

**Agenda**  
**Finance and Administration Committee**  
**West Olive Administration Building – Board Room**  
**12220 Fillmore, West Olive, MI 49460**  
**Tuesday, July 20, 2021**  
**10 AM**

**Public Comment:**

**Consent Items:**

1. Approval of the Agenda
2. Approval of Minutes from the [June 15, 2021](#) Finance and Administration Committee Meeting.

**Action Items:**

1. [2021 Budget Adjustments](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the 2021 budget adjustments per the attached schedule.
2. [Statement of Review](#)  
Suggested Motion:  
To approve the Statement of Review for the month of June 2021.
3. [Agreement for Economic Development Services](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners a three-year agreement for Economic Development Services with Lakeshore Advantage Corporation at a cost of \$130,000.00 per year for a total cost of \$390,000.00.
4. [Parks and Recreation Department Personnel Request](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from the Parks and Recreation Department to increase the FTE of the part-time, benefited Secretary position (Group T, pay grade T-7) from .625 FTE to a full-time benefited 1.0 FTE position at an increased cost of \$23,960.
5. [Office of the Public Defender Personnel Request](#)  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from the Office of the Public Defender to add one, full-time benefited Legal Clerk (Group T, pay grade T-6) at a 1.0 FTE at a cost of \$63,995.

**Discussion Items:**

- I. [Treasurer's Financial Month End Update](#); Amanda Price

**Adjournment**

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