, payment of contractor and contractual service provider invoices, allocation of overhead and operating costs to appropriate grant funds and cost centers, and general ledger accounting.
2. Provides direct supervision for MI Works accounting staff in accordance with established County policies and procedures, with current collective bargaining agreements, and with all applicable statutes and regulations governing the employment relationship.
3. Establishes work assignments and work schedules for staff in order to ensure proper coverage for payables processing and payroll cycles, year-end closings, and other date-sensitive financial processing and reporting functions.
4. Identifies goals and objectives for subordinate staff and provides staff access to training and development opportunities to facilitate professional and personal growth.
5. Develops, implements, and administers practices and procedures to ensure accurate and timely accounting for WDA, DHS, DOC, DOJ and other funds, and allocation of costs and monies received and disbursed to the proper budget lines.
6. Develops, implements, and administers practices and procedures to accurately track, manage, budget and ensure timely payment of client Individual Training Account (ITA) vouchers.
7. Collaboratively works with Career Management Supervisor and staff to administer ITA vouchers effectively.
8. Reviews for approval monthly, quarterly and annual financial reports for the Michigan Works department and state and federal funding agencies, including WDA, DHS, DOC, and DOJ.
9. Approves year-end closing for all MI Works grant reports and cost centers.

10. Prepares audit work papers for state and federal auditors and assists monitors/auditors on site. Assists in preparing audit resolution for State and Federal audits regarding the Michigan Works department.
11. Prepares the annual budget, collecting and compiling historical grant budget data and preparing budget projections for the next fiscal year
12. Prepares budgets for all funding proposals and contract applications.
13. Monitors actual budget activity against allocated expenditures and projected revenues.
14. Conducts financial audits to ensure that subcontractors are exercising proper internal controls and maintaining compliance with statutory, regulatory and contractual requirements and specifications.
15. Performs analytical reviews of financial records to ensure accuracy and reasonableness and identify and resolve discrepancies.
16. Directs the preparation of required and requested financial statements and fiscal reports.
17. Prepares budget adjustments, journal entries and controller entries for all department funds.
18. Reconciles all accounting and financial records with Fiscal Services financial reports.
19. Supervises and executes the department payroll and performs all purchasing functions, allocating salary, supply and equipment costs to the appropriate fund and cost center.
20. Audits all invoices received from contractors and sub-recipient service providers to ensure accuracy and substantive and procedural compliance with funding agency requirements, and authorizes payment of verified charges.
21. Monitors change in WDA, DHS, DOC, DOJ and other applicable department's regulations and requirements and other accounting regulations and modifies accounting practices and processes to comply therewith.
22. Ensures that staff and subcontractors are properly trained in new and amended accounting processes, practices and requirements.
23. Performs other functions as assigned.

REQUIRED KNOWLEDGE AND SKILLS:

1. Thorough working knowledge of budgetary processes, principles and practices.
2. Thorough working knowledge of standard accounting theory, principles and practices, including general ledger accounting.
3. Thorough working knowledge of the principles and practices of fund accounting.
4. Thorough knowledge of statutory and other legally mandated standards governing public sector accounting and auditing practices and financial accountability, including GAAP and GASB.

5. Thorough working knowledge of the Michigan Uniform Budget and Accounting Act (PA 621 of 1978).
6. Thorough working knowledge of federal accounting rules and regulations as contained in the federal OMB Circular A-87 and single audit compliance OMB Circular A-133.
7. Thorough working knowledge of WDA, DHS, DOC, and DOJ regulations and requirements.
8. Computer literacy, including thorough working knowledge of spreadsheet, presentation, database, accounting and budget management applications software.
9. Good analytical and quantitative skills.
10. Good organizational, managerial and supervisory skills.
11. Excellent oral and written communications skills.
12. Excellent interpersonal and human relations skills.
13. Ability to interact positively and objectively with State of Michigan and Federal staff, auditors, other funding agency staff, sub-recipient agencies, contractors, contractual service providers, vendors, and members of the general public from a wide range of cultural and socio-economic backgrounds and with varying levels of communications skills.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

Bachelor's degree from an accredited college or university in Accounting, Public Administration, Public Business Administration, or other relevant field combined with three years of progressively responsible experience in fund accounting, or an equivalent combination of education and experience. Specific experience in accounting and financial reporting for federally funded grants preferred.

PHYSICAL REQUIREMENTS:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audiological appliances and devices to increase mobility.

WORKING CONDITIONS:

Work is performed in a normal office environment.

County of Ottawa
 Estimated Personnel Costs
 2012 Budget - with final rates

Employee Name	Union code	W/C code	FTE	Salaries Permanent	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unemployment	Optical	Disability	Total Fringes	Salaries & fringes
Uncl 05 - C step	14	8810	1.0000	\$50,165	\$3,838	\$9,861	\$240	\$149	\$8,031	\$664	\$12	\$206	\$120	\$140	\$23,261	\$73,426
Uncl 06 - C step	14	8810	1.0000	\$54,991	\$4,207	\$9,861	\$240	\$163	\$8,804	\$664	\$13	\$225	\$120	\$154	\$24,451	\$79,442
Increase			2.0000	\$ 105,156	\$ 8,045	\$ 19,722	\$ 480	\$ 312	\$ 16,835	\$ 1,328	\$ 25	\$ 431	\$ 240	\$ 294	\$ 47,712	\$ 152,868
				7040.0000	7150.0000	7160.0000	7160.0020	7170.0000	7180.0000	7190.0000	7200.0000	7220.0000	7230.0000	7240.0000		

Action Request



Committee: Finance and Administration Committee

Meeting Date: 04/17/2012

Requesting Department: Human Resources

Submitted By: Marie Waalkes

Agenda Item: 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.

SUMMARY OF REQUEST:

This position will supervise the day-to-day operations of staff and services for a variety of programs, including Workforce Investment Act (WIA) and Jobs Education & Training (JET), within a demand-driven system. This position will assist in designing, developing and implementing programs and services to develop skills, improve opportunities, and provide resources to improve socio-economic outcomes for at risk populations and positive economic outcomes for the community.

This position will supervise frontline staff in the Michigan Works Service Center and replaces a commensurate position with the current subcontracted organization, as former subcontracted services are brought in-house and county employees are hired to fulfill the duties. This position is key in providing leadership and direction to frontline staff as they assist unemployed, under-employed and other job seekers access necessary training and opportunities to move into in-demand jobs and careers.

FINANCIAL INFORMATION:

Total Cost: \$73,426.00 | General Fund Cost: \$0.00 | Included in Budget: Yes | No

If not included in budget, recommended funding source:

ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated | Non-Mandated | New Activity

ACTION IS RELATED TO STRATEGIC PLAN:

Goal: #4 - 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 RECOMMENDATION: Recommended | Not Recommended | Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

COUNTY OF OTTAWA
2012 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION
REQUEST FORM

Please Print Form and Return to the Fiscal Services Department

POSITION TITLE: Team Supervisor

FUND/DEPARTMENT NUMBER: See below, page 2*

CHECK ONE: Reclassification:
 New Position: Number of hours per week requested: 40
 Expansion of Existing Hours: From: _____ TO: _____ per week

GENERAL INFORMATION:

1. Bargaining Unit: Unclassified

2. Proposed Pay Grade: GS

3. Briefly describe the functions of this position:

Under the general direction of Michigan Works department leadership, directly supervises the day to day operations of staff and services for a variety of programs, including Workforce Investment Act (WIA) and Jobs Education & Training (JET), within a "demand-driven" system. Assists in designing, developing and implementing programs and services to develop skills, improve opportunities, and provide resources to improve socio-economic outcomes for at risk populations and positive economic outcomes for the community. In coordination with Program Supervisors, fiscal services, outside agencies & partners, administers programs and activities to assist target populations in developing work skills.

4. Describe the justification for this position (Provide supporting documentation if appropriate.)

This position will supervise frontline staff in the Michigan Works Service Center. It replaces a commensurate position with the current subcontracted organization, as we take former subcontracted services in-house and hire county employees to fulfill the duties. This is a key position in providing leadership and direction to frontline staff as they assist unemployed, under-employed and other job seekers access necessary training and opportunities to move into in-demand jobs and careers.

5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.

Goals 3 & 4: contribute to strong, healthy community environment & improve county's organization & services

6. Will the job functions of this position be for mandated or discretionary functions of the department?

Discretionary

7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?

Position will be responsible for supervising frontline staff as they implement all workforce related programs in the Michigan Works Service Center. Performance is monitored and evaluated internally by MI Works Quality Assurance and Training Coordinator according to State of Michigan standards and by the Workforce Board strategic plan and relevant staff work plan. Monitoring and evaluation is done externally by Workforce Development Agency/State of Michigan monitors and occasionally by federal USDOL monitors.

If the position being requested does not have an existing job description, please attach a description of anticipated duties.

COST INFORMATION:

ESTIMATED SALARY COST FOR THE BUDGET YEAR: \$50,165

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR: \$23,261

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION: N/A

(If equipment is required, please complete an equipment request form and indicate it is for a new position.)

SIGNED: William L. Raymond
Digitally signed by William L. Raymond
DN: cn=William L. Raymond, o=Ottawa County Michigan
Works, ou, email=braymond@ocmwa.org, c=US
Date: 2012.04.05 10:01:15 -0400

DATE: April 5, 2012

BUDGET DATA: _____

CONTROL #: _____

Fiscal Services Department Use Only

Fiscal Services Department Use Only

***Fund/Department Numbers**

2741-7463 - 22%

2741-7464 - 32%

2742-74332320 - 14%

2743-74332320 - 15%

2748-7445 - 3%

2748-74380007-14%

OTTAWA COUNTY

TITLE: TEAM SUPERVISOR
DEPARTMENT: MICHIGAN WORKS
DATE: 04/02/12

EMPLOYEE GROUP: UNCLASSIFIED
GRADE: U5

JOB SUMMARY:

Under the general direction of Michigan Works department leadership, directly supervises the day to day operations of staff and services for a variety of programs, including Workforce Investment Act (WIA) and Jobs Education & Training (JET), within a “demand-driven” system. The staff reporting to this position provide direct client assistance, workforce integration solutions, skills development solutions and/or economic self-sufficiency solutions to various constituencies in Ottawa County, including jobseekers, ex-offenders, public assistance recipients, under- and unemployed individuals, underserved youth, persons in poverty, etc. Coordinates the delivery of services based on knowledge of federal and state programs, funding streams, policies, plus effective working relationships with outside agencies and community partners. Assists in designing, developing and implementing programs and services to develop skills, improve opportunities, and provide resources to improve socio-economic outcomes for at risk populations and positive economic outcomes for the community. In coordination with Program Supervisors, fiscal services and outside agencies and partners, administers programs and activities to assist target populations in developing occupational, literacy, life, and job search skills; access supportive services and other community resources; and/or achieve community integration necessary to establishing income self-sufficiency. Collaborates with a variety of individual, community, business and contractual partners to provide clients with knowledge, skills, behaviors and a broad range of tools and resources to overcome barriers to employment and develop economic self-sufficiency.

ESSENTIAL JOB FUNCTIONS: The essential functions of this position include, but are not limited to, any combination or all of the following:

1. Provides direct supervision and day to day leadership for direct and/or contractual staff in accordance with established policies and procedures and contractual agreements.
2. Establishes work assignments and work schedules for staff in order to ensure proper coverage for all operating hours.
3. Identifies goals and objectives for subordinate staff and provides staff access to training and development opportunities to facilitate professional and personal growth.
4. Ensures that all programs and services operate in compliance with Equal Employment Opportunity and anti-discrimination legislation, including, but not limited to, the Civil Rights Act of 1964, as amended; Elliot-Larsen Civil Rights Act; ADA; and all other applicable federal and state statutes, rules and regulations.
5. Directs staff in correct communication of policies and procedures to ensure that clients receive the educational, job training, employability skills development and job search services and resources for which they are eligible under the provisions of the Workforce Investment Act, Jobs Employment & Training, or other administered programs.
6. Implements policies and procedures to ensure that clients receive the other assistance and developmental services for which they are eligible under respective County, State and Federal rules and regulations.

7. In coordination with department leadership and other resources, develops and implements staff training, performance management and measurement tools in order to ensure the delivery of quality services to clients, achievement of performance measures and maintenance of compliance with the regulations and requirements of the Workforce Development Agency, State of Michigan, US Dept. of Labor, etc.
8. In coordination with department leadership and other resources, collaborates with community partners to develop and deliver assessment, career counseling, job search assistance, supportive services, and occupational skills training for adult job seekers.
9. In coordination with department leadership and other resources, collaborates with community partners to develop and deliver career preparation, school to career transition, pre-employment and work maturity skills and support services, work experience, and remedial education for youth entering the labor market.
10. In coordination with department leadership and other resources, collaborates with community partners to develop and deliver a variety of services for displaced workers, migrant workers, homeless individuals and families, individuals and families at risk of becoming homeless, economically disadvantaged households, the elderly, ex-offenders, and veterans seeking economic assistance and a path to self-sufficiency.
11. Serves as an advocate for client populations within the OCMWA organization.
12. Assists Program Supervision, compliance and quality staff and fiscal services with administration of various federal and state grants and contracts.
13. Assists Program Supervision, compliance and quality staff and fiscal services with program and fiscal monitoring under various federal and state grants and contracts. Serves as internal contact point for programmatic and clients services monitoring.
14. Contributes to program and service goals and objectives, and develops outcome measures and performance benchmarks.
15. Participates in the development and application of evaluation instruments to assess the effectiveness of assistance and developmental programs and services.
16. Participates in the implementation of quality assurance and quality control protocols to ensure continuous improvement in the delivery of programs and services to target populations.
17. Assists Program Supervision and compliance and quality staff in collecting, compiling and analyzing outcome and evaluation data for programs and services in order to continuously improve outcomes and cost-effectiveness.
18. Assists in preparing required internal and external reports, including reports for the County, the agencies of the State of Michigan and the Federal government.
19. Ensures that client records are properly documented, and that confidentiality of client information is maintained.
20. Participates in drafting the annual operating and capital budget requests.
21. Performs other related duties as assigned.

REQUIRED KNOWLEDGE AND SKILLS:

1. Thorough working knowledge of management and supervisory principles and practices.
2. Thorough working knowledge of the socio-economic dynamics of target client populations.
3. Good working knowledge of the demography and economy of Ottawa County and contiguous counties.
4. Thorough working knowledge of administrative and regulatory elements of programs under which services are provided.
5. Good working knowledge of quality assurance protocols and program assessment and evaluation principles and practices.
6. Thorough working knowledge of job training, skills development, educational assistance, job search and other community programs, services and resources available to clients.
7. Working knowledge of federal and state statutes governing the employment relationship, including, but not limited to, FLSA; Title VII of the Civil Rights Act of 1964, as amended; Elliot-Larsen Civil Rights Act; ADA; ADEA; etc.
8. Good working knowledge of project management principles and practices.
9. Computer literacy, including good user knowledge of word-processing, spreadsheet, database and Internet applications software.
10. Excellent interpersonal and oral and written communications skills.
11. Working knowledge of records management principles and practices.
12. Ability to interact positively and objectively with business and employer representatives, elected officials from local units, educators and school administrators, clients, co-workers, contractors, state and federal auditors, community representatives, and members of the general public from widely diverse cultural and socio-economic backgrounds and with varying levels of interpersonal and communications skills.
13. Thorough working knowledge of the provisions of the Workforce Investment Act and related federal and state statutes, rules and regulations.
14. Thorough working knowledge of the Michigan Works public-private partnership structure, program functions, and collaborative operating process.
15. Thorough working knowledge of the principles and practices of workforce development.

NOTES: Oral and written fluency in Spanish, Cambodian, Lao or other language commonly spoken by one or more demographic groups represented in the population strongly preferred.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

Bachelor's degree from an accredited college or university in sociology, social work, psychology, counseling or other human services field, combined with three years of case management experience in workforce development services including one year as a supervisor, or an equivalent combination of education and experience. Advanced study in related field (Public Administration, Management, Social Work, etc.) preferred.

LICENSES AND CERTIFICATIONS:

Global Career Development Facilitator (GCDF), Career Coach, etc. desirable.

PHYSICAL REQUIREMENTS:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audiological appliances, and devices to increase mobility.

WORKING CONDITIONS:

Work is generally performed in a normal office environment.

County of Ottawa
 Estimated Personnel Costs
 2012 Budget - with final rates

Employee Name	Union code	W/C code	FTE	Salaries Permanent	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unemployment	Optical	Disability	Total Fringes	Salaries & fringes
Uncl 05 - C step	14	8810	1.0000	\$50,165	\$3,838	\$9,861	\$240	\$149	\$8,031	\$664	\$12	\$206	\$120	\$140	\$23,261	\$73,426
Uncl 06 - C step	14	8810	1.0000	\$54,991	\$4,207	\$9,861	\$240	\$163	\$8,804	\$664	\$13	\$225	\$120	\$154	\$24,451	\$79,442
Increase			2.0000	\$ 105,156	\$ 8,045	\$ 19,722	\$ 480	\$ 312	\$ 16,835	\$ 1,328	\$ 25	\$ 431	\$ 240	\$ 294	\$ 47,712	\$ 152,868
				7040.0000	7150.0000	7160.0000	7160.0020	7170.0000	7180.0000	7190.0000	7200.0000	7220.0000	7230.0000	7240.0000		