

**Agenda**  
**Finance and Administration Committee**  
**West Olive Administration Building**  
**12220 Fillmore, West Olive, MI 49460**  
**Tuesday, June 19, 2012**  
**9:30 a.m.**

**Consent Items:**

1. Approval of the Agenda
2. [Approval of Minutes from the May 15, 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 May 2012.
2. [Budget Adjustments Greater than \\$50,000](#)  
Suggested Motion:  
To approve budget adjustment numbers 256, 257, and 294.
3. [Statement of Review](#)  
Suggested Motion:  
To approve the Statement of Review for the month of May 2012.
4. [Treasurer's Annual "Balance in Land Sale Proceeds Account" Report](#)  
Suggested Motion:  
To receive for information and forward to the Board of Commissioners the Annual "Balance in Land Sale Proceeds Account" Report.
5. [Agreement for the Park West Drainage District - Ottawa County Drain](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the agreement to pay part of the cost of construction of the Park West Drain in the amount of \$44,333.33.
6. [4 C's Initiative Project Budget and Capodagli Jackson Consulting Agreement](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners a recommended project budget of \$50,000 for the 4 C's Initiative, total to include an agreement with Capodagli Jackson Consulting for \$9,000, funds to come from the General Fund Contingency.

**Discussion Items:**

1. [Treasurer's Financial Month End Update for May 2012](#)

**Adjournment**

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

**FINANCE AND ADMINISTRATION COMMITTEE**

**Proposed Minutes**

DATE: May 15, 2012

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

STAFF & GUESTS: Alan Vanderberg, Administrator; Robert Spaman, Fiscal Services Director; Keith VanBeek, Assistant Administrator; Ken Zarzecki, Road Commission; Sherri Sayles, Deputy Clerk; Angie Barksdale, MI Works!/CAA; Greg Rappleye, Corporate Counsel; Brad Slagh, Treasurer

**SUBJECT: CONSENT ITEMS**

FC 12-044 Motion: To approve the agenda of today as presented and amended with a substitute motion for Action Item #8 – Allocation of 2011 Unassigned Fund Balance and to approve the minutes from the April 17, 2012 meeting as presented.

Moved by: Disselkoen UNANIMOUS

**SUBJECT: PUBLIC HEARING ON FY 2012 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE FORMULA GRANT (JAG)**

FC 12-045 Motion: To open the Public Hearing at 9:31 a.m.

Moved by: Rycenga UNANIMOUS

FC 12-046 Motion: To close the Public Hearing at 9:32 a.m.

Moved by: Disselkoen UNANIMOUS

**SUBJECT: MONTHLY BUDGET ADJUSTMENTS**

FC 12-047 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 April 2012.

Moved by: Baumann UNANIMOUS

**SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000**

FC 12-048 Motion: To approve budget adjustment numbers 192, 219 and 220.

Moved by: Rycenga UNANIMOUS

**SUBJECT: STATEMENT OF REVIEW**

FC 12-049      Motion: To approve the Statement of Review for the month of April 2012.  
Moved by: Karsten      UNANIMOUS

SUBJECT: RESOLUTION TO AUTHORIZE "QUALIFYING STATEMENTS"  
FOR BONDING PURPOSES

FC 12-050      Motion: To approve and forward to the Board of Commissioners the resolution to  
authorize certification of a "Qualifying Statement" for bonding purposes.  
Moved by: Rycenga      UNANIMOUS

SUBJECT: TAX ALLOCATION RECOMMENDATION

FC 12-051      Motion: To approve and forward to the Board of Commissioners the recommendation  
that the Ottawa County millage allocation remains at 4.440 mills.  
Moved by: Baumann      UNANIMOUS

SUBJECT: RESOLUTION TO APPROVE THE 2012 MILLAGE RATE FOR  
COUNTY OPERATIONS, E-911 AND PARKS

FC 12-052      Motion: To approve and forward to the Board of Commissioners the resolution to  
approve the 2012 Millage Rate for County Operations of 3.6 mills, E-911 of .4400 mills  
and Parks of .3165 mills.  
Moved by: Disselkoen      UNANIMOUS

SUBJECT: ALLOCATION OF 2011 UNASSIGNED FUND BALANCE

FC 12-053      Motion: To approve and recommend to the Board of Commissioners to designate  
\$3,592,425 of the 2011 General Fund year-end unassigned fund balance.  
Moved by: Disselkoen      UNANIMOUS

SUBJECT: GRAND RIVER SAMPLING AND TESTING

FC 12-054      Motion: To approve and forward to the Board of Commissioners approval of the  
expenditure of \$20,000 from the "committed" General Fund Balance for environmental  
initiatives to fund Grand River water quality testing.  
Moved by: Disselkoen      UNANIMOUS

SUBJECT: RESOLUTION OF INTENT TO ISSUE BONDS FOR THE ALLENDALE  
TOWNSHIP WASTEWATER TREATMENT PLANT PROJECT

FC 12-055      Motion: To approve and forward to the Board of Commissioners the resolution of  
Intent to Issue Bonds for the Allendale Township Wastewater Treatment Plant Project  
and reimburse any advanced funds.  
Moved by: Karsten      UNANIMOUS

SUBJECT: MICHIGAN WORKS PERSONNEL REQUESTS

FC 12-056 Motion: To approve and forward to the Board of Commissioners the request from Michigan Works to create the following positions:

1. One (1) FTE Talent Development Associate – Follow Up (Group T, Paygrade 9, C Step) at a cost of \$46,812.00.
2. One (1) FTE Talent Development Lead – Assessment (Group T, Paygrade 12, C Step) at a cost of \$57,957.00.
3. Eight (8) FTE’s Talent Development Associates – Career Development (Group T, Paygrade 11, C Step) at a cost of \$430,864.00.
4. Two (2) FTE Talent Development Associates E & R (Group T, Paygrade 9, C Step) at a cost of \$93,624.00.
5. Two (2) FTE’s Talent Development Lead – Career Development (Group T, Paygrade 12, C Step) at a cost of \$115,914.00.

Funding for these positions to come from Workforce Developments Funds.

Moved by: Disselkoen

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer’s Financial Month End Update for April 2012 – The month end update was presented by Brad Slagh. He briefly discussed working with Administration on possibly purchasing bonds internally as Grand Traverse County does. Brad gave a brief update on the Landbank Authority and stated commercial property isn’t selling at this time.
2. Personal Property Taxes – Alan Vanderberg gave a brief update on the personal property tax. He also addressed customer service and the possibility of bringing in a consultant for 2 ½ days to do training with the management staff and elected officials.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:14 a.m.

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 6/19/2012

**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 May 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: Maintain and improve the financial position of the County through legislative advocacy.

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

3: Approve strategies to 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: 5/01/2012 Thru 5/31/2012

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>TO INC NEG ARRA BDDT</u>							
BA 192	5/15/2012	2748	7431	0031	5610.0000	State Of Mich - Welfare	100,000.00-
BA 192	5/15/2012	2748	7431	0031	7040.0000	Salaries - Regular	3,083.00
BA 192	5/15/2012	2748	7431	0031	7150.0000	Social Security	236.00
BA 192	5/15/2012	2748	7431	0031	7160.0000	Hospitalization	683.00
BA 192	5/15/2012	2748	7431	0031	7160.0020	OPEB - Health Care	248.00
BA 192	5/15/2012	2748	7431	0031	7170.0000	Life Insurance	10.00
BA 192	5/15/2012	2748	7431	0031	7180.0000	Retirement & Sick Leave	493.00
BA 192	5/15/2012	2748	7431	0031	7180.0010	457 Plan Contribution	29.00
BA 192	5/15/2012	2748	7431	0031	7190.0000	Dental Insurance	35.00
BA 192	5/15/2012	2748	7431	0031	7200.0000	Worker'S Compensation	1.00
BA 192	5/15/2012	2748	7431	0031	7220.0000	Unemployment	3.00
BA 192	5/15/2012	2748	7431	0031	7230.0000	Optical Insurance	8.00
BA 192	5/15/2012	2748	7431	0031	7240.0000	Disability Insurance	13.00
BA 192	5/15/2012	2748	7431	0031	8600.0000	Travel - Mileage	158.00
BA 192	5/15/2012	2748	7432	0031	8080.0000	Service Contracts	95,000.00
<u>ENTR REV INTO FED REV</u>							
BA 219	5/15/2012	2748	7446		5050.0000	Fed. Grants-Public Safety	558,690.00-
BA 219	5/15/2012	2748	7446		5610.0000	State Of Mich - Welfare	558,690.00
<u>MVE REMNDR OF EECBG \$</u>							
BA 220	5/15/2012	2750	2930		8080.0000	Service Contracts	66,964.00-
BA 220	5/15/2012	2750	2930		9800.0000	Office Furniture & Equip.	71,734.00
BA 220	5/15/2012	2750	2930		9810.0000	Vehicles	4,770.00-
<u>BS&amp;A ANNUAL SRC/SUERT</u>							
BA 223	5/07/2012	1010	2530		8080.0000	Service Contracts	4,300.00
<u>MANATRY MTG/SCHL PROG</u>							
BA 226	5/07/2012	2210	6043		6070.0260	Medicaid Health Plan	300.00-
BA 226	5/07/2012	2210	6043		8600.0000	Travel - Mileage	300.00
<u>TRNSLATN SVC &amp; PRINTG</u>							
BA 227	5/07/2012	2210	6042		7600.0010	Contractive Supplies	1,950.00-
BA 227	5/07/2012	2210	6042		8210.0000	Contractual - Other	1,950.00
BA 227	5/07/2012	2210	6044		7280.0000	Printing & Binding	150.00
BA 227	5/07/2012	2210	6044		7600.0020	Vaccines	150.00-
BA 227	5/07/2012	2210	6059		5550.0100	T B Outpatient	300.00-

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>TRNSLATN SVC &amp; PRINTG</u>							
BA 227	5/07/2012	2210	6059		8210.0000	Contractual - Other	300.00
<u>ES&amp;A ANNL SVC/SUPPORT</u>							
BA 229	5/07/2012	2550	2530		8080.0000	Service Contracts	10.00
<u>SHARED SVCS STDY W/GH</u>							
BA 239	5/14/2012	1010	1010		8080.0000	Service Contracts	5,833.00
BA 239	5/14/2012	1010	2010		6999.3900	Rev. (Over)Under Expend.	5,833.00-
<u>RE-ORG W/ADMIN, FS, HR</u>							
BA 241	5/14/2012	1010	2010		6999.3900	Rev. (Over)Under Expend.	20,407.00
BA 241	5/14/2012	1010	2010		7040.0000	Salaries - Regular	800.00-
BA 241	5/14/2012	1010	2010		7150.0000	Social Security	61.00-
BA 241	5/14/2012	1010	2010		7160.0000	Hospitalization	257.00-
BA 241	5/14/2012	1010	2010		7160.0020	OPEB - Health Care	6.00-
BA 241	5/14/2012	1010	2010		7170.0000	Life Insurance	2.00-
BA 241	5/14/2012	1010	2010		7180.0000	Retirement & Sick Leave	127.00-
BA 241	5/14/2012	1010	2010		7190.0000	Dental Insurance	18.00-
BA 241	5/14/2012	1010	2010		7220.0000	Unemployment	3.00-
BA 241	5/14/2012	1010	2010		7230.0000	Optical Insurance	3.00-
BA 241	5/14/2012	1010	2010		7240.0000	Disability Insurance	2.00
BA 241	5/14/2012	1010	2010		8610.0000	Conferences & Othr Travel	490.00-
BA 241	5/14/2012	1010	2230		7040.0000	Salaries - Regular	27,587.00
BA 241	5/14/2012	1010	2230		7150.0000	Social Security	2,110.00
BA 241	5/14/2012	1010	2230		7160.0000	Hospitalization	4,520.00
BA 241	5/14/2012	1010	2230		7160.0020	OPEB - Health Care	110.00
BA 241	5/14/2012	1010	2230		7170.0000	Life Insurance	72.00
BA 241	5/14/2012	1010	2230		7180.0000	Retirement & Sick Leave	3,769.00
BA 241	5/14/2012	1010	2230		7190.0000	Dental Insurance	304.00
BA 241	5/14/2012	1010	2230		7200.0000	Worker'S Compensation	6.00
BA 241	5/14/2012	1010	2230		7220.0000	Unemployment	113.00
BA 241	5/14/2012	1010	2230		7230.0000	Optical Insurance	55.00
BA 241	5/14/2012	1010	2230		7240.0000	Disability Insurance	77.00
BA 241	5/14/2012	1010	2230		7390.0000	Operational Supplies	1,600.00
BA 241	5/14/2012	1010	2230		8610.0000	Conferences & Othr Travel	4,090.00
BA 241	5/14/2012	1010	2260		7040.0000	Salaries - Regular	33,294.00-
BA 241	5/14/2012	1010	2260		7150.0000	Social Security	2,547.00-
BA 241	5/14/2012	1010	2260		7160.0000	Hospitalization	7,396.00-
BA 241	5/14/2012	1010	2260		7160.0020	OPEB - Health Care	180.00-
BA 241	5/14/2012	1010	2260		7170.0000	Life Insurance	99.00-

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>RE-ORG W/ADMIN.FS.HR</u>							
BA 241	5/14/2012	1010	2260		7180.0000	Retirement & Sick Leave	5,330.00-
BA 241	5/14/2012	1010	2260		7190.0000	Dental Insurance	498.00-
BA 241	5/14/2012	1010	2260		7200.0000	Worker'S Compensation	9.00-
BA 241	5/14/2012	1010	2260		7220.0000	Unemployment	137.00-
BA 241	5/14/2012	1010	2260		7230.0000	Optical Insurance	90.00-
BA 241	5/14/2012	1010	2260		7240.0000	Disability Insurance	94.00-
BA 241	5/14/2012	1010	9650		9990.2210	Health	13,381.00-
<u>EDGT SET-UP FOR EVIP</u>							
BA 242	5/14/2012	1010	2240		5400.0000	St Of MI-General Govt.	14,804.00-
BA 242	5/14/2012	1010	2240		8080.0000	Service Contracts	14,804.00-
<u>PURCHASE_DESKTOP_PC</u>							
BA 243	5/14/2012	1010	2530		7390.0000	Operational Supplies	950.00
<u>DNATWS/IRS_TSK_FORCE</u>							
BA 245	5/14/2012	1010	3020		6750.0010	Donations	1,350.00-
BA 245	5/14/2012	1010	3020		6760.0000	Reimbursements	5,000.00-
<u>CVR_ADDL_FOOD_COSTS</u>							
BA 246	5/14/2012	1010	3510		7390.0000	Operational Supplies	4,343.00
<u>EXTND_HRS-MNFWR_EMPL</u>							
BA 248	5/14/2012	2210	6031		5170.0000	Medicaid	3,347.00-
BA 248	5/14/2012	2210	6031		8210.0060	Outside Temporary Service	3,347.00-
<u>PC_PURCHASE</u>							
BA 252	5/14/2012	2560	2360		7390.0000	Operational Supplies	5,030.00
<u>TO_INCREASE_CAA_GRANT</u>							
BA 255	5/14/2012	2870	7470		5610.0060	Comm. Serv. Block Grant	23,560.00-
BA 255	5/14/2012	2870	7471		7040.0000	Salaries - Regular	9,904.00
BA 255	5/14/2012	2870	7471		7150.0000	Social Security	758.00
BA 255	5/14/2012	2870	7471		7160.0000	Hospitalization	2,686.00
BA 255	5/14/2012	2870	7471		7160.0020	ORBB - Health Care	163.00
BA 255	5/14/2012	2870	7471		7170.0000	Life Insurance	33.00



County of Ottawa  
Fiscal Services Department  
Changes to Total Appropriations and Adjustments  
Budget Adjustments From Date: 5/01/2012 Thru 5/31/2012

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<b>TO INCREASE CAA GRANT</b>							
BA 255	5/14/2012	2870	7471		7180.0000	Retirement & Sick Leave	1,583.00
BA 255	5/14/2012	2870	7471		7190.0000	Dental Insurance	138.00
BA 255	5/14/2012	2870	7471		7200.0000	Worker'S Compensation	2.00
BA 255	5/14/2012	2870	7471		7220.0000	Unemployment	8.00
BA 255	5/14/2012	2870	7471		7230.0000	Optical Insurance	32.00
BA 255	5/14/2012	2870	7471		7240.0000	Disability Insurance	43.00
BA 255	5/14/2012	2870	7472		7040.0000	Salaries - Regular	3,920.00
BA 255	5/14/2012	2870	7472		7150.0000	Social Security	300.00
BA 255	5/14/2012	2870	7472		7160.0000	Hospitalization	1,169.00
BA 255	5/14/2012	2870	7472		7160.0020	OPEB - Health Care	86.00
BA 255	5/14/2012	2870	7472		7170.0000	Life Insurance	9.00
BA 255	5/14/2012	2870	7472		7180.0000	Retirement & Sick Leave	361.00
BA 255	5/14/2012	2870	7472		7180.0010	457 Plan Contribution	5.00
BA 255	5/14/2012	2870	7472		7190.0000	Dental Insurance	73.00
BA 255	5/14/2012	2870	7472		7200.0000	Worker'S Compensation	1.00
BA 255	5/14/2012	2870	7472		7220.0000	Unemployment	3.00
BA 255	5/14/2012	2870	7472		7230.0000	Optical Insurance	17.00
BA 255	5/14/2012	2870	7472		7240.0000	Disability Insurance	17.00
BA 255	5/14/2012	2870	7472		8600.0000	Travel - Mileage	749.00
BA 255	5/14/2012	2870	7472		8610.0000	Conferences & Othr Travel	1,500.00
<b>COMM-SPLST WRK 25% GF</b>							
BA 260	5/21/2012	2210	6010		6990.1010	Oper Trans-General Fund	13,381.00
BA 260	5/21/2012	2210	6010		7040.0000	Salaries - Regular	9,805.00
BA 260	5/21/2012	2210	6010		7150.0000	Social Security	750.00
BA 260	5/21/2012	2210	6010		7160.0000	Hospitalization	1,644.00
BA 260	5/21/2012	2210	6010		7160.0020	OPEB - Health Care	40.00
BA 260	5/21/2012	2210	6010		7170.0000	Life Insurance	19.00
BA 260	5/21/2012	2210	6010		7180.0000	Retirement & Sick Leave	923.00
BA 260	5/21/2012	2210	6010		7190.0000	Dental Insurance	111.00
BA 260	5/21/2012	2210	6010		7200.0000	Worker'S Compensation	2.00
BA 260	5/21/2012	2210	6010		7220.0000	Unemployment	40.00
BA 260	5/21/2012	2210	6010		7230.0000	Optical Insurance	20.00
BA 260	5/21/2012	2210	6010		7240.0000	Disability Insurance	27.00
<b>A&amp;V ELIGBLE EXP-INC...</b>							
BA 269	5/29/2012	2160	1410		5410.0040	State of MI - Judicial	1,000.00
BA 269	5/29/2012	2160	1410		6990.1010	Oper Trans-General Fund	3,200.00
BA 269	5/29/2012	2160	1410		8090.0000	Counseling	4,200.00

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
ADJ TO CUR MDCH ALLOC							
ADJ TO CUR MDCH ALLOC							
BA 271	5/29/2012	2210	6010		5170.0220	Medicaid-Outreach	1,700.00-
BA 271	5/29/2012	2210	6010		5550.0000	State Of MI - Health	37.00-
BA 271	5/29/2012	2210	6042		5550.0050	Family Planning	13,893.00
BA 271	5/29/2012	2210	6043		5170.0000	Medicaid	683.00-
BA 271	5/29/2012	2210	6043		5550.0000	State Of MI - Health	683.00
BA 271	5/29/2012	2210	6044		5550.0000	State Of MI - Health	193.00
BA 271	5/29/2012	2210	6059		5550.0100	T B Outpatient	4,552.00-
<u>FDS FOR MED RSRV CORP</u>							
BA 273	5/29/2012	2210	6013		6710.0000	Other Revenue	3,666.00-
BA 273	5/29/2012	2210	6013		7390.0000	Operational Supplies	3,666.00

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 6/19/2012

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

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

## SUGGESTED MOTION:

To approve budget adjustment numbers 256, 257, and 294.

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

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

3: Approve strategies to 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

<b>BA Number</b>	<b>Fund</b>	<b>Department</b>	<b>Explanation</b>	<b>Adjustment</b>
256	Sheriff Grant Programs	Office of Highway Safety Planning E-Crash Grant	Establish budget for the E-Crash Grant.	\$ 174,316
257	Child Care - Circuit	Various	To cover unanticipated expenses.	\$ 180,000
294	Mental Health	Various	New Holland Multi Disciplinary Team Salary & Fringes	\$ 136,000

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 6/19/2012

**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 May 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: Maintain and improve the financial position of the County through legislative advocacy.  
2: Implement processes and strategies to address operational budget deficits with pro-active, balanced approaches.  
3: Approve strategies to 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:** May

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 May 01, 2012  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:15 PM - 01:30 PM	Human Resources Committee	26.0	\$40.00
-	01:30 PM - 03:30 PM	Board of Commissioners Meeting	.0	-
05/15/2012	09:30 AM - 10:15 AM	Finance & Administration Committee	26.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	26.0	\$40.00
-	-	-	-	-

<b>Total Per Diem:</b>		\$120.00	058
<b>Total Mileage:</b>	78.0	\$43.29	091
<b>Total Voucher:</b>		\$163.29	

06/07/2012

1010-1010

Revision History

Created by Joseph Baumann on 05/30/2012 10:38:35 PM  
Modified by Taci Casey on 06/07/2012 02:51:07 PM

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

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

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:15 PM - 01:30 PM	Human Resources Committee	32.0	\$40.00
-	01:30 PM - 03:30 PM	Board of Commissioners Meeting	.0	-
05/10/2012	06:00 PM - 07:00 PM	Agricultural Preservation Board	32.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	32.0	\$40.00
-	-	-	-	-

<b>Total Per Diem:</b>		\$120.00	<i>058</i>
<b>Total Mileage:</b>	96.0	\$53.28	<i>091</i>
<b>Total Voucher:</b>		\$173.28	

06/07/2012

*1010 - 1010*

Revision History

Created by Taci Casey on 06/07/2012 03:32:01 PM



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

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

Date	Time	Purpose	Mileage	Per Diem
05/15/2012	09:30 AM - 10:15 AM	Finance & Administration Committee	23.0	\$40.00
05/18/2012	09:00 AM - 12:00 PM	Michigan Association of Counties - Steering	172.0	\$40.00
05/21/2012	03:00 PM - 04:15 PM	Community Mental Health Board <del>2220</del>	6.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	23.0	\$40.00
05/25/2012	09:30 AM - 11:15 AM	West Michigan Regional Planning Commission (Region 8 Planning Commission)	58.0	\$40.00
-	-	Commission)	-	-
05/30/2012	09:30 AM - 11:15 AM	West Michigan Regional Planning Commission (Region 8 Planning Commission)	58.0	\$40.00
-	-	Commission)	-	-
-	-	-	-	-
<b>Total Per Diem:</b>				\$240.00
<b>Total Mileage:</b>			340.0	\$188.70
<b>Total Voucher:</b>				\$428.70

06/07/2012

Revision History

Created by Taci Casey on 06/07/2012 03:38:47 PM  
Modified by Taci Casey on 06/07/2012 04:07:13 PM

$\frac{058}{\text{Per Diem}}$	$\frac{091}{\text{Mileage}}$
$1010 - 1010$	$200.00$
$2220 - 6495 - 5020$	$20.00$
$- 5029$	$20.00$
	$\underline{240.00}$
	$185.37$
	$1.67$
	$1.66$
	$\underline{188.70}$

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

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

Date	Time	Purpose	Mileage	Per Diem
05/02/2012	09:30 AM - 10:30 AM	GVMC Technical Committee	35.0	\$40.00
05/03/2012	08:30 AM - 09:30 AM	Grand Valley Metro Council	28.0	\$40.00
05/08/2012	01:15 PM - 01:30 PM	Human Resources Committee	37.0	\$40.00
-	01:30 PM - 03:30 PM	Board of Commissioners Meeting	.0	-
05/09/2012	08:30 AM - 10:00 AM	Health & Human Services Committee	37.0	\$40.00
-	10:00 AM - 02:15 PM	Southwest Michigan Alliance of Region Three (SMART)-Keyperson - SMART	43.0	\$30.00
05/16/2012	09:30 AM - 10:15 AM	GVMC Policy Committee	35.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	37.0	\$40.00
-	-	-	-	-

<b>Total Per Diem:</b>		\$270.00	058
<b>Total Mileage:</b>	252.0	\$139.86	091
<b>Total Voucher:</b>		\$409.86	

06/07/2012

1010 - 1010

Revision History

Created by James Holtrop on 05/02/2012 11:07:54 AM  
 Modified by James Holtrop on 05/03/2012 05:41:48 PM  
 Modified by James Holtrop on 05/09/2012 03:13:08 PM  
 Modified by James Holtrop on 05/16/2012 11:19:37 AM  
 Modified by Taci Casey on 06/07/2012 02:01:25 PM  
 Modified by Taci Casey on 06/07/2012 02:22:32 PM  
 Modified by Taci Casey on 06/07/2012 02:26:04 PM  
 Modified by Taci Casey on 06/07/2012 03:15:29 PM

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

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

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:30 PM - 03:30 PM	Board of Commissioners Meeting	32.0	\$40.00
05/09/2012	08:30 AM - 10:00 AM	Health & Human Services Committee	32.0	\$40.00
05/10/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	32.0	\$40.00
05/14/2012	03:30 PM - 04:30 PM	CMH Board Program Planning and Quality Improvement Committee <del>2220</del>	40.0	\$40.00
05/21/2012	03:00 PM - 04:15 PM	CMH Board Executive Committee <del>2220</del>	40.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	32.0	\$40.00
-	-	-	-	-
<b>Total Per Diem:</b>				\$240.00
<b>Total Mileage:</b>			208.0	\$115.44
<b>Total Voucher:</b>				\$355.44

06/07/2012

Revision History

Created by James Holtvliwer on 05/15/2012 03:48:09 PM  
Modified by James Holtvliwer on 05/22/2012 10:58:15 AM  
Modified by Tacl Casey on 06/07/2012 02:35:10 PM  
Modified by Tacl Casey on 06/07/2012 03:17:20 PM

	<u>058</u>	<u>091</u>
	Per Diem	Mileage
1010-1010	160.00	71.04
<del>2220-6495-5020</del>	40.00	22.20
<del>-5029</del>	40.00	22.20
	240.00	\$115.44

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

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

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:30 PM - 03:30 PM	Board of Commissioners Meeting	24.0	\$40.00
05/09/2012	08:30 AM - 10:00 AM	Health & Human Services Committee	24.0	\$40.00
05/15/2012	09:30 AM - 10:15 AM	Finance & Administration Committee	24.0	\$40.00
05/21/2012	02:00 PM - 02:30 PM	CMH Board Finance Committee <i>2220</i>	6.0	\$40.00
-	03:00 PM - 04:15 PM	Community Mental Health Board <i>2220</i>	.0	-
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	24.0	\$40.00
-	-	-	-	-
<b>Total Per Diem:</b>				\$200.00
<b>Total Mileage:</b>			102.0	\$56.61
<b>Total Voucher:</b>				\$256.61

06/07/2012

Revision History

Created by Robert Karsten on 05/24/2012 03:48:52 PM  
Modified by Taci Casey on 06/07/2012 03:00:52 PM  
Modified by Taci Casey on 06/07/2012 03:26:11 PM

	<u>058</u> Per Diem	<u>091</u> Mileage
1010 - 1010	160.00	53.28
<i>2220-6493-5020</i>	20.00	1.66
<i>- 5029</i>	<u>20.00</u>	<u>1.67</u>
	200.00	56.61

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

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

Date	Time	Purpose	Mileage	Per Diem
05/02/2012	04:00 PM - 06:00 PM	Parks & Recreation Commission <del>2081</del>	2.0	\$40.00
05/08/2012	01:30 PM - 03:30 PM	Board of Commissioners Meeting	2.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	2.0	\$40.00
-	-	-	-	-
<b>Total Per Diem:</b>				\$120.00
<b>Total Mileage:</b>			6.0	\$3.33
<b>Total Voucher:</b>				\$123.33

06/07/2012

Revision History

Created by Philip Kuyers on 05/31/2012 06:14:54 PM  
Modified by Taci Casey on 06/07/2012 02:53:36 PM

	<u>058</u>	<u>091</u>
	Per Diem	Mileage
1010 - 1010	80	2.22
2081 - 7510	40	1.11
	<u>120.00</u>	<u>3.33</u>

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

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

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:15 PM - 01:30 PM	Human Resources Committee	30.0	\$40.00
-	01:30 PM - 03:30 PM	Board of Commissioners Meeting	.0	-
05/10/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	30.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	30.0	\$40.00
-	-	-	-	-

<b>Total Per Diem:</b>		\$120.00	050
<b>Total Mileage:</b>	90.0	\$49.95	091
<b>Total Voucher:</b>		\$169.95	

06/07/2012

1010-1010

Revision History

Created by Jane Ruiter on 05/12/2012 09:15:13 AM  
Modified by Taci Casey on 06/07/2012 02:47:06 PM

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

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

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:30 PM - 03:30 PM	Board of Commissioners Meeting	14.0	\$40.00
05/10/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	14.0	\$40.00
05/15/2012	09:30 AM - 10:15 AM	Finance & Administration Committee	14.0	\$40.00
05/21/2012	09:00 AM - 10:00 AM	Veterans' Affairs Committee	14.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	14.0	\$40.00
-	-	-	-	-

Total Per Diem:		\$200.00	058
Total Mileage:	70.0	\$38.85	091
Total Voucher:		\$238.85	

06/07/2012

1010-1010

Revision History

Created by Roger Rycenga on 06/01/2012 12:38:31 PM  
Modified by Taci Casey on 06/07/2012 03:07:04 PM

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

Commissioner: **Dennis Swartout** For the month beginning May 01, 2012  
 Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:30 PM - 03:30 PM	Board of Commissioners Meeting	26.0	\$40.00
05/10/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	26.0	\$40.00
05/15/2012	09:30 AM - 10:15 AM	Finance & Administration Committee	26.0	\$40.00
05/21/2012	01:00 PM - 01:30 PM	Tax Allocation Board	26.0	\$40.00
05/22/2012	01:30 PM - 03:30 PM	Board of Commissioners Meeting	26.0	\$40.00
05/29/2012	01:00 PM - 01:30 PM	Tax Allocation Board	26.0	\$40.00
-	-	-	-	-

<b>Total Per Diem:</b>		\$240.00	054
<b>Total Mileage:</b>	156.0	\$86.58	071
<b>Total Voucher:</b>		\$326.58	

06/07/2012

1010-1010

Revision History

Created by Dennis Swartout on 05/29/2012 02:07:21 PM  
 Modified by Taci Casey on 06/07/2012 01:57:55 PM  
 Modified by Taci Casey on 06/07/2012 02:17:24 PM  
 Modified by Taci Casey on 06/07/2012 04:46:58 PM



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

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

Date	Time	Purpose	Mileage	Per Diem
05/08/2012	01:30 PM - 03:30 PM	Board of Commissioners Meeting	28.0	\$40.00
05/09/2012	08:30 AM - 10:00 AM	Health & Human Services Committee	28.0	\$40.00
05/10/2012	09:30 AM - 10:00 AM	Planning and Policy Committee	28.0	\$40.00
05/16/2012	10:00 AM - 11:45 AM	Local Emergency Planning Commission (LEPC)	28.0	\$40.00
05/21/2012	09:00 AM - 09:45 AM	Veterans' Affairs Committee	28.0	\$40.00
05/22/2012	01:30 PM - 02:00 PM	Board of Commissioners Meeting	28.0	\$40.00
-	-	-	-	-

<b>Total Per Diem:</b>		\$240.00	<b>058</b>
<b>Total Mileage:</b>	168.0	\$93.24	<b>091</b>
<b>Total Voucher:</b>		\$333.24	

06/07/2012

1010-1010

Revision History

Created by Stu Visser on 05/25/2012 09:01:08 PM  
Modified by Taci Casey on 06/07/2012 03:12:42 PM

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 6/19/2012

**Requesting Department:** Treasurer

**Submitted By:** Bob Spaman

**Agenda Item:** Treasurer's Annual "Balance in Land Sale Proceeds Account" Report

## SUGGESTED MOTION:

To receive for information and forward to the Board of Commissioners the Annual "Balance in Land Sale Proceeds Account" Report.

## SUMMARY OF REQUEST:

This report from the Treasurer's office identifies the balances that resulted from the sale(s), by the County Treasurer, of tax foreclosed property as sold under Public Act 123 of 1999 through 2007 Tax Year which sales were completed in 2010.

## 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: Maintain and improve the financial position of the County through legislative advocacy.  
2: Implement processes and strategies to address operational budget deficits with pro-active, balanced approaches.  
3: Approve strategies to 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:

## ANNUAL REPORT OF BALANCE IN LAND SALE PROCEEDS ACCOUNTS

In accordance with MCL 211.78m (8) (h), this written report is presented to the Board of Commissioners no later than June 30, the second calendar year after foreclosure.

### Net Balance\* in Land Sale Proceeds Accounts:

2002	Tax Year	\$0.00	State Foreclosed
2003	Tax Year	(\$7,476.78)	
2004	Tax Year	\$101.61	
2005	Tax Year	\$12,333.47	
2006	Tax Year	\$225,269.48	
2007	Tax Year	(\$7,755.98)	

**Subtotal Proceeds:** \$230,227.78

### Contingent Liabilities:

2002	Tax Year	\$0.00
2003	Tax Year	\$0.00
2004	Tax Year	\$0.00
2005	Tax Year	(\$100,000.00)
2006	Tax Year	(\$225,000.00)
2007	Tax Year	\$0.00

General reserve against potential claims, currently unknown: \$0.00

**Subtotal Liabilities:** (\$325,000.00)

### Balance from previous reports:

Untransferred Proceeds: \$0.00

Liabilities reported on previous report but subsequently released: \$0.00

**Subtotal from previous reports:** \$0.00

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**Available for transfer to General Fund:** **(\$94,772.22)**

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This report is prepared by Bradley J Slagh, Ottawa County Treasurer  
to be presented to the Ottawa County Board of Commissioners June 19, 2012

Detailed calculation information is available upon request.

*\* Net Balance is defined as the amount remaining in the account after all claims in subsections (a) through (f) are satisfied.*

## LAND SALE PROCEEDS ACCOUNTS: NET PROCEEDS CALCULATIONS

Categories of claims against Land Sale Proceeds and Contingent Liabilities are specified in MCL 211.78m (8). Simplified, those categories are:

- (a) Pay all taxes, interest and fees to Delinquent Tax Revolving fund.
- (b) Pay all costs of advertising and running the auction.
- (c) Pay all costs of the forfeiture and/or foreclosure proceedings for the year, such as, costs of mailing, publication, personal service, and outside contractors, etc.
- (d) **Reimburse any shortfalls from previous years.**
- (e) Reimburse any maintenance costs including clean up, demolition, and/or environmental remediation.
- (f) If the foreclosing governmental unit is not this state, any of the following:
  - (i) Proceeds from subsequent years can be used to reimburse shortfalls from current year.
  - (ii) Pay any costs for the defense of title actions.
  - (iii) Pay any other administrative costs of forfeiture, foreclosure and/or property sales and/or management.

	2002	2003	2004	2005	2006	2007
<b>Gross Proceeds</b>	\$0.00	\$18,294.40	\$16,255.69	\$156,121.01	\$317,740.00	\$143,549.50
<b>Less costs:</b>						
<b>(a)</b>	\$0.00	(\$36,902.66)	(\$8,785.89)	(\$138,306.97)	(\$80,908.74)	(\$119,821.75)
<b>(b)</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>(c)</b>	\$0.00	(\$3,745.00)	(\$6,471.94)	(\$4,105.00)	(\$6,335.00)	(\$21,745.00)
<b>(d)</b>	\$0.00	\$0.00	(\$7,476.78)	(\$7,375.17)	\$0.00	\$7,755.98
<b>(e)</b>	\$0.00	(\$2,968.29)	(\$896.25)	(\$1,375.57)	(\$5,226.78)	(\$9,738.73)
<b>(f)</b>	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,755.98)	\$0.00
<b>Less write off:</b>						
<b>chargeback to local taxing authorities:</b>	\$0.00	\$4.76	\$0.00	\$0.00	\$0.00	\$0.00
<b>Net Proceeds:</b>	\$0.00	(\$7,476.78)	(\$7,375.17)	\$4,958.30	\$217,513.50	\$0.00

## LAND SALE PROCEEDS ACCOUNTS: LIABILITY CALCULATIONS

Categories of claims against Land Sale Proceeds and 'Contingent Liabilities are as follows in MCL 211.78m (8):

- (a) The delinquent tax revolving fund shall be reimbursed for all taxes, interest, and fees on all of the property, whether or not all of the property was sold.
- (b) All costs of the sale of property for the year shall be paid.
- (c) Any costs of the foreclosure proceedings for the year, including, but not limited to, costs of mailing, publication, personal service, and outside contractors shall be paid.
- (d) Any costs for the sale of property or foreclosure proceedings for any prior year that have not been paid or reimbursed from that prior year's delinquent tax property sales proceeds shall be paid.
- (e) Any costs incurred by the foreclosing governmental unit in maintaining property foreclosed under section 78k before the sale under this section shall be paid, including costs of any environmental remediation.
- (f) If the foreclosing governmental unit is not this state, any of the following:
  - (i) Any costs for the sale of property or foreclosure proceedings for any subsequent year that are not paid or reimbursed from that subsequent year's delinquent tax property sales proceeds shall be paid from any remaining balance in any prior year's delinquent tax property sales proceeds account.
  - (ii) Any costs for the defense of title actions.
  - (iii) Any costs incurred in administering the foreclosure and disposition of property forfeited for delinquent taxes under this act.

Tax Year	Category	Property Number	Liability Description	Amount
2002	None			\$ -
<b>Tax year subtotal:</b>				<b>\$ -</b>
2003	None			\$ -
<b>Tax year subtotal:</b>				<b>\$ -</b>
2004	None			\$ -
<b>Tax year subtotal:</b>				<b>\$ -</b>
2005		70-16-13-460-016	Former property owner has threatened to sue county and treasurer. (To be dropped if not filing by September of 2010	\$ 50,000
		70-17-18-397-001	Potential legal action. Prior tax payer may file suit for unconstitutional tax, fees and interest.	\$ 50,000
<b>Tax year subtotal:</b>				<b>\$ 100,000</b>
2006		70-08-33-300-022	Mtg holder notified. Mtg holder did not pay taxes. Potential legal action	\$ 25,000
		70-09-26-202-024	Mtg holder notified. Mtg holder did not pay taxes. Potential legal action	\$ 25,000
		70-15-36-379-023	Mtg holder notified. Mtg holder did not pay taxes. Potential legal action	\$ 25,000
		70-16-13-461-018	Former property owner has threatened to sue county and treasurer. (To be dropped if not filing by September of 2011	\$ 50,000
		70-16-32-101-010	Mtg holder notified. Mtg holder did not pay taxes. Potential legal action	\$ 25,000
		70-16-32-105-003	Mtg holder notified. Mtg holder did not pay taxes. Potential legal action	\$ 25,000
		70-17-30-330-009	Mtg holder notified. Mtg holder did not pay taxes. Potential legal action	\$ 25,000
		70-17-36-300-008	Mtg holder notified. Mtg holder did not pay taxes. Potential legal action	\$ 25,000
<b>Tax year subtotal:</b>				<b>\$ 225,000</b>
2007	None			\$ -
<b>Tax year subtotal:</b>				<b>\$ -</b>

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 6/14/2012

**Requesting Department:** Drain Commission

**Submitted By:** Greg Rappleye

**Agenda Item:** Agreement for the Park West Drainage District - Ottawa County Drain

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the agreement to pay part of the cost of construction of the Park West Drain in the amount of \$44,333.33.

## SUMMARY OF REQUEST:

This agreement provides that Ottawa County will pay 1/3 of the costs of certain expenses relating to the construction of the Park West Drain. The total commitment of \$133,000 under this agreement will be split in three equal shares among the County, Park Township, and the Road Commission. The County share is therefore \$44,333.33. The costs "fronted" by the County will be credited against the final County assessment for construction of the drain. A similar agreement for related improvements was signed in January 2010.

## FINANCIAL INFORMATION:

Total Cost: \$133,000.00    General Fund Cost: \$44,333.33    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: 3: To Contribute to a Healthy Physical, Economic, & Community Environment.

Objective: 2: Continue initiatives to preserve the physical environment.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

**AGREEMENT TO PAY PART OF COST OF CONSTRUCTION  
OF THE PARK WEST DRAIN**

THIS AGREEMENT, dated as of June 15, 2012, is among the PARK WEST DRAIN DRAINAGE DISTRICT, Ottawa County, Michigan (hereinafter referred to as the "Drainage District"), the TOWNSHIP OF PARK, a Michigan general law township in the County of Ottawa, Michigan (hereinafter referred to as the "Township"), the COUNTY OF OTTAWA (hereinafter referred to as the "County"), and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF OTTAWA (hereinafter referred to as the "Road Commission").

**W I T N E S S E T H:**

WHEREAS, proceedings have been taken by the Ottawa County Drain Commissioner on behalf of the Drainage District for the construction of the Park West Drain to be located in the Township of Park, Ottawa County, Michigan (hereinafter referred to as the "Drain"), under the provisions of Chapter 4 of the Michigan Drain Code, Act No. 40, Public Acts of Michigan, 1956, as amended, pursuant to a petition filed with the Drain Commissioner; and

WHEREAS, the Drain Commissioner has not yet completed all of the proceedings necessary under the Drain Code to proceed with the construction of the Drain at this time and the Township Board of the Township, the Board of Commissioners of the County and the Road Commission has each determined it would be in its respective best interest to have the Drain Commissioner proceed with constructing that portion of the Drain consisting of (i) installation of a culvert across 160<sup>th</sup> Avenue at the north right-of-way of Riley Street and (ii) approximately 600 feet of storm sewer from Ransom Street south, before completing the restoration and repaving of 160<sup>th</sup> Avenue (hereinafter referred to as the "2012 Interim Project") before the Drain Commissioner is in a position to proceed with constructing the entire Drain; and

WHEREAS, the cost of the 2012 Interim Project has been estimated to be \$93,000, based upon a bid submitted to the Drain Commissioner, and the Township, the County and the Road Commission are each willing to pay one-third (1/3) of the costs of the 2012 Interim Project so long as such costs are credited against the at-large assessment to be levied against each of the Township, the County and the Road Commission, respectively, in connection with the construction of the Drain; and

WHEREAS, the Drainage District is authorized under Section 431 of the Drain Code to enter into an agreement with public corporations such as the Township, the County and the Road Commission to pay all or part of the cost of a drain project, and the Township, the County and the Road Commission are each willing to pay one-third (1/3) of the costs of the 2012 Interim Project subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, the parties hereto agree as follows:

1. The plans and specifications for the 2012 Interim Project, in the form prepared by Driesenga & Associates, Inc., consulting engineers, and presented to the Drain Commissioner, Township Board, the County Board of Commissioners and the Road Commission, are approved.

2 The Drain Commissioner, on behalf of the Drainage District, shall proceed to construct the 2012 Interim Project in accordance with the approved plans and specifications therefor. The Township, the County and the Road Commission each agrees to pay one-third (1/3) of all invoices submitted to the Drain Commissioner for the construction of the 2012 Interim Project promptly upon presentation of the same by the Drain Commissioner to the Township, the County and the Road Commission, respectively.

3. All payments made by the Township, the County and the Road Commission pursuant to this Agreement for the construction of the 2012 Interim Project shall be credited against the at-large assessment to be levied by the Drain Commissioner against each of the Township, the County and the Road Commission, respectively, in connection with the construction of the Drain; or at the option of the Township, the County or the Road Commission, shall be reimbursed to such party from the proceeds of the bonds to be issued by the Drainage District to provide the permanent financing for the Drain.

4. The obligation of the Township, the County and the Road Commission to make the foregoing payments for the construction of the 2012 Interim Project shall be absolute and unconditional and shall not be subject to any abatement, reduction or setoff of any kind. This Agreement shall not terminate, nor shall the obligation of the Township, the County or the Road Commission be affected by reason of any defect in or damage to or destruction of all or any part of the 2012 Interim Project from whatever cause, it being the intention of the parties hereto that the foregoing payments payable hereunder shall be payable in all events. Notwithstanding the foregoing, nothing contained in this Paragraph 4 or otherwise in this Agreement shall, in any way, be construed to limit the rights, causes of action or other claims of the Township, the County or the Road Commission, as the case may be, arising out of or in any way related to the Drain or the 2012 Interim Project.

5. This Agreement shall be construed in accordance with the laws of the State of Michigan.

6. This Agreement shall be binding upon and shall inure to the benefit of the Drainage District, the Township, the County and the Road Commission and their respective successors and assigns. No party shall assign its rights and responsibilities under this Agreement without the consent of the other parties.

7. This Agreement may be executed in one or more counterparts, which together shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the Drainage District, the Township, the County and the Road Commission have executed this Agreement effective as of the date and year first above written.



PARK WEST DRAIN DRAINAGE DISTRICT

By: \_\_\_\_\_  
Paul Geerlings  
Drain Commissioner

TOWNSHIP OF PARK

By: \_\_\_\_\_  
George Jacob  
Its: Supervisor

And: \_\_\_\_\_  
Skip Keeter  
Its: Clerk

COUNTY OF OTTAWA

By: \_\_\_\_\_  
Philip D. Kuyers  
Its: Chairperson, Board of Commissioners

By: \_\_\_\_\_  
Daniel C. Krueger  
Its: Clerk

BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE COUNTY OF OTTAWA

By: \_\_\_\_\_  
Thomas A. Palarz  
Its: Chairman

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 6/19/2012

**Requesting Department:** Administrator's Office

**Submitted By:** Al Vanderberg

**Agenda Item:** 4 C's Initiative Project Budget and Capodagli Jackson Consulting Agreement

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners a recommended project budget of \$50,000 for the 4 C's Initiative, total to include an agreement with Capodagli Jackson Consulting for \$9,000, funds to come from the General Fund Contingency.

## SUMMARY OF REQUEST:

The Board of Commissioners approved the 4 C's Initiative: Communication, Customer Service, Continuous Improvement, and Cultural Competency in the 2012 Business Plan. The enclosed contract with Capodagli Jackson Consulting provides for 2 – half day planning sessions for a steering committee and 2.5 days of training for 80 County leaders for the 2012 Ottawa County Disney Way Customer Service Initiative.

The project budget for the 4 C's while accounted for in Contingency is being funded through General Fund Savings in health care and the Fiscal/Administrations reorganization of earlier this year.

## FINANCIAL INFORMATION:

Total Cost: \$50,000.00 | General Fund Cost: \$50,000.00 | Included in Budget: |  Yes |  No

If not included in budget, recommended funding source: Contingency which is being funded through General Fund Savings in health care and the Fiscal/Administrations reorganization of earlier this year

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated |  Non-Mandated |  New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

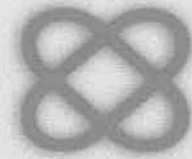
Goal: 2: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders. & 4: To Continually Improve the County's Organization and Services.

Objective: Goal 2 Obj. 1: Maintain a comprehensive communication plan that guides the work of the County in this goal area. Obj. 2: Continue to improve www.miOttawa.org. Obj. 3: Review existing and implement new strategies to maximize communication with citizens Obj. 4: Continue to develop and implement methods of communicating with employees. Obj. 5: Evaluate communication with other key stakeholders. & Goal 4 Obj. 1: Maintain systems and programs of continuous improvement to gain efficiencies and improve effectiveness. Obj. 3: Maintain and expand investments in the human resources of the organization.

**ADMINISTRATION RECOMMENDATION:** |  Recommended |  Not Recommended |  Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:



## CONSULTING AGREEMENT

June 6, 2012

Mr. Alan G. Vanderberg  
Ottawa County Administrator  
12220 Fillmore Street, Suite 310  
West Olive, MI 49460

Dear Al:

Capodagli Jackson Consulting looks forward to working with you on your 2012 Disney Way Customer Service Initiative.

This document, when returned by you, will set forth the agreement between Capodagli Jackson Consulting (CJC) and Ottawa County.

The following is an overview/outline of the Initiative (subject to be revised by mutual agreement):

CJC President Bill Capodagli will be the consultant and lead facilitator for the Initiative. Participants will be approximately 80 key leaders of 35 Ottawa County offices; the timeframe will be November-December of 2012 (exact times and location to be determined).

Directing the Initiative will be a Steering Team including you, Misty Cunningham, and a representative from each of the Ottawa County offices. The Steering Team will participate in a full-day Workshop in order to determine the Ottawa County Customer Service Story/Vision and Values. (The Steering Team will present the Story/Vision and Values during the multi-day Workshop as stated below.)

*Dream*

*Believe*

*Dare*

*Do*

## **PROPOSED AGENDA**

### **DAY 1 PM**

- Disney Way Lecturette and Customer Service Model
- Bridge Building Exercise
- Ottawa County Customer Service Story/Vision and Values – Steering Team Presentation

### **DAY 2 AM**

- Storyboard Barriers to Success
- Customer Service Exercise
- Codes of Conduct Development
- Beam Exercise

### **DAY 2 PM**

- Elements of Show Exercise
- Customer Service Storyboard
- Broken Squares Exercise
- Collaboration Lecturette and Discussion

### **DAY 3 AM (May continue after lunch.)**

- Bead Factory Exercise
- Measurements – What and How to Measure
- Coaching and Feedback Exercise
- Storyboard Solutions to Key Barriers to Success
- Action Plans
- Debrief – Leadership, Customer Service, Innovation, Commitment

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*Believe*

*Dare*

*Do*

## **FOLLOW-UP**

- Half-Day Workshop for Steering Team to create a Roadmap for producing the Ottawa County “Show(s)”; and determine a hiring and orientation process that reinforces a customer-centric culture
- Two days to include consultation, training, keynote presentation, and/or storyboarding

## **OUTCOMES**

### **From Steering Team – Initial Full-day Workshop:**

- Ottawa County Customer Service Story/Vision and Values

### **From Multi-day Workshop:**

- Preliminary Codes of Conduct
- Identified barriers to success and initial plans to eliminate them
- An understanding of what is required to become a customer-centric organization

### **From Steering Team Follow-up Half-day Workshop:**

- Roadmap for producing the Ottawa County Customer Service “Show(s)”
- Hiring and orientation process that reinforces a customer-centric culture
- Finalized Codes of Conduct

## **NOTES**

1. Upon request, Bill Capodagli will be available to discuss any topics pertinent to the Initiative.
2. Electronic copies of the Powerpoint slides that match Bill’s Prezi presentation will be made available to Ottawa County.

## **FEES and PAYMENT SCHEDULE**

- \$9,000.00 (all-inclusive/MI-based fee)

Payment is to be made as follows:

- Payment 1# - Deposit  
Total: \$4500.00 (due 14 days from agreement acceptance and request to hold specific dates)
- Payment #2  
Total: \$4500.00 (due 5 business days prior to the Steering Team Workshop)

Note: Please send all payments to Capodagli Jackson Consulting;  
Attention Mindy, 1101 Robbins Road, Grand Haven, Michigan  
49417

CJC agrees to reimburse Ottawa County 100% of the fees paid if CJC is unable to honor this commitment for any reason caused by CJC or Bill Capodagli.

Notwithstanding the foregoing, CJC or Ottawa County shall not be held liable for any damages for non-performance of this agreement in the event of any force majeure (including, but not limited to fire, flood, earthquake, severe weather event, or any other act of God, war, terrorism, riot, disease outbreak, travel deemed inadvisable or otherwise restricted, laws and government regulations, or labor disputes beyond the reasonable control of either party.) CJC shall not be entitled to liquidated damages or cancellation fees in the event Ottawa County cancels the Initiative due to any force majeure. CJC and Ottawa County will be released from their respective obligations under this agreement with no penalty as a result of any force majeure. Additionally, CJC shall promptly refund to Ottawa County any fees paid to CJC under this agreement in the event of force majeure.

Ottawa County agrees to provide prompt notice if the Initiative must be cancelled for any reason. Should the Initiative be cancelled and not rescheduled, the initial payment/deposit will be forfeited. In the unlikely event Ottawa County has to cancel the Initiative, CJC agrees to apply 100% of all fees paid by Ottawa County to a similar Initiative if rebooked, at

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*Believe*

*Dare*

*Do*

Ottawa County's request, within the next 12 months and based upon Bill Capodagli's availability.

### **LOGISTICS/AV**

- Facility and screen(s) to accommodate audience sizes
- Ample storyboard space for all Workshops
- LCD projector(s) compatible with an IBM laptop provided by CJC for slide (Prezi) presentation; Audio capability through the laptop will be needed
- Four to five 8-top round tables for the Steering Team Workshops; Ten to eleven 8-top round tables for multi-day Workshop
- One 6'-8' table for materials will be needed for both the Steering Team Workshops and the multi-day Workshop

If the foregoing is in accordance with your understanding, please sign this agreement and return it with the deposit, Payment #1. Please keep a copy for your records.

Capodagli Jackson Consulting looks forward to providing Ottawa County with a productive and worthwhile Disney Way Customer Service Initiative.

Most Sincerely,

Lynn Jackson, Vice President

Note: Capodagli Jackson Consulting is our DBA under The Center for Quality Leadership; Federal Tax ID #35-188-3632

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Mr. Alan G. Vanderberg, Ottawa County Administrator

---

Date

*Dream*

*Believe*

*Dare*

*Do*



# 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 49460-0310

[bslagh@miottawa.org](mailto:bslagh@miottawa.org)

Phone: (616) 994-4505  
1-800-764-4111, ext. 4505

Fax: (616) 994-4509

Web Site: [www.miOttawa.org](http://www.miOttawa.org)

Report To: Ottawa County Finance & Administration Committee  
From: Bradley Slagh  
Date: June 11, 2012  
Re: Financial month end update for May 31, 2012

Attached are the graphs representing an overview of the status of the General Fund portfolio for the County as of May 31, 2012. As depicted in the graphs the asset distribution of the General Pooled Funds by percentage and maturity meet the requirements of the County's Investment Policy.

I have attached two reports this month the GASB 31 which lists all of the investments that we have been or are currently in for the calendar year, including where purchased and the earnings we have experienced for the year. Additionally, I have attached a report I titled Financial Institutions, this report shows only the open accounts in each bank or financial institution and provides a total dollar position by each institution.

I anticipate being at the Finance Committee meeting to answer any questions. Please feel free to call or email me if you have any questions in the midst of or after your review of this material.



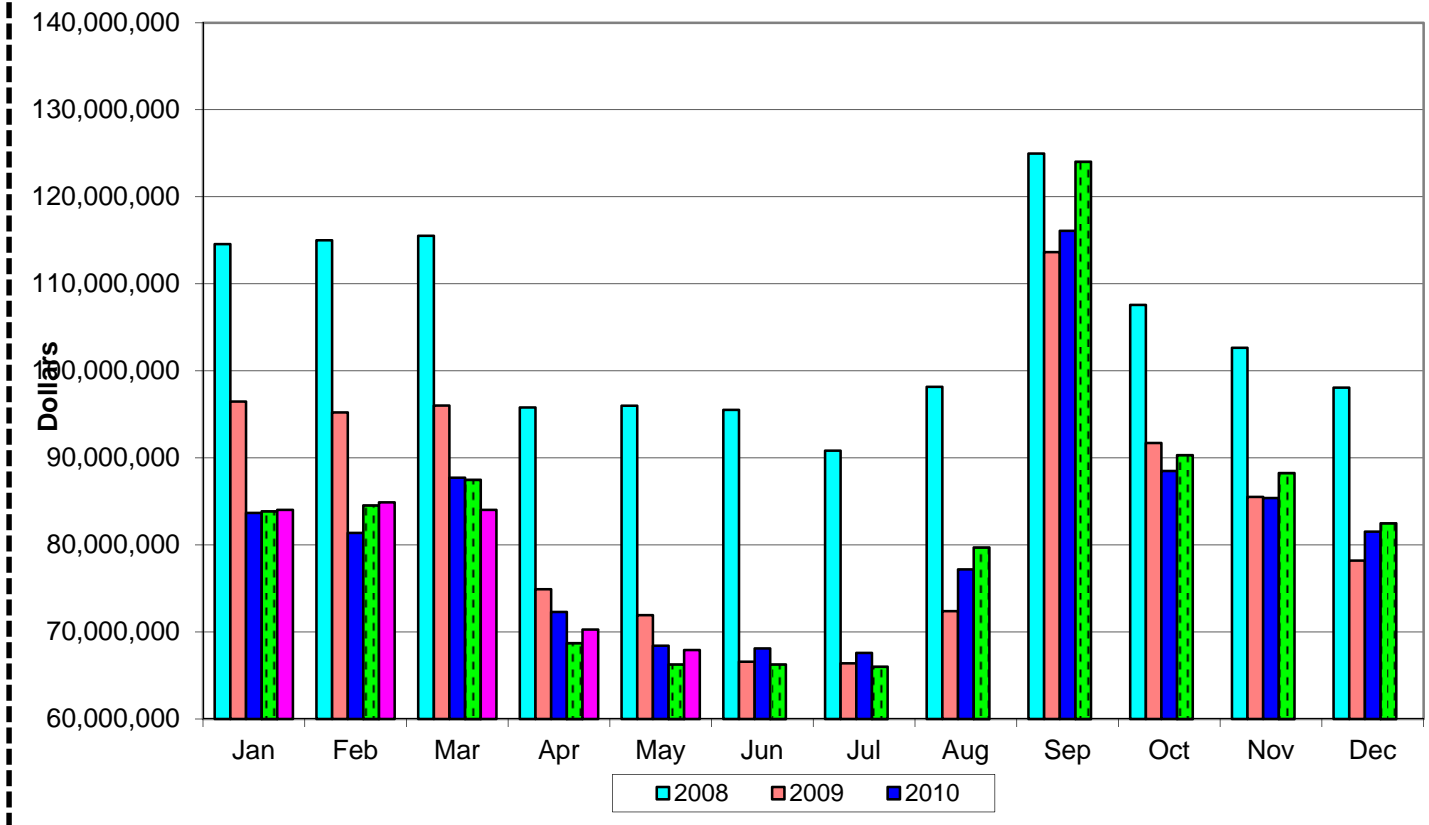
# Ottawa County General Pooled Funds

## Current Portfolio Size

May 31, 2012

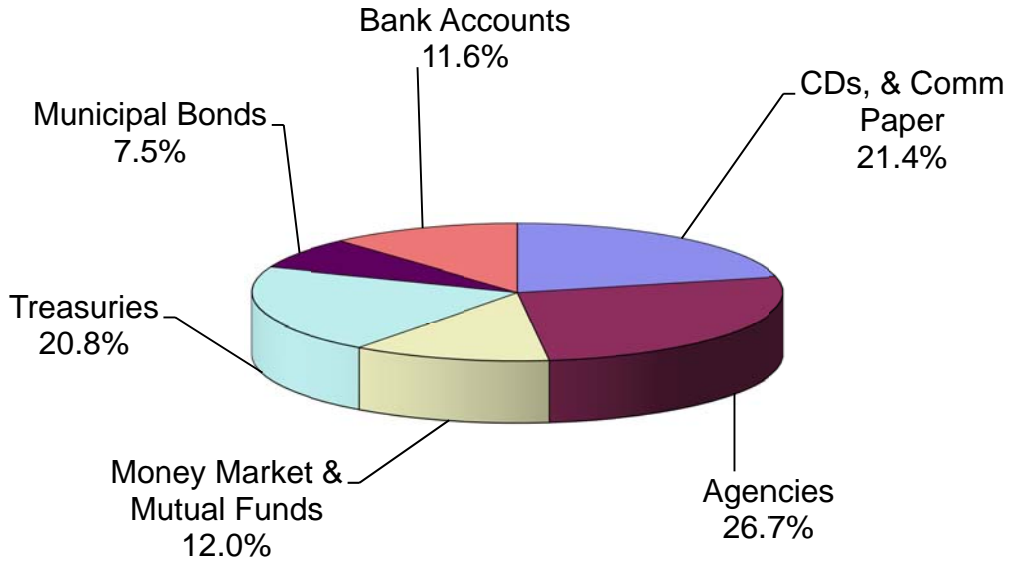
<i>CDs, &amp; Comm Paper</i>	\$14,546,168.80
<i>Agencies</i>	\$18,223,039.65
<i>Money Market &amp; Mutual Funds</i>	\$8,201,567.12
<i>Treasuries</i>	\$14,155,644.15
<i>Municipal Bonds</i>	\$5,080,417.98
<i>Bank Accounts</i>	\$7,924,967.19
<i><b>Total</b></i>	<b>\$68,131,804.89</b>

### Historical Comparison By Month

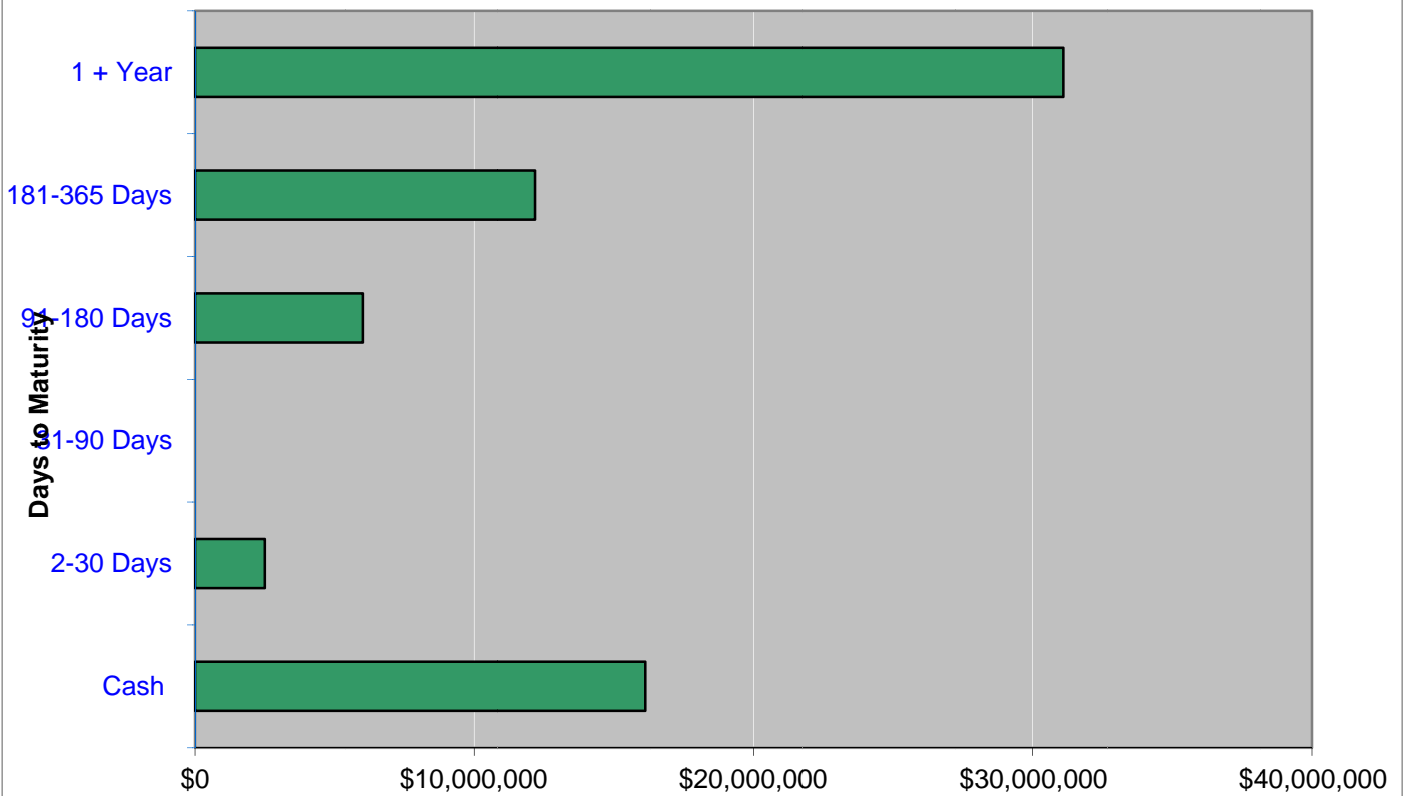


# Ottawa County General Pooled Funds

## Diversification by Investment May 31, 2012



## Diversification By Maturity Date - May 31, 2012











**GASB 31 Compliance**  
**Ottawa County Treasurer**  
 Effective Interest - Actual Life  
 Receipts for Period  
 01/01/12 - 05/31/12

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Earned	Price Source 01/01/12	Beginning Unit Price	Par Value On 01/01/12	Reported Value 01/01/12	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 05/31/12	Price Source 05/31/12	Reported Value 05/31/12	Change in Fair Value	Interest	Net Investment Income
912828HV5	08-0068	Treasury Note 2.50 03/31/13	09/22/08	Open	Fair Value	0.2418	FTI	1.028520	3,000,000.00	3,085,560.00	0.00	0.00	1.019140	3,000,000.00	FTI	3,057,420.00	-28,140.00	31,147.54	3,007.54
912828RN9	10-0162	Treasury Note 1.875 04/30/14	09/21/10	Open	Fair Value	0.4397	FTI	1.036250	2,000,000.00	2,072,500.00	0.00	0.00	1.030310	2,000,000.00	FTI	2,060,620.00	-11,880.00	15,623.51	3,743.51
912828RN9	11-0041	Treasury Note 1.875 04/30/14	02/11/11	Open	Fair Value	0.4448	FTI	1.036250	2,000,000.00	2,072,500.00	0.00	0.00	1.030310	2,000,000.00	FTI	2,060,620.00	-11,880.00	15,623.51	3,743.51
912828AU4	07-0081	Treasury Note 3.875 02/15/13 3.875 02/15/13	11/27/07	Open	Fair Value	0.2340	FTI	1.041170	1,000,000.00	1,041,170.00	0.00	0.00	1.026020	1,000,000.00	FTI	1,026,020.00	-15,150.00	16,129.25	979.25
912828PFI	12-0029	Treasury Note 1.875 10/31/17	02/13/12	Open	Fair Value	4.9870		0.000000	0.00	0.00	2,096,250.00	0.00	1.058130	2,000,000.00	FTI	2,116,260.00	20,010.00	11,193.56	31,203.56
912828SH4	12-0032	Treasury Note 1.375 02/28/19	03/12/12	Open	Fair Value	13.6510		0.000000	0.00	0.00	1,998,750.00	0.00	1.026640	2,000,000.00	FTI	2,053,280.00	54,530.00	6,020.27	60,550.27
912828RH5	12-0031	Treasury Note 1.375 09/30/18	03/09/12	Open	Fair Value	9.3254		0.000000	0.00	0.00	2,019,376.00	0.00	1.028200	2,000,000.00	FTI	2,056,400.00	37,024.00	6,311.48	43,335.48
<b>Treasury Note Total</b>						<u>2.5558</u>		<u>1.024761</u>	<u>14,000,000.00</u>	<u>14,346,650.00</u>	<u>6,114,376.00</u>	<u>6,053,580.00</u>	<u>1.030759</u>	<u>14,000,000.00</u>		<u>14,430,620.00</u>	<u>23,174.00</u>	<u>123,184.86</u>	<u>146,358.86</u>
<b>Investment Total</b>						<u>1.5952</u>		<u>1.007471</u>	<u>82,735,595.92</u>	<u>83,353,698.95</u>	<u>28,987,138.56</u>	<u>43,762,641.61</u>	<u>1.011933</u>	<u>67,908,196.87</u>		<u>68,718,515.61</u>	<u>140,319.71</u>	<u>384,007.03</u>	<u>524,326.74</u>

**Institution Policy Compliance**  
**Ottawa County Treasurer**  
 Effective Interest - Actual Life  
 Receipts in Period  
 05/31/12

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Yield Matur	Par Val/Shares Purchased	Par Val/Shares Sold	Par Val/Shares SafeKept	Par Val/Shares Issued		
<b>100 - JPMorgan Chase</b>											
<b>Checking</b>											
XXXX-	-	-0010.0000	AR-0079	GF Ckg Chase 280000010300	01/03/11	Open	0.0000	5,930,144.64	0.00	5,930,144.64	5,930,144.64
<b>Checking Total</b>							<b>0.0000</b>	<b>5,930,144.64</b>	<b>0.00</b>	<b>5,930,144.64</b>	<b>5,930,144.64</b>
<b>Money Market</b>											
1010-	-	-0080.0010	AR-0027	PF#1-GF Chase 280000010300S	03/28/05	Open	0.0500	1,293,295.32	0.00	1,293,295.32	1,293,295.32
<b>Money Market Total</b>							<b>0.0500</b>	<b>1,293,295.32</b>	<b>0.00</b>	<b>1,293,295.32</b>	<b>1,293,295.32</b>
<b>Savings</b>											
1010-	-	-0020.0010	AR-0002	SET Sav-Chase 3003350075	01/31/98	Open	0.2100	7,397.37	0.00	7,397.37	7,397.37
<b>Savings Total</b>							<b>0.2100</b>	<b>7,397.37</b>	<b>0.00</b>	<b>7,397.37</b>	<b>7,397.37</b>
<b>100 - JPMorgan Chase Total</b>							<b>0.0092</b>	<b>7,230,837.33</b>	<b>0.00</b>	<b>7,230,837.33</b>	<b>7,230,837.33</b>
<b>Compliance Check</b>								<b>25.21/100.00</b>	<b>0.00/100.00</b>	<b>44.84/100.00</b>	<b>25.21/100.00</b>
<b>101 - Huntington Bank</b>											
<b>Certificate of Deposit</b>											
	11-0224	C.D. 0.35 06/14/12		12/12/11	Open	0.3500	250,000.00	0.00	0.00	250,000.00	
	12-0027	C.D. 0.40 11/29/12		02/09/12	Open	0.4000	250,320.83	0.00	0.00	250,320.83	
	12-0042	C.D. 0.35 11/15/12		04/05/12	Open	0.3500	250,447.22	0.00	0.00	250,447.22	
	12-0050	C.D. 0.30 11/01/12		05/17/12	Open	0.3000	250,634.66	0.00	0.00	250,634.66	
<b>Certificate of Deposit Total</b>							<b>0.3500</b>	<b>1,001,402.71</b>	<b>0.00</b>	<b>0.00</b>	<b>1,001,402.71</b>
<b>Savings</b>											
1010-	-	-0020.0000	AR-0045	GF Svgs 2 HB 1153001324	11/19/04	Open	0.2900	1,987,400.18	0.00	1,987,400.18	1,987,400.18
<b>Savings Total</b>							<b>0.2900</b>	<b>1,987,400.18</b>	<b>0.00</b>	<b>1,987,400.18</b>	<b>1,987,400.18</b>
<b>101 - Huntington Bank Total</b>							<b>0.3103</b>	<b>2,988,802.89</b>	<b>0.00</b>	<b>1,987,400.18</b>	<b>2,988,802.89</b>
<b>Compliance Check</b>								<b>10.42/100.00</b>	<b>0.00/100.00</b>	<b>12.32/100.00</b>	<b>10.42/100.00</b>
<b>102 - Fifth Third Bank</b>											
<b>Certificate of Deposit</b>											
	11-0210	C.D. 365 0.61 06/28/12		10/13/11	Open	0.6112	250,000.00	0.00	0.00	250,000.00	
<b>Certificate of Deposit Total</b>							<b>0.6112</b>	<b>250,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250,000.00</b>
<b>102 - Fifth Third Bank Total</b>							<b>0.6112</b>	<b>250,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250,000.00</b>
<b>Compliance Check</b>								<b>0.87/100.00</b>	<b>0.00/100.00</b>	<b>0.00/100.00</b>	<b>0.87/100.00</b>
<b>104 - Bank of America</b>											
<b>Certificate of Deposit</b>											
	12-0021	C.D. 0.44 11/29/12		02/09/12	Open	0.4400	250,311.67	0.00	0.00	250,311.67	
	12-0045	C.D. 0.46 11/01/12		05/17/12	Open	0.4600	250,825.36	0.00	0.00	250,825.36	
<b>Certificate of Deposit Total</b>							<b>0.4500</b>	<b>501,137.03</b>	<b>0.00</b>	<b>0.00</b>	<b>501,137.03</b>
<b>104 - Bank of America Total</b>							<b>0.4500</b>	<b>501,137.03</b>	<b>0.00</b>	<b>0.00</b>	<b>501,137.03</b>
<b>Compliance Check</b>								<b>1.75/100.00</b>	<b>0.00/100.00</b>	<b>0.00/100.00</b>	<b>1.75/100.00</b>
<b>105 - Citizens Bank</b>											
<b>Certificate of Deposit</b>											
	12-0039	C.D. 0.30 11/15/12		04/05/12	Open	0.3000	250,255.56	0.00	0.00	250,255.56	
<b>Certificate of Deposit Total</b>							<b>0.3000</b>	<b>250,255.56</b>	<b>0.00</b>	<b>0.00</b>	<b>250,255.56</b>
<b>105 - Citizens Bank Total</b>							<b>0.3000</b>	<b>250,255.56</b>	<b>0.00</b>	<b>0.00</b>	<b>250,255.56</b>
<b>Compliance Check</b>								<b>0.87/100.00</b>	<b>0.00/100.00</b>	<b>0.00/100.00</b>	<b>0.87/100.00</b>
<b>107 - Comerica Bank</b>											
<b>Certificate of Deposit</b>											
	12-0040	C.D. 0.26 11/15/12		04/05/12	Open	0.2600	250,319.44	0.00	0.00	250,319.44	
<b>Certificate of Deposit Total</b>							<b>0.2600</b>	<b>250,319.44</b>	<b>0.00</b>	<b>0.00</b>	<b>250,319.44</b>
<b>107 - Comerica Bank Total</b>							<b>0.2600</b>	<b>250,319.44</b>	<b>0.00</b>	<b>0.00</b>	<b>250,319.44</b>





**Institution Policy Compliance**  
**Ottawa County Treasurer**  
 Effective Interest - Actual Life  
 Receipts in Period  
 05/31/12

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Yield Matur	Par Val/Shares Purchased	Par Val/Shares Sold	Par Val/Shares SafeKept	Par Val/Shares Issued		
	11-0225	C.D. 0.40 06/14/12	12/12/11	Open	0.4000	250,000.00	0.00	0.00	250,000.00		
	12-0019	C.D. 0.50 12/13/12	01/26/12	Open	0.5000	250,668.48	0.00	0.00	250,668.48		
	12-0043	C.D. 0.40 11/15/12	04/05/12	Open	0.4000	250,511.11	0.00	0.00	250,511.11		
	12-0052	C.D. 0.40 11/01/12	05/17/12	Open	<u>0.4000</u>	<u>250,770.88</u>	<u>0.00</u>	<u>0.00</u>	<u>250,770.88</u>		
<b>Certificate of Deposit Total</b>					<b>0.4250</b>	<b>1,001,950.47</b>	<b>0.00</b>	<b>0.00</b>	<b>1,001,950.47</b>		
<b>118 - The Private Bank Total</b>					<b>0.4250</b>	<b>1,001,950.47</b>	<b>0.00</b>	<b>0.00</b>	<b>1,001,950.47</b>		
<b>Compliance Check</b>						<b>3.49/100.00</b>	<b>0.00/100.00</b>	<b>0.00/100.00</b>	<b>3.49/100.00</b>		
<b>120 - West Michigan Community Bank</b>											
<b>Certificate of Deposit</b>											
	11-0227	C.D. 365 0.60 06/14/12	12/12/11	Open	0.6000	250,000.00	0.00	0.00	250,000.00		
	12-0020	C.D. 365 0.65 12/13/12	01/26/12	Open	0.6513	250,725.19	0.00	0.00	250,725.19		
	12-0030	C.D. 365 0.40 06/28/12	03/07/12	Open	<u>0.4000</u>	<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>		
<b>Certificate of Deposit Total</b>					<b>0.5505</b>	<b>750,725.19</b>	<b>0.00</b>	<b>0.00</b>	<b>750,725.19</b>		
<b>Money Market</b>											
1010-	-	-0080.0040	AR-0122	PF#4 GF WMCB 6034708	03/05/12	Open	0.7500	1,004,462.69	0.00	1,004,462.69	1,004,462.69
<b>Money Market Total</b>					<b>0.7500</b>	<b>1,004,462.69</b>	<b>0.00</b>	<b>1,004,462.69</b>	<b>1,004,462.69</b>		
<b>120 - West Michigan Community Bank Total</b>					<b>0.6645</b>	<b>1,755,187.88</b>	<b>0.00</b>	<b>1,004,462.69</b>	<b>1,755,187.88</b>		
<b>Compliance Check</b>						<b>6.12/100.00</b>	<b>0.00/100.00</b>	<b>6.23/100.00</b>	<b>6.12/100.00</b>		
<b>121 - ChoiceOne Bank</b>											
<b>Certificate of Deposit</b>											
	12-0014	C.D. 365 0.55 12/13/12	01/26/12	Open	0.5512	250,933.06	0.00	0.00	250,933.06		
	12-0024	C.D. 365 0.50 11/29/12	02/09/12	Open	0.5009	250,452.37	0.00	0.00	250,452.37		
	12-0038	C.D. 365 0.50 11/15/12	04/05/12	Open	0.5007	250,630.80	0.00	0.00	250,630.80		
	12-0049	C.D. 365 0.40 11/01/12	05/17/12	Open	<u>0.4003</u>	<u>250,818.67</u>	<u>0.00</u>	<u>0.00</u>	<u>250,818.67</u>		
<b>Certificate of Deposit Total</b>					<b>0.4883</b>	<b>1,002,834.90</b>	<b>0.00</b>	<b>0.00</b>	<b>1,002,834.90</b>		
<b>Money Market</b>											
1010-	-	-0080.0100	AR-0116	PF#10-GF ChoiceOne 51006163	03/16/11	Open	0.3000	452,551.59	0.00	452,551.59	452,551.59
<b>Money Market Total</b>					<b>0.3000</b>	<b>452,551.59</b>	<b>0.00</b>	<b>452,551.59</b>	<b>452,551.59</b>		
<b>121 - ChoiceOne Bank Total</b>					<b>0.4298</b>	<b>1,455,386.49</b>	<b>0.00</b>	<b>452,551.59</b>	<b>1,455,386.49</b>		
<b>Compliance Check</b>						<b>5.07/100.00</b>	<b>0.00/100.00</b>	<b>2.81/100.00</b>	<b>5.07/100.00</b>		
<b>124 - Consumers Credit Union</b>											
<b>Money Market</b>											
1010-	-	-0080.0070	AR-0068	PF#7-GF CCU 9100037697	01/08/10	Open	0.2000	252,097.52	0.00	252,097.52	252,097.52
<b>Money Market Total</b>					<b>0.2000</b>	<b>252,097.52</b>	<b>0.00</b>	<b>252,097.52</b>	<b>252,097.52</b>		
<b>Savings</b>											
1010-	-	-0020.0040	AR-0067	GF Svgs CCU 91100037689	01/08/10	Open	0.0000	25.00	0.00	25.00	25.00
<b>Savings Total</b>					<b>0.0000</b>	<b>25.00</b>	<b>0.00</b>	<b>25.00</b>	<b>25.00</b>		
<b>124 - Consumers Credit Union Total</b>					<b>0.2000</b>	<b>252,122.52</b>	<b>0.00</b>	<b>252,122.52</b>	<b>252,122.52</b>		
<b>Compliance Check</b>						<b>0.88/100.00</b>	<b>0.00/100.00</b>	<b>1.56/100.00</b>	<b>0.88/100.00</b>		
<b>125 - United Federal Credit Union</b>											
<b>Money Market</b>											
1010-	-	-0080.0080	AR-0069	PF#8-GF UFCU 166179-S66	01/08/10	Open	0.3000	254,397.97	0.00	254,397.97	254,397.97
<b>Money Market Total</b>					<b>0.3000</b>	<b>254,397.97</b>	<b>0.00</b>	<b>254,397.97</b>	<b>254,397.97</b>		
<b>125 - United Federal Credit Union Total</b>					<b>0.3000</b>	<b>254,397.97</b>	<b>0.00</b>	<b>254,397.97</b>	<b>254,397.97</b>		
<b>Compliance Check</b>						<b>0.89/100.00</b>	<b>0.00/100.00</b>	<b>1.58/100.00</b>	<b>0.89/100.00</b>		
<b>127 - Talmer Bank</b>											
<b>Certificate of Deposit</b>											
	11-0226	C.D. 365 0.30 06/14/12	12/12/11	Open	0.3000	250,000.00	0.00	0.00	250,000.00		

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 05/31/12

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Yield Matur	Par Val/Shares Purchased	Par Val/Shares Sold	Par Val/Shares SafeKept	Par Val/Shares Issued
	12-0028	C.D. 0.40 11/29/12	02/09/12	Open	0.4000	250,229.17	0.00	0.00	250,229.17
	12-0044	C.D. 0.20 11/15/12	04/05/12	Open	0.2000	250,383.33	0.00	0.00	250,383.33
<b>Certificate of Deposit Total</b>						<b>750,612.50</b>	<b>0.00</b>	<b>0.00</b>	<b>750,612.50</b>
<b>127 - Talmer Bank Total</b>						<b>750,612.50</b>	<b>0.00</b>	<b>0.00</b>	<b>750,612.50</b>
<b>Compliance Check</b>						<b>2.62/100.00</b>	<b>0.00/100.00</b>	<b>0.00/100.00</b>	<b>2.62/100.00</b>
<b>128 - Founders Bank &amp; Trust</b>									
<b>Money Market</b>									
1010-	- -0080.0030	AR-0117 PF#3-GF Founders Bank 301004507	04/29/11	Open	0.8000	1,781,446.59	0.00	1,781,446.59	1,781,446.59
<b>Money Market Total</b>						<b>1,781,446.59</b>	<b>0.00</b>	<b>1,781,446.59</b>	<b>1,781,446.59</b>
<b>128 - Founders Bank &amp; Trust Total</b>						<b>1,781,446.59</b>	<b>0.00</b>	<b>1,781,446.59</b>	<b>1,781,446.59</b>
<b>Compliance Check</b>						<b>6.21/100.00</b>	<b>0.00/100.00</b>	<b>11.05/100.00</b>	<b>6.21/100.00</b>
<b>129 - First National Bank of America</b>									
<b>Certificate of Deposit</b>									
	11-0144	C.D. 1.10 06/14/12	09/08/11	Open	1.1000	1,000,000.00	0.00	0.00	1,000,000.00
	12-0025	C.D. 0.40 11/29/12	02/09/12	Open	0.4000	250,366.67	0.00	0.00	250,366.67
	12-0041	C.D. 0.40 11/15/12	04/05/12	Open	0.4000	250,511.11	0.00	0.00	250,511.11
<b>Certificate of Deposit Total</b>						<b>1,500,877.78</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500,877.78</b>
<b>129 - First National Bank of America Total</b>						<b>1,500,877.78</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500,877.78</b>
<b>Compliance Check</b>						<b>5.23/100.00</b>	<b>0.00/100.00</b>	<b>0.00/100.00</b>	<b>5.23/100.00</b>
<b>300 - M.B.I.A. (Class)</b>									
<b>Money Market</b>									
1010-	- -0080.0400	AR-0003 PF#40-GF MBIA MI-01-004-0001	12/31/98	Open	0.0800	251,493.88	0.00	251,493.88	251,493.88
1010-	- -0080.0410	AR-0004 PF#41-Lib MBIA MI-01-0046-0002	08/04/00	Open	0.0800	272,789.01	0.00	272,789.01	272,789.01
<b>Money Market Total</b>						<b>524,282.89</b>	<b>0.00</b>	<b>524,282.89</b>	<b>524,282.89</b>
<b>300 - M.B.I.A. (Class) Total</b>						<b>524,282.89</b>	<b>0.00</b>	<b>524,282.89</b>	<b>524,282.89</b>
<b>Compliance Check</b>						<b>1.83/100.00</b>	<b>0.00/100.00</b>	<b>3.25/100.00</b>	<b>1.83/100.00</b>
<b>1012 - UBS Financial Services</b>									
<b>Money Market</b>									
1010-	- -0080.0050	AR-0060 PF #5-GF AIM/UBS 10729	10/06/08	Open	0.0050	276,648.33	0.00	276,648.33	276,648.33
<b>Money Market Total</b>						<b>276,648.33</b>	<b>0.00</b>	<b>276,648.33</b>	<b>276,648.33</b>
<b>1012 - UBS Financial Services Total</b>						<b>276,648.33</b>	<b>0.00</b>	<b>276,648.33</b>	<b>276,648.33</b>
<b>Compliance Check</b>						<b>0.96/100.00</b>	<b>0.00/100.00</b>	<b>1.72/100.00</b>	<b>0.96/100.00</b>
<b>1014 - Ambassador Capital Management</b>									
<b>Mutual Fund - Money Market</b>									
1010-	- -0090.0010	AR-0041 GF Ambassador 112580018	06/14/04	Open	0.0200	2,362,384.22	0.00	2,362,384.22	2,362,384.22
<b>Mutual Fund - Money Market Total</b>						<b>2,362,384.22</b>	<b>0.00</b>	<b>2,362,384.22</b>	<b>2,362,384.22</b>
<b>1014 - Ambassador Capital Management Total</b>						<b>2,362,384.22</b>	<b>0.00</b>	<b>2,362,384.22</b>	<b>2,362,384.22</b>
<b>Compliance Check</b>						<b>8.24/100.00</b>	<b>0.00/100.00</b>	<b>14.65/100.00</b>	<b>8.24/100.00</b>
<b>Investment Total</b>						<b>28,678,196.87</b>	<b>0.00</b>	<b>16,126,534.31</b>	<b>28,678,196.87</b>