

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: March 20, 2007

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrotenboer, Edward Berghorst, Roger Rycenga, Dennis Swartout, James Holtvluwer

STAFF & GUESTS: Alan Vanderberg, Administrator; Erika Rosebrook, Assistant Administrator; Greg Rappleye, Corporation Counsel; June Hagan, Fiscal Services Director; Sherri Sayles, Deputy Clerk; Mark Knudsen, Planning & Grants Director

SUBJECT: CONSENT ITEMS

FC 07-019 Motion: To approve the Agenda of today as presented and amended adding Discussion Item #1 – General Fund Surplus and to approve the Minutes of the February 20, 2007, meeting as presented.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 07-020 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 February 2007.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 07-021 Motion: To approve budget adjustments #102, 119, 121, 123, and 170.
Moved by: Berghorst UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR FEBRUARY

FC 07-022 Motion: To approve the Statement of Review for the month of February 2007.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: APPOINTMENT TO THE OTTAWA COUNTY
TAX ALLOCATION BOARD

FC 07-023 Motion: To approve and forward to the Board of Commissioners Roger Cotner for appointment to the Ottawa County Tax Allocation Board, pursuant to MCL 211.205(e).
Moved by: Rycenga UNANIMOUS

SUBJECT: ADMINISTRATIVE SERVICES DEPARTMENT
REORGANIZATION

FC 07-024 Motion: To approve and forward to the Board of Commissioners the resolution for the Administrative Services Department Reorganization Plan.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: OTTAWA COUNTY REMONUMENTATION
COMMITTEE APPOINTMENT

FC 07-025 Motion: To approve and forward to the Board of Commissioners the application(s) of Greg Vaughn* and Mark Bailey for appointment as “County Representative” on the Ottawa County Remonumentation Committee to fill one (1) vacancy, to serve from January 1, 2007, to December 31, 2007. (*Recommended by Planning & Grants Dept.)
Moved by: Berghorst UNANIMOUS

SUBJECT: DISCUSSION ITEM

1. General Fund Surplus – June Hagan, Fiscal Services Director, explained that there is just over \$2 million in the general fund surplus and that the numbers are just estimated at this time. There will be a discussion at the April Finance and Administration Committee meeting dealing with what to do with the surplus funds. Administration recommend fully funding the fund balance stabilization fund, reserve \$412,000 for the Remonumentation Program, and reserve the remaining 1.2 million in the general fund for building projects, if needed.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:22 a.m.

