

Agenda
FINANCE AND ADMINISTRATION COMMITTEE
West Olive Administration Building
12220 Fillmore, West Olive, MI 49460
November 18, 2008
9:30 a.m.

Consent Items:

1. Approval of Agenda
2. Approval of Minutes from the October 21, 2008 Meeting

Action Items:

1. Monthly Budget Adjustments
Suggested 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.
2. Budget Adjustments Greater than \$50,000
Suggested Motion:
To approve budget adjustments #787, 788, 789, 793, 798, 800, 818, 835, 836, 840, 846, 851, 862.
3. Statement of Review for October
Suggested Motion:
To approve the Statement of Review for the month of October 2008.
4. PA2 Resolution
Suggested 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.
5. Communications Tower at Fillmore Street Campus
Suggested 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-rad, 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.
6. Storage Building at Fillmore Street Campus
Suggested 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.
7. Red Pine Logging Revenues
Suggested Motion:
To except Hemlock Crossing and Pigeon Creek from the Pine Plantation Timber Management Revenue Policy, so that funds received from timber cutting can be used for park improvements therein as required by the grant agreements for each park.
8. Senior Services (Formerly Known as Senior Transportation)
Suggested 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.
9. SWAP Program
Suggested 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.

Discussion Items:

1. Financial Month End Update for October 2008