

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: June 19, 2012

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

STAFF & GUESTS: Robert Spaman, Fiscal Services Director; Greg Rappleye, Corporate Counsel; Sherri Sayles, Deputy Clerk; Paul Geerlings, Drain Commissioner; Alan Vanderberg, Administrator; Bradley Slagh, Treasurer

SUBJECT: CONSENT ITEMS

FC 12-057 Motion: To approve the agenda of today as presented and to approve the minutes from the May 15, 2012 meeting as presented.

Moved by: Disselkoen

UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 12-058 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.

Moved by: Baumann

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 12-059 Motion: To approve budget adjustment numbers 256, 257, and 294.

Moved by: Rycenga

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 12-060 Motion: To approve the Statement of Review for the month of May 2012.

Moved by: Baumann

UNANIMOUS

SUBJECT: TREASURER'S ANNUAL "BALANCE IN LAND SALE PROCEEDS ACCOUNT" REPORT

FC 12-061 Motion: To receive for information and forward to the Board of Commissioners the Annual "Balance in Land Sale Proceeds Account" Report.

Moved by: Rycenga

UNANIMOUS

SUBJECT: AGREEMENT FOR THE PARK WEST DRAINAGE DISTRICT – OTTAWA COUNTY DRAIN

FC 12-062 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 \$31,000.
Moved by: Baumann UNANIMOUS

SUBJECT: 4 C'S INITIATIVE PROJECT BUDGET AND CAPODAGLI JACKSON
CONSULTING AGREEMENT

FC 12-063 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.
Moved by: Baumann UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update for May 2012 – The month end update was presented by Bradley Slagh.

SUBJECT: ADJOURNMENT

The meeting adjourned at 9:42 a.m.