

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: August 15, 2006
TIME: 9:30 a.m.
PLACE: Fillmore Street Complex
PRESENT: Edward Berghorst, Joyce Kortman, Dennis Swartout, Gordon Schrotenboer, Robert Rinck
STAFF & GUESTS: Alan Vanderberg, Administrator; June Hagan, Fiscal Services Director; Greg Rappleye, Corporation Counsel; Sherri Sayles, Deputy Clerk

SUBJECT: CONSENT ITEMS

FC 06-066 Motion: To approve the agenda of today as presented and amended adding Action Item #7 – One-Time Payment of \$100.00 to Listed, Living Retirees of Ottawa County and Discussion Item #2 – Budget Update.
Moved by: Schrotenboer UNANIMOUS

Approve by consent the Minutes of the July 18, 2006, meeting as presented.

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 06-067 Motion: To approve budget adjustments #518, 523, 524, 525 and 526.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 06-068 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 July 2006.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW

FC 06-069 Motion: To approve the Statement of Review for the month of July 2006.
Moved by: Berghorst UNANIMOUS

SUBJECT: 2005 COST ALLOCATION PLAN

FC 06-070 Motion: To approve and forward to the Board of Commissioners the 2005 Cost Allocation Plan for implementation in the 2007 budget.
Moved by: Berghorst UNANIMOUS

SUBJECT: IT BILLING RATE STUDY FOR 2007

FC 06-071 Motion: To approve and forward to the Board of Commissioners the Information Technology Billing Rate Study for 2007 implementation in the 2007 budget.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: GOVERNMENT FINANCE OFFICERS
ASSOCIATION DISTINGUISHED BUDGET
PRESENTATION AWARD

FC 06-072 Motion: To receive and forward to the Board of Commissioners the Government Finance Officers Association's Distinguished Budget Presentation Award for the fiscal year beginning January 1, 2006.
Moved by: Berghorst UNANIMOUS

SUBJECT: ONE-TIME PAYMENT OF \$100.00 TO
LISTED, LIVING RETIREES OF
OTTAWA COUNTY

FC 06-073 Motion: To approve and forward to the Board of Commissioners the proposal that Ottawa County make a one-time payment of \$100.00 each to a maximum of 125 listed, living Ottawa County employees who retired from service with Ottawa County prior to adoption of the MERS E-2 benefit, with funding in the maximum amount of \$12,500 to come from General Fund contingency.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Lakeshore Coordinating Council 2006 Budget Request – June Hagan reported she contacted LCC in the spring and Karen Youngs Hartley, LCC Executive Director, told her LCC would not be requesting funds in 2006. LCC is now requesting funds. PA2 funds can only be spent for substance abuse. The County will continue to spend the 50% on programs needed for services for the citizens of Ottawa County.
2. Budget Update – June Hagan explained the 2007 Updated Budget Calendar. Fiscal Services is finishing up meetings with the departments this week. June stated the general fund which includes department requests and personnel requests is \$5.2 million over revenue. She reported the departments are aware of possibly coming back and making cuts from their requests. Dave Hulst, IT Director, went back through the IT requests and cut about \$90,000. The plan at this point is a hiring freeze except for Holland courthouse where clerical positions may be necessary. The Administrator reported the County could be looking at serious cuts for 2008.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:20 p.m.