

To All Ottawa County Commissioners:

*The Ottawa County Board of Commissioners will meet on **Tuesday, May 9, 2023 at 9:00 AM** for the regular May meeting of the Board at the Ottawa County Fillmore Street Complex in West Olive, Michigan and via Zoom and YouTube.*

The Agenda is as follows:

1. *Call to Order by the Chairperson*
2. *Prayer and Pledge of Allegiance*
3. *Roll Call*
4. *Correspondence*
 - A. *Lee Fisher, Prosecutor*
5. *Public Comment*
6. *Approval of Agenda*
7. *Consent Resolutions:*

From the County Clerk/Register

A. *Board of Commissioners Meeting Minutes*

Suggested Motion:

To approve the minutes of the [April 27, 2023](#) Board of Commissioners meeting.

B. *Correspondence Log 498*

Suggested Motion:

To receive for information the Correspondence Log.

From Administration

C. [Ottawa County Clerk/Register of Deeds 2022 Annual Report](#)

Suggested Motion:

To receive for information the Ottawa County Clerk/Register of Deeds 2022 Annual Report.

D. [Ottawa County 20th Circuit Court Probation and Parole 2022 Annual Report](#)

Suggested Motion:

To receive for information the Ottawa County 20th Circuit Court Probation and Parole 2022 Annual Report.

E. [Ottawa County Water Resources 2022 Annual Report](#)

Suggested Motion:

To receive for information the Water Resources 2022 Annual Report.

F. [Ottawa County West Michigan Enforcement Team 2022 Annual Report](#)

Suggested Motion:

To receive for information the West Michigan Enforcement Team 2022 Annual Report.

From the Finance and Administration Committee

G. [Accounts Payable for March 27, 2023 through April 21, 2023](#)

Suggested Motion:

To approve the general claims in the amount of \$21,039,761.92 as presented by the summary report for March 27, 2023 through April 21, 2023.

H. [Parks and Recreation Personnel Request](#)

Suggested Motion:

To approve a request to change one 1.0 FTE full-time, benefited Natural Resources Manager (Unclassified, pay grade 12) to a Coordinator of Natural Resources and Stewardship (Unclassified, pay grade 14) at a cost of \$12,471 to be paid with vacancy savings in fiscal year 2023.

I. [Tax Year 2023 Millage Rate Resolution](#)

Suggested Motion:

To approve the resolution established millage rates for tax year 2023.

J. [American Rescue Plan Act Project Funding](#)

Suggested Motion:

To approve a request to use \$9,441,926 in ARPA funds for revenue replacement, in order to use the resultant budgetary savings of the same amount to fund future initiatives; an approach which has made it administratively easier to comply with grant rules.

K. [Quarterly Financial Status Report](#)

Suggested Motion:

To receive for information the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher-level summary for the Special Revenue Funds, through the end of the 2nd quarter of Fiscal Year 2023.

L. [FY23 Budget Adjustments](#)

Suggested Motion:

To approve the 2023 budget adjustments per the attached schedule.

8. *Public Hearings: None*

9. *Agenda and Action Requests*

From the Finance and Administration Committee

A. [Community Health Needs Assessment Contract](#)

Suggested Motion:

To approve the 2023 Memorandum of Understanding for the Community Health Needs Assessment contract and funding.

10. *Committee Reports*

A. [Ottawa County Clerk/Register of Deeds 2022 Annual Report](#)

(Presented by Justin Roebuck, Clerk/Register)

B. [Ottawa County 20th Circuit Court Probation and Parole 2022 Annual Report](#)

(Presented by Heath White, Probation Supervisor)

C. [Ottawa County Water Resources 2022 Annual Report](#)

(Presented by Joe Bush, Water Resources Commissioner)

D. [Ottawa County West Michigan Enforcement Team 2022 Annual Report](#)

(Presented by Andrew Foster, Task Force Commander, MSP)

11. *Public Comment*

12. *Additional Business*

From Administration

A. *Closed Session to Discuss Union Negotiations for (Police Officers Labor Council) groups Pursuant to OMA Section 8c*

Suggested Motion:

To go into closed session for the purpose of strategy and negotiation sessions connected with the negotiations of the POLC (Police Officers Labor Council), 2020-2023 re-openers to their collective bargaining agreement pursuant to OMA Section 8c.

B. Report from County Administrator

13. Adjournment at Call of the Chairperson

**PROPOSED
PROCEEDINGS OF THE OTTAWA COUNTY
BOARD OF COMMISSIONERS
APRIL SESSION – SECOND DAY**

The Ottawa County Board of Commissioners met on Thursday, April 27, 2023, at 6:31 p.m. and was called to order by the Chairperson.

The prayer was pronounced by Pastor West.

Administrator Gibbs led in the Pledge of Allegiance to the Flag of the United States of America.

Present at roll call: Gretchen Cosby, Lucy Ebel, Douglas Zylstra, Jacob Bonnema, Joe Moss, Kyle Terpstra, Rebekah Curran, Sylvia Rhodea, Roger Belknap, Roger Bergman, Allison Miedema. (11)

Correspondence

None

Public Comments

Public comments were made by the following:

1. Michael Kuras-Spring Lake Township
2. Julia Davey-Robinson Township
3. Dan Zimmer-Port Sheldon Township
4. Stephen Rockman-Grand Haven Township
5. Ryan Anderson-Chester Township
6. Bob Boersma-Park Township
7. Donna Mooney-Georgetown Township
8. Ronnie Allen-Allendale Township
9. Harvey Nikkel-Georgetown Township
10. Pam Driesenga-Blendon Township
11. John DeBlaay-Georgetown Township
12. Charity McMaster-Spring Lake Township
13. Suzanne Katerberg-Holland Township
14. Jack Timmer-Georgetown Township
15. Sheila Dettloff-Holland Township
16. Rebecca Patrick-Allendale Township
17. Adrea Hill-Holland Township
18. David Barnosky-Port Sheldon Township
19. Karen Obits-Spring Lake Village
20. David Morren-Allendale Township
21. Aaron Jay Compagner-Jamestown Township
22. Unknown Resident-No name or jurisdiction given

23. Teresa White-Robinson Township

Approval of Agenda

B/C 23-098 Roger Bergman moved to approve the agenda of today.

The motion passed.

Consent Resolutions

B/C 23-099 Rebekah Curran moved to approve the following Consent Resolutions:

A. To approve the minutes from the April 11, 2023, Board of Commissioners meeting.

The motion passed.

Public Hearings

None.

Agenda and Action Requests

B/C 23-100 Douglas Zylstra moved to approve the 2023 Memorandum of Understanding for the Community Health Needs Assessment contract and funding.

B/C 23-101 Allison Miedema moved to postpone the vote on 9A (the 2023 Memorandum of Understanding for the Community Health Needs Assessment contract and funding) until May 9, 2023.

The motion passed by the following votes: Yeas: Roger Belknap, Gretchen Cosby, Jacob Bonnema, Sylvia Rhodea, Allison Miedema, Lucy Ebel, Joe Moss. (7)

Nays: Rebekah Curran, Douglas Zylstra, Kyle Terpstra, Roger Bergman. (4)

Committee Reports

None.

Public Comment

1. Ryan Anderson-Chester Township
2. Adrea Hill-Holland Township
3. Bob Boersma-Park Township
4. Bob Dicks-Spring Lake
5. David Morren-Allendale Township
6. Kendra Wenzel-Hudsonville City
7. Aaron Jay Compagner-Jamestown Township
8. Dan Zimmer-Port Sheldon Township

9. Lori Grasman-Robinson Township
10. Harvey Nikkel-Georgetown Township
11. David Barnosky-Port Sheldon Township
12. Joan Bailey-Grand Haven Township
13. Donna Mooney-Georgetown Township
14. Karen Obits-Spring Lake Village
15. Sheila Dettloff-Holland Township
16. Christi Meppelink-Zeeland Township

Online Public Comment

1. Joe Spaulding-Holland Township

Additional Business

- A. Report from County Administrator-The County Administrator’s report was presented.

Commissioner Bergman left the meeting at 9:33 p.m.

- B. Report from Commissioners who attended the Michigan Association of Counties Legislative Conference 4/24 – 4/26- Several Commissioners commented on the conference including, Commissioner Miedema, Commissioner Curran, Commissioner Rhodea, Commissioner Zylstra, Commissioner Ebel, and Commissioner Moss.

Adjournment at Call of the Chairperson

The Chairperson adjourned the meeting at 9:42 p.m.

JUSTIN F. ROEBUCK, Clerk/Register
Of the Board of Commissioners

JOE MOSS, Chairperson
Of the Board of Commissioners

Action Request



Committee: Board of Commissioners
Meeting Date: 05/09/2023
Requesting Department: County Clerk/Register of Deeds
Submitted By: Renee Kuiper
Agenda Item: Correspondence Log 498

Suggested Motion:

To receive for information the Correspondence Log.

Summary of Request:

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Administration: Recommended Not Recommended Without Recommendation
County Administrator: 

Committee/Governing/Advisory Board Approval Date:

LSTRPT055PAGE: 1

5/1/2023 07:38:13 AM List Contents Report by Renee Kuiper on 5/1/2023 at 7:38:13 AM

Search Results Title:

Correspondence From: ONTONAGON COUNTY BOC - APRIL 18, 2023 - 4/27/2023

Correspondence From: ALCONA COUNTY BOC - APRIL 2023 - 4/27/2023

Correspondence From: EATON COUNTY BOC - MARCH 15, 2023 - 4/11/2023

Correspondence From: ISAIAH MINOR - APRIL 4, 2023 - 4/5/2023

Total Documents : 4

Total Processing Time : 0 Hours, 0 Minutes, 1 Seconds

Ontonagon County Board of Commissioners

Courthouse, 725 Greenland Road

Ontonagon, MI 49953

Telephone (906) 884-4255

Fax (906) 884-6796

Chairperson: Carl Nykanen
Vice Chairperson: John Cane

Commissioners: Richard Bourdeau
Robert Nousiainen
Ron Store

ONTONAGON COUNTY RESOLUTION 2023-09 AFFIRMING SUPPORT OF ALL CONSTITUTIONAL RIGHTS INCLUDING, BUT NOT LIMITED TO, THE RIGHT OF THE PEOPLE TO BEAR ARMS AND TO ADEQUATELY FUND MENTAL HEALTH SERVICES

WHEREAS all elected county and state office holders take an oath of office under which the office holder supports the Constitution of the United States of America and Constitution of Michigan and to faithfully discharge the duties of such offices;

WHEREAS the issue of constitutional rights, including but not limited to, the Second Amendment to the Constitution of the United States of America has been in the spotlight of public discussion of recent;

WHEREAS public discussion of such constitutional rights is a hallmark of public discourse in a democracy;

WHEREAS the lawful ownership, possession and use of firearms is part of the cultural heritage within Ontonagon County, Michigan;

WHEREAS it is common for firearms to be family heirlooms that pass from generation to generation as a permanent connection of the past to the present within extended families;

WHEREAS recent high-profile firearm shootings have involved individuals that have mental health issues that the mental health systems nationwide failed to timely, appropriately, and adequately address; and

WHEREAS funding for mental health services in the State of Michigan is woefully underfunded, resulting in the failure to adequately provide services to persons of the State of Michigan that need mental health services.

NOW THEREFORE BE IT RESOLVED that the Ontonagon County Board of Commissioners supports and will continue to honor the pledge to support the Constitution of the United States of America as well as the Constitution of the State of Michigan, including all amendments thereto;

BE IT FURTHER RESOLVED that the Ontonagon County Board of Commissioners direct our legislators whom act as representatives of the People of the State of Michigan to:

- A. Not undertake legislation that is in conflict with the Second Amendment to the United States of America and Article 1 sec. 6 of the Michigan Constitution of 1963, including:
 1. Red Flag Laws, excluding the current Personal Protection Order process;
 2. Registration requirements of full or long firearms;
 3. Mandatory storage schemes for firearms;
 4. Additional limitations on the lawful ownership and use of firearms; and
 5. Adoption of other schemes of regulation of firearms that infringe on the foregoing constitutional guarantees of the People of the State of Michigan.
- B. Adhere to their oath of office and not adopt legislation, rules, regulations and/or requirements that conflict with the Second Amendment to the Constitution of the United States and Article 1 sec. 6 of the Michigan Constitution and any final judicial determinations thereto;
- C. Adequately fund mental health services available in all our communities to provide for timely intervention with appropriate and adequate mental health services as an investment in the human capital of all persons of the State of Michigan; and

- D. Insure that the providing of adequately funded mental health services is accomplished by methods that do not infringe on the statutory and constitutional rights of those in need of mental health services.

BE IT FURTHER RESOLVED that if in exercise of discretion by the Office of Sheriff and Office of Prosecuting Attorney both of the County of Ontonagon, determine that a law has been adopted which violates the Constitution of the United States of America, the Constitution of the State of Michigan, and any final judicial determinations thereto, that the Ontonagon County Board of Commissioners supports the lawful exercise of discretion not to enforce an unconstitutional law against any law abiding person within the County of Ontonagon;

BE IT FURTHER RESOLVED, that the Ontonagon County Clerk shall provide a copy of this Resolution to:

- A. Each township in the County of Ontonagon;
- B. Each county in the State of Michigan
- C. The Michigan House of Representative;
- D. The Michigan Senate;
- E. The Governor of the State of Michigan;
- F. Each United States Senator for the State of Michigan; and
- G. Each United States Congressman for the State of Michigan

The foregoing resolution was offered by Commissioner Nousiainen and supported by Commissioner Cane

AYES: Bourdeau, Store, Nykanen


NAYS: None

ABSTENTIONS: None

ABSENT: None

I hereby certify that the foregoing is a true and correct copy of the resolution adopted at a meeting of the Ontonagon County Board of Commissioner on April 18, 2023.

BY


Carl R. Nykanen, Board Chair

An Equal Employment Opportunity Employer

RESOLUTION

Alcona County, Michigan

RESOLUTION IN SUPPORT OF "THE REVISED SCHOOL CODE" HB4284

Whereas, "A nation which does not remember what it was yesterday, does not know what it is today, nor what it is trying to do. We are trying to do a futile thing if we do not know where we came from or what we have been about." - President Woodrow Wilson.; and

Whereas, From our founders the following statements: "Every child in America should be acquainted with his own country. He should read books that furnish him with ideas that will be useful to him in life and practice. As soon as he opens his lips, he should rehearse the history of his own country." and "It is an object of vast magnitude that systems of education should be adopted and pursued which may not only diffuse a knowledge of the sciences but may implant in the minds of the American youth the principles of virtue and of liberty and inspire them with just and liberal ideas of government and with an inviolable attachment to their own country."-Noah Webster, On the Education of Youth in America, 1788, "I know no safe depository of the ultimate powers of the society, but the people themselves: and if we think them not enlightened enough to exercise their controul with a wholesome discretion, the remedy is, not to take it from them, but to inform their discretion by education. this is the true corrective of abuses of constitutional power"- Thomas Jefferson to William Charles Jarvis, 28 September 1820.; and

Whereas, "A Bible and a newspaper in every house, a good school in every district--all studied and appreciated as they merit--are the principal support of virtue, morality, and civil liberty."-Benjamin Franklin.; and

Whereas, "Who controls the past controls the future. Who controls the present controls the past." —George Orwell, From 1984.; and

Whereas, Michigan Constitution states: Article 8 – Education - Section 1 – Encouragement of Education - Religion, morality and knowledge being necessary to good government and the happiness of mankind, schools and the means of education shall forever be encouraged.; and

Whereas, Every member of the State ought diligently to read and to study the constitution of his country, and teach the rising generation to be free. By knowing their rights, they will sooner perceive when they are violated, and be the better prepared to defend and assert them. John Jay, First Chief Justice of the supreme Court of the United States, 1797, Charge to the Grand Jury Of Ulster County.; and

Whereas, New York State Supreme Court Justice Gallagher, Elbert T. opinion **Baer v. Kolmorgen December 15, 1958-** Much has been written in recent years concerning Thomas Jefferson's reference in 1802 to "a wall of separation between church and State." It is upon that "wall" that plaintiffs seek to build their case. Jefferson's figure of speech has received so much attention that one would almost think at times that it is to be found somewhere in our Constitution. Courts and authors have devoted numerous pages to its interpretation.; and

Whereas, From 2006 (33%) to 2019 (39%) of the people polled could name all three (3) branches of government (lowest 2016 and 2017 being 26%). This figure was reported higher for those serving in office in Washington D.C. www.annenbergpublicpolicycenter.org; and

Therefore, Be It Resolved, That we, the Alcona County Commissioners support House Bill 4284 to insure all Michigan students are taught the following: *The American Revolution, Founding documents of the United States, including, but not limited to, the United States Constitution, the Declaration of Independence, the Bill of Rights, and the Federalist Papers, The War of 1812, The Civil War, World War I, World War II, The Korean War, The Vietnam War, and The Civil Rights Movement.*; and

Therefore, Be It Further Resolved, that a copy of this Resolution be sent to Governor Gretchen Whitmer, Senator Michele Hoytenga, House Representative Cameron Cavitt, State Board of Education Members Marshall Bullock, Ellen Cogen Lipton, Tom McMillin, Judith Pritchett, Pamela Pugh, Mitchell Robinson, Nikki Snyder, Tiffany D. Tilley, and the other 82 Counties in the State of Michigan.

EATON COUNTY BOARD OF COMMISSIONERS

MARCH 15, 2023

RESOLUTION HONORING THE MICHIGAN ASSOCIATION OF COUNTIES
ON ITS 125TH ANNIVERSARY

Commissioner Augustine moved the approval of the following resolution. Seconded by Commissioner Rogers.

WHEREAS, Michigan's 83 county governments play a central role in the proper delivery of, and oversight for, critical public services for the state's approximately 10 million residents; and

WHEREAS, Michigan county governments are led by Boards of Commissioners, who are elected from their communities; and

WHEREAS, the State Association of Supervisors of Michigan was formed by representatives of 16 counties on Feb. 1, 1898, in the Senate chamber of the Michigan State Capitol in Lansing; and

WHEREAS, the association's name was changed to the Michigan Association of Counties on July 17, 1969; and

WHEREAS, the Michigan Association of Counties is the oldest association representing local governments in Michigan; and

WHEREAS, 48 of Michigan's 83 counties have had at least one of their commissioners (or supervisors prior to 1968) serve as president of the association's Board of Directors; and

WHEREAS, the association created the Michigan Counties Workers' Compensation Fund in 1979 to help county members provide workplace safety and injury insurance services to its employees; and

WHEREAS, the association created the Michigan Association of Counties Service Corporation in 1986 to partner with service providers to help counties save money on everything from health insurance to telecommunications services; and

WHEREAS, the association hosts two major conferences every year to bring together county leaders for briefings on trending public policy issues and to hear from state newsmakers and others; and

WHEREAS, the association's advocacy work in Lansing and beyond has advanced the interests of county governments and the residents they serve; and


WHEREAS, no fewer than five association presidents have served or are serving in the Michigan Legislature in the 21st century, a testament to the culture of public service inculcated by the association

THEREFORE, BE IT RESOLVED that Eaton County wishes to commend and honor the Michigan Association of Counties on its 125th Anniversary year. Carried unanimously.

STATE OF MICHIGAN
COUNTY OF EATON

I certify that the foregoing is a true and accurate copy of the resolutions adopted by the Eaton County Board of Commissioners, that such resolutions were duly adopted at a regular meeting held on March 15, 2023, and that notice of such meeting was given as required by law.

{SEAL}


Diana Bosworth, Clerk of the Eaton
County Board of Commissioners

Renee Kuiper

From: Katelyn Bard on behalf of Justin Roebuck
Sent: Tuesday, April 4, 2023 2:49 PM
To: Renee Kuiper; Justin Roebuck
Subject: FW: Proclamation Request: Workers Memorial Day
Attachments: Worker's Memorial Day Proclamation 2023.pdf

FYI

Katelyn Bard *Shelher*

Administrative Specialist | Clerk/Register of Deeds Office

12220 Fillmore St. | West Olive, MI 49460 | 616-994-4513

kbard@miottawa.org | www.miottawa.org/Clerk

Find us on Facebook [@OCClerkRegister](#) and on Twitter [@OttawaElections](#)



Ottawa County

Clerk | Register of Deeds
Justin F. Roebuck



From: Isaiah Minor <iminor@miaflcio.org>
Sent: Tuesday, April 4, 2023 2:40 PM
To: Justin Roebuck <jroebuck@miottawa.org>
Subject: Proclamation Request: Workers Memorial Day

Hello Mr. Roebuck!

My name is Isaiah Minor, and I'm a lifelong SW Michigan resident.

I'm writing in regards to Workers Memorial Day coming up on April 28th, 2023.

If you are not familiar with Workers Memorial Day, the purpose is to honor and remember our friends, family and colleagues who have been injured, disabled, or killed while performing their job duties. This is separate from the existing events/holidays of Labor Day and Memorial Day, which serve to honor all workers and veterans respectively. The Michigan AFL-CIO website has more information about Workers Memorial Day itself available [\[here.\]](#)

I've attached a draft that exemplifies the sort of proclamation we are seeking to be made, and I've also included an excerpt from the aforementioned draft below.

If a resolution would be more appropriate, I have an example of that available as well.

"WHEREAS, every year on April 28, communities and worksites around the world honor friends, family members, and colleagues who have been killed or injured on the job; and
WHEREAS, in 2021, The Federal Bureau of Labor Statistics estimated that 5,190 workers were killed by traumatic injuries on the job. On average, nearly 100 workers died every week, at roughly 14 workplace deaths a day; and
WHEREAS, in 2021, 140 workers were lost through fatal workplace accidents in Michigan; and
WHEREAS, it is appropriate to honor the memory of the courageous and dedicated members of Michigan's labor force who have been injured or disabled or have died as a result of workplace accidents; and

WHEREAS, we remember those who have died in workplace catastrophes, suffered occupational-related diseases, or have been injured due to dangerous conditions; and
WHEREAS, recognition of the integrity of Michigan's workforce and its achievements on behalf of the economic growth of our state is necessary "

If you have any questions about the proclamation or request, please do not hesitate to reach out to me directly.

My typical office hours are M-F (9:00am - 5:00pm), however due to the holiday I will be out of office on Friday April 7th and Monday April 10th.

I am reachable at this e-mail address or by call/text at 269-364-3869.

I hope to hear from you soon regarding your response and any potential next steps.

Thank you,

Isaiah Minor

Training Specialist

Pronouns: He/Him

M / +1 269 364 3869

O / +1 517 487 5966

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PROCLAMATION

WHEREAS, every year on April 28, communities and worksites around the world honor friends, family members, and colleagues who have been killed or injured on the job; and

WHEREAS, in 2021, The Federal Bureau of Labor Statistics estimated that 5,190 workers were killed by traumatic injuries on the job. On average, nearly 100 workers died every week, at roughly 14 workplace deaths a day; and

WHEREAS, in 2021, 140¹ workers were lost through fatal workplace accidents in Michigan; and

WHEREAS, it is appropriate to honor the memory of the courageous and dedicated members of Michigan's labor force who have been injured or disabled or have died as a result of workplace accidents; and

WHEREAS, we remember those who have died in workplace catastrophes, suffered occupational-related diseases, or have been injured due to dangerous conditions; and

WHEREAS, recognition of the integrity of Michigan's workforce and its achievements on behalf of the economic growth of our state is necessary; and

WHEREAS, the City/Township/County of Community wishes to pay tribute to the workers who have died or been injured or disabled in workplace accidents. We honor the contributions of Michigan's workforce and call for increased workplace safety;

WHEREAS, the City/Township/County of Community renews our efforts to seek stronger workplace safety and health protections, better standards and enforcement, and fair and just compensation; and by rededicating ourselves to improving safety and health in every city workplace.

NOW, THEREFORE, I Name, Mayor/Supervisor/Other Title of City/Township/County of Community , by virtue of the power vested in me under the Charter of the City, do hereby proclaim April 28, 2023:

Workers Memorial Day

in the City/Township/County of Community , Michigan, and urge all citizens to recognize and honor the contributions of Michigan's workforce and call for increased workplace safety standards.

IN WITNESS WHEREOF, I have hereto affixed my signature and the Seal of the City/Township/County of Community , Michigan on this ## day of April, 2023.

Name, Title

¹ <https://www.bls.gov/iif/state-data/fatal-occupational-injuries-in-michigan-2021.htm>

Action Request



Committee:	Board of Commissioners
Meeting Date:	05/09/2023
Requesting Department:	Ottawa County Clerk/Register of Deeds
Submitted By:	Stephanie Roelofs
Agenda Item:	Ottawa County Clerk/Register of Deeds 2022 Annual Report

Suggested Motion:

To receive for information the Ottawa County Clerk/Register of Deeds 2022 Annual Report.

Summary of Request:

In accordance with the 2022 Rules of the Ottawa County Board of Commissioners:

Section 4.7 - Annual Reports From Departments of County Government - It is the policy of the Board of Commissioners to receive annual, written and oral Reports from all Departments of County government. Written reports shall be in a form approved by the County Administrator and shall, in the ordinary course, be submitted directly to the Board of Commissioners through the County Administrator's Office.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:


Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: Goal 3, Objective 1: Regularly review and update communication strategies that guide the work of the County in this goal area.

Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Administration: Recommended Not Recommended Without Recommendation
County Administrator: 

Committee/Governing/Advisory Board Approval Date:



Ottawa County

Clerk | Register of Deeds

Justin F. Roebuck

2022 Annual Report

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2023-24 Goals



Justin F. Roebuck
County Clerk | Register of Deeds

Introduction from the Clerk/Register

To the Residents of Ottawa County,

It is my honor to present to you the 2022 Annual Report of the Clerk and Register of Deeds office. Last year was a busy and productive one for our team as we processed hundreds of thousands of documents in our Circuit Court, Register of Deeds and Vital Records divisions. We provided customer service to thousands of residents across the county – by phone, by mail, online, and in-person at our counters. We also supported our city and township clerks, and Ottawa County’s 220,000 voters as our communities’ held elections in May, August, and November.

Our team continues to explore new ways to make our services more efficient and effective, ensuring that we are accessible to every Ottawa County resident. Online transactions continue to rise as our customers find it simple to renew a CPL, order certified copies of documents or apply for a marriage license at their convenience from home or on the go. In 2022, 76% of all land records were recorded electronically, and we saved over \$8,000 taxpayer dollars in postage alone returning documents to customers electronically instead of by mail. Our Elections Team hosted three successful town hall meetings in the lead up to major elections in 2022, where we were able to have great conversations with our voters, answering questions and listening to ideas. These are just a few of the ways we are working to be efficient and responsive to our customers.

Our mission in the Clerk Register’s Office is simple and clear – **to help customers and encourage their trust in government**. I believe that we create trust through honesty and transparency, and by building relationships with our customers. I could not be more grateful for the team I work with every day at the Clerk/Register’s Office to do this important work. Our dedicated staff is the heartbeat of these customer relationships, and I am thankful for their professionalism and commitment to Ottawa County and its residents. I remain grateful for your support!

Thank you for the opportunity to serve as your County Clerk and Register of Deeds.

Mission, Vision, Values



MISSION

WHY DO WE EXIST?

To help customers and encourage their trust in government.

WHAT DO WE DO?

Create and preserve records for current and future generations.



VISION

HOW WILL WE SUCCEED?

Exceed the expectations of our customers in every aspect of service.

Be creative, strategic, and forward thinking leaders to continually improve.

Create a positive, caring, and engaging environment for our employees and coworkers.

Be conscientious of taxpayer resources.

VALUES: How do we behave?



We provide excellent customer service.



We are humble.



We value people.



We are authentic.



We are eager to learn.

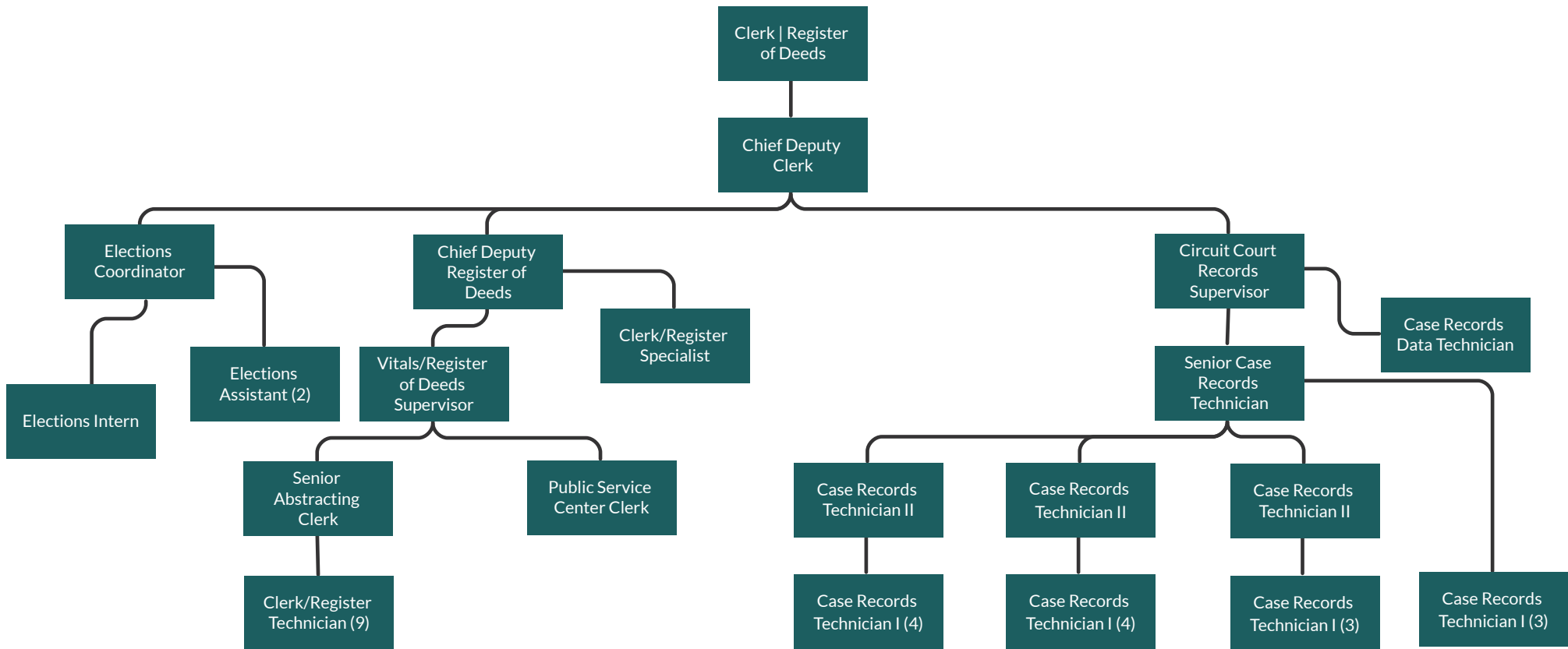


We seek input from others.



We are accountable.

Organizational Chart



Goals Accomplished in 2022



Customer Satisfaction Survey

We believe the key to providing great service is listening to our customers. To that end, our team developed and launched a simple customer satisfaction survey that will accompany any and all branded materials from the Clerk/Register's Office. The goal is to provide multiple, easy touchpoints for our customers to reach out and provide immediate feedback.



Community Conversations

Another critical way for us to receive customer feedback is to simply have conversations. Our team engaged with hundreds of Ottawa County residents in multiple communities in the lead up to the 2022 mid-term elections. During these Community Conversation events we gave a brief update from our elections team, and then listened and answered questions from the public.



Campaign Finance Online

We launched an online portal for candidates to file and for the public to search campaign finance records online. This was a big step forward for transparency and accessibility of candidate and committee financial records to the public. The platform also allows candidates the convenience to file online and offers our office better tools for managing the database of information.



Team Development

This year our team development was centered around "The Ideal Team Player" model, by Patrick Lencioni. This concept highlights three critical behaviors of any successful team member: Humility, Hunger, and Emotional Intelligence. Our Team Leads guided staff in a number of discussions and exercises that highlighted these qualities in our team members.

In the Community

We aim to apply our values not just to colleagues and customers, but outwardly in our community as well.

In 2022, our team partnered with organizations such as the West Coast Chamber for Community Action Day, helping the most vulnerable of animals through the Harbor Humane Society and assisting the West Michigan Veteran's Assistance Program with donations for their pantry.

Donated items gathered for the West Michigan Veteran Assistance Program food bank.



Staff painting during Community Action Day.



Our team gathered items to donate to our local Humane Society.



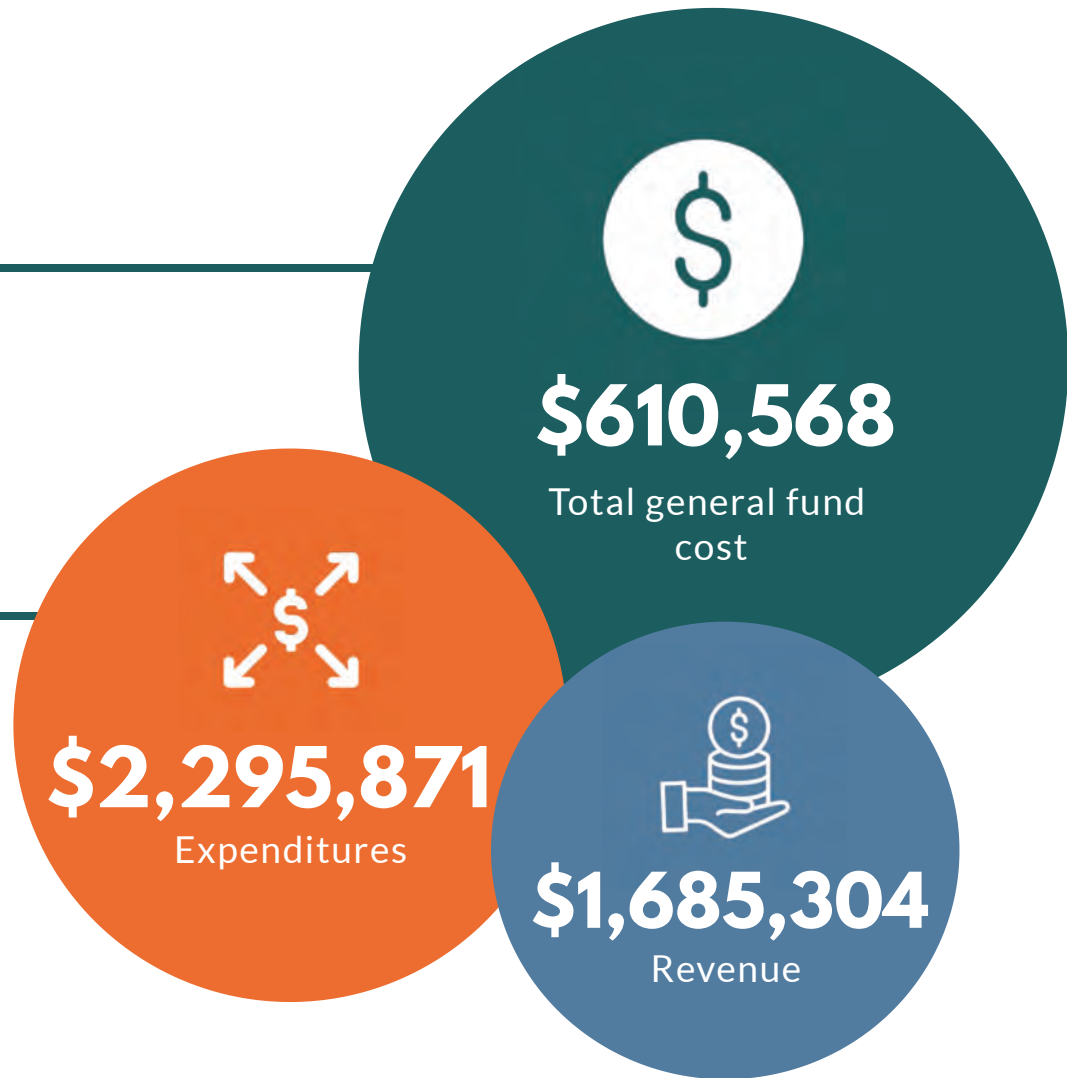


Vital Records

The Vital Records division is the official registrar for birth certificates, death certificates, marriage licenses, concealed pistols licenses, notary applications, and business license registrations.

County Clerk Budget

Includes Vital Records and Circuit Court



Birth Records



2,095

Babies born



4,429

Copies of birth certificates



0.7%






decrease in births from 2021

Top Baby Names of 2022

Boy Names:

-  Henry
-  Levi
-  Ezra, Liam, Lucas (Tie)
-  Theodore
-  Carter, Wesley (Tie)

Girl Names:

-  Emma
-  Nora
-  Olivia
-  Isla
-  Camila, Charlotte, Claire, Eleanor, Josie (Tie)

Death Records



2,122

deaths



17,587

Copies of death
certificates



0.5%

increase in deaths
from 2021

Notary Public

Our office processed 475 Notary Public applications.

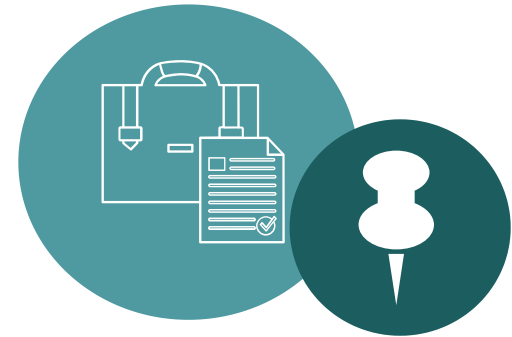
To be a Notary, applicants must:

Obtain a \$10,000 bond, most often from a state-licensed insurance agency or a bonding company

Fill out an application online and visit our office to finalize the application

Mail the completed application and applicable fee to the Michigan Department of State, Office of the Great Seal

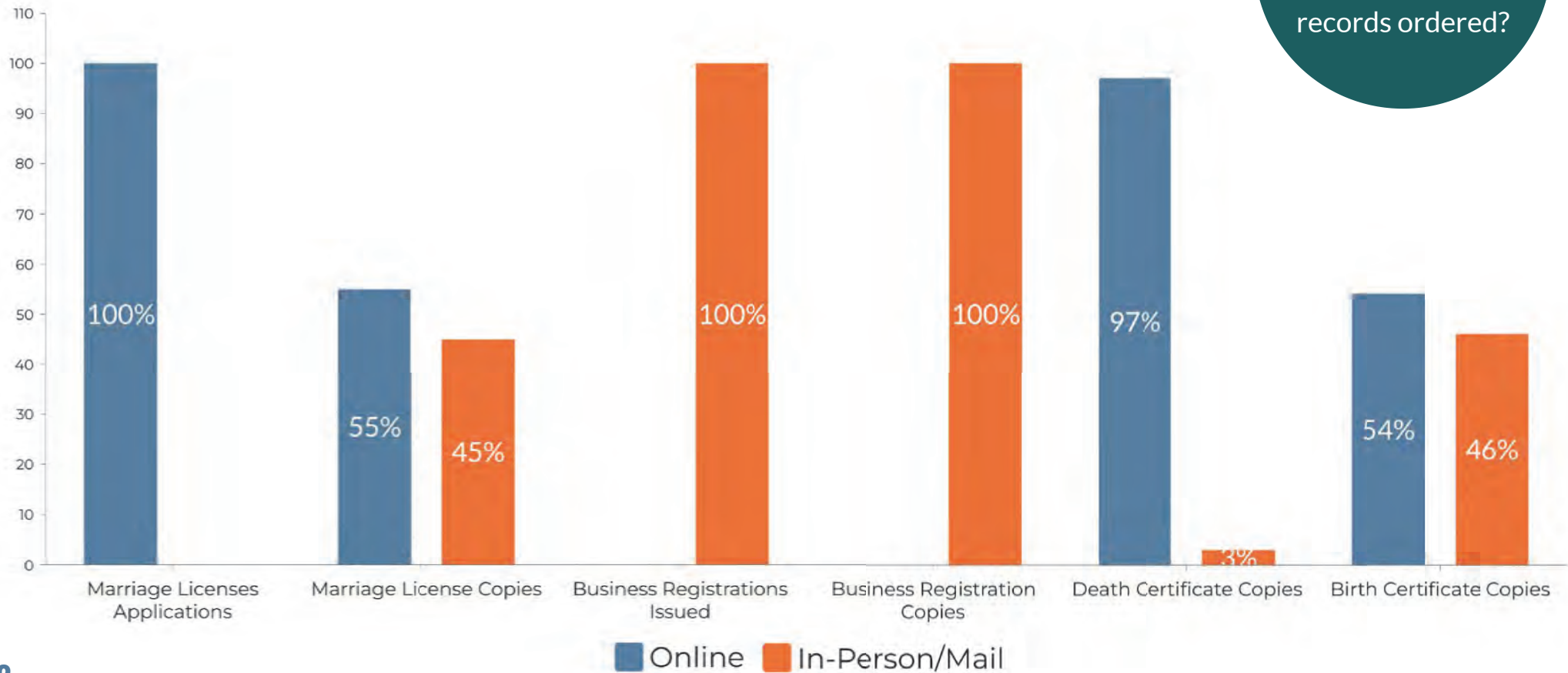
Doing Business As (DBA)



Records Ordered

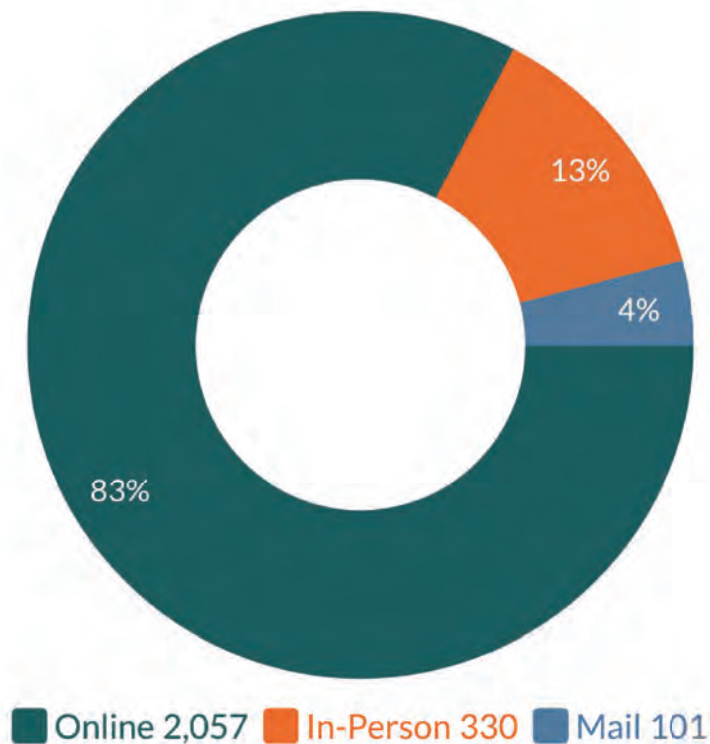


How were vital records ordered?



Concealed Pistol License

How did Ottawa County applicants choose to renew?

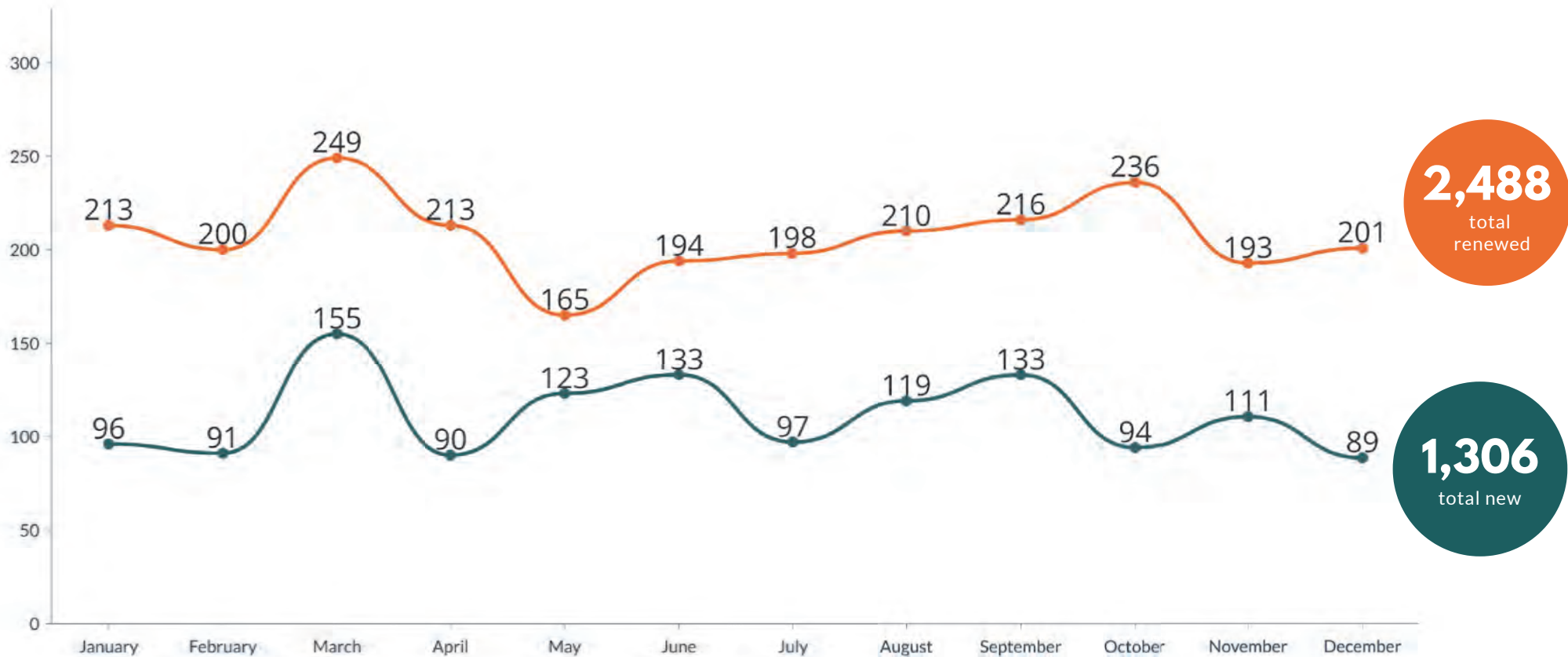


Of the 3,794 CPL applications that we processed:

- 1,306 were new applicants
- 2,488 were renewal applicants

New applicants must apply in-person, but renewal applicants can apply in-person, online, or by mail.

Concealed Pistol Licenses



2,488
total renewed

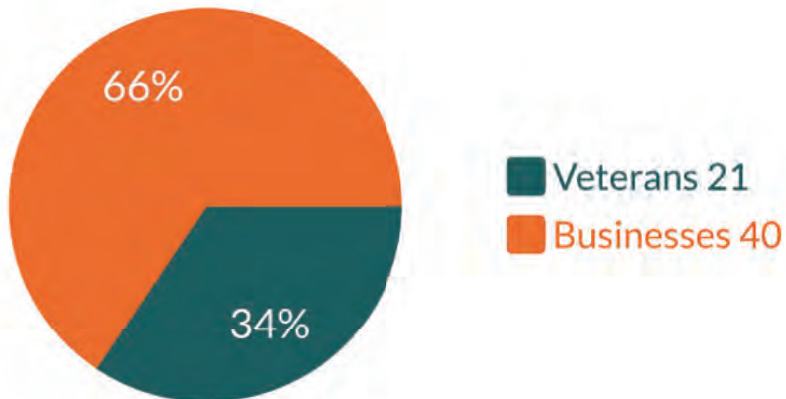
1,306
total new

Honor Rewards

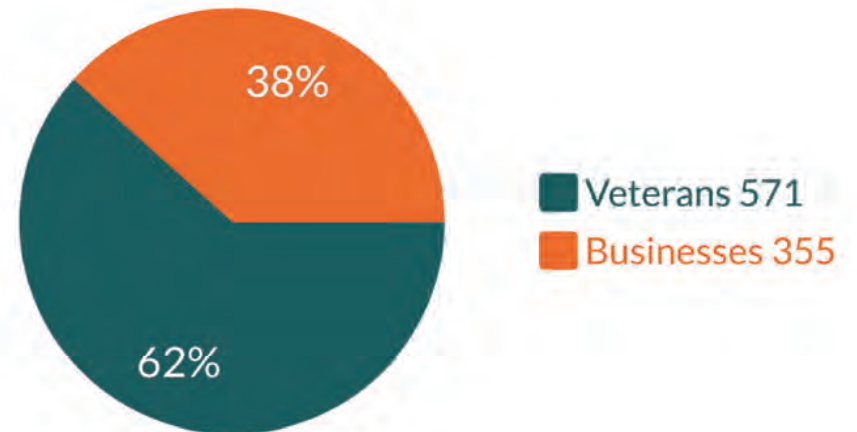
Honor Rewards is a nationally recognized program that allows veterans to receive discounts at participating area businesses by showing their Honor Rewards ID card. To obtain a card, Ottawa County Veterans can fill out an application and file their military discharge paperwork with our office.

As a way of connecting our businesses and veterans more often, we started a quarterly newsletter that welcomes new Honor Rewards members, highlights veteran events in the area, and draws attention to veteran organizations and issues. **The newsletter has an average open rate of 41% and is sent to almost 1,000 subscribers.**

New in 2022



Total Since 2015



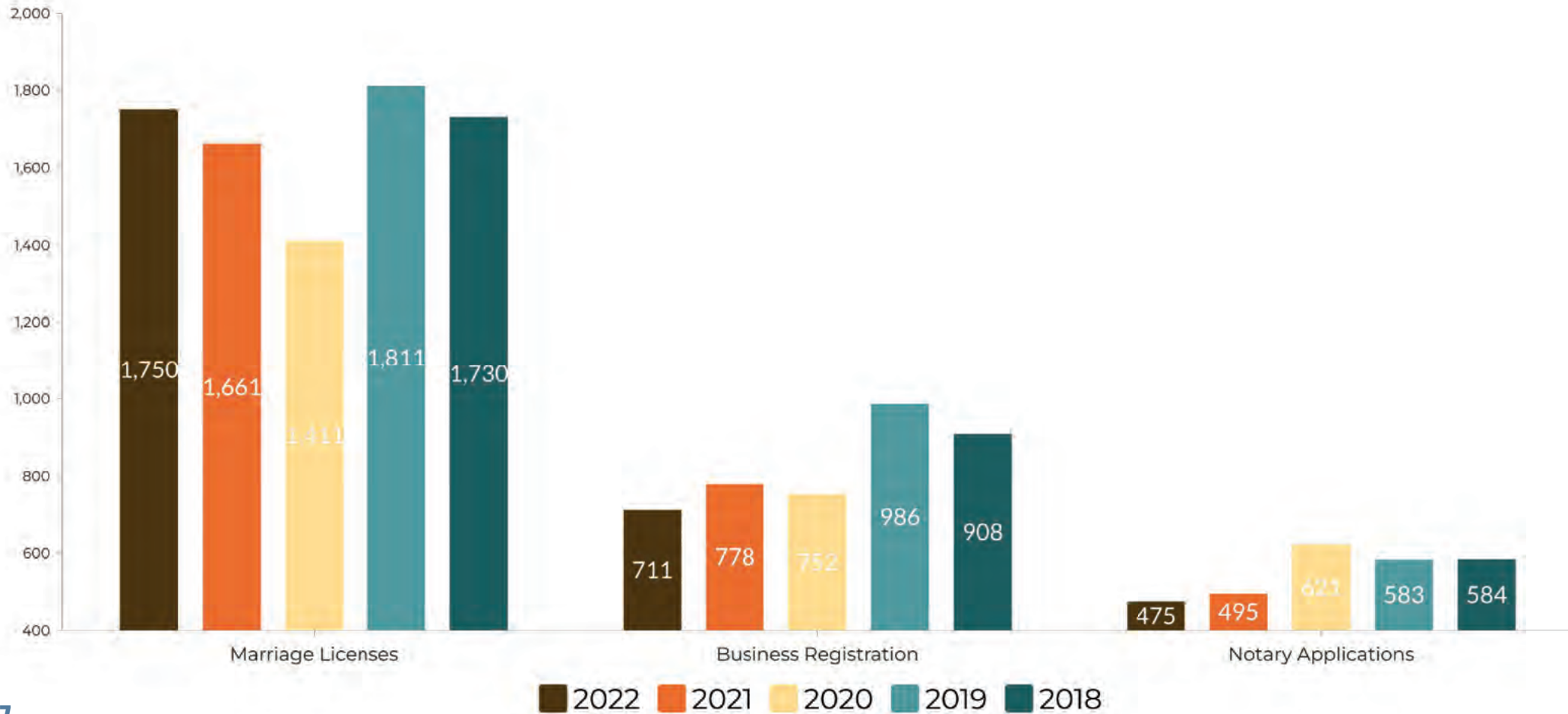
2022 Veteran's Day

For the 2022 Veteran's Day our team was able to connect with our local veterans through a variety of community events! We got to know some veterans and their loved ones at the Annual Veteran's Day Breakfast held in Allendale Township. Our office hosted an Honor Rewards presentation at Four Pointes Center for Successful Aging where we were able to register both new applicants and businesses. Finally, we were invited to set up a registration table at Holland High School's Veteran's Day celebration.

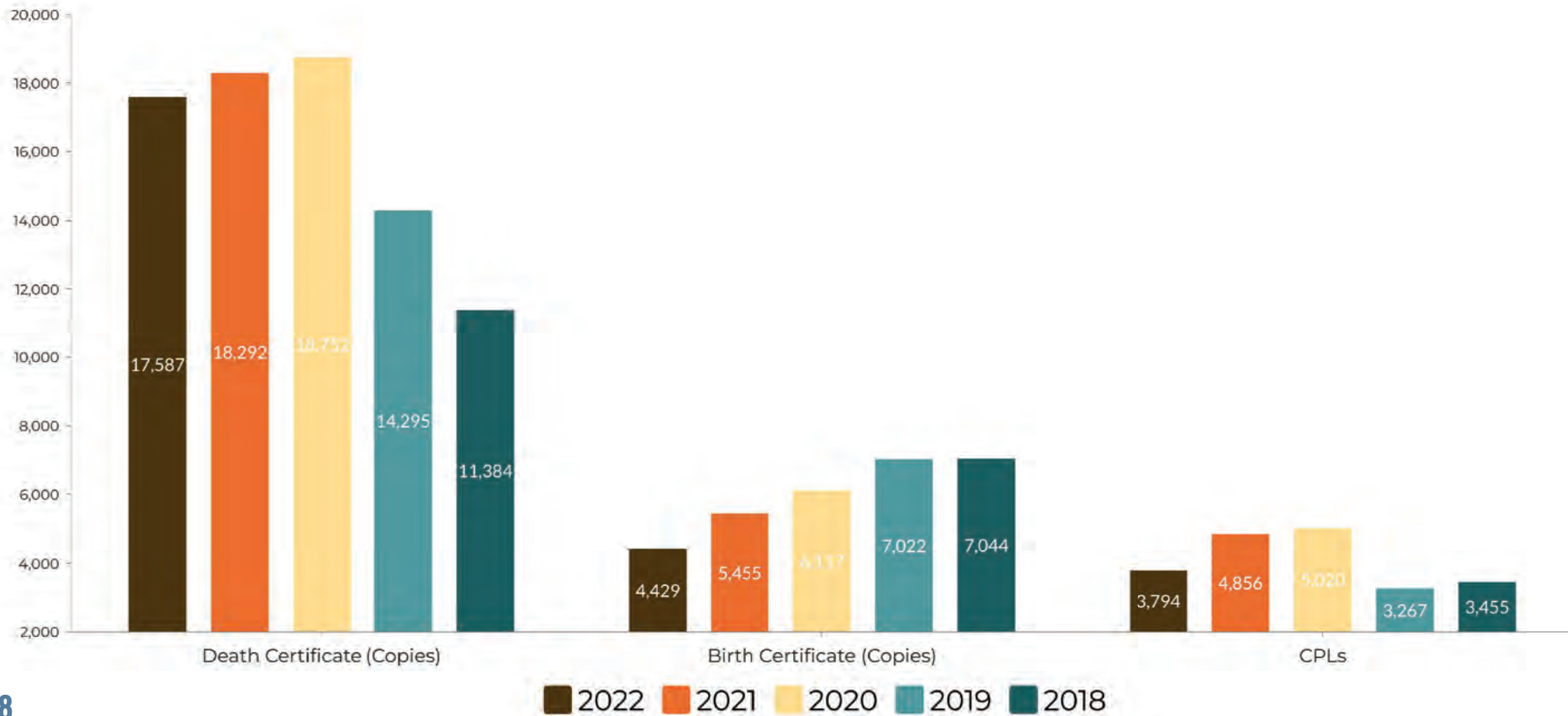


We are looking forward to growing our Honor Rewards program in 2024. Stay tuned to our social media and website at www.miOttawa.org/HonorRewards, for event updates!

Trends Over Time



Trends Over Time





Register of Deeds

The Register of Deeds division is the keeper of the public record for all land documents.

Register of Deeds Budget



\$3,072,782

Revenue

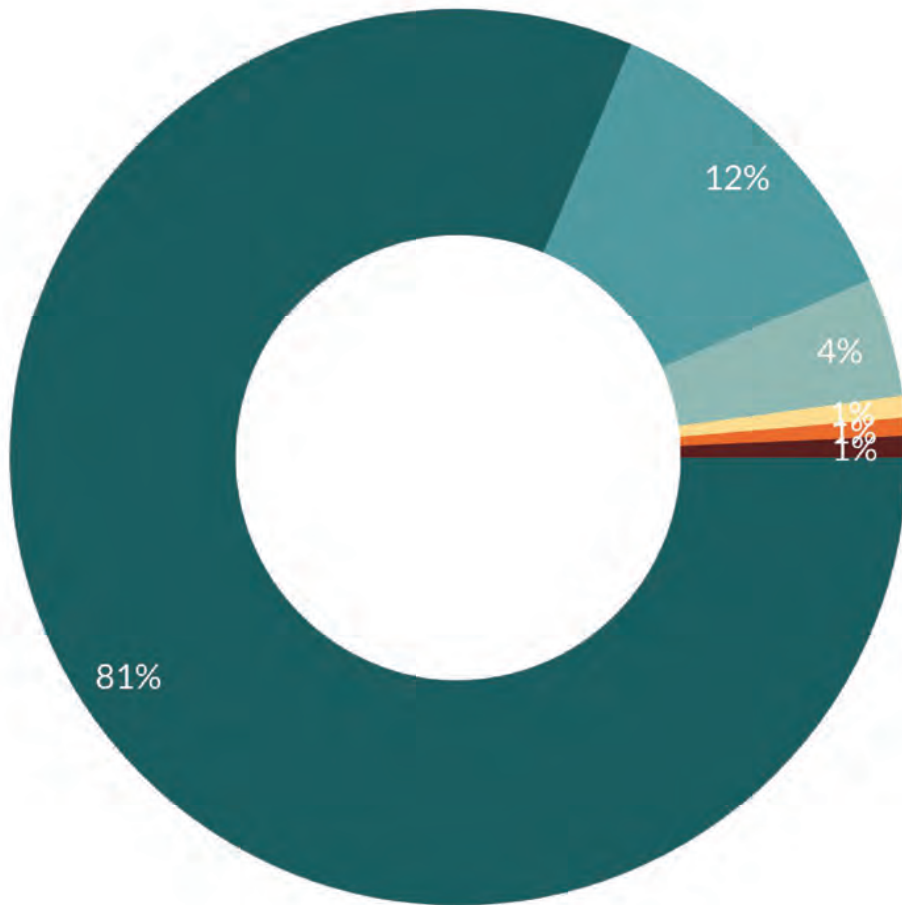


\$789,298

Expenditures



Funds Received



- State Transfer Tax: \$ 17,357,876
- County Transfer Tax: \$ 2,590,637
- Recording Fees: \$ 928,662
- Remonumentation: \$ 166,820
- Copy Sales: \$ 138,291
- Bulk Images: \$ 154,157

Free Online Record Search



12,260

documents were
purchased through
this service



\$38,931

Revenue
generated in the
General Fund



4.6%

decrease in
revenue from
2021

Document Recording



33,635

documents were
recorded
electronically



43,816

total documents
recorded

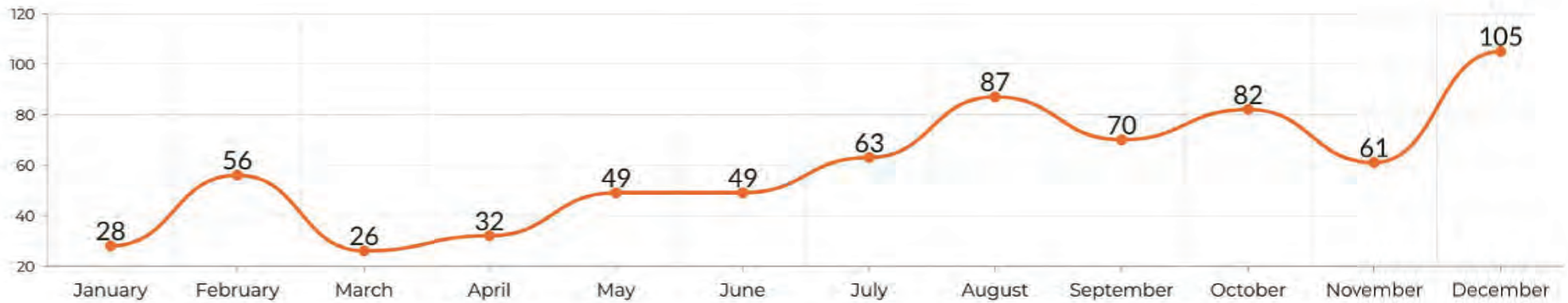


76%

of documents were
recorded
electronically

Passports

Our office processed 708 passport applications in 2022.



\$24,780

Total revenue from passports



\$4,375

Total revenue from
passport photos

CPL Fingerprinting



1,353

fingerprints taken



**January -
December
2022**



\$20,295

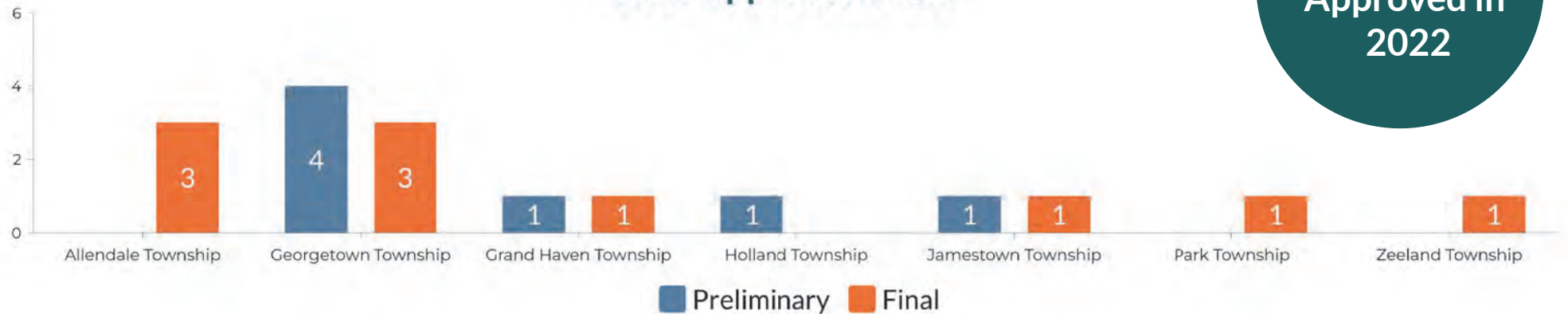
Revenue from CPL
fingerprinting

Plat Board

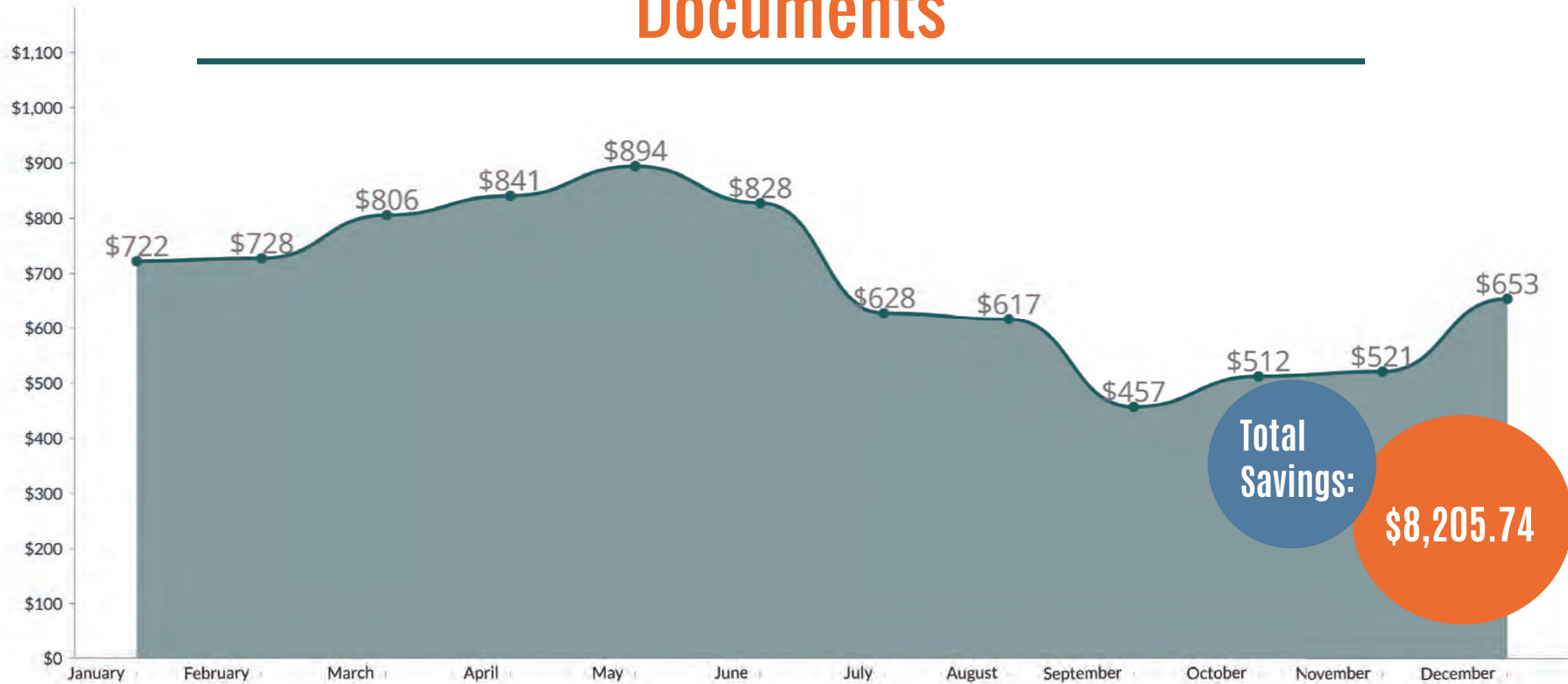
The Ottawa County Plat Board consists of three members including the Chairperson of the Board of Commissioners, the County Treasurer, and the County Clerk | Register of Deeds. The County Clerk | Register of Deeds is the secretary to the Plat Board and therefore responsible for accepting the plats to be reviewed by the board. The board reviews and approves plats to ensure the dimensions of the proposed plat are compliant with the provisions of the Subdivision Control Act of 1967.

10 Final Plats
Approved in
2022

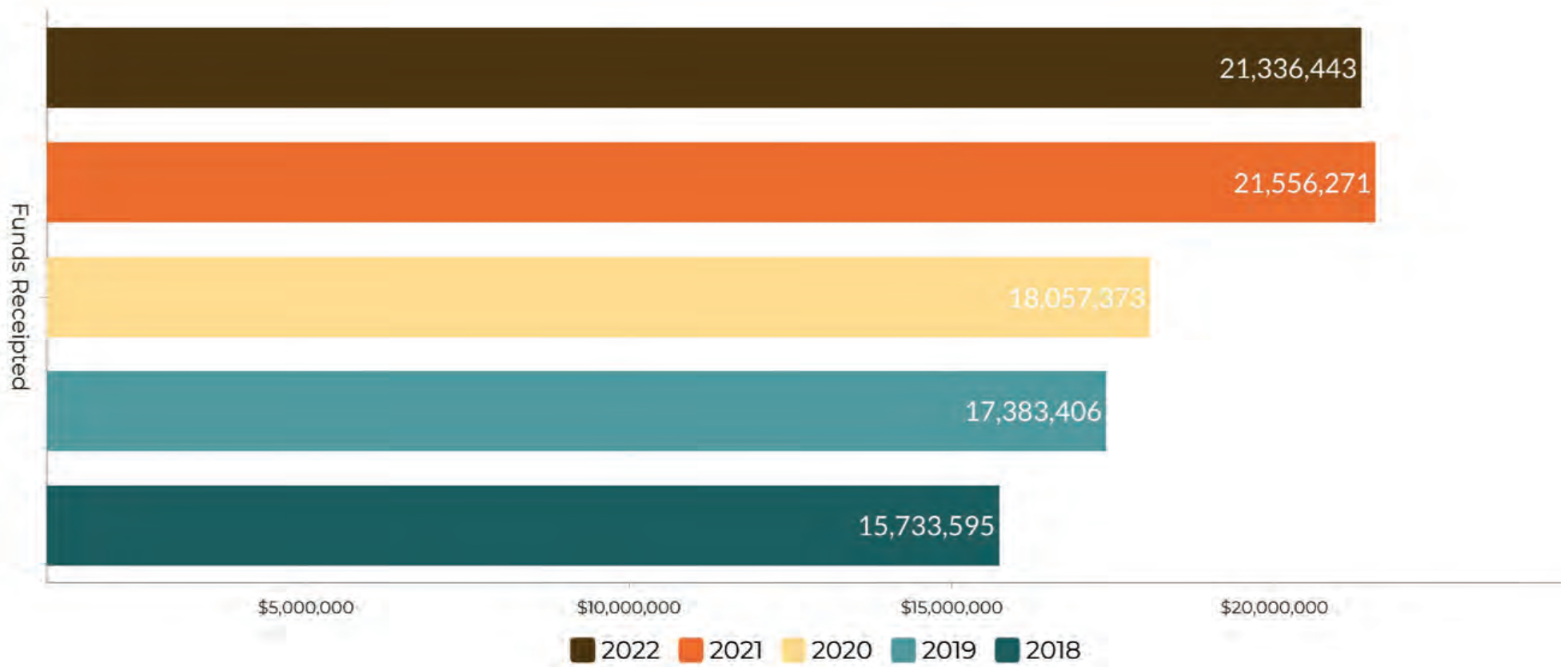
2022 Approved Plats



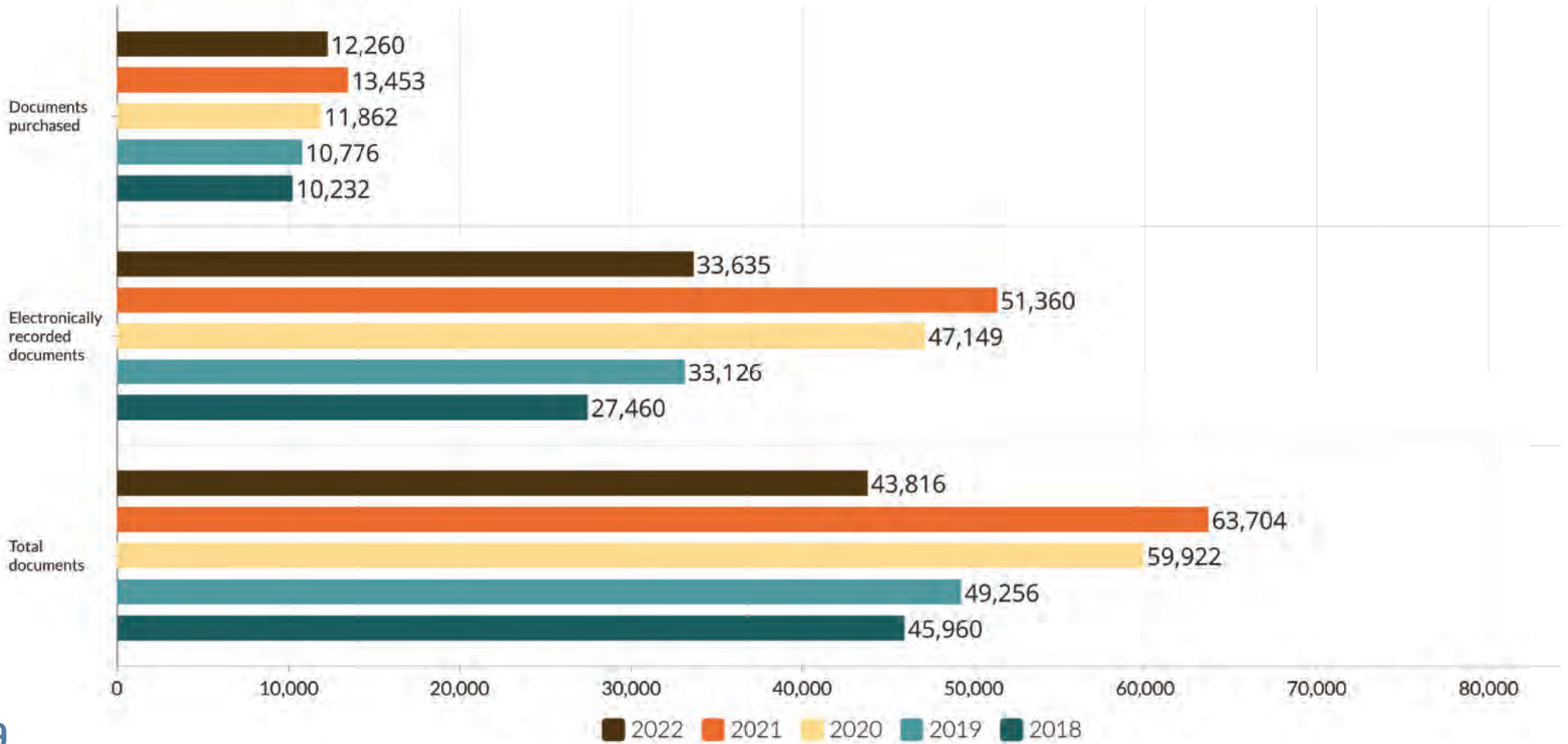
Postage Savings from Electronic Return of Land Documents



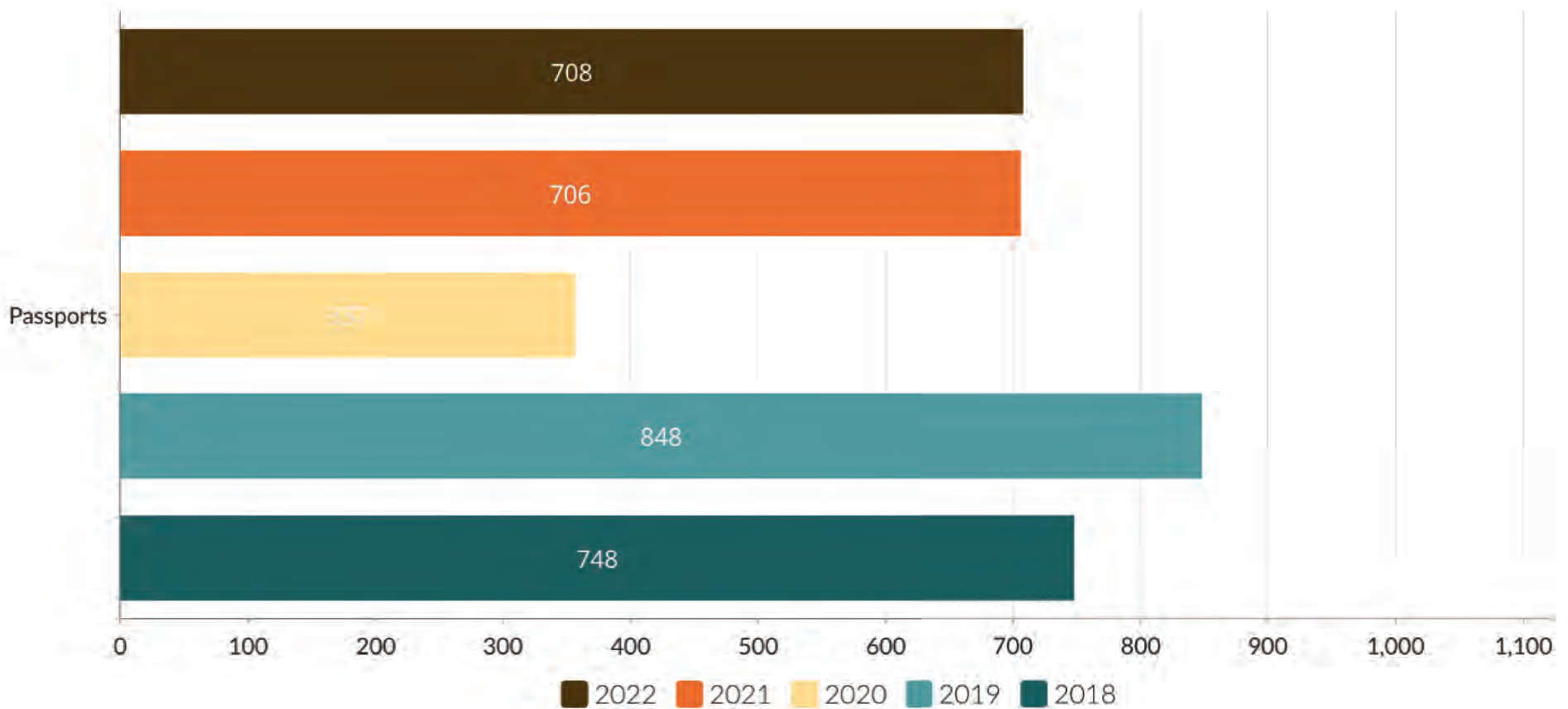
Trends Over Time

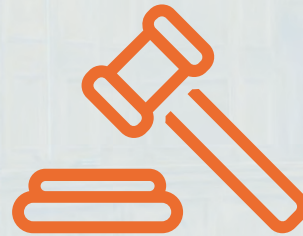


Trends Over Time



Trends Over Time





Circuit Court Records

The Circuit Court Records Division is the keeper of the 20th Circuit Court's records for all Civil, Criminal, Domestic, and Family Division cases.



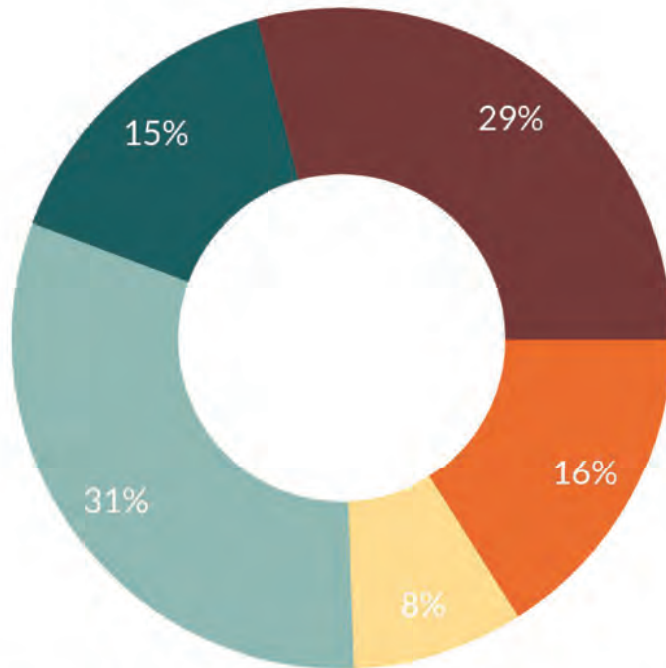
Funds Received

Circuit Court Records receipts all funds for the Circuit Court and the Juvenile Court for items including restitution, state fees, fines and costs, bonds, court orders, filing fees, attorney fees, and several others.

\$2.9
Million



Cases Filed



Criminal 698 **Civil 367** **Domestic 1,363**
PPO 660 **Family 1,269**



Jury Trials



1,628

Jurors were called to serve



33

Trials commenced as Jury Trials



32%

increase in jurors called to serve

Family Division Adoptions



102

adoption cases
filed



8

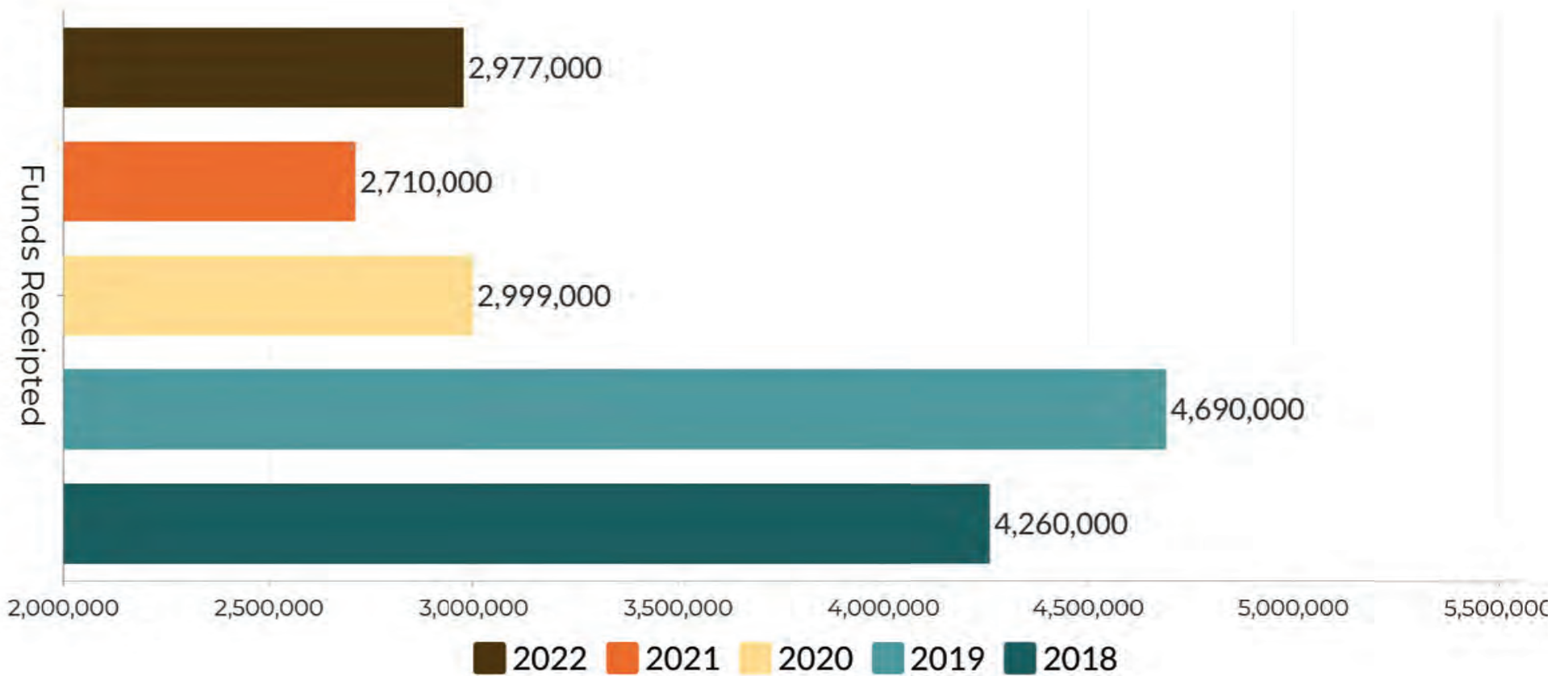
Adoptions finalized
on Michigan
Adoption Day



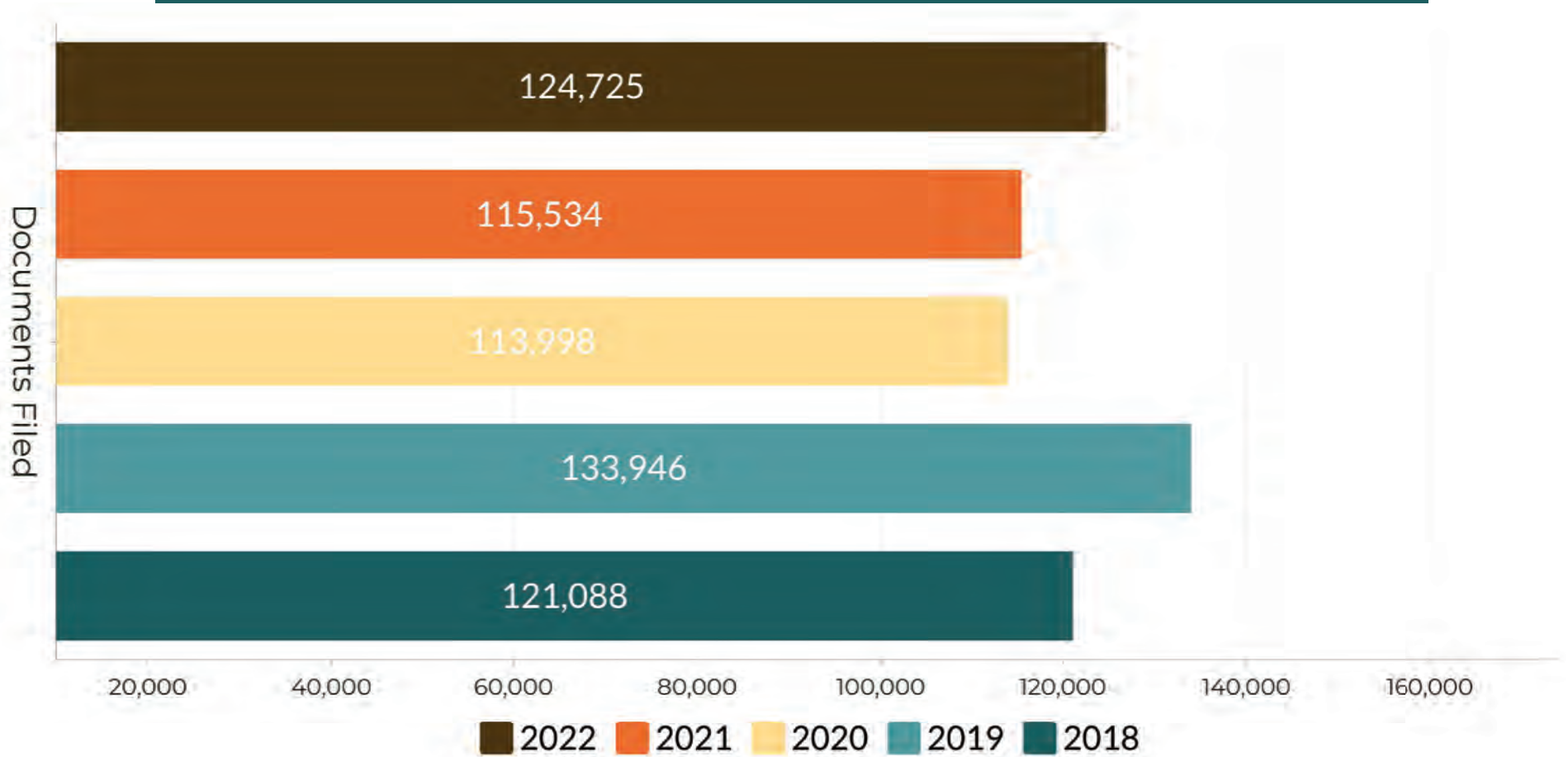
4.1%

increase in
adoption cases

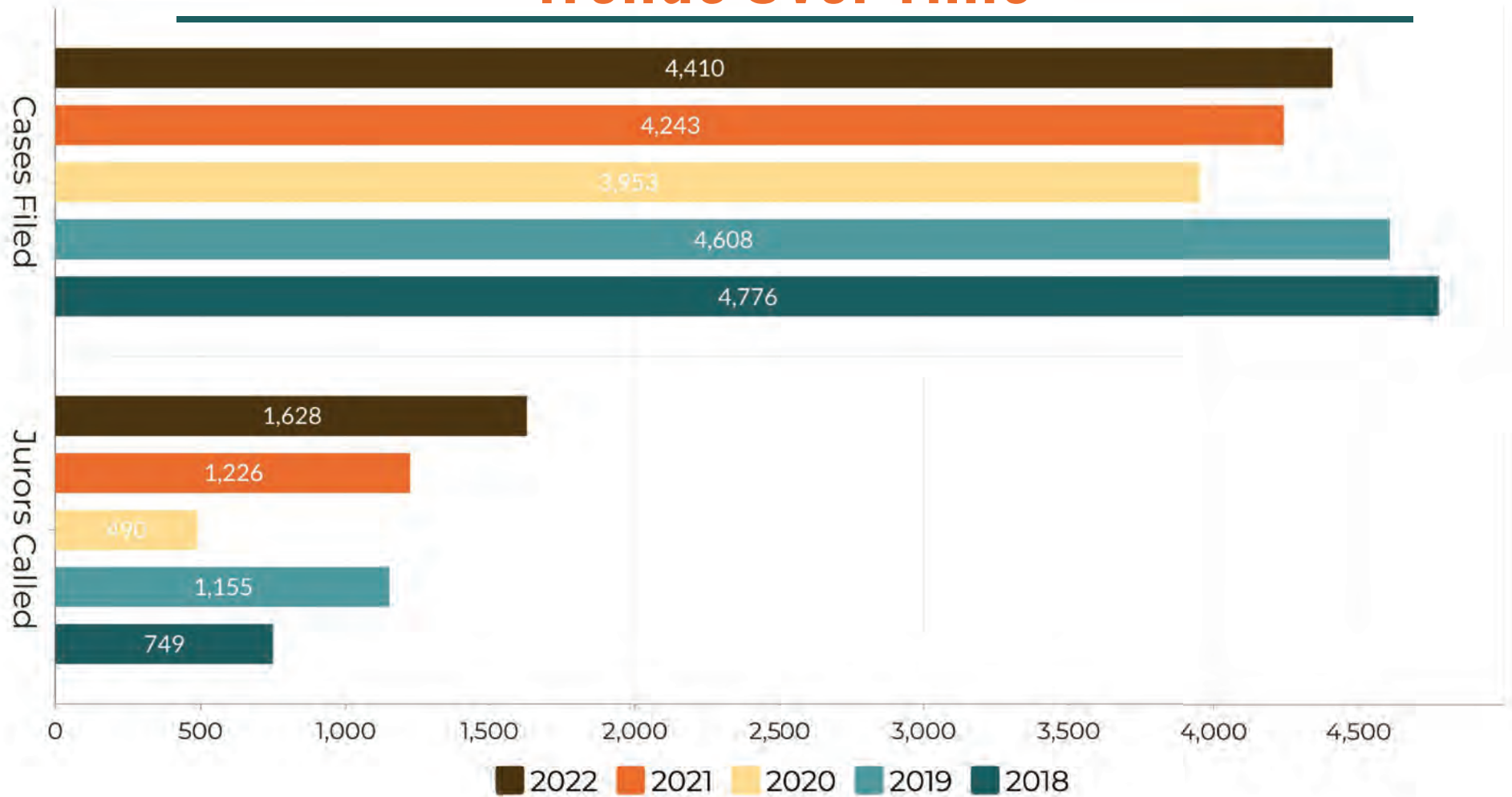
Trends Over Time



Trends Over Time



Trends Over Time

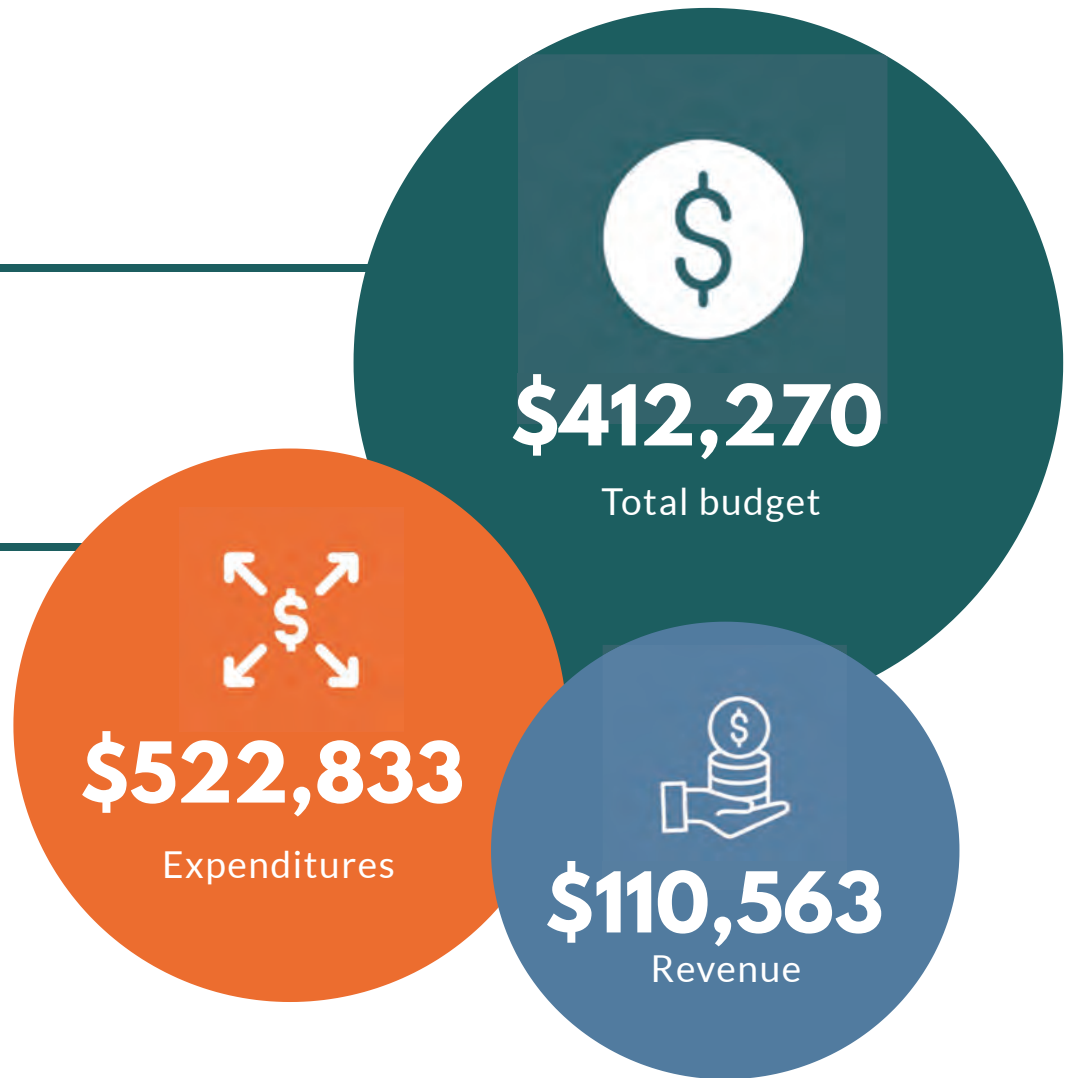




Elections

The Elections division is responsible for administering and overseeing all elections within Ottawa County.

Elections Budget



2022 Elections Rundown



**May 3rd
Special Election**

28,746

Ballots Cast

Voter Turnout

▼ 16%



**August 2nd
State Primary Election**

76,838

Ballots Cast

Voter Turnout

▼ 34%



**November 8th
State General Election**

147,273

Ballots Cast

Voter Turnout

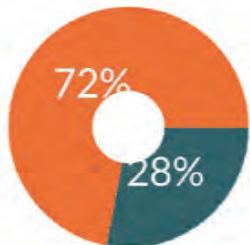
▼ 64%



2022 Elections: How were Ballots Cast?



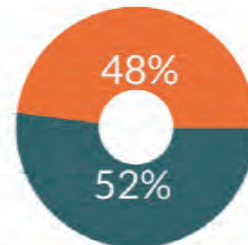
**May 3rd
Special Election**



In-Person 28% Absentee 72%



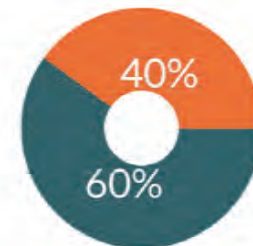
**August 2nd
State Primary Election**



In-Person 52% Absentee 48%



**November 8th
State General Election**



In-Person 60% Absentee 40%

2022 Same Day Voter Registration



May 3rd
Special Election

104

Voters registered on
Election Day



August 2nd
State Primary Election

308

Voters registered on
Election Day



November 8th
State General Election

821

Voters registered on
Election Day



County Clerk/Register and Elections Coordinator answer questions in Georgetown Township.



Attendee holds up a notecard with a question in Grand Haven.

(Photo credit: Evan Cobb, Washington Post)

Community Conversations

Leading up to the August Primary and November General elections, our office hosted three events around the County that we named Community Conversations.

The goal of these events was to share information about how the elections process works and answer questions from voters. Topics ranged from absentee ballots, to drop boxes and tabulator security. Over 100 citizens attended the events and our office answered over 50 questions related to elections.

Elections - In the Community

Our office partnered with several community organizations to share information about the August and November elections!



Grand Valley State University presentation about the voting process.



Voter registration event at the Momentum Center in Grand Haven.



Voter registration event at Grand Valley State University.



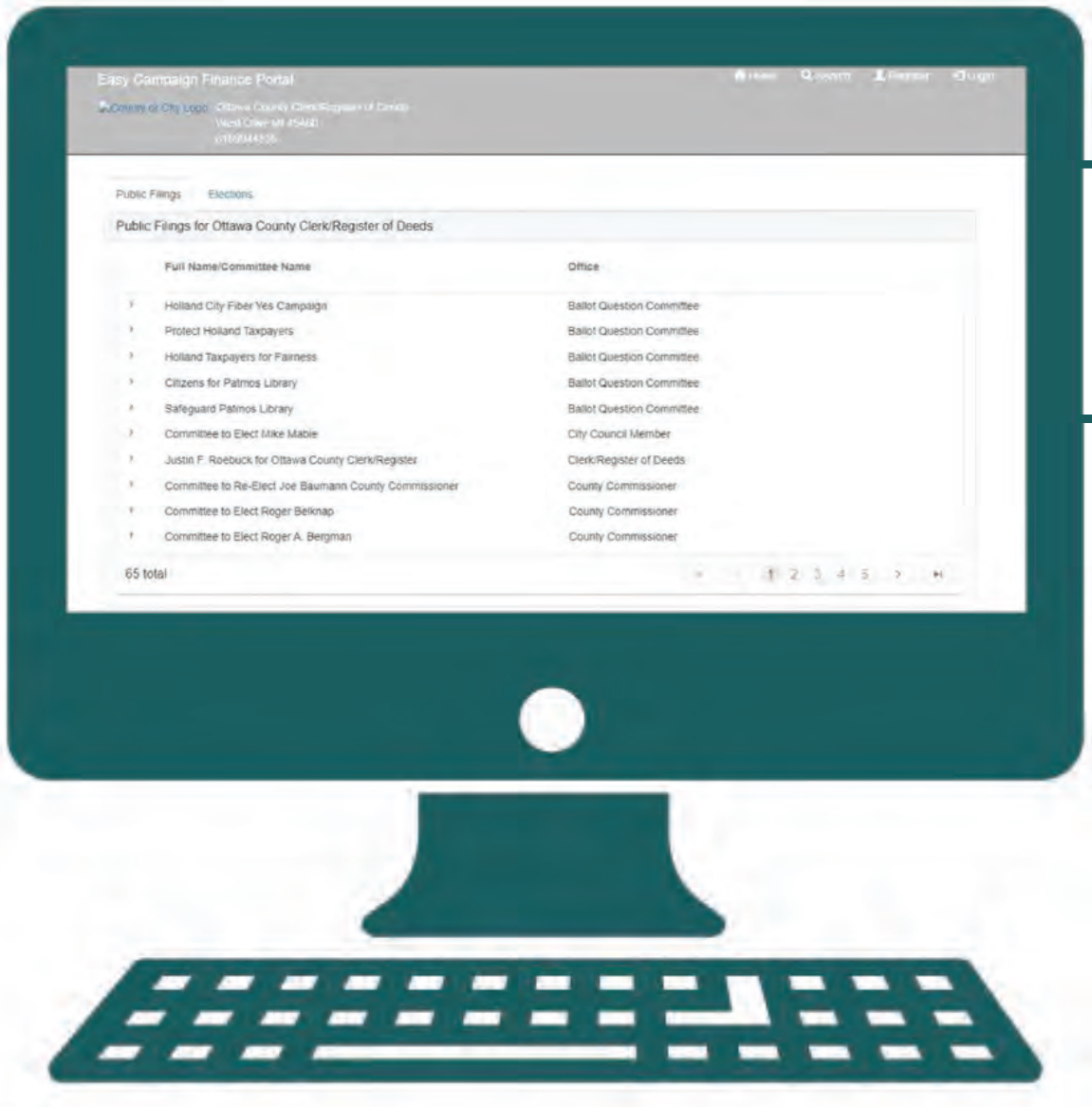
Election security presentation at Hope College.

Social Media

#StepIntoElections was a social media and email information campaign before the August and November elections that shared information about the elections process.

The campaign followed the Lifecycle of an Election, which lays out the eight major steps in an election. The campaign consisted of graphics, videos, and community events.



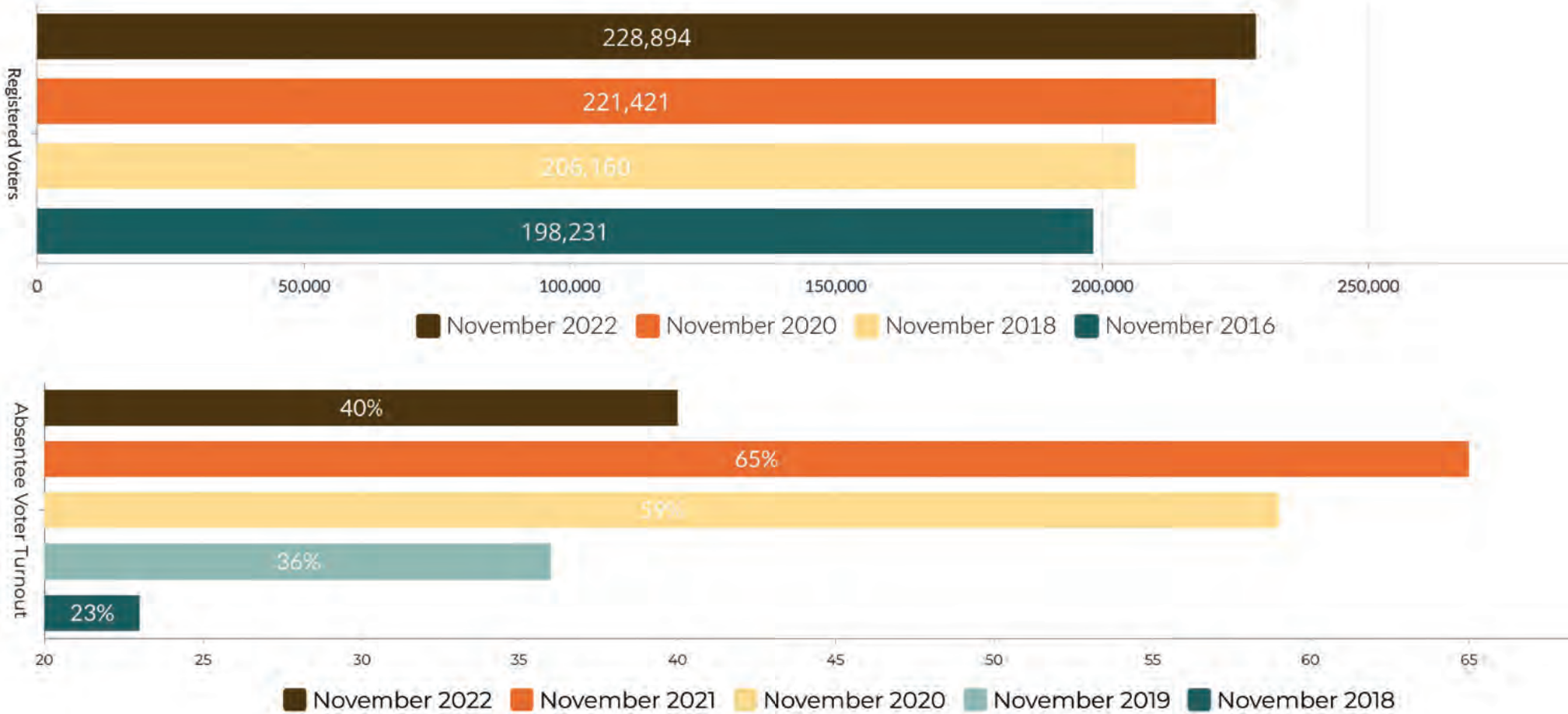


Online Campaign Finance Filing System

In 2022, our office launched an online campaign finance program called Easy Campaign Finance.

The system allows candidates to file all reports online, which are immediately accessible to the public for free.

Trends Over Time



November 2022 Recount

In December 2022, the State of Michigan conducted a partial recount of Proposal 22-3. Two precincts in Ottawa County were selected for the recount – City of Ferrysburg Precinct 1 and Holland Township Precinct 4 (in-person and absentee ballots).

A bipartisan team of workers hand-counted ballots from each precinct to compare totals from the tabulator on election day.



Ottawa County
Clerk | Register of Deeds

Partial Recount Proposal 3 - Results

City of Ferrysburg P1

After 2 unsuccessful hand counts of ballots, this precinct was deemed unrecountable per recount rules. The first recount showed 5 more ballots than tabulated. The second count showed 1 under. In this scenario, a third count cannot be performed and results stand as certified by the Board of County Canvassers

Holland Township P4

Results remained the same as official results from the canvass

Holland Township P4 AVCB

Ballots voted in proposal 3 showed voter correction results
added yes vote

2023-24 Goals



Launching .Gov Website

To enhance the security of our election results reporting, and in keeping with best practice standards from the U.S. Cybersecurity and Infrastructure Security Agency (CISA), we plan to develop and launch a new elections website with the .gov domain designation. In addition to the protections of hosting election results on a recognizable government domain, the new site will also include user-friendly upgrades.



Elimination of Modems for Election Results Transmission

Modems are devices currently used in many communities across Michigan for the electronic transmission of unofficial election results from the precinct to the county clerk. Our team is eliminating the use of this technology beginning in 2023 and will be implementing a new chain of custody process for efficient and secure physical delivery of election results data on Election Night.

2023-24 Goals Continued



Implementation of Electronic Roll Call and Agenda Management Software

Our Register of Deeds received funding in 2022 to implement new technology that will allow for greater transparency in the online searchability of the minutes and agendas of the Board of Commissioners' meetings. Our goal in 2023 is to allow residents to search Board minutes by topic, as well as the votes of individual commissioners on any Board action.



Rollout of Case Management System

Our Circuit Court Records team is excited for the official implementation of a new case management system in 2023. The project will streamline our document management and electronic filing processes in the Circuit Court, and also includes an expansive migration of all historical court data from our legacy system.



Developing Our Team

We believe that growing our team personally and professionally allows us to provide exceptional customer service to our residents. This year our teams will complete coaching in the Clifton *StrengthsFinders* course, that seeks to highlight innate individual abilities that each team member brings to the table, and promotes discussion on how each member of the team can best utilize their strengths.



Ottawa County

Clerk | Register of Deeds

Justin F. Roebuck

THANK YOU

Action Request



Committee:	Board of Commissioners
Meeting Date:	05/09/2023
Requesting Department:	20th Circuit Court Probation and Parole
Submitted By:	Stephanie Roelofs
Agenda Item:	Ottawa County 20th Circuit Court Probation and Parole 2022 Annual Report

Suggested Motion:

To receive for information the Ottawa County 20th Circuit Court Probation and Parole 2022 Annual Report.

Summary of Request:

In accordance with the 2022 Rules of the Ottawa County Board of Commissioners:

Section 4.7 - Annual Reports From Departments of County Government - It is the policy of the Board of Commissioners to receive annual, written and oral Reports from all Departments of County government. Written reports shall be in a form approved by the County Administrator and shall, in the ordinary course, be submitted directly to the Board of Commissioners through the County Administrator's Office.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:


Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: Goal 3, Objective 1: Regularly review and update communication strategies that guide the work of the County in this goal area.

Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Administration: Recommended Not Recommended Without Recommendation
County Administrator: 

Committee/Governing/Advisory Board Approval Date:



COUNTY OF OTTAWA CIRCUIT COURT PROBATION AND PAROLE

2022 YEAR END REPORT

Administrative Offices: Grand Haven, Holland, Hudsonville

I. GENERAL INFORMATION

The Circuit Court Probation and Parole Department oversees those offenders convicted of felony and high court misdemeanor offenses. Probation may be imposed for felonies except murder, treason, armed robbery, criminal sexual conduct in the first or third degree and those felonies in which a firearm was used. The maximum term of probation that may be imposed is five years for felony convictions. Probation terms may include up to one year in jail in conjunction with the probation term as well as payment of restitution, fines, court ordered costs, and supervision fees. Those released on parole from prison also have similar conditions imposed. Increased accountability is also achieved using electronic monitoring (tether/SCRAM).

Once placed on probation or parole, the agents monitor the offenders' behavior and enforce the terms of the order. The special conditions imposed typically include full time employment, education, treatment, community service and the prohibited use of alcohol and drugs. More specific conditions are created and imposed base upon the offender's individual specific needs. Probation staff are also involved in the supervision of offenders in Mental Health Court and Adult Drug Treatment Court. These Courts combine increased supervision along with a higher level of collaboration and case management between Court personnel, probation and treatment agencies.

The probation department also completes presentence investigation (PSI) reports for the courts. Provided in the PSI report is a recommendation for sentencing which is formulated on a background investigation of an offender and completed of sentencing guidelines taking into account the particular crime committed.

II. SENTENCING OPTIONS

Sentencing options include:

- Probation
- Jail
- Prison
- Fines, costs and restitution
- Combination of Jail and Probation
- Boot Camp

In addition to the standard terms of supervision, options for supervision also may include the use of the electronic monitoring, placement in treatment facilities and the Special Alternative Incarceration (boot camp). These are often used as diversion programs from jail and prison for low-risk offenders and technical violators.

The mission of the Department of Corrections is to protect the public. The agents enforce the rules and special conditions ordered by the judge or parole board. Failure to comply with the order of probation may result in probation violation charges being initiated. Probation agents utilize evidence-based principles designed to make full use of community sanctions. Probation Violation Response Guidelines provide a range of possible response to violations. Agents are to determine the best possible response which is the least restrictive response with public safety. The response includes a continuum of alternative sanctions that protect the public, hold the offenders accountable for their behavior and reduce the offenders' likelihood of engaging in criminal activity.

In addition, our office continues to work closely with the community Corrections Office to develop and use other sentencing options available to the courts. This office oversees the community service department, intensive supervision officer and is the gatekeeper for the probation residential beds. Through our collaboration, we strive to minimize the impact on the jail and prison populations.

The electronic monitoring system (tether) is used as a resource to enhance supervision. The tether allows active monitoring of an offender 24 hours a day, seven days a week. It is a curfew enforcer that determines when an offender is to be at home at designated times allowing the offender to maintain employment and attend other approved functions such as treatment, community service, etc. Most offenders are placed on the system in lieu of jail, providing a much more cost-effective manner of supervising offenders. Currently, the offender pays this within the confines of their Supervision Fee that is paid the Department of Corrections. When placed on probation with electronic monitoring the offender pays \$60 per month (an offender pays \$30 per month when not on electronic monitoring).

The Remote Breath and SCRAM units are additional tools targeted to monitor alcohol use. These systems allow an offender to be tested for alcohol use at a random rate determined by the probation agent. This equipment has been used frequently for OUIL 3rd cases as well as for those probation violators who test positive for the use of alcohol.

The Global Positioning System (GPS) units are being used to monitor paroled sex offenders or those who are convicted of Stalking offenses. The GPS collects data points as the parolee moves throughout the community and reposts the movement, including violations in "real time." The system is monitored 24 hours from a center located in Lansing and the agent is alerted to any violations. The agents also routinely

review the points of the parolee to monitor their activity in the community. Currently Ottawa County has 35 paroled sex offenders being monitored by the GPS system.

III. PRESENTENCE INVESTIGATION REPORTS

Presentence reports (PSI) are prepared by the field agents and used by the judges when sentencing an offender. The PSI includes an evaluation of the offender, circumstances of the offense, and background information of the offender. The agent also completes an assessment tool to gauge risk to the public and the needs of the offender. Agents also utilize sentencing guidelines to formulate an appropriate recommendation for sentencing. During the investigation process, the agent also contacts the victims of the offenses and includes their statements in the PSI report. The agent also determines the amount of restitution that is to be ordered and forwards this as part of the recommendation to the court.

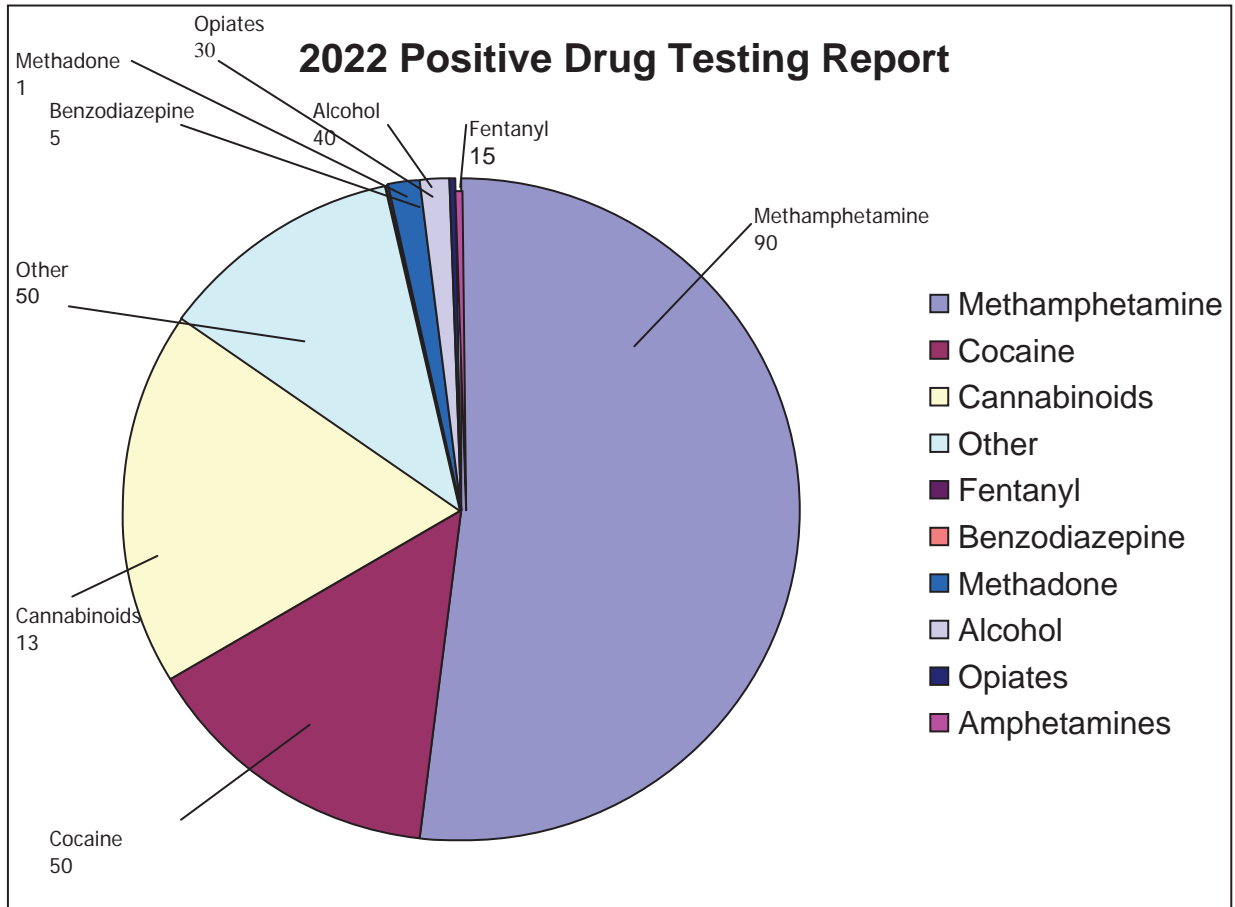
The Ottawa County Circuit Court Probation completed 580 PSI reports in 2022.

IV. FEE COLLECTIONS

Restitution, court costs, fines and other related fees are typically ordered as a term of probation. The agents oversee the collections of these fees and work closely with court personnel to ensure these fees are paid as directed. There continues to be an emphasis on the collection of restitution to help victims recover their losses. Based on discharge reports collected by this office 75% of all fees were collected at the time of discharge in 2022.

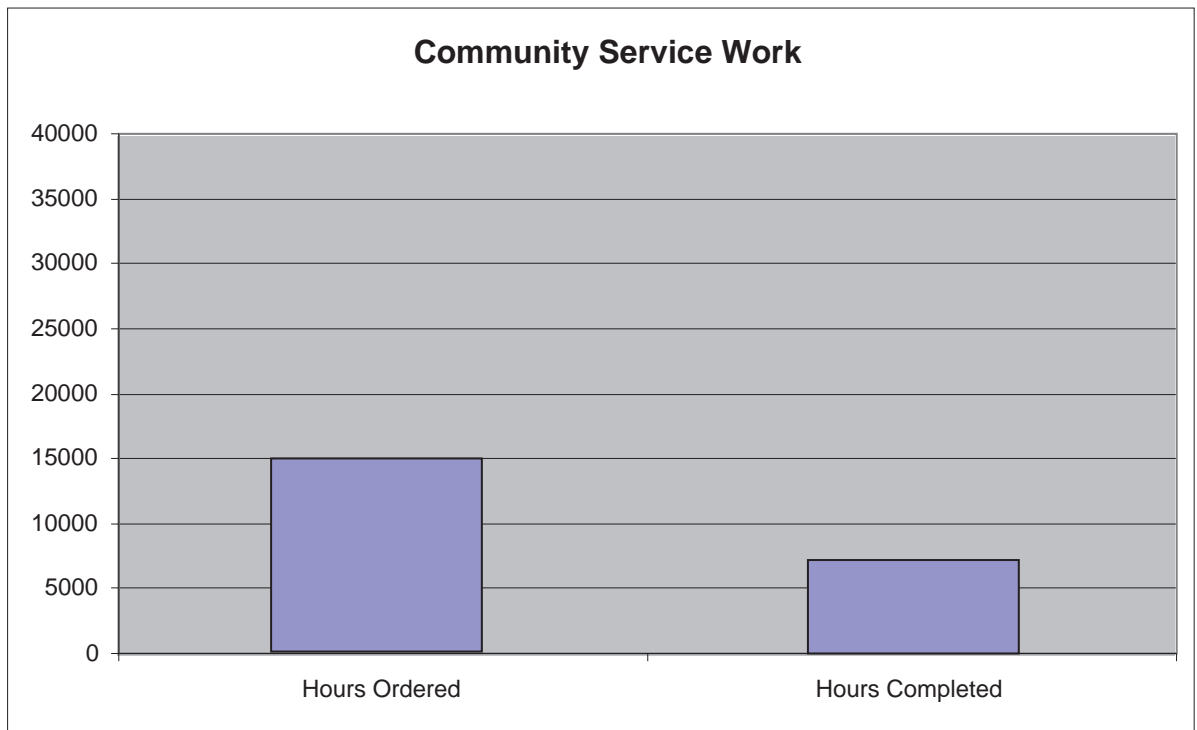
V. DRUG TESTING

The probation department completed 2,200 drug tests in 2021. Of these tests, 294 tested positive with the following breakdown:



VI. COMMUNITY SERVICE

Probationers completed 7,353 hours of community service in 2022. The community service office is under the direction of the Community Corrections Department. The community service is performed at a wide variety of sites located throughout the county. In addition, offenders are also referred to the Holland Area Beautiful Program. Approximately, five offenders per week work six hours on Saturdays working on cleanup of roadside and other designated areas. Referrals are often made to these programs as sanctions for technical violations.



VII. SUMMARY

The Adult Probation Department has representatives in three locations in Grand Haven, Holland, and Hudsonville. The 22 employees are employees of the Michigan Department of Corrections. Ottawa County provides office space, supplies, and other operating necessities.

Our workload average has remained relatively stable over the past year. We continue to supervise approximately 600 offenders monthly.

The staff continue to work closely with the courts, law enforcement, and the Community Corrections department to achieve the most safe, effective, and efficient method of handling felony offenders in Ottawa County.

We continue to appreciate the high level of cooperation that exists between all the departments.

Submitted by: _____
Heath S. White, Probation/Parole Manager

Action Request



Committee: Board of Commissioners

Meeting Date: 05/09/2023

Requesting Department: Ottawa County Water Resources

Submitted By: Stephanie Roelofs

Agenda Item: Ottawa County Water Resources 2022 Annual Report

Suggested Motion:

To receive for information the Ottawa County Water Resources 2022 Annual Report.

Summary of Request:

In accordance with the 2022 Rules of the Ottawa County Board of Commissioners:

Section 4.7 - Annual Reports From Departments of County Government - It is the policy of the Board of Commissioners to receive annual, written and oral Reports from all Departments of County government. Written reports shall be in a form approved by the County Administrator and shall, in the ordinary course, be submitted directly to the Board of Commissioners through the County Administrator's Office.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: Goal 3, Objective 1: Regularly review and update communication strategies that guide the work of the County in this goal area.

Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Administration: Recommended Not Recommended Without Recommendation

County Administrator: 

Committee/Governing/Advisory Board Approval Date:

WATER RESOURCES

ANNUAL REPORT FY 2022

JOE BUSH

OTTAWA COUNTY

WATER RESOURCES COMMISSIONER



WHAT WE DO

RESPONSIBLE FOR PLANNING, DEVELOPING AND MAINTAINING SURFACE WATER DRAINAGE SYSTEMS UNDER PUBLIC ACT 40 OF 1956.

THE OTTAWA COUNTY WATER RESOURCES DEPARTMENT IS MADE UP OF MANY MOVING PARTS, ALL FOCUSED ON SERVING THE PEOPLE, BUSINESSES AND ASSOCIATES OF OTTAWA COUNTY MICHIGAN WITH THE HIGHEST LEVELS OF ENVIRONMENTAL STEWARDSHIP, EFFICIENCY AND ECONOMICAL CONSCIOUSNESS.

THE WATER RESOURCES TEAM CONSISTS OF:

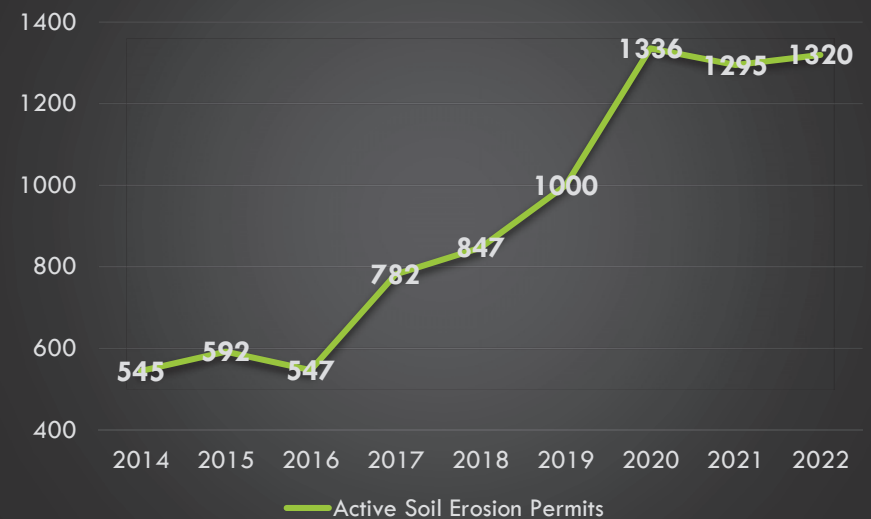
- SOIL EROSION SEDIMENT CONTROL (SESC)
- MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4 COMPLIANCE)
- DRAIN INSPECTION
- DEVELOPMENT REVIEW
- GEOGRAPHICAL INFORMATION SYSTEMS (GIS)

Soil Erosion and Sedimentation Control (SESC)

- 1,320 Active SESC Permits
- 742 New Permits in 2022
- High Number of Complex Permits (Subdivisions, Commercial, Etc.)

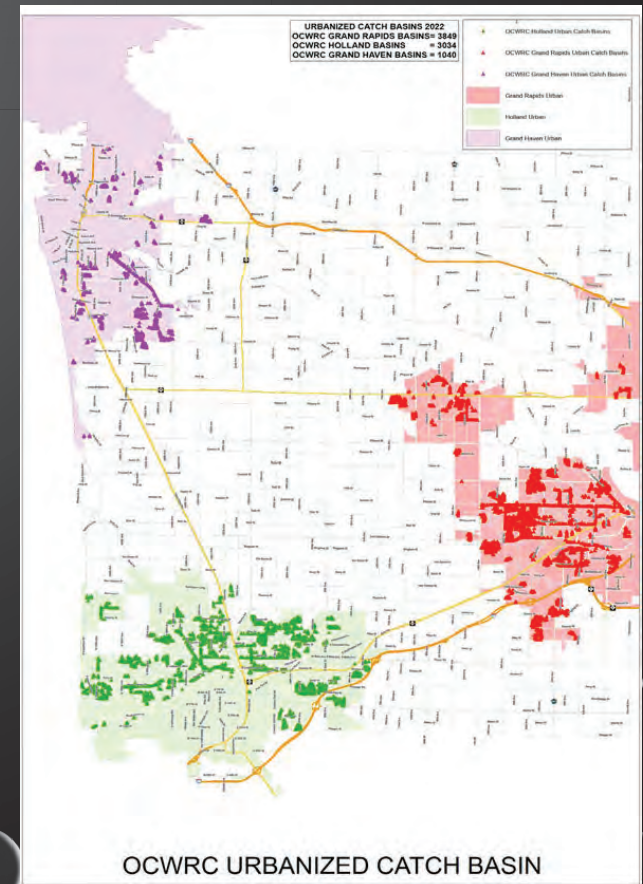
- Jon Braxmaier – SESC Agent
- Bill Hudson – SESC Inspector

Active Soil Erosion Permits



MS4 2022 Report

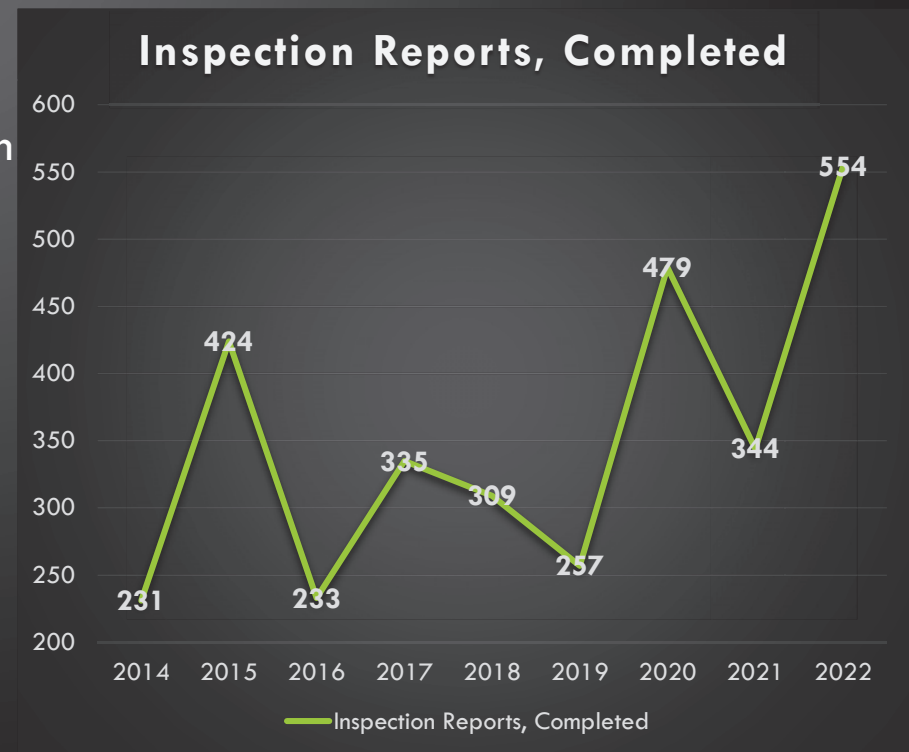
- **7,923 Total Catch Basins**
 - **1,289** Inspected
 - **903** scheduled for maintenance in 2023
- **332 Total Detention/Retention Ponds**
 - **54** Ponds Inspected
 - **20** Need Maintenance
- **658 Total Outfalls**
 - **200** Inspected
 - No illicit discharges detected
- **3-Year, Inspection and Reporting Cycle**
- **Evan Canute – MS4 Compliance Analyst**



Drain Inspection, IRs

- High Variability Year-Over-Year
- Inspection Reports (IRs) Increased By 210 In 2022 To 554 Total
- One Full-Time Drain Inspector

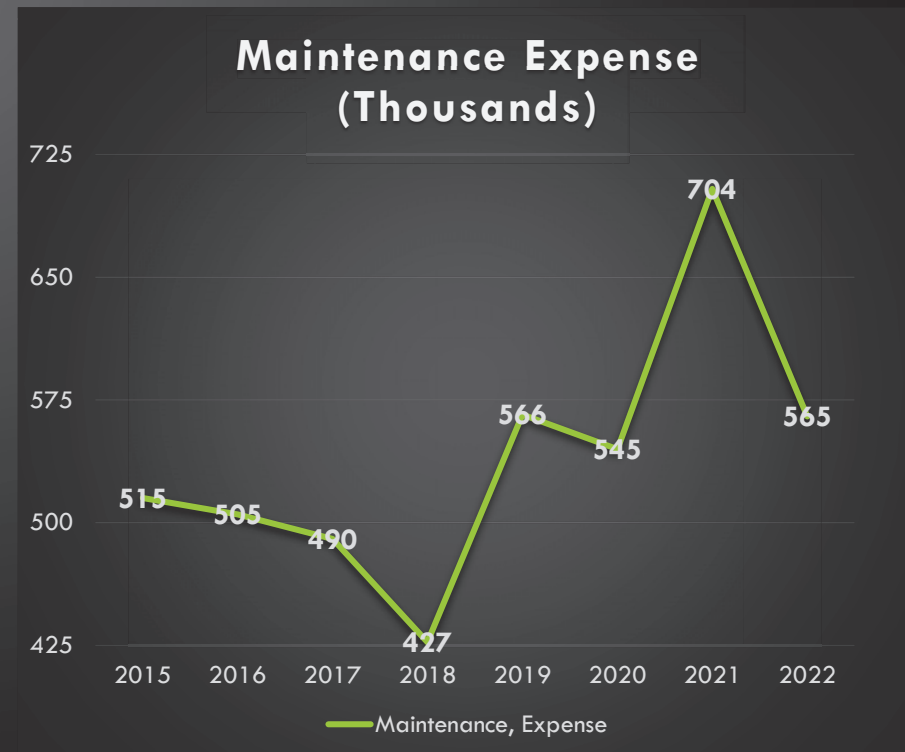
- Jake Swedberg – Drain Inspector



Drain Maintenance

- 198,322 Linear Feet or 37.56 Miles of Drain Cleanout
- 216,199 Linear Feet or 40.946 Miles of New Drain Installed
- Inspector's Weekly Tasks (Average):
 - IRs, Received – 13
 - Bids Solicited – 4
 - Maint. Expense Avg. – \$10,000 - \$15,000

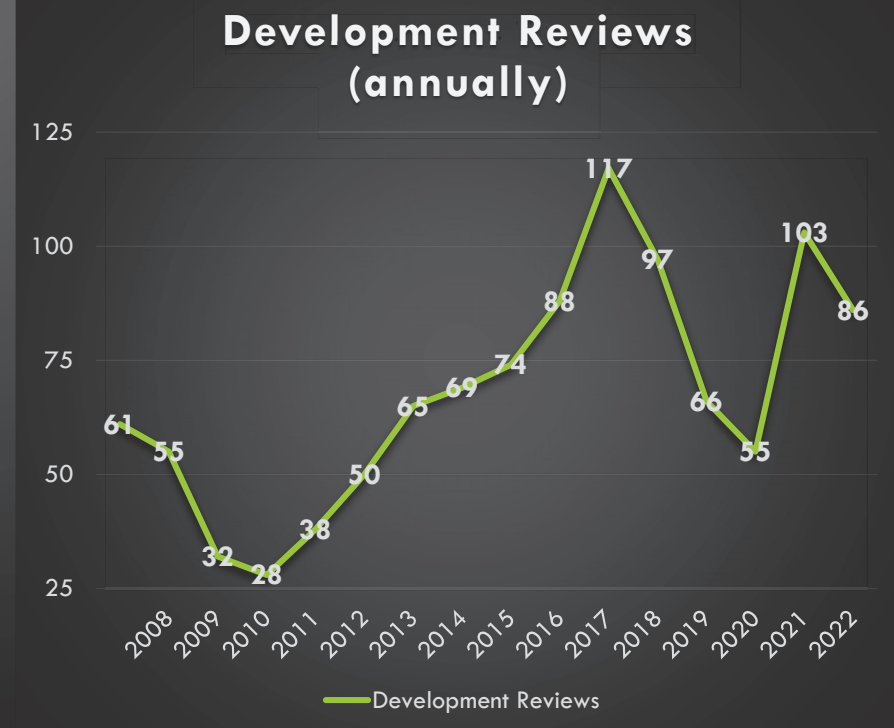
➤ Jake Swedberg – Drain Inspector



Development Reviews

- 15-Year Average, 68
- 86 Total Reviews in 2022
- Forecasting for 90+/- in 2023

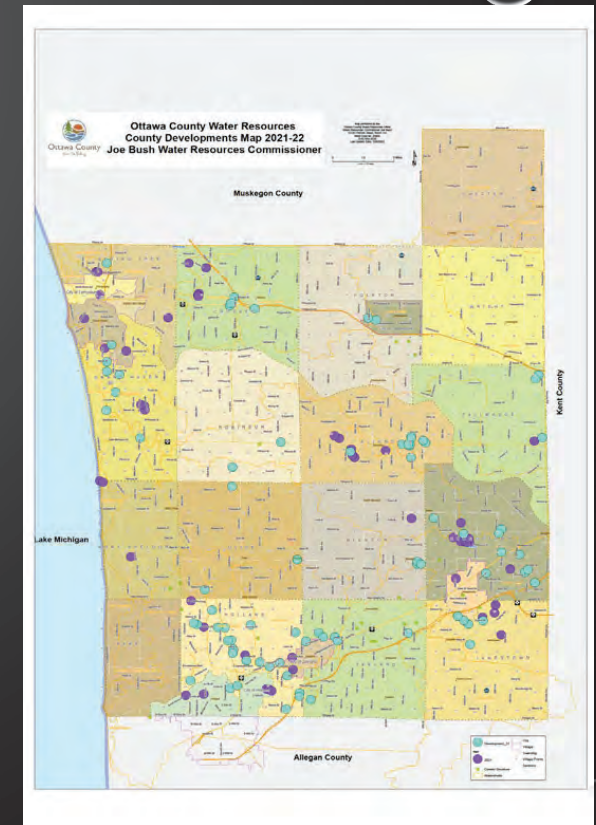
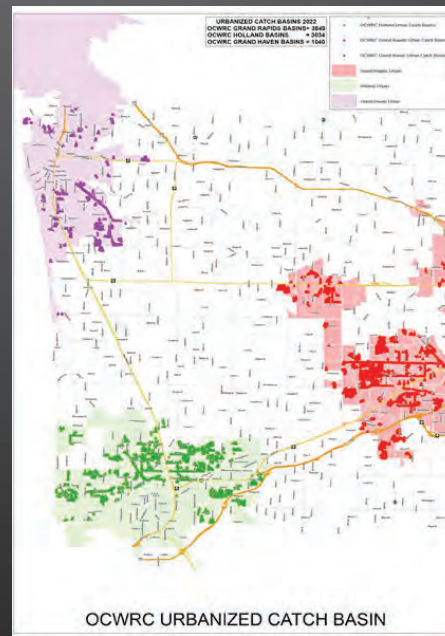
- Jessica Pieri – Development Project Coordinator
- Dennis Chase – LRE Engineering



GIS

➤ Drain Activity Recorded On GIS For Internal and Public Use

- New Drain(s)
- Cleanouts
- Catch Basins
- Easements
- Watersheds and Drain Districts



➤ Dustin Havinga – Stormwater Technician/GIS



2022 IN-REVIEW

- DAYS OF REVIEW – 11
- PETITIONS RECEIVED – 20
- ENCROACHMENT AGREEMENTS – 39
- DRAINS ASSESSED – 214

- MARIE SNYDER – SENIOR SECRETARY

Roadside Repairs Morren Drain

BEFORE



AFTER



BLENDON & OLIVE DRAIN

88TH AVE

BEFORE



BLENDON & OLIVE DRAIN

88TH AVE

AFTER



DRAIN DIP-OUTS

BOSCH & HULST DRAIN

BEFORE



AFTER



HARRIS DRAIN

BEFORE



AFTER



OVENS AND SAWER DRAIN

BEFORE



AFTER



VANDER MOLEN DRAIN

BEFORE



AFTER

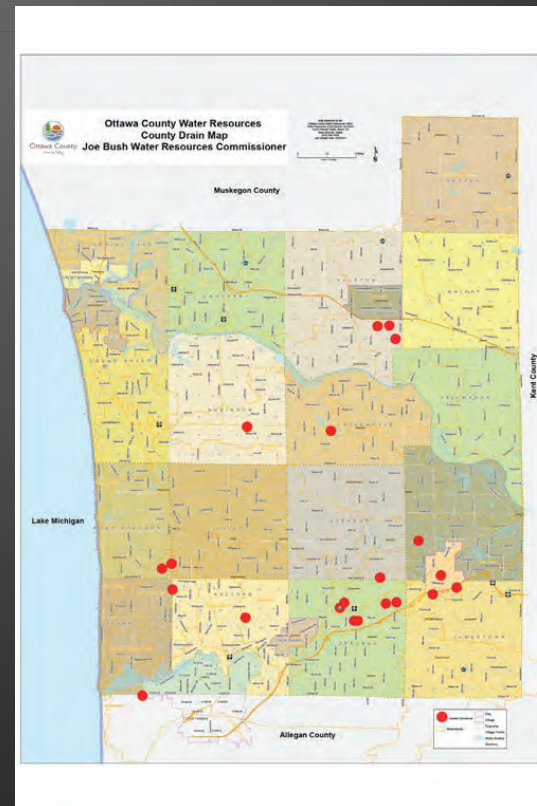


SOIL EROSION AND SEDIMENTATION CONTROL



LAKE LEVEL CONTROL STRUCTURES & DAMS

Name	Type
Langeland	Control
Worley Dam	Dam
Harlem	Control
Barry Street	Control Structure
Berens Dam	Dam
Port Sheldon Street Dam	Dam
Buttermilk Creek Dam	Dam
Deweerd Dam	Dam
Otlogan Dam	Dam
Duck Farm	Control Structure
Steenwyk Dam	Dam
Timmer Dam	Dam
(PRIVATE)	Control Structure
Klockert Dam (PRIVATE)	<Null>
Semple Dam (PRIVATE)	<Null>
Ter Haam Dam (PRIVATE)	<Null>
Sevey Ch 20	Control Structure
<Null>	<Null>
<Null>	<Null>
Langeland	Control



LAKE BOARDS

(WATER RESOURCES IS TREASURER FOR OTTAWA COUNTY LAKE BOARDS)

- SPRING LAKE - LAKE BOARD
- LLOYD'S BAYOU - LAKE BOARD



- *EXPECTING A PETITION FOR: CROCKERY LAKE - LAKE BOARD IN 2023-2024*

2023 PROJECTIONS

- INCREASE IN ORPHAN DRAIN PETITIONS (HUDSONVILLE, GEORGETOWN, HOLLAND)
- INCREASED MS4 MAINTENANCE, CLEANING AND INSPECTIONS
- CONTINUED INCREASE IN DEVELOPMENT REVIEWS
- UPWARD PROJECTION OF SESC PERMIT APPLICATIONS
- POTENTIAL ADDITIONAL LAKE BOARD (CROCKERY LAKE)

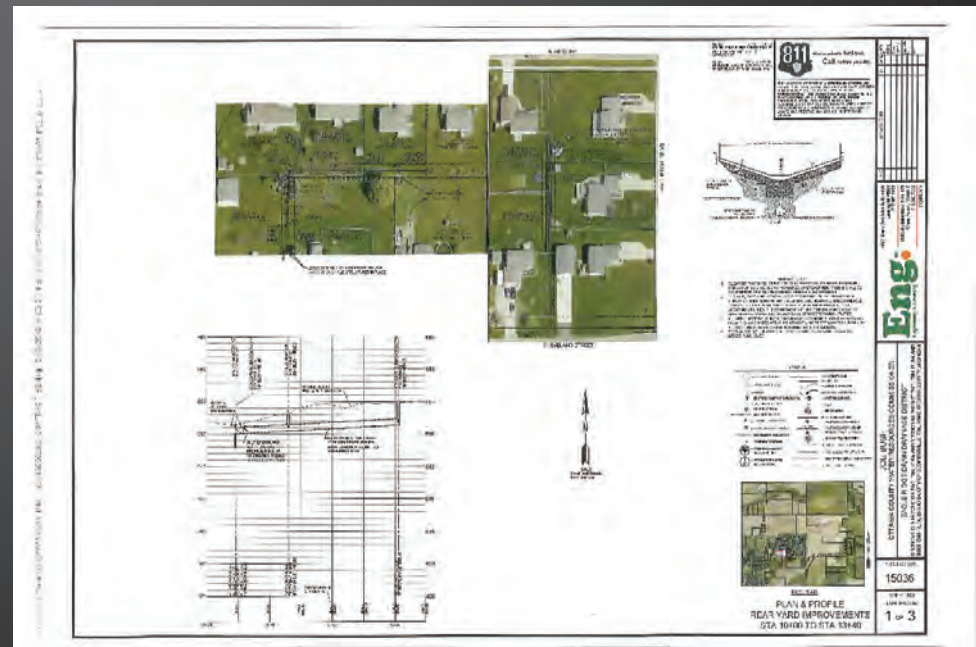
Primary Vendors Used For Dain Projects & Maintenance

- Randall Meyer, Excavating
- RTH Services, LLC
- Schippers Excavating, Inc.
- Busschers Development, Inc.
- Volker Crane Services
- McGilley's Excavating
- Quantum Construction Company
- Site Work Solutions



ENGINEERING & ENVIRONMENTAL PARTNERS

- SPICER GROUP
- LRE
- PREIN & NEWHOF
- NEDERVELD
- ENG.
- EXXEL ENGINEERING
- HOLLAND ENGINEERING
- PROGRESSIVE AE
- LAKESHORE ENVIRONMENTAL
- PETERSON ENVIRONMENTAL
- SCHULTZ LAND & WATER CONSULTING
- ROBERT B. ANNIS WATER RESOURCES INSTITUTE





MICHIGAN WATER MANAGEMENT ASSOCIATION'S

2022 WATER MANAGEMENT PROFESSIONAL OF THE YEAR



JOE BUSH

WATER RESOURCES COMMISSIONER
OTTAWA COUNTY

LEGAL COUNSEL




FAHEY SCHULTZ BURZYCH RHODES



THANKS TO THESE FINE ORGANIZATIONS:

- FARM BUREAU
- M.A.C.C – MACATAWA AREA COORDINATING COUNCIL
- HOME BUILDER ASSOCIATION
- NRCS – NATURE RESOURCES CONSERVATION SERVICE
- OTTAWA CONSERVATION DISTRICT
- OTTAWA COUNTY PARKS AND OTHER OTTAWA COUNTY DEPARTMENTS
- MDOT
- OTTAWA COUNTY ROAD COMMISSION
- TOWNSHIPS / CITIES / VILLAGES OF OTTAWA COUNTY
- STATE REPRESENTATIVES, STATE SENATE, AND OUR CONGRESSMAN
- MICHIGAN DEPARTMENT OF RURAL DEVELOPMENT (M.D.A.R.D)
- HIGHPOINT COMMUNITY BANK
- OUTDOOR DISCOVERY

Action Request

	Committee: Board of Commissioners
	Meeting Date: 05/09/2023
	Requesting Department: West Michigan Enforcement Team
	Submitted By: Stephanie Roelofs
Agenda Item: West Michigan Enforcement Team 2022 Annual Report	

Suggested Motion:

To receive for information the West Michigan Enforcement Team 2022 Annual Report.

Summary of Request:

In accordance with the 2022 Rules of the Ottawa County Board of Commissioners:

Section 4.7 - Annual Reports From Departments of County Government - It is the policy of the Board of Commissioners to receive annual, written and oral Reports from all Departments of County government. Written reports shall be in a form approved by the County Administrator and shall, in the ordinary course, be submitted directly to the Board of Commissioners through the County Administrator's Office.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:


Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 3: To Maintain and Enhance Communication with Citizens, Employees, and Other Stakeholders.

Objective: Goal 3, Objective 1: Regularly review and update communication strategies that guide the work of the County in this goal area.

Goal 3, Objective 4: Evaluate communication with other key stakeholders.

Administration:  Recommended Not Recommended Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:



West Michigan Enforcement Team



WEMET ANNUAL REPORT

2022



West Michigan Enforcement Team



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West Michigan Enforcement Team



WEMET is a multijurisdictional drug enforcement task force, which consists of three teams and an administrative unit responsible for investigations in Muskegon and Ottawa Counties. Participating agencies include Michigan State Police, Ottawa County Sheriff's Department, Muskegon County Sheriff's Department, Holland Department of Public Safety, Muskegon Police Department, Norton Shores Police Department, and Muskegon Heights Police Department.

AREA OF RESPONSIBILITY





West Michigan Enforcement Team



2022 OPERATIONS BOARD OF DIRECTORS

CHAIRPERSON

Steve Kempker

Ottawa County Sheriff

VICE CHAIRPERSON

Tim Kozal

Muskegon Police Chief

Mike Poulin

Muskegon County Sheriff

Matt Messer

Holland DP\$ Chief

Jason Nemecek

Michigan State Police Inspector

Maurice Sain

Muskegon Heights Chief

Jon Gale

Norton Shores Police Chief

D.J. Hilson

Muskegon County Prosecutor

Lee Fisher

Ottawa County Prosecutor

Board of Directors includes the administrative head or one appointed representative of each participating agency. "Participating Agencies" refer to law enforcement agencies providing personnel.



West Michigan Enforcement Team



2022 POLICY BOARD OF DIRECTORS

CHAIRPERSON

Keith VanBeek
Holland City Manager

VICE CHAIRPERSON

Mark Myers
Norton Shores City Manager

SECRETARY

Mark Eisenbarth
Muskegon County Administrator

TREASURER

Karen Karasinski
Ottawa County Fiscal Services Director

LeighAnn Mikesell
Muskegon City Manager

Al Dannenberg
Ottawa County Commissioner

Malinda Pego
Muskegon County Commissioner

Steve Bulthuis
Holland Township Manager

John Shay
Ottawa County Commissioner

Steve Kempker
Ottawa Co. Sheriff

Cameron Henke
Michigan State Police Captain

Policy Board Members are appointed by the Muskegon and Ottawa County Commissioners.



West Michigan Enforcement Team



PARTICIPATING AGENCIES / MANPOWER COMMITMENTS

AGENCY

OFFICERS ASSIGNED

Michigan State Police	4
Holland Department of Public Safety	4
Muskegon Police Department	3
Ottawa County Sheriff Department	6
Muskegon County Sheriff Department	1
Norton Shores Police Department	1
Muskegon Heights Police Department.....	1
Total officers assigned to WEMET.....	20

Drug Enforcement Administration (DEA).....	1
Homeland Security Investigations Agent.....	1
Bureau of Alcohol, Tobacco, Firearms (ATF)	2
Federal officers working with WEMET	4

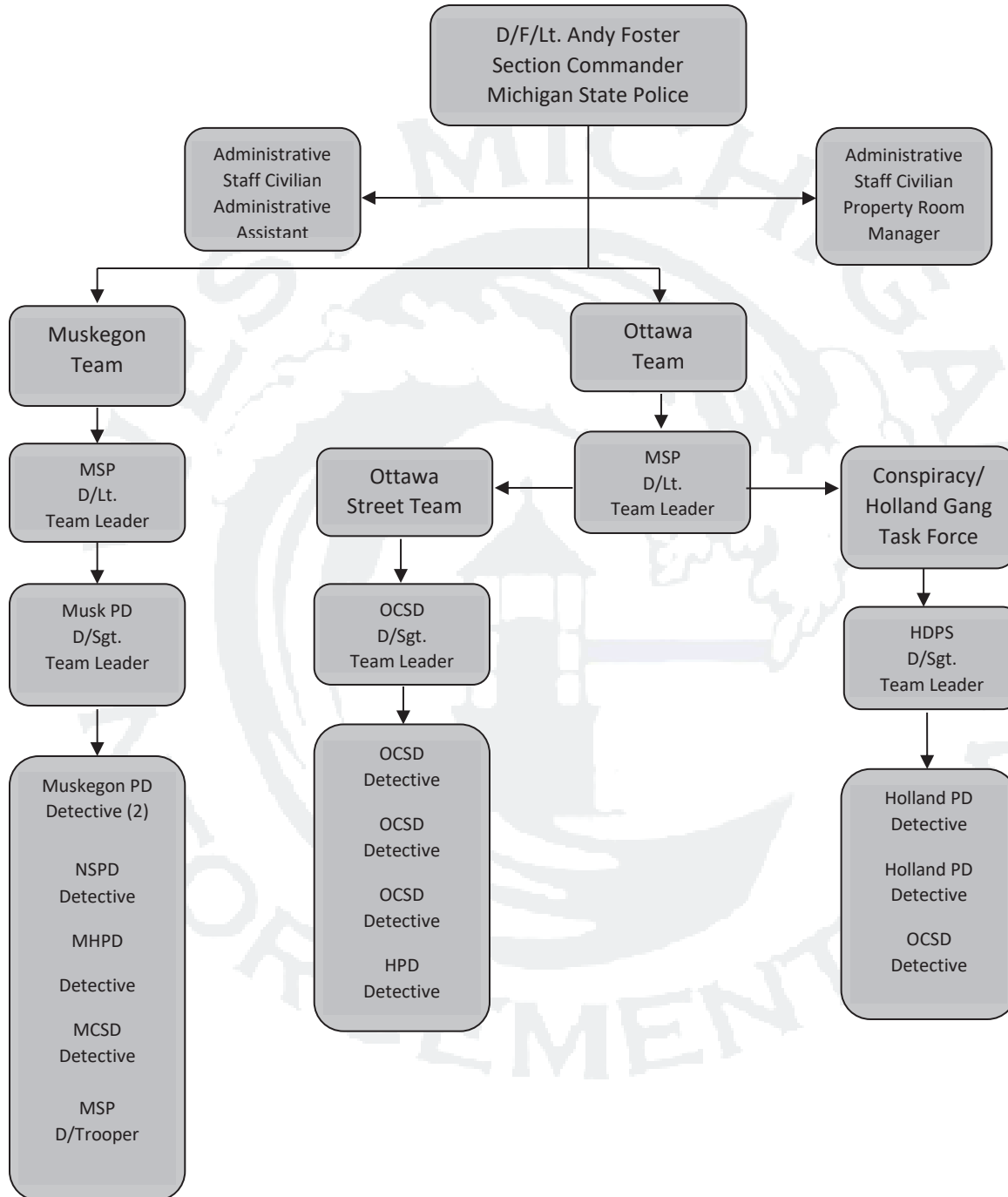
National Guard Narcotics Analyst.....	2
Total Analyst assigned to WEMET.....	2



West Michigan Enforcement Team



CURRENT CHAIN OF COMMAND AND STRUCTURE





West Michigan Enforcement Team



2022 ADMINISTRATIVE STAFF AND COMMAND

D/F/Lt. Andy Foster, Section Commander

Michigan State Police

D/Lt. Andrew Ambrose, Team Leader

Michigan State Police

D/Lt. Marc Shore, Team Leader

Michigan State Police

D/Sgt. Tim Titus, Team Leader

Muskegon Police Department

D/Sgt. Brandon Tubergan, Team Leader

Ottawa County Sheriff's Department

D/Sgt. John DeYoung, Team Leader

Holland Department of Public Safety

Sgt. Jessica Shaft, Counterdrug Analyst

Michigan Army N.G.

SPC Candace Hollis, Counterdrug Analyst

Michigan Army N.G.

Mike Harris, Property Room Manager

Civilian

Bobbi Scharphorn, Administrative Assistant

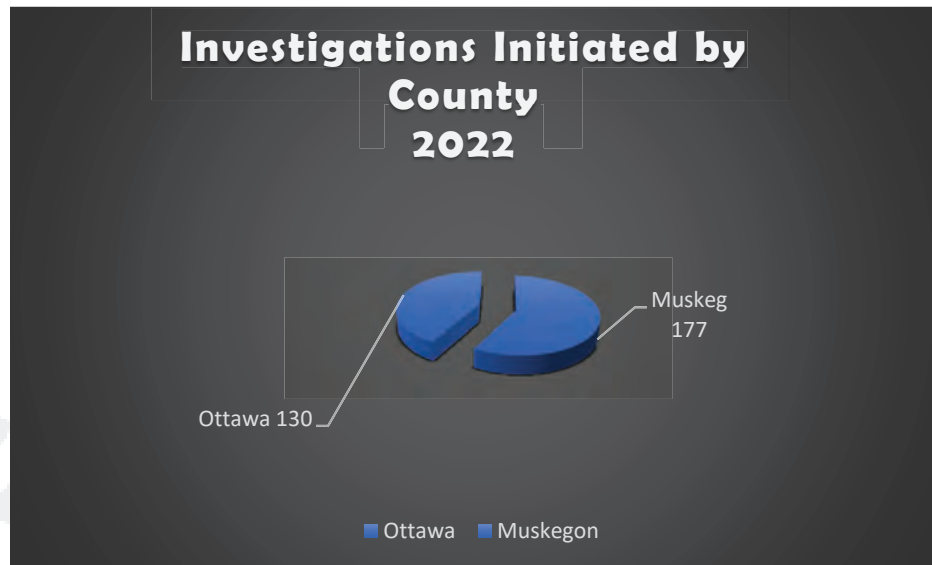
Civilian



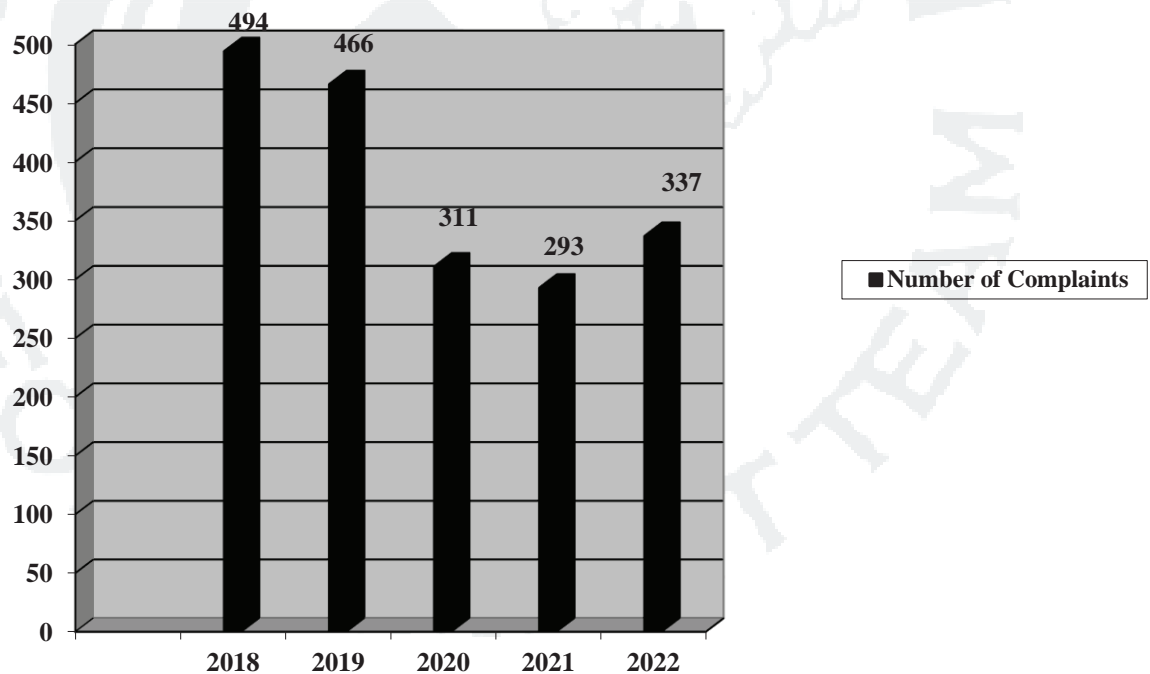
West Michigan Enforcement Team



INVESTIGATIONS INITIATED BY COUNTY



5 YEAR COMPLAINT COMPARISON





West Michigan Enforcement Team



Muskegon County

Blue lake Twp	0
Casnovia	0
Casnovia Twp	0
Cedar Creek Twp	0
Dalton Twp	9
Egleston Twp	2
Fruitland Twp	0
Fruitport	2
Fruitport Twp	3
Holton Twp	4
Laketon Twp	1
Lakewood Club	2
Montague/MontTwp	0
Moorland Twp	0
Muskegon	94
Muskegon Hts	40
Muskegon Twp	11
North Muskegon	1
Norton Shores	6
Ravenna	0
Ravenna Twp	0
Roosevelt Park	1
Sullivan Twp	1
White River Twp	0
Whitehall	0
Whitehall Twp	0
Out County	-



West Michigan Enforcement Team



Ottawa County

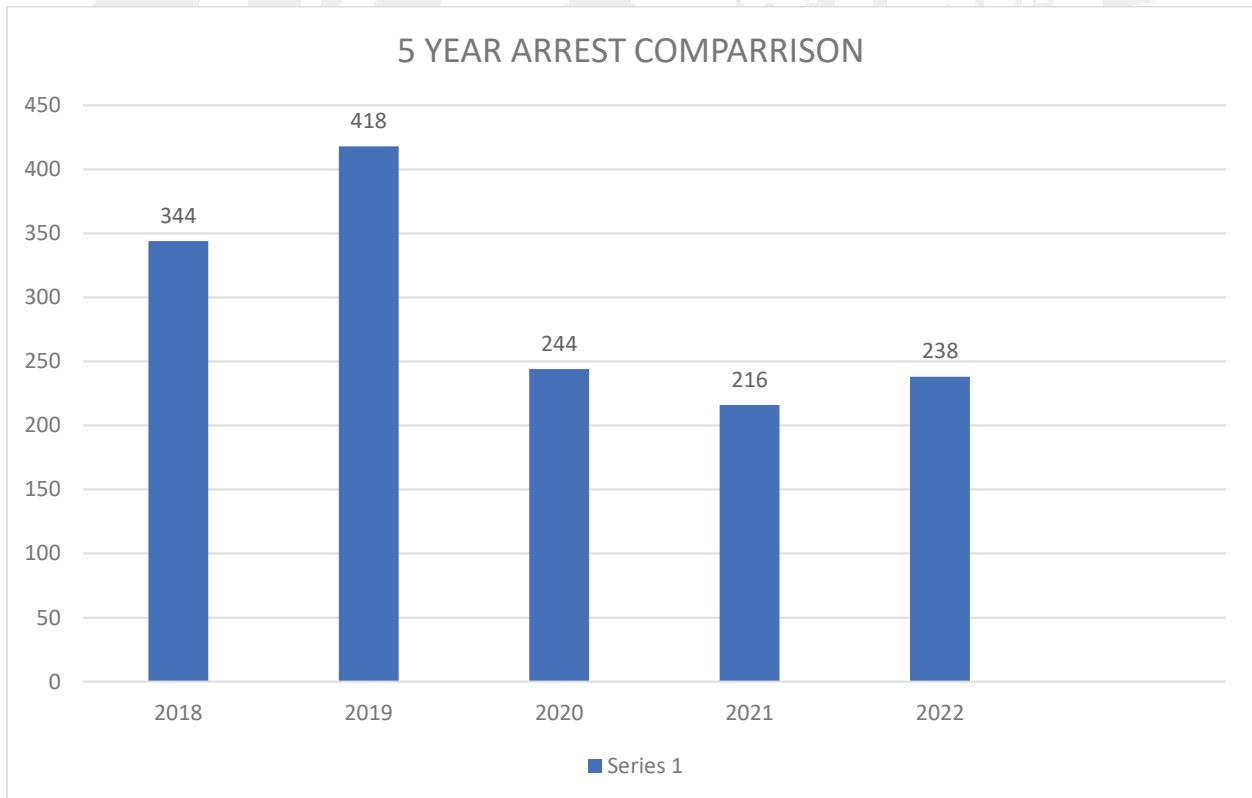
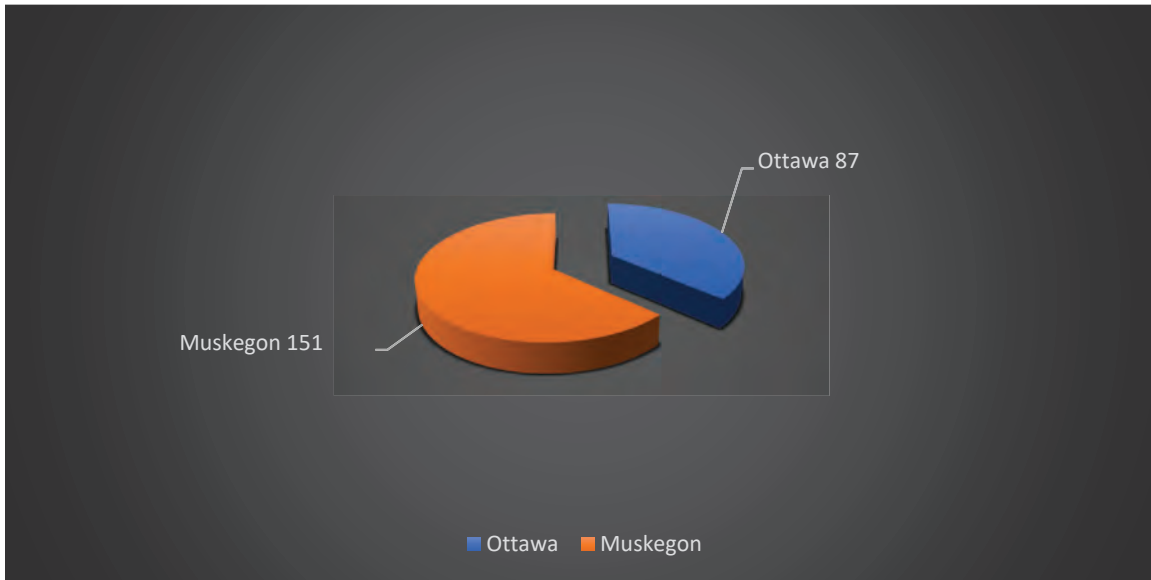
Allendale Twp	12
Blendon Twp	0
Chester Twp	0
Coopersville	3
Crockery Twp	1
Ferrysburg	0
Fruitport	0
Georgetown Twp	10
Grand Haven	8
Grand Haven Twp	1
Holland	48
Holland Twp	23
Hudsonville	3
Jamestown Twp	0
Olive Twp	7
Park Twp	2
Polkton Twp	1
Port Sheldon Twp	2
Robinson Twp	0
Spring lake	3
Spring lake Twp	1
Tallmadge Twp	0
Wright Twp	0
Zeeland	5
Zeeland Twp	0
Out county	-



West Michigan Enforcement Team



ARRESTS BY COUNTY





West Michigan Enforcement Team



PURCHASES AND SEIZURES – 2022

MARIJUANA.....	1043.69 GRAMS
MARIJUANA PLANTS.....	0 PLANTS
THC VAPE CARTRIDGES.....	492 UNITS
COCAINE	21582.15 GRAMS
CRACK COCAINE.....	138 GRAMS
LSD.....	481 UNITS
CRYSTAL METHAMPHETAMINE.....	6939.2 GRAMS
METHAMPHETAMINE PILLS.....	16,164.5 UNITS
ECSTASY/MDMA.....	52 UNITS/372.2 GRAMS
HEROIN	1038.4 GRAMS
PRESCRIPTION PILLS.....	42,674 UNITS
FENTANYL.....	8672.6 GRAMS
HEROIN + FENTANYL.....	3.73 GRAMS

PRESCRIPTION PILLS include Hydrocodone, Oxycodone, Methadone, Amphetamine, Morphine, Tramadol, Xanax, Ritalin, Ephedrine, Alprazolam, Clonazepam, Adderall, Codeine, and Percocet.



West Michigan Enforcement Team



5 YEAR HISTORICAL COMPARISON

<u>YEAR</u>	<u>ARRESTS</u>	<u>INVESTIGATIONS</u>	<u>NARCOTICS EXPENSES</u>	<u>TOTAL EXPENSES</u>
2018	344	494	\$34,530	\$289,915
2019	418	466	\$31,021	\$293,608
2020**	244	311	\$8,425	\$300,347
2021	216	293	\$24,680	\$296,092
2022	238	337	\$22,180	\$243,385

2022 EXPENDITURES

WEMET spent \$22,180 purchasing evidence to further criminal investigations.

Supervised payments of \$2,830 were paid directly to informants who were controlled by investigators. This money is for the investigative services of cooperating individuals and for information received in reference to criminal activity.

Additional operational expenses incurred by WEMET totaled \$243,385. This includes office rental, vehicles, telephone, office supplies, equipment, and other operating expenses.

ANNUAL GOVERNMENTAL NARCOTIC FORFEITURE REPORT

Number of forfeitures initiated 115

STATE FORFEITURES ADJUDICATED.....\$177,615.00

OTHER ACTIVITY

Search Warrants Executed75

Firearms Seized.....(20 rifles/Long Guns, 51 Hand Guns) 71

Methamphetamine Labs / Dump Sites 0

**Covid 19 Pandemic



West Michigan Enforcement Team



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Action Request



Committee:	Board of Commissioners
Meeting Date:	05/09/2023
Requesting Department:	Fiscal Services
Submitted By:	Karen Karasinski
Agenda Item:	Accounts Payable for March 27, 2023 through April 21, 2023.

Suggested Motion:

To approve the general claims in the amount of \$21,039,761.92 as presented by the summary report for March 27, 2023 through April 21, 2023.

Summary of Request:

Approve vendor payments in accordance with the Ottawa County Purchasing Policy. See attached list of vendors paid.

Financial Information:

Total Cost: \$21,039,761.92	General Fund Cost:	Included in Budget:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
-----------------------------	--------------------	---------------------	-----------------------------------------	-----------------------------	------------------------------


If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Administration: Recommended Not Recommended Without Recommendation
County Administrator: 

Committee/Governing/Advisory Board Approval Date: Finance and Administration 05-02-2023

Total CHECKS | EFTs | WIRES



Dates: March 27, 2023
to April 21, 2023

I hereby certify that to the best of my knowledge the List of Audit Claims, a summary of which is attached, constitutes all claims received and audited for payment. The amount of claims to be approved totals:

\$21,039,761.92

2,526 INVOICES

21,039,761.92

Karen Karasinski
Fiscal Services Director

4-21-23

Date

We hereby certify that the Board of Commissioners has approved
the claims on Tuesday, May 9, 2023

Joe Moss, Chairperson
Board of Commissioners

Justin Roebuck
Clerk/Register of Deeds

Total CHECKS | EFTs | WIRES

	Dates:	March 27, 2023
	to	April 21, 2023
	Total of all funds:	\$21,039,761.92

5160	DELINQUENT TAX FUND	\$5,070,494.89
2220	MENTAL HEALTH	\$2,651,962.47
1010	GENERAL FUND	\$2,484,693.11
4690	BUILDING AUTHORITY CAPITAL IMPROVEMENT	\$2,410,186.86
7010	TRUST & AGENCY	\$2,193,129.33
6810	RETIREMENT BENEFITS	\$1,494,939.61
6771	EMPLOYEE BENEFITS	\$1,057,853.23
2210	HEALTH FUND	\$797,788.25
6360	INNOVATION & TECHNOLOGY	\$453,532.03
4020	CAPITAL IMPROVEMENT	\$430,964.03
2221	COMMUNITY MENTAL HEALTH MILLAGE	\$336,568.11
2225	SUBSTANCE USE DISORDER	\$334,964.83
7040	IMPREST PAYROLL	\$210,413.25
6641	EQUIPMENT POOL	\$198,420.01
2180	OTHER GOVERNMENTAL GRANTS	\$115,994.64
8010	DRAINS (Component Unit)	\$112,043.70
2630	SHERIFF GRANTS & CONTRACTS	\$108,997.72
2560	REGISTER OF DEEDS TECHNOLOGY	\$93,591.38
2920	CHILD CARE FUND	\$75,517.29
2081	PARKS & RECREATION	\$66,378.38
2602	WEMET (SEPARATE ENTITY)	\$48,424.13
7360	OPEB TRUST	\$40,980.91
1070	GENERAL FUND BOARD INITIATIVES	\$40,784.40
6550	TELECOMMUNICATIONS	\$39,954.08
2600	OFFICE OF PUBLIC DEFENDER	\$36,295.83
2272	LANDFILL TIPPING FEES	\$27,324.93
8725	INLAND LAKE IMPROVEMENT	\$22,000.00
2160	FRIEND OF THE COURT	\$19,346.00

Total CHECKS | EFTs | WIRES



Dates: March 27, 2023

to April 21, 2023

Total of all funds: \$21,039,761.92

0000	TREASURY FUND	\$14,280.58
6450	DUPLICATING	\$12,653.00
2550	HOMESTEAD PROPERTY TAX	\$11,274.06
6770	PROTECTED SELF-FUNDED INSURANCE	\$10,112.00
7015	JUVENILE COURT	\$9,133.41
8800	BROWNFIELD REDEVELOPMENT AUTHORITY (Component Unit)	\$4,640.47
1060	GENERAL FUND CELL TOWERS	\$4,000.00
5360	LAND BANK AUTHORITY	\$125.00
2271	GENERAL SOLID WASTE CLEAN-UP	\$0.00
2340	FARMLAND PRESERVATION	\$0.00
2444	GENERAL FUND INFRASTRUCTURE	\$0.00
2570	GENERAL FUND STABILIZATION	\$0.00
2620	FEDERAL FOREITURE	\$0.00
2631	CONCEALED PISTOL LICENSING	\$0.00
2860	AMERICAN RESCUE PLAN ACT	\$0.00
2901	DEPT OF HEALTH & HUMAN SERVICES	\$0.00
2970	GENERAL FUND DB/DC CONVERSION	\$0.00
3010	DEBT SERVICE	\$0.00
3690	OCBA-DEBT SERVICE FUND	\$0.00
6772	PROTECTED SELF-FUNDED UNEMPL INS.	\$0.00
6775	LONG-TERM DISABILITY INSURANCE	\$0.00
6780	OTTAWA CNTY-INSURANCE AUTHORITY	\$0.00
7210	LIBRARY PENAL FINE	\$0.00
8011	DRAINS-CAPITAL (Component Unit)	\$0.00
8020	DRAINS-REVOLVING (Component Unit)	\$0.00
8510	DRAINS-DEBT SERVICE (Component Unit)	\$0.00

Accounts Payable Disbursements
March 27 - April 21, 2023

VENDOR:	TOTAL:
STATE OF MICHIGAN	\$ 3,574,713.13
GRANGER CONSTRUCTION COMPANY	\$ 2,403,123.67
MUNICIPAL EMPLOYEES RETIREMENT SYSTEM OF MICHIGAN	\$ 1,494,939.61
PRIORITY HEALTH	\$ 996,100.04
OTTAWA AREA INTERMEDIATE SCHOOL DISTRICT	\$ 799,979.62
OTTAWA COUNTY CENTRAL DISPATCH	\$ 633,637.11
BOARD OF COUNTY ROAD COMMISSION	\$ 604,746.92
HOPE NETWORK BEHAVIORAL HEALTH SERVICES	\$ 429,115.33
CITY OF HOLLAND	\$ 397,198.08
WEST OTTAWA PUBLIC SCHOOLS	\$ 385,204.45
ZEELAND PUBLIC SCHOOLS	\$ 356,763.77
CDW GOVERNMENT INC	\$ 345,888.97
GRAND HAVEN AREA PUBLIC SCHOOL	\$ 317,739.17
MOKA CORPORATION	\$ 246,391.06
ENTERPRISE FM TRUST	\$ 227,752.75
OTTAWA COUNTY MICHIGAN INSURANCE AUTHORITY	\$ 218,599.50
CITY OF ZEELAND	\$ 207,262.04
HOLLAND CHARTER TOWNSHIP	\$ 195,710.38
REFUNDS	\$ 191,672.57
HARBOR HOUSE MINISTRIES	\$ 184,672.22
CITY OF GRAND HAVEN	\$ 177,535.07
BUILDING MEN FOR LIFE	\$ 163,643.30
COOPERSVILLE AREA PUBLIC SCHOOLS	\$ 161,022.66
TURNING LEAF RESIDENTIAL REHABILITATION SVCS INC	\$ 147,340.41
HUDSONVILLE PUBLIC SCHOOLS	\$ 143,529.62
APEX CONTRACTORS INC	\$ 131,400.72
PICTOMETRY INTERNATIONAL CORP	\$ 129,353.18
BENJAMIN'S HOPE	\$ 129,089.64
SPRING LAKE BOARD OF EDUCATION	\$ 126,090.11
JENISON PUBLIC SCHOOLS	\$ 115,718.26
JP MORGAN CHASE	\$ 115,239.65
ON DUTY GEAR LLC	\$ 110,826.19
FIDLAR AQUISITION	\$ 103,274.06
PINE REST CHRISTIAN MENTAL HEALTH SERVICES	\$ 100,213.39
COMMUNITY LIVING NETWORK	\$ 96,606.93
ALLENDALE PUBLIC SCHOOLS	\$ 91,785.13
GEORGETOWN HARMONY HOMES	\$ 90,000.00
HERRICK DISTRICT LIBRARY	\$ 89,184.43
HOPE DISCOVERY ABA SERVICES LLC	\$ 83,341.98
GRAND HAVEN CHARTER TOWNSHIP	\$ 80,860.90
PARKVIEW ADULT FOSTER CARE, INC.	\$ 80,000.00
SPRING LAKE TOWNSHIP	\$ 78,938.93
BERGMARK CONSULTING LLC	\$ 77,284.83
DELTA DENTAL PLAN OF MICHIGAN	\$ 74,412.76
FLATROCK MANORS INC	\$ 73,139.76
VITALCORE HEALTH STRATEGIES LLC	\$ 73,058.63
POSITIVE BEHAVIOR SUPPORTS CORPORATION	\$ 70,308.20
DENNY'S EXCAVATING INC	\$ 64,629.80

VENDOR:	TOTAL:
GEORGETOWN TOWNSHIP	\$ 60,065.64
OTTAWA CONSERVATION DISTRICT	\$ 60,000.00
BUSINESS INFORMATION SYSTEMS INC	\$ 58,924.39
CHERRY STREET SERVICES INC	\$ 55,305.81
WALLOON LAKE RECOVERY LODGE LLC	\$ 53,905.21
CITY OF FERRYSBURG	\$ 53,656.85
PARK TOWNSHIP	\$ 52,530.86
HERITAGE H.O.M.E. INC.	\$ 52,506.98
WEX BANK	\$ 50,740.29
COMMUNITY ACTION HOUSE	\$ 50,081.12
CONSUMERS ENERGY COMPANY	\$ 49,577.28
ALLENDALE CHARTER TOWNSHIP	\$ 47,521.49
BETHANY CHRISTIAN SERVICES OF MICHIGAN	\$ 46,405.97
DEVELOPMENTAL ENHANCEMENT PLC	\$ 46,241.58
FRUITPORT PUBLIC SCHOOLS	\$ 46,194.58
SAMARITAS	\$ 45,878.23
CANTEEN SERVICES INC	\$ 45,151.79
PREFERRED EMPLOYMENT & LIVING SUPPORTS	\$ 44,711.05
HP INC	\$ 44,580.37
LOUTIT DISTRICT LIBRARY	\$ 42,481.49
FOREST VIEW HOSPITAL	\$ 41,457.06
REACH FOR RECOVERY INC	\$ 41,192.74
AMANI LLC	\$ 40,967.77
EV CONSTRUCTION CO	\$ 40,693.33
ZEELAND CHARTER TOWNSHIP	\$ 40,331.97
PIONEER RESOURCES INC	\$ 40,253.43
REAL LIFE LIVING SERVICES	\$ 38,301.12
LAKESHORE ADVANTAGE CORPORATION	\$ 37,778.40
CORE TECHNOLOGY CORPORATION	\$ 35,402.00
KALLMAN LEGAL GROUP PLLC	\$ 35,280.00
HOLLAND COMMUNITY HOSPITAL	\$ 34,766.00
COUNTY EMPLOYEE(S) REIMBURSEMENTS	\$ 34,711.89
ENVIRO CLEAN SERVICES INC	\$ 34,130.95
KENT COUNTY CMH AUTHORITY	\$ 33,667.26
PRO CARE UNLIMITED INC	\$ 33,395.81
VILLAGE OF SPRING LAKE	\$ 33,123.28
DEWPOINT INC	\$ 32,612.00
CROCKERY TOWNSHIP	\$ 32,580.60
PENDOGANI GL LLC	\$ 32,400.90
TOWNSHIP OF ROBINSON	\$ 32,206.74
SEMCO ENERGY INC	\$ 31,964.80
BLENDON TOWNSHIP	\$ 31,749.48
CITY OF COOPERSVILLE	\$ 31,268.25
GOOD SAMARITAN MINISTRIES	\$ 30,424.00
KIESLER POLICE SUPPLY INC	\$ 30,353.76
ERIKA RUIZ	\$ 29,928.02
JAMESTOWN CHARTER TOWNSHIP	\$ 29,014.23
PRINTING SYSTEMS INC	\$ 27,841.88
SPRING LAKE DISTRICT LIBRARY	\$ 26,777.23
VOLKER CRANE SERVICES LLC	\$ 26,694.15
COPY-TECH INC	\$ 26,620.96
WEB TECS INC	\$ 25,922.00
KENT INTERMEDIATE SCHOOL DISTRICT	\$ 25,349.22
PORT SHELDON TOWNSHIP	\$ 24,936.02
TALLMADGE CHARTER TOWNSHIP	\$ 24,482.86

VENDOR:	TOTAL:
GRANDVILLE PUBLIC SCHOOLS	\$ 24,453.73
HOLLAND AREA COMMUNITY SWIMMING POOL AUTHORITY	\$ 24,414.46
EXTENDED GRACE	\$ 24,233.33
RTH SERVICES LLC	\$ 23,922.61
ARBOR CIRCLE CORP	\$ 23,771.33
HOLLAND FREE HEALTH CLINIC	\$ 22,520.00
MUSKEGON AREA INTERMEDIATE SCHOOL DISTRICT	\$ 22,484.23
PROFESSIONAL REHABILITATION SERVICES INC	\$ 22,450.68
PROGRESSIVE AE INC	\$ 22,176.00
MERCY HEALTH PARTNERS	\$ 21,516.00
SENTINEL TECHNOLOGIES INC	\$ 20,584.00
RESTITUTION	\$ 20,107.41
ACORN HEALTH LLC	\$ 20,075.02
CROSS CONSTRUCTION GROUP	\$ 20,000.00
INDIAN TRAILS CAMP INC	\$ 19,590.22
ZAWADI USA LLC	\$ 19,089.00
PITNEY BOWES INC	\$ 18,969.79
RELIANCE COMMUNITY CARE PARTNERS	\$ 18,898.59
VREDEVELD HAEFNER LLC	\$ 18,800.00
BUILD UP LLC	\$ 18,748.49
CENTRIA HEALTHCARE LLC	\$ 17,986.82
SECOND STORY COUNSELING LLC	\$ 17,238.09
KENOWA HILLS PUBLIC SCHOOLS	\$ 17,171.49
CELLCO PARTNERSHIP	\$ 15,961.08
KAY PARK REC CORP	\$ 15,857.20
HOLLAND CORNERSTONE INC	\$ 15,563.36
INTEGRAL PARTNERS LLC	\$ 15,243.87
CITY OF HUDSONVILLE	\$ 14,935.42
SITE DESIGNS SOLUTIONS LLC	\$ 14,769.50
SPICER GROUP INC	\$ 14,665.75
COMMISSION ON ACCREDITATION OF	\$ 14,580.00
OTTAWA COUNTY FSA ACCOUNT	\$ 14,280.58
ROBERTSON BRAIN HEALTH	\$ 14,100.00
SALE'S HEATING COOLING & REFRIGERATION INC	\$ 13,044.00
WRIGHT TOWNSHIP	\$ 12,907.64
ARBOR SOLUTIONS INC	\$ 12,907.00
HARBOR HUMANE SOCIETY	\$ 12,671.78
ST JOHN'S HEALTH CARE PC	\$ 12,384.96
BCA OF DETROIT LLC	\$ 11,893.00
PREIN & NEWHOF	\$ 11,850.70
THE SALVATION ARMY TURNING POINT PROGRAMS	\$ 11,716.17
CHESTER TOWNSHIP	\$ 11,698.09
OLIVE TOWNSHIP	\$ 11,440.47
BEACON SPECIALIZED LIVING SERVICES INC	\$ 11,244.78
FIDELITY SECURITY LIFE INSURANCE COMPANY	\$ 11,211.93
TOWER PINKSTER TITUS ASSOCIATES INC	\$ 11,201.45
AMY JO BRECKON	\$ 11,006.50
MACATAWA AREA EXPRESS TRANSPORTATION AUTHORITY	\$ 10,933.99
GRAND RAPIDS COMMUNITY COLLEGE	\$ 10,804.11
LYDIA I HODGES	\$ 10,517.33
NICHOLS	\$ 10,376.57
HURLEY MEDICAL CENTER	\$ 10,332.00
STACIE STRONG	\$ 10,279.29
SEDGWICK CLAIMS MANAGEMENT SERVICES INC	\$ 10,112.00
CHILDREN'S ASSESSMENT CENTER	\$ 10,000.00

VENDOR:	TOTAL:
HAVENWYCK HOSPITAL	\$ 9,956.00
MICHIGAN GAS UTILITIES CORPORATION	\$ 9,588.71
POLKTON CHARTER TOWNSHIP	\$ 9,526.20
JURORS	\$ 9,453.06
FAHEY SCHULTZ BURZYCH RHODES PLC	\$ 9,440.98
THERAPY RESEARCH AUTISM CENTER, LLC	\$ 9,322.54
FRITS HARTGERS	\$ 9,194.29
PROTOCOL SERVICES INC	\$ 9,152.16
CRC RECOVERY INC	\$ 9,085.00
PT SOLUTIONS INC	\$ 8,915.67
HOPE NETWORK REHABILITATION SERVICES	\$ 8,839.34
APPLIED BEHAVIORAL SCIENCE INSTITUTION LLC	\$ 8,760.07
SERTIFI INC	\$ 8,528.40
WEST PUBLISHING CORPORATION	\$ 8,142.50
A.E. FUND	\$ 7,990.00
MERCK SHARP & DOHME CORP	\$ 7,961.13
STUART T WILSON	\$ 7,921.74
SPECTRUM HEALTH HOSPITALS	\$ 7,789.37
DALE A. & PAMELA M. BENTON	\$ 7,750.00
MICROGENICS CORPORATION	\$ 7,736.16
HOLLAND BOARD OF PUBLIC WORKS	\$ 7,652.39
FIRST UNITED METHODIST CHURCH	\$ 7,640.00
CONTINENTAL AMERICAN INSURANCE COMPANY	\$ 7,453.44
BELINDA BARBIER	\$ 7,427.55
MRG-TRANSLATIONS	\$ 7,361.25
MISDU	\$ 7,313.76
MANDI MARTINI	\$ 7,279.45
COOPERSVILLE AREA DISTRICT LIBRARY	\$ 7,159.83
SOCIAL SERVICE RESOURCES LLC	\$ 7,074.48
ROBERT VONK II	\$ 6,941.34
DYKSTRA LANDSCAPE MANAGEMENT INC	\$ 6,863.00
TOW ACQUISITION	\$ 6,862.00
WEDGWOOD CHRISTIAN SERVICES	\$ 6,809.39
PLATINUM LIVING LLC	\$ 6,797.70
RAVENNA PUBLIC SCHOOLS	\$ 6,583.27
NETSMART TECHNOLOGIES INC	\$ 6,575.23
COMMUNITY LIVING SERVICES INC	\$ 6,380.00
ADVANCED ROBOT SOLUTIONS LLC	\$ 6,250.00
CAMP SUNSHINE INC	\$ 6,175.00
WILSON & WYNN INTERVENTIONS, PLC	\$ 6,100.00
DARYL L HASSEVOORT	\$ 6,000.00
KUSTOM SIGNALS INC	\$ 5,919.00
RANDALL SCHOLMA	\$ 5,630.52
GOPHER EXPRESS COURIER SERVICE INC	\$ 5,571.00
AT&T CORP	\$ 5,494.95
TELE-RAD INC	\$ 5,444.01
OTTAWA COUNTY DEPUTIES ASSOCIATION	\$ 5,435.95
BJ TRANSPORT LLC	\$ 5,425.00
CRAIG ALAN JENISON	\$ 5,201.60
WATKINS PHARMACY & SURGICAL SUPPLY CO	\$ 5,154.48
FENCE CONSULTANTS OF WEST MICHIGAN INC	\$ 5,146.58
CARLETON EQUIPMENT CO	\$ 5,136.36
GRAND VALLEY STATE UNIVERSITY	\$ 5,100.00
RELIABLE ROAD SERVICE INC	\$ 5,084.00
W W GRAINGER INC	\$ 5,073.83

VENDOR:	TOTAL:
ODP BUSINESS SOLUTIONS LLC	\$ 5,036.63
ALTOGAS INC	\$ 5,004.71
SENIOR RESOURCES OF WEST MICHIGAN	\$ 5,000.00
FARE FAMILY INVESTMENTS LLC	\$ 4,972.00
LESLIE ROBERTS	\$ 4,888.64
NORTH KENT GUIDANCE SERVICES LLC	\$ 4,850.75
SCHEUERLE & ZITTA LLP	\$ 4,844.80
MICHIGAN PATHOLOGY SPECIALISTS PC	\$ 4,671.30
BRADLEY R JOHNSON	\$ 4,641.46
GULL LAKE MARINE	\$ 4,640.47
BARBARA E HAPKE	\$ 4,607.33
DAVID B KORTERING	\$ 4,600.00
MICHAEL A SPOELMAN	\$ 4,580.00
WINDSCAPE LDHA LP	\$ 4,580.00
KNIGHT WATCH INC	\$ 4,579.73
SPARTA AREA SCHOOLS	\$ 4,443.47
VALLEY CITY ELECTRONIC RECYCLING INC	\$ 4,432.80
MARK VANVOLKINBURG	\$ 4,408.26
CHARTER COMMUNICATIONS HOLDING COMPANY LLC	\$ 4,328.34
HOPE NETWORK RECOVERY	\$ 4,316.00
SANOFI PASTEUR INC	\$ 4,245.38
RANDALL G MEYER	\$ 4,176.75
LAKESHORE ADVOCACY SERVICE LLC	\$ 4,130.44
LAW OFFICE OF JOHN R MORITZ	\$ 4,077.73
FOX COUNSELING SERVICES LLC	\$ 4,035.86
GOVERNMENTAL CONSULTANT SERVICES INC	\$ 4,000.00
DORIS MARGARET DEPREE	\$ 3,918.00
HVG MILL PINE ASSOCIATES LLC	\$ 3,907.00
APPLIED EPI INCORPOR	\$ 3,900.00
EQ THE ENVIRONMENTAL QUALITY COMPANY	\$ 3,894.72
CRAN HILL MINISTRIES	\$ 3,866.00
NANCI LYNNE LUBINSKI	\$ 3,625.44
SUCCESS CARE LLC	\$ 3,500.00
FALCON WOODS OF HOLLAND LDHA	\$ 3,500.00
FISHBECK, THOMPSON, CARR & HUBER, INC	\$ 3,400.00
ADVANTAGE MARINE	\$ 3,317.31
OTTAWA COUNTY DEPUTY SHERIFF ASSOCIATION	\$ 3,302.32
ULINE INC	\$ 3,298.90
JACK BEWALDA	\$ 3,281.98
JEREN BEWALDA	\$ 3,281.98
CUNNINGHAM DALMAN PC	\$ 3,223.85
WEST MICHIGAN PROPERTY MANAGEMENT	\$ 3,114.00
OUR HOPE ASSOCIATION	\$ 3,010.08
GUIDEHOUSE INC	\$ 3,006.00
JOSEPH KOZAKIEWICZ	\$ 2,985.00
INTEGRITY BUSINESS SOLUTIONS	\$ 2,901.35
KAJOVID PROPERTIES LLC	\$ 2,900.00
CJ DEKOFF & SONS INC	\$ 2,899.06
BUSSCHER DEVELOPMENT INC	\$ 2,850.00
BRG MANAGEMENT LLC	\$ 2,831.00
RIVERSIDE INTEGRATED SYSTEMS INC	\$ 2,755.00
WATKINS ROSS AND COMPANY	\$ 2,700.00
RAYMOND A PURDY	\$ 2,667.65
REPUBLIC SERVICES INC	\$ 2,642.32
ACTION INDUSTRIAL SUPPLY COMPANY	\$ 2,634.00

VENDOR:	TOTAL:
DTE ENERGY COMPANY	\$ 2,589.68
MICHIGAN WEST COAST CHAMBER OF COMMERCE	\$ 2,584.00
TIMOTHY L HEARN	\$ 2,550.00
THOMAS SMITH	\$ 2,541.45
NOURISHED BEGINNINGS LLC	\$ 2,520.00
BIZSTREAM	\$ 2,450.00
CITY OF MUSKEGON	\$ 2,402.61
CITY OF NORTON SHORES	\$ 2,400.00
SMITHKLINE BEECHAM CORPORATION	\$ 2,397.74
KENYATTA KATEKE COLEMAN	\$ 2,394.63
KEVIN B MEGLEY	\$ 2,393.73
THERESA BIRON	\$ 2,341.43
PINE RIDGE ADULT CARE HOME LLC	\$ 2,341.43
RUSS MENCL	\$ 2,300.00
THE VESTIGE GROUP	\$ 2,279.24
CENTER FOR DISPUTE RESOLUTION	\$ 2,250.00
DAVID L SCHULTZ	\$ 2,175.00
MCKESSON MEDICAL SURGICAL	\$ 2,167.82
THE SHERWIN-WILLIAMS CO	\$ 2,166.45
PEAK PERFORMERS INC	\$ 2,114.00
VARNUM LLP	\$ 2,111.50
CONTROL SOLUTIONS INC	\$ 2,089.75
BEHAVIORAL RESOURCES AND INSTITUTE FOR	\$ 2,065.00
BLUEWATER TECHNOLOGIES GROUP INC	\$ 2,050.00
RECOVERY ROAD LLC	\$ 2,030.13
SHEILA DAY	\$ 1,931.25
VICKI M. VARGO	\$ 1,888.00
CHARM-TEX INC	\$ 1,881.50
ZEELAND RECORD COMPANY INC	\$ 1,843.30
AMAZON CAPITAL SERVICES INC	\$ 1,821.77
MI REAL ESTATE MANAGEMENT LLC	\$ 1,768.00
WEST SHORE COUNSELING SERVICES LLC	\$ 1,757.50
CONTRACT LOGIX LLC	\$ 1,720.00
TAYLOR OFFICE FURNITURE	\$ 1,687.00
YELLOW LIME CREATIVE	\$ 1,680.00
BRAIN TREE MANAGEMENT INC	\$ 1,661.66
LIFE EMS INC	\$ 1,623.73
TWO THE RESCUE LLC	\$ 1,600.00
KERKSTRA PORTABLE RESTROOMS INC	\$ 1,590.00
HOLLAND MOTOR HOMES & BUS CO	\$ 1,564.30
FIDELITY LANGUAGE RESOURCES LLC	\$ 1,543.56
JOHN VEGA	\$ 1,530.00
WEST SHORE COMMUNITY COLLEGE	\$ 1,512.50
ODC NETWORK	\$ 1,500.00
HOLLAND LITHO SERVICE INC	\$ 1,448.60
EVERCOMMERCE SOLUTIONS INC	\$ 1,405.35
THE LIGHT BULB CO	\$ 1,368.79
JACO CIVIL PROCESS INC	\$ 1,346.25
STEVE CRUMB INVESTIGATIONS AND CONSULTING LLC	\$ 1,335.00
WEST MICHIGAN DOCUMENT SHREDDING LLC	\$ 1,320.00
DAVID VANDERSLUIS	\$ 1,303.21
SUNSHINE PROPERTIES	\$ 1,273.00
THE ZEELAND PRINT CO.	\$ 1,250.00
TCS HOLDING COMPANY LLC	\$ 1,239.50
COUNTY OF OTTAWA	\$ 1,218.08


VENDOR:	TOTAL:
PETERSEN RESEARCH CONSULTANTS	\$ 1,200.00
PATTERSON DENTAL SUPPLY INC	\$ 1,195.23
OTTAWA COUNTY SHERIFF COMMAND OFFICERS ASSOCIATION	\$ 1,195.00
SETTERS POINT II LDHA LP	\$ 1,175.00
PARKWAY ELECTRIC & COMMUNICATIONS LLC	\$ 1,175.00
ALLEGAN COUNTY DRAIN COMMISSIONER	\$ 1,162.03
BONNIE L THORNELL	\$ 1,151.00
SBC TELECOM INC	\$ 1,147.28
GENOA HEALTHCARE LLC	\$ 1,128.93
LITE LUME CORPORATION	\$ 1,114.00
CASCADE APARTMENTS LDHA	\$ 1,112.00
MILLER CONSULTATIONS & ELECTIONS	\$ 1,104.01
WN LAW PLLC	\$ 1,100.00
YOUNG MENS CHRISTIAN ASSOCIATION	\$ 1,075.00
ALAN E ROBBINS	\$ 1,071.00
GREATER OTTAWA COUNTY UNITED WAY INC	\$ 1,067.00
ETNA DISTRIBUTORS LLC	\$ 1,043.24
BRINKS INC	\$ 1,041.96
GRAND VALLEY TOWING LLC	\$ 1,041.00
HOPE NETWORK WEST MICHIGAN	\$ 1,036.64
JAMES J WELSH	\$ 1,036.00
WEST MICHIGAN CRIMINAL JUSTICE TRAINING	\$ 1,000.00
BLOCKHOUSE COMPANY INC	\$ 974.24
CUMMINS-ALLISON CORP	\$ 974.00
SPEEDWAY PREPAID CARD LLC	\$ 973.95
OTTAWA LIMITED DIVIDEND HOUSING ASSOCIATION	\$ 960.00
AUTUMN RIDGE STONE & LANDSCAPE SUPPLY INC	\$ 960.00
GREGORY S DEMANN	\$ 946.00
D.A. BLODGETT ST JOHNS	\$ 941.85
GH NORTH SHORE APARTMENT OWNERS LLC	\$ 915.00
PAUL SACHS	\$ 897.11
THOMAS DEWHIRST	\$ 877.50
LAWRENCE TOWING LLC	\$ 860.00
HENRY SCHEIN INC	\$ 855.99
ESSENBURG CAR WASH OF HOLLAND INC	\$ 849.00
ALLEN O. JENSEN	\$ 844.00
RONALD UPRIGHT	\$ 840.00
ANSWER UNITED	\$ 828.23
GARY BATTAGLIA	\$ 825.00
UNIVERSITY TRANSLATORS SERVICES LLC	\$ 823.13
AT&T MOBILITY II LLC	\$ 821.42
JOAN BROWN	\$ 786.25
CALDER CITY TAXI COMPANY	\$ 772.80
GERALD FRANCIS FERRY	\$ 770.15
COFESCO FIRE PROTECTION LLC	\$ 759.85
HOLLAND SENIOR CITIZENS CENTER INC	\$ 750.00
SHIRLEE B ACHTERHOF	\$ 741.00
ENTERPRISE ENVELOPE INC	\$ 736.00
W AND M PROPERTY VENTURES LLC	\$ 716.00
BVW PROPERTY MANAGEMENT LLC	\$ 710.00
COMMUNITY HEALING CENTERS	\$ 703.74
GIVA INC	\$ 700.00
APLPD HOLDCO INC & SUBSIDIARY	\$ 696.00
12191 FELCH STREET LDHA LP	\$ 692.00
STEPHEN BOEREMA	\$ 691.00

VENDOR:	TOTAL:
EDWARD C SWART	\$ 684.00
VOICES FOR HEALTH INC	\$ 683.59
LAKESHORE GLASS & METALS LLC	\$ 680.00
JUSTICE WORKS LLC	\$ 675.00
A & R INVESTMENTS LLC	\$ 670.00
JAMIE PANCY	\$ 668.00
TRAPPERS COVE APARTMENT OWNERS LLC	\$ 664.00
STEPHANIE HANSMA	\$ 660.00
FILADELFO MARTINEZ	\$ 655.00
RAMON LUNA	\$ 651.00
THE HERALD PUBLISHING COMPANY LLC	\$ 646.81
ADECCO USA INC	\$ 640.52
ZOOM VIDEO COMMUNICATIONS INC	\$ 639.68
LANGUAGE LINE SERVICES INC	\$ 639.53
HENRY CHARLES WHITE III	\$ 626.00
LAKESHORE PROPERTY MANAGEMENT INC	\$ 625.00
BARBARA FOLEY	\$ 600.40
THE COUNTY OF CALHOUN	\$ 600.00
CHARLES L CLAPP	\$ 600.00
AMY HAMMAN	\$ 600.00
HOSPITAL NETWORK HEALTHCARE SERVICES LLC	\$ 600.00
COMCAST HOLDINGS CORPORATION	\$ 598.55
WITNESSES	\$ 597.81
K & R TRUCK SALES INC	\$ 585.00
CORNERSTONE REAL ESTATE MGMT LLC	\$ 577.00
HIDDEN DUNES APARTMENT OWNERS II LLC	\$ 574.00
WAVELAND PROPERTY MANAGEMENT LLC	\$ 570.00
KERKSTRA SEPTIC TANK CLEANING	\$ 565.00
VELO ASSOCIATES PLC	\$ 559.60
MICHIGAN ASSOCIATION OF EQUALIZATION DIRECTORS	\$ 550.00
FEEDING AMERICA WEST MICHIGAN	\$ 550.00
PRODATA COMPUTER SERVICES INC	\$ 540.00
LIAISON LINGUISTICS LLC	\$ 527.50
WAKEFIELD LEASING CORP	\$ 525.00
JEFFREY J VANHUIS - V QUEST PROPERTIES LLC	\$ 509.00
REFEREES ASSOCIATION OF MICHIGAN	\$ 500.00
MICHIGAN STATE UNIVERSITY	\$ 500.00
HOPE COLLEGE	\$ 500.00
LAKESHORE BUSINESS SOLUTIONS, LLC	\$ 482.01
THE REGENTS OF THE UNIVERSITY OF MICHIGAN	\$ 474.00
VICTORIA A BOUMAN	\$ 470.00
COUNTY OF MUSKEGON	\$ 467.12
SOVA & KELLY, P.C.	\$ 455.80
JUANITA C BRIGGS	\$ 451.00
STATE OF TENNESSEE DEPARTMENT OF SAFETY	\$ 450.00
SCHOOLS EDUCATORS POLICE LIAISON ASSOCIATION	\$ 450.00
HARBOR TRANSIT MULTI-MODAL TRANSPORTATION SYSTEM	\$ 450.00
HUDSONVILLE TOWING	\$ 450.00
LUMIQUICK DIAGNOSTICS	\$ 440.00
LANDSCAPE DESIGN SERVICES INC	\$ 438.24
PRINT MEDIA LLC	\$ 435.40
GREAT LAKES NATIVE SEED	\$ 435.00
FERRETLY INTERNATIONAL LLC	\$ 432.00
CONTROLNET LLC	\$ 418.00
MARY K GOLDEN	\$ 412.50

VENDOR:	TOTAL:
MACATAWA RESOURCE CENTER	\$ 412.30
GUARDIAN ALLIANCE TECHNOLOGIES INC	\$ 410.00
CRIMINAL DEFENSE ATTORNEYS OF MICHIGAN	\$ 405.00
SIRCHIE ACQUISITION COMPANY LLC	\$ 403.14
BLACK RIVER RENTALS	\$ 402.00
NORTHERN DISTRIBUTORS INC	\$ 401.00
MIKA MEYERS BECKETT & JONES PLC	\$ 399.00
CITIBANK NA	\$ 394.60
L & L PRINTING OF COOPERSVILLE	\$ 393.75
GATEHOUSE MEDIA MICHIGAN HOLDINGS, INC.	\$ 390.62
HUBERT P WELLER	\$ 390.05
ENGINEERING SUPPLY & IMAGING	\$ 390.00
WILLIAMSBURG PROPERTY COMPANY	\$ 389.00
GRAPHIX SIGNS & EMBROIDERY	\$ 384.84
GUARDIANTRAC LLC	\$ 382.50
COMPASS GROUP USA	\$ 379.41
KENT CITY COMMUNITY SCHOOLS	\$ 376.07
LAKESHORE REGIONAL ENTITY	\$ 371.43
RUCKER CLEANING LLC	\$ 363.60
ASSOCIATED LANGUAGE CONSULTANTS	\$ 360.00
CATHERINE L CURTIS	\$ 358.00
TRIPLOG INC	\$ 354.00
CLIFTON H BURROWS	\$ 350.00
PLANET DDS LLC	\$ 348.71
FRONTIER COMMUNICATIONS CORPORATION	\$ 343.96
SAFARILAND LLC	\$ 336.96
MICRGRAPHICS PRINTING INC	\$ 333.00
DEAF INC	\$ 330.56
ACTION CHEMICAL INC	\$ 327.70
J NICHOLAS BOSTIC PLLC	\$ 323.51
KAROLINE A GEORGIA	\$ 320.00
DESAL EXCAVATING INC	\$ 320.00
INTERCARE COMMUNITY HEALTH	\$ 309.41
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS	\$ 307.40
INFINISOURCE INC	\$ 306.80
OTTAWA COUNTY JUVENILE COURT EMPLOYEE	\$ 305.00
PUSPA LUITEL	\$ 300.00
KRISTAN A NEWHOUSE PC	\$ 300.00
SECURADYNE SYSTEMS INTERMEDIATE LLC	\$ 300.00
OFFICE MACHINES COMPANY INC	\$ 294.31
CONTRACT PHARMACY SERVICES INC	\$ 283.50
CITY ON A HILL	\$ 280.00
MICHIGAN PROBATE JUDGES ASSOCIATION	\$ 275.00
HEMOCUE INC	\$ 252.26
RIDGE POINT COMMUNITY CHURCH	\$ 250.00
SHAWN HILLMAN	\$ 250.00
MACM	\$ 250.00
DYER AND DEWEERD HEATING & COOLING INC	\$ 250.00
MATTHEW BENDER & COMPANY INC	\$ 243.10
MED-1 HOLLAND LLC	\$ 224.50
STAPLES INC	\$ 223.44
PLUMMER'S DISPOSAL SERVICE INC	\$ 220.00
BROWN & BROWN OF MICHIGAN INC	\$ 220.00
CITY OF GRAND RAPIDS	\$ 210.00
CAMFIL USA INC	\$ 209.52

VENDOR:	TOTAL:
GRAND HAVEN TRIBUNE	\$ 202.27
OTTAWA COUNTY PARKS FOUNDATION	\$ 201.87
CHANGE HEALTHCARE SOLUTIONS, LLC	\$ 200.00
BRIAN RICHARDS	\$ 200.00
DICK'S TOWING & RECOVERY, INC	\$ 200.00
JOHN DAVID BAKALE JR	\$ 200.00
DAVID SETH RODLUND	\$ 200.00
BRENT HUNGERFORD GREEN	\$ 200.00
CTL ENTERPRISES	\$ 190.04
COUNTY OF ALLEGAN	\$ 180.00
RITE WAY PLUMBING & HEATING INC	\$ 175.60
INFINITY BLLING ENTERPRISES LLC	\$ 173.26
PETER KOERT	\$ 168.16
OTTAWA CO FOC EMPLOYEES ASSOC	\$ 160.00
BEN'S RUBBER STAMPS & LASER WORKS INC	\$ 159.60
XEROX FINANCIAL SERVICES LLC	\$ 158.34
THE PITNEY BOWES BANK INC	\$ 148.07
OTTAWA COUNTY EMPLOYEES ASSOCIATION	\$ 140.00
ACE TELEPHONE COMPANY OF MICHIGAN INC	\$ 133.77
GFL ENVIRONMENTAL SERVICES USA INC	\$ 133.15
LATIN AMERICANS UNITED FOR PROGRESS INC	\$ 128.03
KAAT'S WATER CONDITIONING INC	\$ 126.80
HACKLEY LIFE COUNSELING	\$ 125.21
MICHIGAN ASSOCIATION OF LAND BANKS	\$ 125.00
UNITED PARCEL SERVICE INC	\$ 120.91
TRAFFIC & SAFETY CONTROL SYSTEMS INC	\$ 120.00
CINTAS CORPORATION NO. 2	\$ 113.18
CHROMATIC GRAPHICS INC	\$ 111.00
LEWIS REED & ALLEN PC	\$ 100.00
DIANA SCHMIDT	\$ 100.00
BATTLE BUGS PEST CONTROL	\$ 95.00
LINDE GAS & EQUIPMENT INC	\$ 94.95
CLINTON EATON INGHAM COMMUNITY MENTAL HEALTH	\$ 94.64
WINCHEL IRRIGATION LLC	\$ 93.00
EMC INSURANCE CO	\$ 83.33
ADT SECURITY SYSTEMS INC	\$ 67.00
MACATAWA PLUMBING INC	\$ 64.00
GABRIELA CROESE	\$ 60.00
GRAND RAPIDS BAR ASSOCIATION	\$ 60.00
KUERTH'S DISPOSAL INC	\$ 58.50
TERRY D BLANCHARD	\$ 58.34
MICHIGAN OFFICE SOLUTIONS	\$ 53.53
RONALD FRANTZ	\$ 50.48
20TH CIRCUIT COURT	\$ 50.00
BOBELDYK & ASSOCIATES INC	\$ 45.48
KOHLEY'S ECOWATER SYSTEM	\$ 42.75
AMERICAN GAS & OIL	\$ 40.00
GORDON WATER SYSTEMS	\$ 37.59
ALLIANCE ANALYTICAL LABORATORIES	\$ 33.50
MICHIGAN TOWNSHIPS ASSOCIATION	\$ 33.00
JP GRAND HAVEN LLC	\$ 29.97
CHANNELVIEW ENTERPRISES INC	\$ 29.00
JP FITNESS, LLC	\$ 5.80
VILLAGE SELF STORAGE	\$ 3.50
Grand Total	\$ 21,039,761.92

Action Request

	Committee: Board of Commissioners
	Meeting Date: 05/09/2023
	Requesting Department: Parks & Recreation
	Submitted By: Marcie Ver Beek
Agenda Item: Parks and Recreation Personnel Request	

Suggested Motion:

To approve a request to change one 1.0 FTE full-time, benefited Natural Resources Manager (Unclassified, pay grade 12) to a Coordinator of Natural Resources and Stewardship (Unclassified, pay grade 14) at a cost of \$12,471 to be paid with vacancy savings in fiscal year 2023.

Summary of Request:

The request to upgrade the Natural Resources Manager position to a Coordinator of Natural Resources and Stewardship is in response to the continued growth and utilization of the Ottawa County park system. Additional details are attached. Vacancy savings will be used for fiscal year 2023 and will be included in the proposed fiscal year 2024 budget to be paid with unappropriated Parks millage fund balance.

Financial Information:

Total Cost: \$12,471.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Vacancy savings for FY23; to be included in FY24 proposed budget using Parks millage fund balance

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 4: To Continually Improve the County's Organization and Services.

Goal 4: To Continually Improve the County's Organization and Services.

Objective: Goal 4, Objective 1: Conduct activities and maintain systems to continuously improve to gain efficiencies and improve effectiveness.

Goal 4, Objective 3: Maintain and expand investments in the human resources and talent of the organization.

Administration: Recommended Not Recommended Without Recommendation

County Administrator: 

Committee/Governing/Advisory Board Approval Date: Finance and Administration 05-02-2023



MEMORANDUM

To: John Gibbs, County Administrator; Marcie VerBeek, Human Resources Director;
Karen Karasinski, Fiscal Services Director
From: Jason Shamblin, Parks Commission Director
Date: April 20, 2023
RE: Ottawa County Parks Commission Staffing Reclassification

The Ottawa County Parks and Recreation Commission (OCPRC) was established in 1987 by the Ottawa County Board of Commissioners. OCPRC's expressed goal for the park system is to provide the highest quality natural resources and recreational experiences possible through creative park design, high quality programs, and by implementing exacting standards for parks maintenance and facility construction. This goal has been pursued through the diligent efforts of park staff in all aspects of park planning, administration, programming, and park maintenance and operations.

The basic structure for park operations was established in 1990 with the focus on acquiring and managing land with the highest quality natural resources. As the inventory of park lands grew, OCPRC recognized the increased need for professional staff focused on the management, protection and public education of the growing inventory of unique, and in many cases rare, ecosystems found in Ottawa County. In 2011, the OCPRC hired the first Natural Resources Supervisor. The position was subsequently promoted to the Natural Resources Manager. Since that time, Ottawa County has been and continues to be the fastest growing county in the state (approximately 15% or an increase of 38,000 people). Additionally, Ottawa County parks experienced a 30% increase in usage from 2019 to 2020 that was sustained in 2021, which has resulted in increased demand for and use of the parks. Since OCPRC's establishment, the threat and pressure from invasive species, both plant and animal, has increased significantly. Invasive species threaten the sensitive ecosystems in Ottawa County that make up the best and most diverse collection of natural resources in the state of Michigan.

In April 2023, the Natural Resources Manager resigned. As a result, we propose revising this position in order to ensure we attract and fill this position with an employee with the unique skills and qualifications needed to meet the needs of the county. To best serve the residents of the county by managing and protecting our natural resources now and in the future, OCPRC is requesting the reclassification of the current Natural Resources Manager position. Parks staff have collaborated with Human Resources and Fiscal Services staff to review and approve the proposed reclassification.

The proposed changes have been summarized below:

- Reporting directly to the department Director.
- Increased responsibility and oversight of the division budget and an identified role and responsibility in the Department's Capital Improvement Plan.
- Increased responsibility and oversight of the division staff and volunteers.
- Increased responsibility and oversight of natural resource, restoration and construction projects.

- Increased responsibility and oversight of the development of educational resources, protocols, policies and procedures.
- Increased responsibility in the department's land acquisition strategy

Natural Resources Manager - Vacant, unclassified, Exempt, Pay Grade 12. Updated job description and renamed to Coordinator of Natural Resources and Stewardship. Reassign to work under the Director and increase to grade 14.

Grade 12 = \$66,262.04 - \$86,151

Grade 14 = \$75,863.32 - \$98,622.68

Total increase of annual max salary is \$12,471.68 coming from the Parks unspent salary budget.

OTTAWA COUNTY

TITLE: COORDINATOR OF NATURAL RESOURCE
MANAGEMENT

DEPT.: PARKS & RECREATION

DATE: 4/20/23

EMPLOYEE GROUP: UNCLASSIFIED

GRADE: U14

FLSA: EXEMPT

JOB SUMMARY:

Under the direction of the Director of Parks and Recreation Commission, oversees stewardship and natural resources planning, restoration, protection, and management functions. Develops and implements comprehensive County wide short and long-term plans for the stewardship, protection and natural resources management for all County parks, open space lands and facilities to meet current and future demands and threats. Coordinates and assists the Director in a wide range of administrative functions including budgeting, property acquisition strategies and policy development. Responsible for the volunteer program, developing and presenting natural resources management expertise on a wide variety of topics and in wide variety of venues, and represents the department in regard to natural resource issues and efforts with other organizations, outside groups, residents, and in the media.

ESSENTIAL JOB FUNCTIONS: The essential functions of this position include, but are not limited to, the following:

1. Coordinates and participates in the development, updating and implementation of the natural resources management plans, including field work for county parks and open spaces properties. Solicits input from staff, Parks Commissioners and industry experts in all matters affecting the stewardship of County natural resources and properties. Develops, prepares or oversees the preparation of natural resource management plans including but not limited to an inventory of guiding documents, natural resources assessment and analysis, goals, strategies, restoration project description, the development of cost estimates, and implementation strategies. Oversees implementation of all aspects of complex, multi-year, high-stakes, high-profile natural resources management projects, include development of budgets, identification of funding sources, request for proposals, management of staff, stakeholders, and consultants, and post-project evaluations.
2. Analyzes data to assess current and forecast future stewardship, natural resources, environmental preservation and conservation best practices throughout the county, state and country. Evaluates threats to current park lands, natural resources and develops plans to meet current and projected future needs through the expansion of existing and the development and recommendation of new park and county educational resources, protocols, policies and procedures.
3. Prepares and coordinates the Natural Resources Division budget, participates in the preparation of the annual Parks and Recreation operating and capital budget requests, including preparation of natural resource-based needs projections and cost estimates.
4. Prepares a variety of reports and makes verbal presentations for audiences ranging from staff, Parks Commission, general public, educators, students and local/state officials. Coordinates and participates in the planning of training and public programs related to natural resource management. Coordinates, oversees, reviews and recommends approval of requests, and oversee the documentation of natural resource field research and projects associated with parks and properties.
5. Identifies grant funding opportunities and prepares grant applications for submission to state, federal and private funding sources to meet identified needs and goals of the park system as established by the Parks Commission. Implements grant funded projects, while monitoring and complying with grant requirements.

6. Provides expertise to parks staff, commissioners, the general public, local communities and other organizations on natural resource issues, recommends appropriate policies including invasive plant control and habitat restoration methods to ensure long- term sustainability of natural features. Represents the Ottawa County Parks and Recreation Department in regard to natural resource management issues with the media and outside groups. Serves as liaison representing the department as assigned with various organizations as assigned.
7. Coordinates and participates in the development, implementation and management of the volunteer program serving all functions within the Ottawa County Parks and Recreation Department. Works to meet established goals for volunteer participation and works with other department staff to identify volunteer needs and oversees volunteer use within the department. Coordinates the development and oversee the implementation of a comprehensive volunteer recognition program.
8. Coordinates and participates in the selection, hiring, training and management of park staff involved in natural resource management and volunteer management functions. Schedules work and provides direction; evaluates performance and fulfills other supervisory functions as needed. Coordinates and monitors the develops and implements daily work schedules for natural resource management staff, volunteers, alternative labor workers, and others.
9. Performs other functions as assigned.

REQUIRED KNOWLEDGE AND SKILLS:

1. Thorough knowledge of the ecology of the Great Lakes region including native flora, fauna and natural communities; thorough knowledge of Michigan's invasive species, their impacts and control methods; wildlife and wildlife management techniques; land planning and GIS mapping and use of GPS as it relates to natural resources management.
2. A strong ability to formulate, communicate and implement natural resource management plans based on accurate and realistic estimates of field conditions; staff time and materials needed for completion.
3. A strong ability to make written and verbal presentations to various groups including staff, commissioners, other organizations, and individuals.
4. Considerable knowledge of research protocols as it relates to natural resource management.
5. Considerable knowledge of volunteer management, including effective recruiting and retention techniques, coordination of events and ongoing volunteer services, on site supervision and appropriate recognition.
6. The ability to effectively supervise paid staff, alternative labor including community service workers and volunteers.
7. The ability to work weekend and evening shifts; and be available for non-routine events and activities in order to ensure success and accomplish scheduled activities and necessary functions.

REQUIRED EDUCATION, TRAINING AND EXPERIENCE:

Master's degree from an accredited college or university in environmental science, natural resources management, ecology, biology or a related field required. A Bachelor's degree and relevant professional-level work experiences as approved by the employer may be accepted. Seven (7) to ten years' experience in a natural resources management position, including experience with natural resource management plans, natural resources inventories, budget development and oversight and other stewardship activities including presenting reports and information in writing and verbally. Significant experience working with volunteers and volunteer programs in a leadership role including participate in recruiting, organizing and

coordinating, on site supervision and recognition of service. Experience grant writing with proven success required.

LICENSES AND CERTIFICATION:

A valid motor vehicle driver's license.

Training and/or certification regarding grassland prescribed burns with certification through the National Wildlife Coordinating Group Firefighter Type 1 or higher, preferred.

A certified pesticide applicator license with three (3) months of employment.

PHYSICAL REQUIREMENTS:

1. Must have sufficient visual acuity, with or without corrective lenses to visually identify plants, animals and other natural resource elements in the field; and to perform extended work on a computer and with written materials.
2. Must have sufficient auditory acuity, with or without audio logical devices to hear and discern natural resource elements in the field; hear alarms and other warning signals.
3. Must be able to physically access all Commission natural resource features and areas including trails, park grounds, dunes, wetlands, and other areas in the course of daily activities.
4. Must have sufficient physical strength and dexterity to operate tools commonly used in natural resources land management, invasive plant removal, and other related tasks.
5. Must be able to tolerate exposure to extreme temperatures; dirt, dust, pollen, and other airborne particulates; inclement weather, insects and pests.
6. Must be able to tolerate exposure to pesticides, herbicides and other chemicals routinely used in the control of invasive species.
7. Must be able and willing to wear all required protective clothing and equipment.

WORKING CONDITIONS:

While performing the essential functions of this position, the employee is exposed to moving mechanical hazards, dust, dirt and other airborne particulates; inclement weather, including extreme temperatures, wind, rain and snow; herbicides and pesticides, insects and other outdoor pests and other outdoor hazards.

Must be willing and able to work regular weekend and evening shifts in order to accommodate scheduled job functions.

Action Request

Electronic Submission – Resolution #: 1921



Committee: BOARD OF COMMISSIONERS

Meeting Date: 5/9/2023

Requesting Department: FISCAL SERVICES

Submitted By: KAREN KARASINSKI

Agenda Item: TAX YEAR 2023 MILLAGE RATE RESOLUTION

Suggested Motion:

To approve the resolution established millage rates for tax year 2023.

Summary of Request:

Each September the County is required to hold a public hearing prior to adopting the annual budget. In addition to providing an opportunity for the public to review and comment on the proposed budget, it is also a formal notification of the proposed millage rate for the upcoming year. As such, in the advertisement, it must be clearly stated that the "property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing."

The County is limited by law how high the millage rate can be adjusted. This is commonly referred to as the "Headlee Calculation" after the 1978 Headlee Amendment to Michigan's constitution. Since then, units of government are required to annual calculate a Headlee rollback factor. This calculation can only be completed when taxable values are set in April, seven months into the fiscal year.

This year, due to higher inflation, there is no rollback of millage rates and the maximum allowable millage rate is unchanged from last year.

The Board certifies the County millage rates in a resolution and completion of state form known as the L-4029. The form is shared with the local units to bill and collect County taxes and filed with the State of Michigan.

Note: Ottawa County operating levy is the 6th lowest in the State. Also, based on 2021 tax data on the State website, only seven other counties levy less than the maximum allowable millage rate.

Financial Information:

Total Cost: **N/A**

General Fund Cost: **N/A**

Included in Budget: **N/A**

If not included in Budget, recommended funding source:

N/A

Action is Related to an Activity Which Is: Non-Mandated

Action is Related to Strategic Plan:


Goal:

Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator:

 4/26/2023 10:29:34 AM

Committee/Governing/Advisory Board Approval Date:

FINANCE AND ADMINISTRATION 05-02-2023

Summary of Request Continued:

	2022 Tax Year		2023 Tax Year	
	Maximum Allowable	Actual Levy	Maximum Allowable	Actual Levy
County Operating	4.2872	3.9000	4.2872	3.9000
E-911	0.4195	0.4195	0.4195	0.4195
Parks	0.3163	0.3163	0.3163	0.3163
Road Improvement	0.4767	0.4767	0.4767	0.4767
Community Mental Health	0.2859	0.2859	0.2859	0.2859
	5.7856	5.3984	5.7856	5.3984

STATE OF MICHIGAN

COUNTY OF OTTAWA

RESOLUTION TO APPROVE 2023 MILLAGE RATES

At a meeting of the Board of Commissioners of the County of Ottawa, Ottawa County, Michigan, held at the Board of Commissioners' meeting room in the County Administration Building 12220 Fillmore, Olive Township, Michigan, in said County on May 9, 2023, at 1:30 p.m. local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Commissioner: _____ and supported by Commissioner: _____:

WHEREAS, the Ottawa County Board of Commissioners ("Board") in September of 2022 adopted a general appropriations Act ("FY 2023") and provided notice under the notice provisions in the Uniform Budgeting and Accounting Act, being MCL 141.412 and MCL 141.436, which fulfill the County's obligations under Truth in Taxation requirements of MCL 211.24E according to Michigan Department of Treasury guidance;

WHEREAS, the actual millage rates to raise the revenues for FY 2023 cannot be calculated in September due to the constitutional rollback requirements which must occur after the close of the calendar year;

WHEREAS, the Ottawa County Equalization Department has made such calculations for calendar year 2023 and Board has considered input from the Ottawa County Central Dispatch Authority, the Ottawa County Parks Commission, Community Mental Health Board, and the Ottawa County Road Commission and has carefully examined the financial circumstances of Ottawa County and its funding units, including estimated expenditures, estimated revenues, and the state taxable valuation of property located within Ottawa County, and has determined that the levy of the millage rates below will be necessary for the sound management and operation of Ottawa County and its funding units;

WHEREAS, the Board intends to dedicate .30 of the County operating millage to fully funding the defined-benefit plan that was closed to new employees effective December 31, 2011 or December 31, 2012, depending on the employee group, and as of the last actuary report on December 31, 2020, based on Municipal Employees' Retirement System (MERS) assumptions, the plan was 75% funded, and pursuant to MERS current actuarial assumptions, the estimate to fully fund the MERS defined benefit plan requires additional resources equal to .30 mills for 11 years;

WHEREAS, the need for such action should sunset after the 11-year completion of the MERS Option B payment plan and the current Board of Commissioners urges future Board of Commissioners to reduce taxes to the extent possible at that time;

WHEREAS, the Board has legal authority to establish that 5.7856 mills be levied from within its authorized millage rate and that this millage is at or below the amounts discussed during FY 2023 budgetary discussions by the Board; and

NOW THEREFORE, BE IT RESOLVED THAT:

1. For 2023 the total millage rate 5.3984 mills, including 3.9000 mills for allocated operating purposes in Fiscal Year 2023, .4195 mills for E-911 operating purposes in Fiscal Year 2024, .3163 mills for Park expansion, development and maintenance purposes in Fiscal Year 2024, .2859 mills for Community Mental Health services for Fiscal Year 2024, and .4767 mills for road improvement in Fiscal Year 2024; and

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

YEAS: _____

NAYS: _____

ABSTAIN: _____

RESOLUTION ADOPTED.

Joe Moss, Chairperson

Justin Roebuck, Ottawa County Clerk

Certification

I, the undersigned, duly qualified Clerk of the County of Ottawa, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners of the County of Ottawa, Michigan, at a meeting held on May 9, 2023, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed my official signature this 9th day of May, 2023.

Justin Roebuck, Ottawa County Clerk

Summary of Request Continued:

	2022 Tax Year		2023 Tax Year	
	Maximum Allowable	Actual Levy	Maximum Allowable	Actual Levy
County Operating	4.2872	3.9000	4.2872	3.9000
E-911	0.4195	0.4195	0.4195	0.4195
Parks	0.3163	0.3163	0.3163	0.3163
Road Improvement	0.4767	0.4767	0.4767	0.4767
Community Mental Health	0.2859	0.2859	0.2859	0.2859
	5.7856	5.3984	5.7856	5.3984

OTTAWA COUNTY 2023 CERTIFICATE OF COMPLIANCE

Our Tax Authority has completed the following steps as required by M.C.L. 211.24e (Truth in Taxation)



A separate Truth-in-Taxation hearing is **not necessary**. Our Tax Authority complies with Sec. 16 of the Uniform Budgeting and Accounting Act (M.C.L. 141.436). Notice, advertising, and print size must conform to stated requirements. (M.C.L. 141.412)

and

Our meeting was completed by October 1st. *Date of meeting was September 13, 2022.

OR



Our Board, or Commission, or Council has met and adopted a resolution proposing an additional operating millage rate and proposing a hearing date. (M.C.L. 211.24e, subsection 7)

and

Our Board, or Commission, Council or Authority has published a hearing notice and posted the same at the principal office of our taxing unit. This notice contained the proposed additional millage rate, the percentage increase in operating revenue and the percentage increase over the preceding year if not approved which would be generated from permitted ad valorem tax levies and the Notice was published at least 6 days before the hearing date. (M.C.L. 211.24e, subsections 6 & 9)

and

Our Board, or Commission, Council or Authority held a public hearing pursuant to the hearing notice. (M.C.L. 211.24e, subsection 6) *Date of meeting was _____.

and

Not more than 10 days after the public hearing, a taxing unit has approved the levy of an additional millage rate but has not approved an additional millage rate that is greater than a proposed additional millage rate that was published and on which the public hearing has been held.

OR



Our Tax Authority is exempt from M.C.L. 211.24e because we levied 1 mill or less in the concluding fiscal year for operating purposes.

OR



A Truth-in-Taxation hearing was not necessary because we will not be levying an operating levy which is larger than the base tax rate.

Our Taxing Authority has verified any Debt Levy being requested on the Tax Rate Request Form(L4029)



We are not requesting a debt levy



We are requesting a debt levy and have included a report or other document showing the amount of principal and interest that the requested debt levy is intended to retire.

• NAME OF TAX UNIT County of Ottawa

• BOARD, COUNCIL OR COMMISSION:
Clerk or Secretary (Signature) _____

Print or Type Name Justin Roebuck

• Chairperson, Mayor,
President or Supervisor (Signature) _____

Print or Type Name Joe Moss

• Dated this 9th day of May, 2023.

Please return to the Ottawa County Equalization Director with the L-4029 form.

OTTAWA COUNTY 2023 CERTIFICATE OF COMPLIANCE

Our Tax Authority has completed the following steps as required by M.C.L. 211.24e (Truth in Taxation)



A separate Truth-in-Taxation hearing is **not necessary**. Our Tax Authority complies with Sec. 16 of the Uniform Budgeting and Accounting Act (M.C.L. 141.436). Notice, advertising, and print size must conform to stated requirements. (M.C.L. 141.412)

and

Our meeting was completed by October 1st. *Date of meeting was September 13, 2022.

OR



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and

Our Board, or Commission, Council or Authority has published a hearing notice and posted the same at the principal office of our taxing unit. This notice contained the proposed additional millage rate, the percentage increase in operating revenue and the percentage increase over the preceding year if not approved which would be generated from permitted ad valorem tax levies and the Notice was published at least 6 days before the hearing date. (M.C.L. 211.24e, subsections 6 & 9)

and

Our Board, or Commission, Council or Authority held a public hearing pursuant to the hearing notice. (M.C.L. 211.24e, subsection 6) *Date of meeting was _____.

and

Not more than 10 days after the public hearing, a taxing unit has approved the levy of an additional millage rate but has not approved an additional millage rate that is greater than a proposed additional millage rate that was published and on which the public hearing has been held.

OR



Our Tax Authority is exempt from M.C.L. 211.24e because we levied 1 mill or less in the concluding fiscal year for operating purposes.

OR



A Truth-in-Taxation hearing was not necessary because we will not be levying an operating levy which is larger than the base tax rate.

Our Taxing Authority has verified any Debt Levy being requested on the Tax Rate Request Form(L4029)



We are not requesting a debt levy



We are requesting a debt levy and have included a report or other document showing the amount of principal and interest that the requested debt levy is intended to retire.

• NAME OF TAX UNIT County of Ottawa

• BOARD, COUNCIL OR COMMISSION:
Clerk or Secretary (Signature) _____

Print or Type Name Justin Roebuck

• Chairperson, Mayor,
President or Supervisor (Signature) _____

Print or Type Name Joe Moss

• Dated this 9th day of May, 2023.

Please return to the Ottawa County Equalization Director with the L-4029 form.

2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes County of Ottawa	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 \$15,169,064,251
Local Government Unit Requesting Millage Levy County of Ottawa	For LQCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
ALLOC	Operating	11/06/18	4.4400	4.2872	1.0000	4.2872	1.0000	4.2872	3.9000		12/31/28
VOTED	E-911	08/05/08	0.4400	0.4195	1.0000	0.4195	1.0000	0.4195		0.4195	12/31/28
VOTED	Parks	08/02/16	0.3300	0.3163	1.0000	0.3163	1.0000	0.3163		0.3163	12/31/26
VOTED	Road Imp	11/04/14	0.5000	0.4767	1.0000	0.4767	1.0000	0.4767		0.4767	12/31/24
VOTED	Community Mental Health	03/08/16	0.3000	0.2859	1.0000	0.2859	1.0000	0.2859		0.2859	12/31/25

Prepared by Karen Karasinski	Telephone Number (616) 215-9249	Title of Preparer Fiscal Services Director	Date 05/09/2023
----------------------------------------	-------------------------------------------	------------------------------------------------------	---------------------------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.


<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		Justin Roebuck	05/09/2023
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		Joe Moss	05/09/23

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Action Request

	Committee: Board of Commissioners
	Meeting Date: 05/09/2023
	Requesting Department: Fiscal Services Department
	Submitted By: Karen Karasinski
Agenda Item: American Rescue Plan Act Project Funding	

Suggested Motion:

To approve a request to use \$9,441,926 in ARPA funds for revenue replacement, in order to use the resultant budgetary savings of the same amount to fund future initiatives; an approach which has made it administratively easier to comply with grant rules.

Summary of Request:

The County has received approximately \$57 million in American Rescue Plan Act (ARPA) funding; the funding was distributed under a grant program titled State and Local Fiscal Recovery Fund (SLFRF). The guidelines allow governments to calculate the amount of revenue replacement for calendar years 2020-2023 and spend those dollars providing direct services to residents. To date, the County calculated \$39.7 million in revenue replacement for calendar years 2020 and 2021. Budgetary savings that result for the projects has been committed by the Board of Commissioners to fund future initiatives. This approach has made it administratively easier to comply with the grant rules.

The 2022 calculation of lost revenue is \$27,496,987, however, only \$9,441,926 is the remaining balance of the County's American Rescue Plan Act (ARPA) allocation. The County can spend the funds on the following projects:

1. X601 - Public Safety Payroll. Funds to support the provision of services to protect the safety of life, health, and property of residents and businesses across the County. The impact of SLFRF in supporting the County's committed efforts in providing public safety, justice, and security is measured by the budgeted funds available to the County Sheriff's Department for these explicit, reported public safety purposes.
2. X602 - Court Services. These funds support the provision of court services to the people of Ottawa County. The impact of SLFRF is to support the Court's mission to administer justice and restore wholeness in a manner that inspires public trust. The impact will be evaluated using the primary outcome measures set forth in the County's budget document which is published on the County website.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:
Upon approval of projects budget amendment will be processed.

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.
 Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Objective: Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 2, Objective 1: Consider initiatives that contribute to the economic health and sustainability of the County and its residents.

Goal 2, Objective 2: Consider initiatives that contribute to the social health and sustainability of the County and its residents.


Goal 2, Objective 3: Consider initiatives that contribute to the environmental health and sustainability of the County and its residents.

Administration: Recommended Not Recommended Without Recommendation

County Administrator: 

Committee/Governing/Advisory Board Approval Date: Finance and Administration 05-02-2023

Action Request

	Committee: Board of Commissioners
	Meeting Date: 05/09/2023
	Requesting Department: Fiscal Services
	Submitted By: Karen Karasinski
Agenda Item: Quarterly Financial Status Report	

Suggested Motion:

To receive for information the detailed Financial Statements for the General Fund and Mental Health Fund, as well as a higher level summary for the Special Revenue Funds, through the end of the 2nd quarter of Fiscal Year 2023.

Summary of Request:

The reports are distributed in department level detail for the year to date revenue and expenditure budgets and actual activity. The activity is summarized at the end of each report to reflect the total revenues, total expenditures, and fund balance.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective:

Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 1, Objective 2: Maintain and improve the financial position of the County through legislative advocacy.

Goal 1, Objective 3: Maintain or improve bond credit ratings.

Administration: Recommended Not Recommended Without Recommendation

County Administrator: 

Committee/Governing/Advisory Board Approval Date: Finance and Administration 05-02-2023



Ottawa County
Where You Belong[®]

Karen Karasinski
Fiscal Services Director

Myra Ocasio
Fiscal Services Assistant Director

Fiscal Services Department
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e-mail: kkarasinski@miottawa.org
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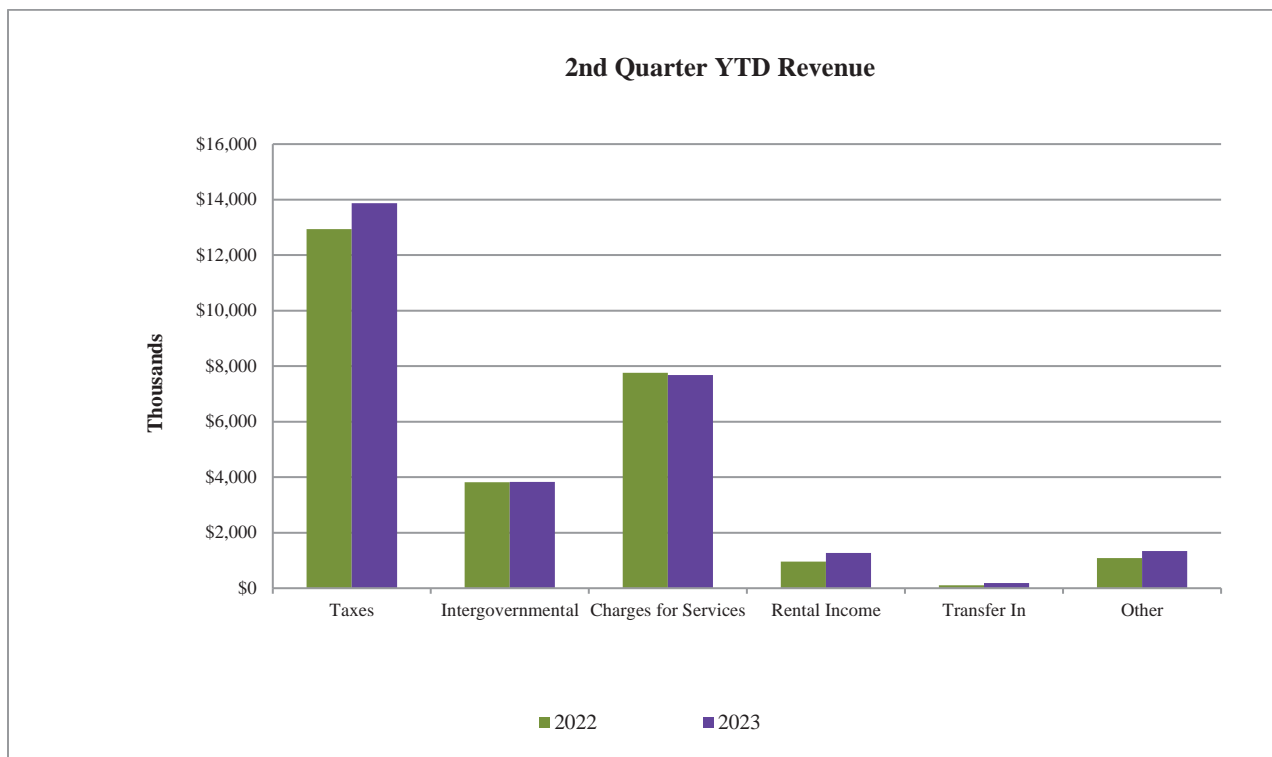
TO: Finance and Administration Committee
FROM: Karen Karasinski, Fiscal Services Director
SUBJECT: Quarterly Financial Status Report
DATE: May 2, 2023

The second quarter of Fiscal year 2023 financial statements for the General Fund and Mental Health Fund as well as a summary for the American Recue Plan Act (ARPA) funds and the Special Revenue funds are presented for your review. The attached schedules provide a budget to actual comparison for these funds. This memorandum is an overview intended to highlight significant trends and activities as well as provide an opportunity to discuss variances and/or events outside of the normal course of business.

General Fund
2nd Quarter 2023, Period Ending March 31, 2023

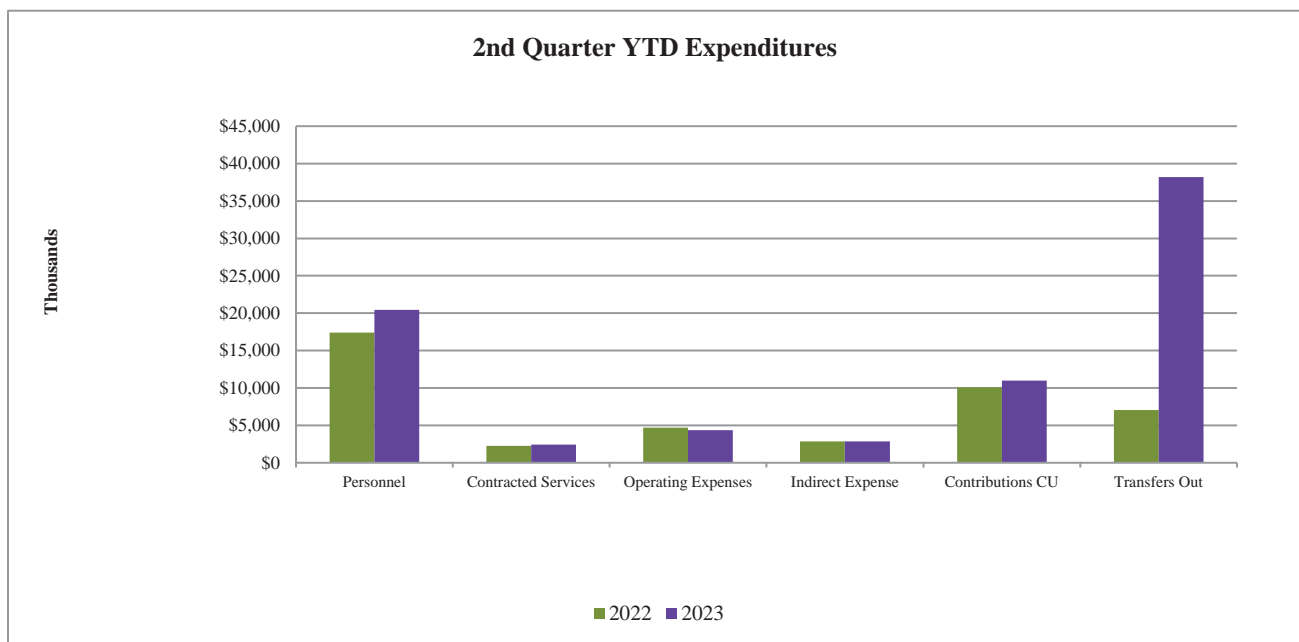
Period ending revenues and expenditures are on track with the budget for the General Fund.

REVENUE



- The tax revenue for the pass-thru levy for the Road Commission and Central Dispatch are billed in December, and generally received in December, January, and February. Property Taxes for County operating purposes are billed and generally received in July, August, and September. At the April Board meeting Equalization presented their 2023 Equalized value report with an amount of \$15,169,064,251. The taxable value estimated during the budget process to establish the FY23 property tax revenue was \$15,163,192,130. A very close projection due to the collaborative effort between Equalization, Treasurer and Fiscal Services.
- Intergovernmental revenue is primarily comprised of the state share revenue and grant revenue. It reflects a comparable amount to the same quarter last year but only at 29.4% of budget. The Local Stabilization and State PA2 funds are normally received in May which is why Intergovernmental revenue trends lower through the 2nd quarter.
- Charges for Services revenue is primarily comprised of Indirect Administrative Services, Real Estate Transfer Tax and Miscellaneous Court Costs as well as Civil Infractions. The Indirect Administrative Services is an allocation of the central service departments expenses to all the internal departments of the county that are serviced.
- Rental Income represents the amounts charged to internal departments for the use of the facilities.
- Transfer In represents funds transferred to the General Fund from other funds.
- Other revenue is comprised of donations and reimbursements as well as fines and interest on investments. The increase over last year is primarily due to an increase in Investment Interest.
- All other revenues are in line with budgeted projections.

EXPENDITURE



- The increase in personnel is a result of the continued impact of the use of American Rescue Plan Act funds (ARPA). Last year ARPA funds were used towards several projects consisting of personnel expenses for public service departments.
- The significant increase in Transfers Out is due to the budgetary savings from the use of ARPA funds from the previous year which were transferred to the Board Initiatives Fund for revenue replacement projects for the County.
- Overall, appropriations are within a reasonable and historical consistent range for this time of year.

AMERICAN RESCUE PLAN ACT (ARPA) UPDATE:

- Below is a summary of the Loss Revenue that’s been calculated for the ARPA funds along with the eligible expenses that have been allocated for the projects approved by the Board

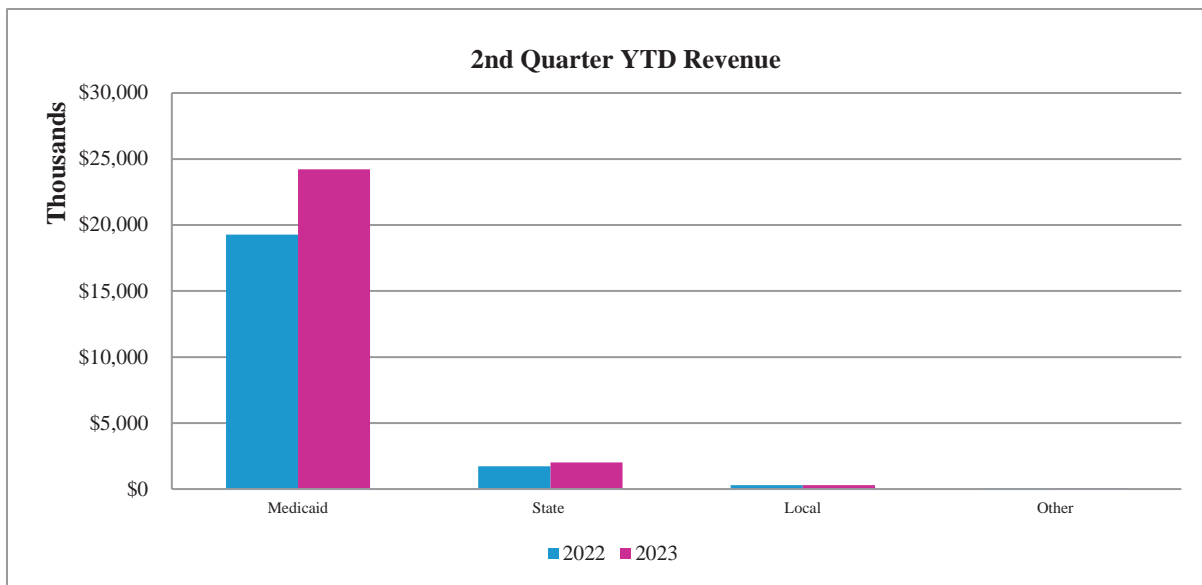
ARPA Allocation	\$56,684,556.00		
	Project Amount	Paid/Reported To Treasury	Balance
2020 Revenue Replacement (\$19,030,058)			
Public Safety Payroll	19,030,058.00	\$19,030,058.00	\$0.00
2021 Revenue Replacement (\$20,712,572)			
Public Safety Payroll	9,678,380.00	9,678,380.00	-
Court Services	6,526,116.00	6,526,116.00	-
Prosecuting Attorney Services	2,946,358.00	2,946,358.00	-
Clerk Services	1,561,718.00	1,561,718.00	-
ODC Network-Childcare Slots	7,500,000.00	3,750,000.00	3,750,000.00
2022 Revenue Replacement (\$9,442,026)			
Public Safety Payroll	7,044,132.00		7,044,132.00
Court Services	2,397,794.00		2,397,794.00
Total	\$56,684,556.00	\$43,492,630.00	\$13,191,926.00

Mental Health Fund

2nd Quarter 2023, Period Ending March 31, 2023

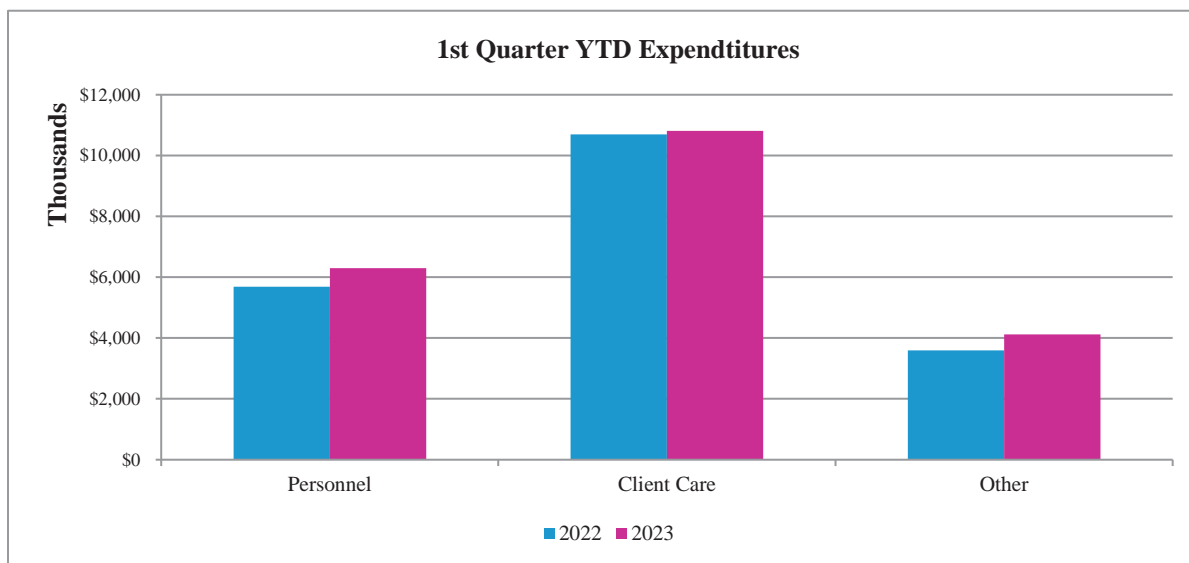
Mental Health revenues and expenditures are within budgeted projections through the second quarter.

REVENUE



- Medicaid revenue continues to increase compared to last year. Contributing factors include higher rates from the Lakeshore Regional Entity (LRE) plus changes in eligibility which have increased Medicaid membership. Additionally, a monthly member payment protocol for the distribution of Medicaid revenues has been implemented by the LRE resulting in earlier receipt of budgeted revenues. The FY23 Medicaid revenue is budgeted slightly conservative due to the fact that certain measures put in place to mitigate the Public Health emergency are schedule to end May 2023. LRE payments and revenue projections do not reflect the impact this will have on future distributions.

EXPENDITURES



- Personnel expenditures show an increase from 2022 to 2023 due to anticipated staffing salary and benefit increases, and the addition of new positions as a result of new programs being implemented. A significant portion of personnel provide direct care services.
- The increase in the Other expenses category over last year is primarily due to an increase in personnel.

**GENERAL FUND (1010) - INTERIM STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

Fiscal Year 2023, 2nd Quarter ending March 31, 2023

(with comparative actual amounts for Fiscal Year 2022, 2nd Quarter ending March 31, 2022)

	2023				2022		
	Original Budget	Amended Budget	Actual 12/31/2022	% Difference from budget	Difference from budget	2022 Total at 3/31/2022	Actual Audited
Revenues:							
Taxes	\$66,050,870	\$66,050,996	\$13,875,787	21.0%	(52,175,209)	\$12,940,395	\$60,487,158
Intergovernmental	12,342,135	13,020,385	3,829,367	29.4%	(9,191,017)	\$3,813,249	11,906,139
Charges for services	16,285,405	16,303,449	7,674,563	47.1%	(8,628,886)	\$7,757,192	15,902,987
Fines and forfeits	82,100	82,100	43,606	53.1%	(38,494)	\$40,777	113,882
Interest on investments	213,875	213,875	704,072	329.2%	490,197	\$133,081	376,487
Licenses and permits	372,191	372,191	137,395	36.9%	(234,796)	\$152,930	357,984
Rental income	2,525,774	2,606,614	1,274,578	48.9%	(1,332,036)	\$956,120	2,310,651
Other	562,422	666,622	452,079	67.8%	(214,543)	\$754,302	958,653
Transfers In from Other Funds	6,426,121	6,484,716	186,104	2.9%	(6,298,612)	\$108,037	4,703,061
Total revenues	104,860,893	105,800,947	28,177,551	26.6%	(77,623,396)	26,656,083	97,117,002
Expenditures by Function:							
Legislative (Commissioners)	720,866	742,356	303,867	40.9%	438,489	340,972	670,310
Judicial:							
20th Circuit Court	3,672,834	3,840,319	1,695,683	44.2%	2,144,636	1,577,849	2,197,803
58th District Court	8,842,654	8,846,597	3,983,064	45.0%	4,863,532	3,739,952	3,655,626
Probate Court	1,074,694	1,076,532	501,597	46.6%	574,935	412,239	609,750
Juvenile Services Division	1,783,831	1,833,732	827,302	45.1%	1,006,430	778,621	973,384
Circuit Court Adult Probation	159,670	159,670	71,171	44.6%	88,499	76,625	154,882
All other judicial	46,919	49,459	24,798	50.1%	24,661	27,015	44,423
	15,580,602	15,806,309	7,103,616	44.9%	8,702,693	6,612,301	7,635,869
General Government:							
Administrator	1,243,384	1,532,621	658,008	42.9%	874,613	453,145	1,057,599
Fiscal Services	2,217,583	2,214,833	942,120	42.5%	1,272,713	860,095	1,830,399
County Clerk	2,853,214	2,947,399	1,241,581	42.1%	1,705,818	1,047,242	924,346
Prosecuting Attorney	5,552,567	5,559,156	2,281,887	41.0%	3,277,269	2,345,589	2,255,470
County Treasurer	1,007,120	1,007,120	405,835	40.3%	601,285	421,542	947,019
Equalization	1,855,710	1,855,710	831,182	44.8%	1,024,528	808,565	1,725,411
Geographic Information Systems	615,303	615,303	272,247	44.2%	343,056	277,679	595,851
MSU Extension	420,278	420,278	203,457	48.4%	216,821	254,461	395,823
Facilities Maintenance	5,321,962	5,541,680	2,248,618	40.6%	3,293,062	1,780,877	4,199,145
Corporate Counsel	479,775	479,775	182,506	38.0%	297,269	845,531	1,032,062

**GENERAL FUND (1010) - INTERIM STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

Fiscal Year 2023, 2nd Quarter ending March 31, 2023

(with comparative actual amounts for Fiscal Year 2022, 2nd Quarter ending March 31, 2022)

	2023				2022		
	Original Budget	Amended Budget	Actual 12/31/2022	% Difference from budget	Difference from budget	2022 Total at 3/31/2022	Actual Audited
General Government continued:							
Register of Deeds	828,373	834,388	369,673	44.3%	464,715	369,618	786,974
Human Resources	1,427,508	1,427,685	623,560	43.7%	804,125	517,821	1,110,377
Water Resources Commissioner	1,238,544	1,238,544	545,456	44.0%	693,088	478,842	1,023,515
All other general government	164,433	187,183	98,530	52.6%	88,653	86,532	138,557
	<u>25,225,753</u>	<u>25,861,675</u>	<u>10,904,661</u>	<u>42.2%</u>	<u>14,957,015</u>	<u>10,547,538</u>	<u>18,022,547</u>
Public Safety:							
Sheriff	15,582,980	15,691,132	5,225,871	33.3%	10,465,261	3,945,364	2,888,521
Central Dispatch	6,036,929	6,036,929	5,142,222	85.2%	894,707	4,717,029	5,708,138
Jail	12,186,363	12,186,363	4,533,868	37.2%	7,652,495	3,519,468	3,309,429
All other public safety	2,839,281	2,845,304	1,013,707	35.6%	1,831,598	1,000,929	2,529,830
	<u>36,645,554</u>	<u>36,759,728</u>	<u>15,915,667</u>	<u>43.3%</u>	<u>20,844,061</u>	<u>13,182,790</u>	<u>14,435,919</u>
Public Works							
Public Works (drain assessments)	414,700	414,700	(165,460)	-39.9%	580,160	210,620	727,749
Road Commission	6,857,142	6,857,142	5,837,917	85.1%	1,019,225	5,355,028	6,482,535
Health & Welfare							
Substance Abuse	548,475	548,475	2,136	0.4%	546,338	0	548,475
All other health & welfare	778,198	788,569	277,278	35.2%	511,290	293,377	706,134
Community & Economic Development	1,677,075	2,188,294	760,345	34.7%	1,427,949	681,988	1,587,856
Other Expenditures	1,067,726	509,931	111,427	21.9%	398,504	110,238	220,476
Transfers Out to Other Funds	16,344,803	46,621,091	38,205,444	81.9%	8,415,647	7,036,268	24,307,620
Total General Fund Expenditures	<u>105,860,893</u>	<u>137,098,269</u>	<u>79,256,897</u>	<u>57.8%</u>	<u>57,841,373</u>	<u>44,371,121</u>	<u>75,345,489</u>
Net change in fund balance	(1,000,000)	(31,297,322)	(51,079,346)		(19,782,024)	(17,715,037)	21,771,513
Fund balance, beginning of year	56,238,207	56,238,207	56,238,207		0	34,466,692	34,466,694
Fund balance, end of year	<u>55,238,207</u>	<u>24,940,884</u>	<u>5,158,860</u>		<u>(19,782,024)</u>	<u>16,751,655</u>	<u>56,238,207</u>

**MENTAL HEALTH (2220) - INTERIM STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

Fiscal Year 2023, 2nd Quarter ending March 31, 2023
(with comparative actual amounts for Fiscal Year 2022, 2nd Quarter ending March 31, 2022)

	2023					2022	
	Original Budget	Amended Budget	Actual	Actual as a % of Budget	Variance	2022 Total at 3/31/2022	Actual Audited
Revenues:							
Intergovernmental	\$48,311,644	\$48,331,944	\$26,292,054	54.4%	(\$22,039,890)	\$21,071,937	\$48,898,698
Charges for services	242,400	242,400	30,530	12.6%	(211,870)	15,683	64,424
Interest on investments	61,852	61,852	37,691	60.9%	(24,161)	-	28,710
Rental income	-	-	2,730	0.0%	2,730	1,820.00	4,550
Other	49,000	52,410	26,284	50.2%	(26,126)	27,051	57,860
Transfers In from Other Funds	794,098	794,098	247,049	31.1%	(547,049)	263,096	532,086
Total revenues	\$49,458,994	\$49,482,704	\$26,636,338	53.8%	(\$22,846,366)	\$21,379,587	\$49,586,328
Expenditures:							
Salaries	\$8,791,550	\$8,863,284	\$3,901,784	44.0%	\$4,961,500	\$3,486,517	\$8,017,180
Benefits	4,962,876	5,039,817	2,439,731	48.4%	2,600,086	\$2,242,434	4,532,057
Supplies	273,975	173,940	59,284	34.1%	114,656	\$46,931	193,433
Contracted Services	32,553,200	32,516,333	13,660,537	42.0%	18,855,796	\$13,142,148	34,556,285
Operating Expense	999,968	1,012,516	256,905	25.4%	755,611	\$274,661	734,424
Maintenance & Repair	31,255	32,345	10,465	32.4%	21,880	\$11,873	21,079
Utilities	168,400	162,500	66,490	40.9%	96,010	\$61,829	129,299
Insurance	466,552	467,952	222,450	47.5%	245,502	\$163,953	324,979
Indirect Expense	1,211,218	1,214,018	605,609	49.9%	608,409	\$542,220	1,084,440
Transfers Out to Other Funds	-	0	-			-	0
Total Expenditures	\$49,458,994	\$49,482,704	\$21,223,255	42.9%	\$28,259,449	\$19,972,566	\$49,593,177
Net change in fund balance	-	(0)	5,413,083		5,413,083	1,407,021	(6,849)
Fund balance, beginning of year	22,162	22,162	22,162		-	29,011	29,011
Fund balance, end of year	<u>\$22,162</u>	<u>\$22,162</u>	<u>\$5,435,245</u>		<u>\$5,413,083</u>	<u>\$1,436,032</u>	<u>\$22,162</u>

COUNTY OF OTTAWA
Fiscal 2023

	Original Revenue Budget	Adjusted Revenue Budget	Revenue Actual	% of budget	Original Expenditure Budget	Adjusted Expenditure Budget	Expenditure Actual	% of budget	Budgeted Fund Balance Gain (Use)	Current Fund Balance Gain (Use)
Special Revenue Funds										
American Rescue Plan Act	-	9,806,857	6,056,857	62%	-	9,806,857	6,056,857	62%	-	-
Child Care	8,292,718	8,560,991	3,360,396	39%	8,292,718	8,560,991	3,638,993	43%	-	(278,598)
Concealed Pistol License	160,500	160,500	82,523	51%	101,026	101,026	41,367	41%	59,474	41,156
Department of Health & Human Services	61,440	61,440	30,720	50%	61,440	61,440	28,202	46%	-	2,518
Farmland Preservation	687,567	1,825,970	33,522	2%	687,567	1,893,970	248,360	13%	(68,000)	(214,839)
Federal Forfeiture	-	-	-	0%	4,000	4,000	-	0%	(4,000)	-
Friend of the Court	5,618,403	5,908,277	2,480,650	42%	5,618,403	5,908,277	2,867,314	49%	-	(386,663)
General Fund Board Initiatives	-	29,785,292	29,785,292	100%	-	35,417,638	26,585,038	75%	(5,632,347)	3,200,254
General Fund Cell Towers	214,288	218,288	98,649	45%	16,150	20,150	1,826	9%	198,138	96,822
General Fund DB/DC	4,470,380	4,470,380	-	0%	4,446,816	4,446,816	-	0%	23,564	-
General Fund Infrastructure	5,490	5,490	7,721	141%	125,000	125,000	125,000	100%	(119,510)	(117,279)
General Fund Solid Waste Clean-Up	22,718	22,718	24,838	109%	-	-	-	0%	22,718	24,838
General Fund Stabilization	-	-	-	-	-	-	-	-	-	-
Homestead Property Tax	5,410	5,410	4,625	85%	1,760	1,760	-	0%	3,650	4,625
Landfill Tipping Fees	2,176,100	2,176,100	227,827	10%	2,457,230	2,457,230	364,226	15%	(281,130)	(136,399)
Mental Health Millage	7,984,192	9,438,527	6,132,291	65%	8,526,560	10,860,035	4,988,200	46%	(1,421,508)	1,144,090
Mental Health Substance Use Disorder	5,099,885	5,270,096	2,384,414	45%	5,099,885	5,270,096	1,599,790	30%	-	784,624
Other Governmental Grants	4,207,480	6,229,989	774,530	12%	4,207,480	6,280,702	1,385,170	22%	(50,713)	(610,641)
Parks & Recreation	6,003,704	6,136,389	4,854,272	79%	7,012,269	7,726,100	2,025,112	26%	(1,589,710)	2,829,160
Public Defender's Fund	4,525,525	4,525,525	2,446,131	54%	4,525,525	4,525,525	2,074,101	46%	-	372,029
Public Health	13,012,691	18,122,469	9,748,802	54%	15,258,827	18,410,444	7,476,648	41%	(287,976)	2,272,154
Register of Deeds Technology	279,078	279,078	93,978	34%	327,429	354,429	216,150	61%	(75,351)	(122,172)
Sheriffs Contracts	10,794,553	10,794,553	5,062,271	47%	10,675,523	10,675,523	4,734,579	44%	119,030	327,693
Debt Service Funds	7,447,083	7,447,083	5,423,390	73%	7,447,083	7,447,083	5,350,288	72%	-	73,102
Capital Projects Funds	11,597,549	36,108,988	9,911,122	27%	13,216,731	39,939,966	2,705,481	7%	(3,830,978)	7,205,641
Building Authority Capital Projects	-	2,000,000	393,136	20%	-	27,551,782	7,490,933	0%	(25,551,782)	(7,097,797)

Action Request



Committee: Board of Commissioners

Meeting Date: 05/09/2023

Requesting Department: Fiscal Services

Submitted By: Karen Karasinski

Agenda Item: FY23 Budget Adjustments

Suggested Motion:

To approve the 2023 budget adjustments per the attached schedule.

Summary of Request:

Approve budget adjustments processed during the month for appropriation changes and line item adjustments.

Mandated action required by PA 621 of 1978, the Uniform Budget and Accounting Act.

Compliance with the Ottawa County Operating Budget Policy.

Financial Information:

Total Cost: \$0.00	General Fund Cost: \$0.00	Included in Budget:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
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If not included in budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated Non-Mandated New Activity

Action is Related to Strategic Plan:

Goal: Goal 1: To Maintain and Improve the Strong Financial Position of the County.

Objective:

Goal 1, Objective 1: Maintain and improve current processes and implement new strategies to retain a balanced budget.

Goal 1, Objective 2: Maintain and improve the financial position of the County through legislative advocacy.

Goal 1, Objective 3: Maintain or improve bond credit ratings.

Administration: Recommended Not Recommended Without Recommendation

County Administrator: 

Committee/Governing/Advisory Board Approval Date: Finance and Administration 05-02-2023

	Fund	Department	Explanation	Revenue	Expense
7-214	CMH- Millage Fund	Community Mental Health	Recognize revenue and appropriate expense for the Behavioral Health Workforce Stablization Support Grant. This is a new grant for 5/1/23 - 9/30/23 that will be used for staff providing direct care services to people with severe mental illness. Funds will be used on activities that will expand current staff retention as well as increase the visibility of open job opportunities at CMH.	\$ 68,000	\$ 68,000
7-759	Capital Improvement Fund	Court Security Stations	Recognize revenue from the Ottawa County Insurance Authority and appropriate expense for the design and cost estimate of Court Security stations. This is a new project in the Capital Improvement Plan. Grant approved by OCIA Board on 3/27/23.	\$ 240,000	\$ 240,000
7-938	ARPA		Utilize ARPA lost revenue to fund governmental services of providing judicial and public safety services to the County through 4/30/23. Includes wages for sworn officers in the Sheriff's office and the Jail, along with Court employees.		
		District Court		\$ 2,397,794	\$ 2,397,794
		Sheriff		\$ 3,966,945	\$ 3,966,945
		Jail		\$ 3,077,187	\$ 3,077,187
7-1014	General Fund	Equalization	Recognize revenue from local units and appropriate expense for mailings to notify residents of upcoming property inspections.	\$ 3,230	\$ 3,230
7-1493	Parks & Recreation	Parks	Recognize revenue and appropriate expense for repair of Rosy Mound stairs. The neighborhood association of Terry Trails has agreed to reimburse the County \$29,675 for the cost of the project. Request approved by Parks Commission (PR 23-28) on 4/19/23.	\$ 29,675	\$ 29,675

Action Request

Electronic Submission - Contract # 1817



Committee: BOARD OF COMMISSIONERS
Meeting Date: 05/09/2023
Vendor/3rd Party: MULTIPLE VENDORS
Requesting Department: PUBLIC HEALTH
Submitted By: KRIS CONRAD
Agenda Item: COMMUNITY HEALTH NEEDS ASSESSMENT CONTRACT

Suggested Motion:

To approve the 2023 Memorandum of Understanding for the Community Health Needs Assessment contract and funding.

Summary of Request:

Since 2011, Corewell Health Zeeland Hospital, Holland Hospital, Trinity Health Grand Haven, United Way of Ottawa and Allegan Counties, Community Mental Health of Ottawa County, the Ottawa County Department of Public Health (OCDPH), and others have worked in partnership every three years to administer a Community Health Needs Assessment (CHNA) that helps identify local health needs. OCDPH acts as the coordinator and fiduciary for the CHNA process. More details are outlined in the attached Memorandum of Understanding. Completion of a CHNA every few years is a federal requirement for many healthcare organizations and is important for public health accreditation. See Lisa Uganski or Derel Glashower for more information.

Financial Information:

Total Cost: \$163,800.00	General Fund Cost: \$0.00	Included in Budget: Yes
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If not included in Budget, recommended funding source:

Action is Related to an Activity Which Is: Mandated

Action is Related to Strategic Plan:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

Administration:

Recommended by County Administrator:  2/2/2023 4:51:56 PM

Committee/Governing/Advisory Board Approval Date: FINANCE AND ADMINISTRATION: 2/7/2023

2023 Memorandum of Understanding

This Memorandum of Understanding (MOU) is entered into between Community Mental Health of Ottawa County, Community SPOKE, United Way of Ottawa and Allegan Counties, Holland Hospital, Trinity Health Grand Haven, Corewell Health Zeeland Hospital, Ottawa County Department of Public Health, Ottawa Area Intermediate School District, and the Ottawa County Stop Child Abuse and Neglect (SCAN) Council ("collectively referred hereinafter as "the Partners").

A. PURPOSE AND SCOPE

This MOU outlines a collaborative project to conduct a county-wide Community Health Needs Assessment (CHNA) followed by a Community Health Improvement Plan (CHIP). The purpose of the project is to:

- To support a formal and comprehensive community health needs assessment process that will allow for a systematic review of health status in Ottawa County.
- To create an infrastructure that will permit easy dissemination of available data and enable a continued partnership.
- To create a community health profile report that will allow for prioritization of needs, informed decision making, resource allocation and collective action to improve health outcomes.
- Based on the findings of the CHNA, create a community-informed health improvement plan with identified priorities and objectives, for the purpose of guiding strategic collective action to improve health outcomes in Ottawa County.

B. STATEMENT OF MUTUAL BENEFIT AND INTERESTS

The Partners have a mutual interest in improved health outcomes for the individuals in their core service area. Through collaborative leadership, assessment and planning, each Partner will benefit by achieving their organizational goals and objectives in a more effective, efficient manner.

C. TERMS OF THE MOU

Responsibilities of all Partners:

- Actively participate in the CHNA and CHIP Partner meetings.
- Participate in CHNA process of collecting/providing health data.
- Provide contact information for Key Informants.
- Distribute Key Stakeholder Survey and Underserved Resident Survey.
- Engage in the CHIP process and commit to incorporate one or more priorities and/or objectives into organization-level strategic plan and/or organization-level health improvement plan.
- Ensure all Partners are informed and involved in decision-making related to both the CHNA and CHIP process.
- Agree to consensus-based decision making.
- Attend project planning meetings and share tasks.
- Share in the cost of conducting the CHNA and the CHIP as agreed upon at each step or committed to by contract.

No liability to Third Party:

As between the Partners, no Partner will have any liability to any third party of any Partner for any obligations set forth in or arising out of this MOU except as expressly agreed to by a Partner in a writing executed by an authorized representative of said Partner.

Indemnification:

Each Partner shall indemnify the other Partners and their directors, employees and agents against, and hold them harmless from, any and all liability, loss, or damages (including reasonable attorneys' fees) resulting from or arising out of the acts or omissions of the indemnifying Partner.

Responsibilities of the Ottawa County Department of Public Health:

- Coordinate the logistics associated with conducting the Ottawa County Behavioral Risk Factor Survey (BRFS), the Maternal Child Health (MCH) Assessment and the broader Ottawa County CHNA and the Ottawa County CHIP.
- Provide oversight to the contractor(s); contractors may or may not be the same for the project components.
- Manage and house all raw data, with the exception of primary data planned to be collected in coordination with the OAISD
- Coordinate and facilitate CHNA and CHIP Partner meetings.
- As needed, create Requests for Proposal for any project component.
- Serve as fiduciary for the project contracts.
- Contribute \$31,575 to the project.
- Adhere to the report requirements, including timelines, set on **Addendum A** to this MOU.

Responsibilities of Holland Hospital:

- Contribute \$31,575 to the project.

Responsibilities of Corewell Health Zeeland Hospital:

- Contribute \$31,575 to the project.

Responsibilities of Trinity Health Grand Haven:

- Contribute \$31,575 to the project.

Responsibilities of the United Way of Ottawa and Allegan Counties:

- Use CHNA data in the Health section of the United Way Community Assessment process.
- Pay for printing of the CHNA and CHIP Summary Reports.

Responsibilities of Community SPOKE:

- Coordinate and facilitate the use of the CHNA and CHIP among nonprofit organizations in Ottawa County, helping to address gaps and reduce unnecessary duplication.

Responsibilities of Community Mental Health of Ottawa County:

- Contribute \$3,000 for the purchase of incentives by the selected contractor for use with the Underserved Resident Survey component of the Community input and analysis piece of the CHNA project.

Responsibilities of Ottawa Area Intermediate School District:

- Contribute \$1,500 for the purchase of incentives by the selected contractor for use with the Underserved Resident Survey component of the Community input and analysis piece of the CHNA project.
- Contribute \$3,000 toward the Maternal Child Health (MCH) Assessment portion of the CHNA.

Responsibilities of OCDPH Community Health Services:

- Contribute \$3,000 toward the MCH Assessment.

Responsibilities of Ottawa County SCAN Council:

- Contribute \$2,000 toward the MCH Assessment.

D. TIMELINE

The following timeline has some built in flexibility.

Underserved Resident Survey Timeline

Questionnaire draft to CHNA Task Force	October 14, 2022
Questionnaire finalized	October 28, 2022
Begin enlisting area agencies/organizations to assist	October 24, 2022
Programming/testing online version (if applicable)	November 4, 2022

Begin data collection	November 7, 2022
Begin data entry	December 12, 2022
Finish data collection	August 31, 2023
Data cleaning/coding/tabulation/coding	September 4, 2023
Dataset finalized	September 18, 2023

Key Stakeholders Interviews Timeline

Discussion guide draft to CHNA Task Force	November 7, 2022
Discussion draft finalized	November 21, 2022
Begin recruiting Key Stakeholders	January 9, 2023
Begin interviews	January 16, 2023
Begin transcription of interviews	January 23, 2023
Finish interviews	February 13, 2023
Finish transcription of interviews	February 20, 2023

Key Informants Online Survey Timeline

Questionnaire draft to CHNA Task Force	December 16, 2022
Questionnaire finalized	January 6, 2023
Programming/testing of questionnaire	January 20, 2023
Begin data collection	February 3, 2023
Finish data collection	March 3, 2023
Data cleaning/coding/tabulation/coding	March 10, 2023
Dataset finalized	March 24, 2023

Population Health Data Tool Timeline

Discuss data tool construction with CHNA Task Force	June 5, 2023
Begin building and populating database	June 12, 2023
Database to CHNA Task Force for approval	July 17, 2023
Database complete	July 24, 2023

BRFS Timeline

Questionnaire draft to CHNA Task Force	January 6, 2023
Questionnaire finalized	February 3, 2023
Programming/testing of questionnaire	March 3, 2023
Begin data collection	April 3, 2023
Finish data collection	July 10, 2023
Data cleaning/coding/tabulation/coding	July 24, 2023
Weighting and raking of dataset	August 7, 2023
Final dataset sent to OCDPH	August 28, 2023

Final Report Drafts

COMPLETE AND FINAL REPORTS

November 6, 2023
November 30, 2023

E. ESTIMATED COSTS

- | | |
|------------------------------------------------------------|----------|
| • 2023 Behavioral Risk Factor Survey (N=1200; 112 Q's max) | \$72,000 |
| • 2023 Community Health Needs Assessment | \$47,300 |
| • 2023 Maternal Child Health Assessment | \$25,000 |
| • Gift cards for Underserved Resident Survey (300 x \$15) | \$4,500 |
| • 2024 Community Health Improvement Plan | \$15,000 |
| • Printing CHNA & CHIP Infographic Reports | \$800 |

EST. TOTAL COST	\$164,600
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Signatory page for the 2023 CHNA/CHIP MOU



Adeline Hambley
Health Officer
Ottawa County Department of Public Health

1/18/23
Date _____

Service Agreement between Multiple CHNA/CHIP Partners
And The Ottawa County Department of Public Health
February 2023

SIGNATURE PAGE:

COUNTY OF OTTAWA


By: _____
Joe Moss, Chairperson
Board of Commissioners

Date

By: _____
Justin F. Roebuck, County Clerk/Register

Date

Signatory page for the 2023 CHINA/CHIP MOU




Lynne Doyle
Executive Director
Community Mental Health of Ottawa County

1/25/23

Date

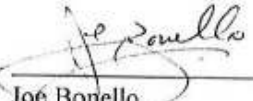
Signatory page for the 2023 CHNA/CHIP MOU



Brian Gaggin- Kelly Kears
President and CEO Chief Financial Officer
United Way of Ottawa and Allegan Counties

1-27-2023
Date

Signatory page for the 2023 CHNA/CHIP MOU



Joe Bonello
VP of Nursing/CNO
Holland Hospital

1/19/2023
Date

Signatory page for the 2023 CHNA/CHIP MOU



Shellee Yaklin
President
Trinity Health Grand Haven

1.19.23

Date

Signatory page for the 2023 CHNA/CHIP MOU

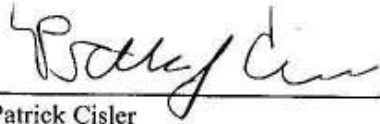
DocuSigned by:
Paula Schuiteman-Bishop
4080066E468405

Paula Schuiteman-Bishop
VP, Healthier Community Operations
Corewell Health Zeeland Hospital

1/21/2023

Date

Signatory page for the 2023 CHNA/CHIP MOU



Patrick Cisler
Executive Director
Community SPOKE

January 19, 2023

Date

Signatory page for the 2023 CHNA/CHIP MOU

Dr. Kyle Mayer

C3B393E7B3A7E5E4F82182512A9E28FD PDF.js sign

Dr. Kyle Mayer
Superintendent
Ottawa Area Intermediate School District

01/26/2023

Date

Signatory page for the 2023 CHNA/CHIP MOU

Leigh Moerdyke

Leigh Moerdyke
Arbor Circle
Ottawa SCAN Council

1/23/2023

Date

**ADDENDUM A
REPORT REQUIREMENTS
AND REPORT TIMELINE
FOR OTTAWA COUNTY DEPARTMENT OF
PUBLIC HEALTH**

Report Requirements

- Clear description of the community assessed through primary and secondary research activities
- Collaborative/community definition of minority groups for the respective region
- Chronic diseases and primary health needs included in the final report and when possible, stratified by insurance status, income status, and minority population (as defined by the community)
- Health Care Resources: Minimally, Health Resources and Services Administration (HRSA) data on health professionals and facilities in defined community, and community asset mapping results
- Clear documentation on the primary and secondary research activity methods and responses
- Clear documentation of the process and method used to prioritize the significant health needs (defined as the 3-5 final, prioritized needs of the community)
- Clear documentation of the process used for consulting with persons representing the community's interest and documentation of who was involved. Those involved must include:
 - At least one state, local, tribal, or regional governmental public health department (or equivalent department or agency), or a State Office of Rural Health described in Section 338J of the Public Health Services Act, with knowledge, information, or expertise relevant to the health needs of the community.
 - Members of medically underserved, low-income, and minority populations in the community served by the hospital facility, or individuals or organizations serving or representing the interests of these populations.

Timeline

	Due Date
2022	
Contract Finalized (including research activities, report needs, itemized budget)	January 1, 2023
2023	
3-5 Significant Health Needs Identified	November 15, 2023
2024	
CHNA Report	March 1, 2024