

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: July 2, 2002

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex, West Olive

PRESENT: Cornelius Vander Kam, Robert Rinck, Gordon Schrottenboer, D. Dale Mohr, Philip Kuyers

ABSENT: Roger Rycenga

STAFF & GUESTS: Robert Oosterbaan, Administrator; Rosemary Zink, Finance Director; Soren Wolff, Holland City Manager; June Hagan, Accounting Director; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the June 4, 2002, meeting as presented and approve the agenda of today as presented.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 02-050 Motion: To approve budget adjustments #443-445 and #467.

Moved by: Schrottenboer Supported by: Rinck UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 02-051 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 2002.

Moved by: Mohr Supported by: Rinck UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 02-052 Motion: To approve the Statement of Review for the month of May 2002.

Moved by: Mohr Supported by: Rinck UNANIMOUS

SUBJECT: OTTAWA COUNTY DRAIN COMMISSIONER'S ANNUAL FINANCIAL REPORT

FC 02-053 Motion: To receive as information and forward to the Board the Ottawa County Drain Commissioner's Annual Financial Statements for the year ended December 31, 2001.
Moved by: Mohr Supported by: Rinck UNANIMOUS

SUBJECT: MIS BILLING RATE STUDY FOR 2003

FC 02-054 Motion: To approve and recommend to the Board the Management Information Services Billing Rate Study for 2003 for implementation in the 2003 budget.
Moved by: Vander Kam Supported by: Schrotenboer UNANIMOUS

SUBJECT: 2001 COST ALLOCATION PLAN

FC 02-055 Motion: To approve and recommend to the Board the 2001 Cost Allocation Plan for implementation in the 2003 budget.
Moved by: Schrotenboer Supported by: Rinck UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Windmill Island Update - Soren Wolff, Holland City Manager, updated the Committee on Windmill Island and explained the handouts of the Windmill Island Village infrastructure development project. The Holland City Counsel will be making a final decision on August 7th if the project will continue.
2. The July 18th Finance and Administration is canceled. The next meeting is scheduled for Thursday, August 22nd.

SUBJECT: ADJOURNMENT

FC 02-056 Motion: The meeting adjourned at 9:25 a.m.
Moved by: Mohr Supported by: Rinck UNANIMOUS