

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: October 21, 2008

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

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

STAFF & GUESTS: Alan Vanderberg, Administrator; Greg Rappleye, Corporation Counsel; June Hagan, Fiscal Services Director, Jessica Kinser, Management Financial Analyst; Marcia VanVelzen, Equalization; Michael Galligan, Equalization Director; James Bush, Equalization; Sherri Sayles, Deputy Clerk; Media; Amy Florea, Senior Resources; Bradley Slagh, Treasurer; Pam Curtis, Senior Resources; Karen Youngs-Hartley, LCC Director

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and to approve by consent the minutes of the October 7, 2008, meeting as presented.

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 08-130 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 2008.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREAT THAN \$50,000

FC 08-131 Motion: To approve budget adjustments #683, 685, 692, 744, 755, 764, 765 and 766.

Moved by: Schrotenboer

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR SEPTEMBER

FC 08-132 Motion: To approve the Statement of Review for the month of September 2008.

Moved by: Rycenga

UNANIMOUS

SUBJECT: QUARTERLY FINANCIAL REPORTS

FC 08-133 Motion: To receive for information the Interim Financial Statement for General Fund, Mental Health Fund and Public Health Fund as of September 20, 2008.
Moved by: Schrotenboer UNANIMOUS

SUBJECT: 2009 BUDGET RESOLUTION

FC 08-134 Motion: To approve and forward to the Board of Commissioners the 2009 Budget Resolution and 2009 Budget.
Moved by: Holtvluwer UNANIMOUS

Pam Curtis, Senior Resources, addressed the Committee over concerns with the removal of the Senior Transportation line item for \$29,000 in the 2009 budget. This money is not a transportation issue but is used for a number of services for older adults. \$9,000 is split between the three senior centers and the federal government matches the \$20,000.

SUBJECT: 2009 INSURANCE AUTHORITY BUDGET

FC 08-135 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: 2008 APPORTIONMENT REPORT

FC 08-136 Motion: To approve and forward to the Board of Commissioners the 2008 Apportionment Report.
Moved by: Berghorst UNANIMOUS

Michael Galligan summarized the Apportion Report for the Committee.

SUBJECT: TREASURER'S INVESTMENT REPORT

FC 08-137 Motion: To receive for information the Treasurer's Quarterly Investment Report as of September 30, 2008.
Moved by: Rycenga UNANIMOUS

Bradley Slagh, Treasurer, presented the report.

SUBJECT: HEALTH DEPARTMENT FEE INCREASE – IMMUNIZATION

FC 08-138 Motion: To approve and recommend to the Board of Commissioners the Immunization Fee increase.
Moved by: Rycenga UNANIMOUS

**SUBJECT: HEALTH DEPARTMENT FEE INCREASE –
ENVIRONMENTAL HEALTH**

FC 08-139 Motion: To approve and recommend to the Board of Commissioners the
Environmental Health Food and Field Services Fee increase.
Moved by: Schrottenboer UNANIMOUS

SUBJECT: ADJOURNMENTT

The meeting adjourned at 10:15 a.m.