

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: September 21, 2021

TIME: 10:00 a.m.

PLACE: Fillmore Street Complex

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

ABSENT: Philip Kuyers

STAFF & GUESTS: John Shay, County Administrator; Karen Karasinski, Fiscal Services Director; Sherri Sayles, Chief Deputy Clerk; Becky Huttenga, Economic Development Coordinator; Cheryl Clerk, Chief Deputy Treasurer; Amanda Murray, Lakeshore Advantage; Sarah Harper, Warner, Norcross & Judd; Menaka Abel, Request Foods; Helen Tarleton (by zoom), Public Health; Nina Baranowski (by zoom), Public Health; Kurt Brauer (by zoom), Warner, Norcross & Judd

SUBJECT: CONSENT ITEMS

FC 21-091 Motion: To approve the agenda of today as presented and to approve the minutes from the August 17, 2021 and August 24, 2021 Finance and Administration Committee meetings.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: 2021 BUDGET ADJUSTMENTS

FC 21-092 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 21-093 Motion: To approve the Statement of Review for the month of August 2021.
Moved by: Gregory DeJong UNANIMOUS

SUBJECT: RESOLUTION REGARDING THE DISTRIBUTION OF CONVENTION FACILITY TAX REVENUES TO COUNTIES

FC 21-094 Motion: To approve and forward to the Board of Commissioners the Resolution Regarding the Distribution of Convention Facility Tax Revenues to Counties under Public Acts 106 and 107 of 1985.
Moved be: Matthew Fenske UNANIMOUS

SUBJECT: 2022 BUDGET RESOLUTION

FC 21-095 Motion: To approve and forward to the Board of Commissioners the Fiscal Year 2022 General Appropriations Act.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: COMMUNICATIONS TOWER LEASE AGREEMENT

FC 21-096 Motion: To approve and forward to the Board of Commissioners a Lease Agreement with AT&T to install its wireless broadband equipment on the County's Fillmore Street/Stanton Street Communications Tower. AT&T has agreed to lease tower space from the County at a rate of \$2,100 per month for a minimum of five (5) years, with automatic renewal for at least an additional five (5) years.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: AGRICULTURAL PROCESSING RENAISSANCE ZONE

FC 21-097 Motion: To approve and forward to the Board of Commissioners the Resolution approving an Agricultural Processing Renaissance Zone for a 15-year term in Holland Charter Township.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: IMPLEMENTATION OF COST OF SERVICES FOR FAMILY PLANNING PROGRAM

FC 21-098 Motion: To approve and forward to the Board of Commissioners the implementation of select fees on October 1, 2021 for Family Planning services.
Moved by: Matthew Fenske UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update – The Treasurer's Financial Month End update was presented by Cheryl Clark, Chief Deputy Treasurer.

SUBJECT: ADJOURNMENT

FC 21-099 Motion: To adjourn at 10:34 a.m.
Moved by: Gregory DeJong UNANIMOUS