

FINANCE AND ADMINISTRATION COMMITTEE

Approved Minutes

DATE: November 18, 2008

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Edward Berghorst, James Holtvluwer, Dennis Swartout

ABSENT: Roger Rycenga, Gordon Schrotenboer

STAFF & GUESTS: Alan Vanderberg, Administrator; June Hagan, Fiscal Services Director; Greg Steigenga, Undersheriff; Greg Rappleye, Corporation Counsel; Bradley Slagh, Treasurer; Sherri Sayles, Deputy Clerk; John Scholtz, Parks & Recreation Director; Karen Youngs-Hartley, Lakeshore Coordinating Counsel Director

SUBJECT: CONSENT ITEMS

Approve by consent the Agenda of today as presented and approve by consent the Minutes of the October 21, 2008, meeting as presented.

SUBJECT: MONTHLY BUDGET ADJUSTMENTS

FC 08- 140 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 October 2008.

Moved by: Berghorst

UNANIMOUS

SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000

FC 08-141 Motion: To approve budget adjustments #787, 788, 789, 793, 798, 800, 818, 835, 836, 840, 846, 851, and 862.

Moved by: Holtvluwer

UNANIMOUS

SUBJECT: STATEMENT OF REVIEW FOR OCTOBER

FC 08-142 Motion: To approve the Statement of Review for the month of October 2008.

Moved by: Berghorst

UNANIMOUS

SUBJECT: PA2 RESOLUTION

FC 08-143 Motion: To approve and forward to the Board of Commissioners the Resolution to redirect PA2 Funding for substance abuse prevention and treatment programs from the Lakeshore Coordinating Council to Ottawa County.
Moved by: Holtvluwer

FC 08-144 Motion: To table Motion FC 08-143 and forward to the next Board of Commissioners Work Session and then bring back to the next Finance and Administration Committee meeting.
Moved by: Holtvluwer UNANIMOUS

SUBJECT: COMMUNICATIONS TOWER AT FILLMORE STREET COMPLEX

FC 08-145 Motion: To approve and forward to the Board of Commissioners to approve construction of a new 190 foot communications tower for an estimated cost of \$200,000 to be located in the Northwest corner of the Fillmore Street property provided as follows:

- a. The project budget shall not exceed \$200,000.
- b. Design and construction management services shall be provided by Tele-rad, Inc., for a fee of 7% of actual construction cost. Tele-rad will solicit bids for all construction related work.
- c. The Board Chairman is authorized to sign a “Marketing and Management agreement between Tele-ad, Inc., and the County of Ottawa”. The management fee shall be 10% of the co-location revenue limited to the initial five year term of the lease, except IPCS which will be 50% of the normal management fee.
- d. Funding to come from the Public Improvement Fund.

Moved by: Berghorst UNANIMOUS

SUBJECT: STORAGE BUILDING AT FILLMORE STREET CAMPUS

FC 08-146 Motion: To approve and forward to the Board of Commissioners to approve construction of a new 100 x 120 storage building for an estimated cost of \$400,000 at the Fillmore Street Campus pending availability of funds unspent from the Grand Haven Courthouse and Fillmore Street addition projects.
Moved by: Holtvluwer UNANIMOUS

SUBJECT: RED PINE LOGGING REVENUES

FC 08-147 Motion: To exempt Hemlock Crossing and Pigeon Creek from the Pine Plantation Timber Management Revenue Policy, so that funds from timber cutting can be used for park improvements therein as required by the grant agreements for each park.
Moved by: Berghorst UNANIMOUS

SUBJECT: SENIOR SESRVICES (FORMERLY KNOWN AS SENIOR TRANSPORTATION)

FC 08-148 Motion: To approve and forward to the Board of Commissioners the recommendation to restore \$29,000 of funding in the 2009 Budget for Senior Resources, Evergreen Commons, North Ottawa Council on Aging and Georgetown Seniors. Funding to come from the 2009 Budget line approved for two (2) new District Court personnel positions.
Moved by: Holtvluwer UNANIMOUS

SUBJECT: SWAP PROGRAM

FC 08-149 Motion: To approve and forward to the Board of Commissioners the recommendations to restore funding in the 2009 Budget for the SWAP program. Funding to come from the 2009 Budget line approved for two (2) new District Court positions.
Moved by: Berghorst UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Financial Month End Update for October 2008 – The October Financial End update was presented by Brad Slagh.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:50 a.m.