

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: October 16, 2007

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

ABSENT: James Holtvluwer

STAFF & GUESTS: Alan Vanderberg, Administrator; Greg Rapple, Corporation Counsel; June Hagan, Fiscal Services Director; Jessica Kinser, Management Financial Analysis; Sherri Sayles, Deputy Clerk; Marcia VanVelzen, Equalization Dept.; Michael Galligan, Equalization Director; James Bush, Dep. Equalization Director; Bradley Slagh, Treasurer; Media

SUBJECT: CONSENT ITEMS

FC 07-101 Motion: To approve the agenda of today as presented and amended adding Action Item #11 – Resolution Authorizing Treasurer to Conduct Financial Transactions with UBS Financial Services, Inc. and adding Budget Adjustment #855 to Action Item #2.
Moved by: Schrotenboer UNANIMOUS

Approve by consent the Minutes of the September 18, 2007, meeting as presented.

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 07-102 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 September 2007.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 07-103 Motion: To approve budget adjustments #751, 752, 753, 754, 761, 776, 785, 787, 792, 800, 821, 853, and 855.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR SEPTEMBER

FC 07-104 Motion: To approve the Statement of Review for the month of September 2007.
Moved by: Berghorst UNANIMOUS

SUBJECT: QUARTERLY FINANCIAL REPORTS

FC 07-105 Motion: To receive for information the Interim Financial Statement for General Fund, Mental Health Fund and Public Health Fund as of September 30, 2007.
Moved by: Berghorst UNANIMOUS

SUBJECT: 2008 BUDGET RESOLUTION

FC 07-106 Motion: To approve and forward to the Board of Commissioners the 2008 Budget Resolution and 2008 Budget.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: 2008 INSURANCE AUTHORITY BUDGET

FC 07-107 Motion: To receive for information and forward to the Board of Commissioners the Ottawa County, Michigan Insurance Authority Budget for fiscal year 2008.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: 2007 APPORTIONMENT REPORT

FC 07-108 Motion: To approve and forward to the Board of Commissioners the 2007 Apportionment Report.
Moved by: Rycenga UNANIMOUS

SUBJECT: TREASURER'S INVESTMENT REPORT

FC 07-109 Motion: To receive for information the Treasurer's Quarterly Investment Report as of September 30, 2007.
Moved by: Berghorst UNANIMOUS

SUBJECT: PURCHASE OF MERS (MICHIGAN EMPLOYEE RETIREMENT SYSTEM) GENERIC SERVICE CREDITS FOR GRACE M. RAMOS

FC 07-110 Motion: To approve and recommend to the Board of Commissioners the purchase of one (1) year of MERS (Michigan Employees Retirement System) generic service credits for Grace M. Ramos.

Total Cost: \$9,536.00

Employer Cost: \$ 0.00
Employee Cost: \$9,536.00

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: PROFESSIONAL AUDIT SERVICES

FC 07-111

Motion: To receive bids for Professional Audit Services and recommend to the Board of Commissioners the acceptance of Vrederveld Haefner, LLC's bid proposal to perform professional audit services for Ottawa County (including Ottawa County, Ottawa County Road Commission, Ottawa County Drain Commission, Ottawa County Public Utilities, Ottawa County Central Dispatch Authority, Ottawa County, Michigan Insurance Authority and West Michigan Enforcement Team) for 2007, renewal for four years through 2011.

Moved by: Schrotenboer

UNANIMOUS

James Holtvluwer arrived at 10:05 a.m.

SUBJECT: RESOLUTION AUTHORIZING TREASURER TO
CONDUCT FINANCIAL TRANSACTIONS WITH
UBS FINANCIAL SERVICES, INC

FC 07-112

Motion: To approve and forward to the Board of Commissioners the proposed Resolution to authorize the Ottawa County Treasurer to conduct financial transactions on behalf of Ottawa County with UBS Financial Services, Inc.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

An update on the bonds was presented by the Administrator.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:09 a.m.