

**APPROVED
OTTAWA COUNTY
BOARD OF COMMISSIONERS
FINANCE & ADMINISTRATION COMMITTEE**

**Tuesday, October 26, 2004 12:30 PM
Fillmore Administration Building - Conference Room A
12220 Fillmore Street, West Olive**

DATE: October 26, 2004

TIME: 12:30 p.m.

PLACE: Fillmore Street Complex

PRESENT: Cornelius Vander Kam, Edward Berghorst, Roger Rycenga, Robert Rinck, Gordon Schrotenboer

STAFF & GUESTS: Alan Vanderberg, Administrator; Rosemary Zink, Finance Director; Amy DeWitt, Treasurer's Office; June Hagan, Accounting Director; Erika Rosebrook Dibble, Business Improvement Communications Coordinator; Greg Rappleye, Corporation Counsel; Sherri Sayles, Deputy Clerk; Media

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and approve by consent the minutes of the October 5, 2004, and October 12, 2004, meetings as presented.

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 04-107 Motion: To approve and forward to the Board of Commissioners 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 September 2004.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 04-108 Motion: To approve budget adjustments #848 - #850.

Moved by: Schrotenboer Supported by: Rinck

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 04-109 Motion: To approve the Statement of Review for the month of September 2004.

Moved by: Berghorst Supported by: Rinck

UNANIMOUS

SUBJECT: QUARTERLY FINANCIAL REPORTS

FC 04-110 Motion: To receive for information the Interim Financial Statement for General Fund as of September 30, 2004.

Moved by: Berghorst Supported by: Schrotenboer

UNANIMOUS

SUBJECT: 2004 APPORTIONMENT REPORT

FC 04-111 Motion: To approve and forward to the Board the 2004 Apportionment Report.

Moved by: Berghorst Supported by: Rinck

UNANIMOUS

SUBJECT: 2005 BUDGET RESOLUTION

FC 04-112 Motion: To approve and forward to the Board of Commissioners the 2005 Budget Resolution and 2005 Budget.
Moved by: Schrotenboer Supported by: Rinck
UNANIMOUS

SUBJECT: GENERAL INFORMATION ITEMS

1. Next Finance and Administration Committee Meeting - The Finance and Administration Committee Meeting scheduled for Tuesday, November 16th, has been rescheduled to Tuesday, November 9th, at 12:30 p.m.

SUBJECT: ADJOURNMENT

FC 04-113 Motion: To adjourn at 12:45 p.m.

Agenda

Consent Items:

1. Approval of Agenda
2. Approval of the Minutes from the October 5, 2004 and October 12, 2004 Meetings

Action Items:

1. Monthly Budget Adjustments
Suggested Motion:
To approve and forward to the Board of Commissioners 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 September 2004.
2. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustments #848 - #850.
3. Statement of Review
Suggested Motion:
To approve the Statement of Review for the month of September 2004.
4. Quarterly Financial Reports
Suggested Motion:
To receive for information the Interim Financial Statement for General Fund as of September 30, 2004.
5. 2004 Apportionment Report
Suggested Motion:
To approve and forward to the Board the 2004 Apportionment Report
6. 2005 Budget Resolution
Suggested Motion:
To approve and forward to the Board of Commissioners the 2005 Budget Resolution and 2005 Budget.

General Information Items:

1. Next Finance and Administration Committee meeting is November 16, 2004 at 1:00 p.m.

