

**FINANCE AND ADMINISTRATION COMMITTEE**

**Approved Minutes**

DATE: June 15, 2021

TIME: 10:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Douglas Zylstra, Matthew Fenske, Gregory DeJong, Philip Kuyers, Joseph Baumann

STAFF & GUESTS: Alan Vanderberg, Administrator; John Shay, Deputy County Administrator; Karen Karasinski, Fiscal Services Director; Steve Kempker, Sheriff; Valerie Weiss, Undersheriff; Marcie Verbeek, Human Resources Director; Amanda Price, Treasurer; Becky Huttenga, Planning & Performance Improvement; Michael Galligan, Equalization; Lori Brassard, Equalization; Sherri Sayles, Chief Deputy Clerk; Todd Williams, Lean & Green Michigan

SUBJECT: CONSENT ITEMS

FC 21-053 Motion: To approve the agenda of today as presented and to approve the minutes from the May 18, 2021 Finance and Administration Committee as presented.  
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: 2021 BUDGET ADJUSTMENTS

FC 21-054 Motion: To approve and forward to the Board of Commissioners the 2021 budget adjustments per the attached schedule.  
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

Fc 21-055 Motion: To approve the Statement of Review for the month of May 2021.  
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: 2021 SUMMER APPORTIONMENT REPORT

FC 21-056 Motion: To approve and forward to the Board of Commissioners the 2021 Summer Apportionment Report.  
Moved by: Philip Kuyers UNANIMOUS

SUBJECT: EMPOWER RETIREMENT PLAN RESTATEMENT

FC 21-057 Motion: To approve and forward to the Board of Commissioners the plan restatement for county employees' 457 accounts through Empower Retirement.  
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: SHERIFF'S OFFICE PERSONNAL REQUESTS

FC 21-058 Motion: To approve and forward to the Board of Commissioners the proposal to change one 1.0 FTE Captain (U8A) position to a 1.0 FTE Chief Deputy position at a Unclassified (U9) at a cost of \$4,198.91, and to add one 1.0 FTE Lieutenant (U7A) position at a cost of \$190,184.63. The total cost of the addition and change would be \$194,383.54.  
Moved by: Gregory DeJong UNANIMOUS

SUBJECT: PACE SPECIAL ASSESSMENT AGREEMENT WITH QUINCY PLACE

FC 21-059 Motion: To approve and forward to the Board of Commissioners the PACE Special Assessment Agreement with Quincy Place in the amount of \$8,500,000.  
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update – The Treasurer's Financial Month End updated was presented by Amanda Price, Treasurer.

SUBJECT: ADJOURNMENT

FC 21-060 Motion: To adjourn at 10:38 a.m.  
Moved by: Gregory DeJong UNANIMOUS