

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: April 18, 2006

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Robert Rinck, Gordon Schrotenboer, Joyce Kortman, Dennis Swartout

STAFF & GUESTS: Alan Vanderberg, Administrator; Karen Fish, Deputy Treasurer; Michael Galligan, Equalization Director; Jim Bush, Equalization Dept.; June Hagan, Fiscal Services Director; Gary Scholten, Register of Deeds; Erika Rosebrook Dibble, Business Improvement/Communications Coordinator; Rich Schurkamp, Human Resources Director; Gerry Cyranowski, CMH Director; Greg Hofman, CMH; 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 March 21, 2006, meeting as presented.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 06-028 Motion: To approve budget adjustments #192, 211-213 & 216.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 06-029 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of March 2006.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 06-030 Motion: To approve the Statement of Review for the month of March 2006.
Moved by: Kortman UNANIMOUS

SUBJECT: EQUALIZATION REPORT

- FC 06-031 Motion: To approve the forward to the Board of Commissioners the 2006 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.
Moved by: Kortman UNANIMOUS

Michael Galligan, Equalization Director, presented the Equalization Report.

SUBJECT: TREASURER'S INVESTMENT REPORT

- FC 06-032 Motion: To receive for information the Treasurer's Quarterly Investment Report as of March 2006.
Moved by: Schrottenboer UNANIMOUS

The Treasurer's Investment Report was presented by Karen Fish, Deputy Treasurer.

SUBJECT: QUARTERLY FINANCIAL STATUS REPORT

- FC 06-033 Motion: To receive for information the Interim Financial Statement for the General Fund as of March 31, 2006.
Moved by: Kortman UNANIMOUS

SUBJECT: RESOLUTION FOR FILING QUALIFIED STATEMENTS UNDER ACT 34 OF THE PUBLIC ACTS OF 2001

- FC 06-034 Motion: To approve and forward to he Board of Commissioners the Resolution authorizing the County Administrator to file with the Michigan Department of Treasury a "Qualifying Statement" to issue bonds as required by Act 34 of the Public Acts of 2001.
Moved by: Rinck UNANIMOUS

SUBJECT: TAX ALLOCATION

- FC 06-035 Motion: To recommend to the Board of Commissioners that the Tax Allocation remain at 4.440 for the County operating millage and continue for one year.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: GENERAL FUND REVENUES OVER EXPENDITURES FOR 2005

FC 06-036 Motion: To approve and recommend to the Board of Commissioners that \$500,000 of the 2005 General Fund fund balance be designated for Buildings and Improvements and \$268,790 be reserved for the Other Post Employment Benefits (OPEB, GASB Statement #45) liability funding.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: REQUEST FOR A FUNDING INCREASE FOR THE GYPSY MOTH SUPPRESSION PROGRAM

FC 06-037 Motion: To approve the increased funding request from the Ottawa Conservation District for the administrative costs of the Gypsy Moth Suppression Program from 25% to 36.5% of the total administrative costs for the 2006 program.
Moved by: Kortman UNANIMOUS

SUBJECT: RECLASSIFICATION OF THE BUSINESS IMPROVEMENT/COMMUNICATIONS COORDINATOR POSITION

FC 06-038 Motion: To approve and forward to the Board of Commissioners the reclassification of the Business Improvement/Communications Coordinator, pay grade U07A to Assistant County Administrator, pay grade U10 at an annual cost of approximately \$6,500.
Moved by: Kortman UNANIMOUS

SUBJECT: RECLASSIFICATION OF ONE RECORDS PROCESSING CLERK III IN COMMUNITY MENTAL HEALTH

FC 06-039 Motion: To approve and forward to the Board of Commissioners the reclassification of one (1 FTE) Records Processing Clerk III, Group grade 07, in Community Mental Health to Quality Improvement Assistant, Group T, Grade 10 at an annual cost not to exceed \$7,600.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. 2007 Fiscal Services Budget Calendar – June Hagan handed out and discussed the 2007 Budget Calendar. Alan Vanderberg stated resources will be put in the budget to address the Strategic Planning issues.

2. Parks Millage Ballot Language – The Parks millage renewal will be on the August Primary ballot. Greg Rappleve passed out a copy of the March 30, 2006, Attorney General Opinion that states when ballot language is renewed, the new millage is subject to the Headlee Rollback. Greg explained the opinion and stated the County can move forward with the renewal and does not need to revisit the ballot language.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:40 a.m.