

## FINANCE AND ADMINISTRATION COMMITTEE

### Approved Minutes

DATE: June 19, 2001

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex, West Olive

PRESENT: Cornelius Vander Kam, Roger Rycenga, Gordon Schrottenboer, Robert Rinck

ABSENT: Frederick VanderLaan, D. Dale Mohr

STAFF: Robert Oosterbaan, Administration; Rosemary Zink, Finance Director; June Hagan, Accounting Director; Greg Rappleye, Corporate Counsel; Sherri Sayles, Deputy Clerk

MEDIA

SUBJECT: CONSENT ITEMS

Approved by consent the Minutes of the May 15, 2001 Meeting as presented and approved by consent the agenda of today as presented.

SUBJECT: TAX ALLOCATION

FC 01-048 Motion: To concur with the final order of the Tax Allocation Board as follows:

County of Ottawa 4.4400 mills  
Intermediate School District .1220  
Townships 1.0510  
TOTAL 5.6130 mills

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS

D. Dale Mohr arrived at 8:35 a.m.

SUBJECT: STATEMENT OF REVIEW

FC 01-049 Motion: To approve the Statement of Review for the month of May 2001.

Moved by: Rinck Supported by: Vander Kam UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 01-050 Motion: To approve Budget Adjustments #382 - #387.  
Moved by: Vander Kam Supported by: Schrotenboer UNANIMOUS

**SUBJECT: MONTHLY BUDGET ADJUSTMENTS**

FC 01-051 Motion: To approve and forward to the Board the appropriation changes greater than \$50,000 and those approved by the Administrator and Finance Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of May 2001.

Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

**SUBJECT: GENERAL FUND FUND BALANCE AT 12/31/00**

FC 01-052 Motion: To approve and forward to the Board the following transfers from the 12/31/00 General Fund Fund Balance:

Public Improvement Fund \$2,000,000.00  
Millage Reduction of 1/10 mill 667,726.00  
Infrastructure Fund - Revolving Loans 854,079.50  
Infrastructure Fund - County Projects 854,079.50

Moved by: Rinck Supported by: Schrotenboer

FC 01-053 Motion: To table motion FC 01-052.

Moved by: Schrotenboer Supported by: Mohr MOTION PASSED

Yeas: Schrotenboer, Mohr, Rycenga

Nays: Vander Kam, Rinck

**SUBJECT: OTTAWA COUNTY, MICHIGAN INSURANCE AUTHORITY ANNUAL FINANCIAL REPORT**

FC 01-054 Motion: To receive as information and forward to the Board the Comprehensive Annual Financial Report of the Ottawa County, Michigan Insurance Authority for the year ended December 31, 2000.

Moved by: Schrotenboer Supported by: Vander Kam UNANIMOUS

**SUBJECT: OTTAWA COUNTY DRAIN COMMISSION ANNUAL FINANCIAL REPORT**

FC 01-055 Motion: To receive as information and forward to the Board the Ottawa County Drain Commission Annual Financial Statements for the year ended December 31, 2000.

Moved by: Mohr Supported by: Schrotenboer UNANIMOUS

**SUBJECT: COUNTY OF OTTAWA ANNUAL FINANCIAL REPORT**

FC 01-056 Motion: To receive as information and forward to the Board the Comprehensive Annual Financial Report (CAFR) of the County of Ottawa for the year ended December 31, 2000.

Moved by: Schrottenboer Supported by: Mohr UNANIMOUS

SUBJECT: COUNTY OF OTTAWA SINGLE AUDIT REPORT

FC 01-057 Motion: To receive as information and forward to the Board the Single Audit Report for the year ended December 31, 2000.

Moved by: Mohr Supported by: Schrottenboer UNANIMOUS

SUBJECT: MIS BILLING RATE STUDY FOR 2002

FC 01-058 Motion: To approve and recommend to the Board the Management Information Services Billing Rate Study for 2002 for implementation in the 2002 budget.

Moved by: Schrottenboer Supported by: Vander Kam UNANIMOUS

SUBJECT: COST ALLOCATION PLAN

FC 01-059 Motion: To approve and recommend to the Board the 2000 Cost Allocation Plan for implementation in the 2002 budget.

Moved by: Schrottenboer Supported by: Mohr UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Commissioner's 2002 budget - Rosemary Zink briefly discussed the proposed 2002 Commissioner's Budget. Data Processing Services and Consultants have the largest increases. Consensus of the Committee is to go forward.

SUBJECT: ADJOURNMENT

FC 01-060 Motion: To adjourn at 9:45 a.m.

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS