

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

**Consent Items:**

1. Approval of the Agenda
2. [Approval of Minutes from the June 19, 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 June 2012.
2. [Budget Adjustments Greater than \\$50,000](#)  
Suggested Motion:  
To approve budget adjustment numbers 340, 341, 342, and 343.
3. [Statement of Review](#)  
Suggested Motion:  
To approve the Statement of Review for the month of June 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 June 30, 2012.
5. [County of Ottawa's Single Audit Report – Vredeveld Haefner LLC](#)  
Suggested Motion:  
To receive for information and forward to the Board of Commissioners the County of Ottawa's Single Audit Report for the year ended December 31, 2011.
6. [Ottawa County Drain Commission's Annual Financial Report-Vredeveld Haefner LLC](#)  
Suggested Motion:  
To receive for information and forward to the Board of Commissioners the Ottawa County Drain Commission's Annual Financial Report for the year ended December 31, 2011.
7. [County of Ottawa Annual Financial Report – Vredeveld Haefner LLC](#)  
Suggested Motion:  
To receive for information and forward to the Board of Commissioners the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2011.
8. [2011 Cost Allocation Plan](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the 2011 Cost Allocation Plan for implementation in the 2013 budget.

9. [Government Finance Officers Association Distinguished Budget Presentation Award](#)  
Suggested Motion:  
To receive for information and forward to the Board of Commissioners the Government Finance Officers Association's Distinguished Budget Presentation Award for the fiscal year beginning January 1, 2012.
10. [Register of Deeds Personnel Request to Reclassify a Senior Abstracting Clerk to an Administrative Assistant](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from the Register of Deeds to reclassify a Senior Abstracting Clerk (Group T, Paygrade 09) to an Administrative Assistant (Unclassified, Paygrade U03, C Step) at the cost of \$5,804.00. Funding to come from existing funds.
11. [Allendale Charter Township Bond Resolution](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the resolution authorizing the County Road Commission to issue Act 342 Bonds, in the not-to-exceed amount of \$2,570,000, to finance the Allendale Charter Township 2012 Sewage Disposal System Improvements.
12. [Quarterly Treasurer's Investment Report](#)  
Suggested Motion:  
To receive for information the Treasurer's Quarterly Investment Report as of June 2012.

**Discussion Items:**

None

**Adjournment**

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