Agenda
Finance and Administration Committee
West Olive Administration Building – Board Room and YouTube
12220 Fillmore, West Olive, MI 49460
Tuesday, August 12, 2025
10:30 AM

Public Comment

Approval of Agenda

Consent Resolutions:

1. Approval of minutes from July 8, 2025, Finance and Administration Committee meeting.

Agenda and Action Requests:

1. Statement of Review
   Suggested Motion:
   To approve the Statement of Review.

2. Accounts Payable for July 1, 2025, through July 31, 2025
   Suggested Motion:
   To approve the general claims in the amount of $21,662,050.85 as presented by the summary report for July 1, 2025, through July 31, 2025.

3. Food Inspection Reporting Tool
   Suggested Motion:
   To approve and forward to the Board of Commissioners a 1-year contract with Flourish and Thrive Labs for an AI tool to streamline documentation of food safety inspections at a total cost of $80,000.

4. Food Services Inspection Software
   Suggested Motion:
   To approve and forward to the Board of Commissioners a 5-year contract with Hedgerow for restaurant inspection software at a total cost of $290,300.

5. Grand Haven Courthouse Carpet Installation
   Suggested Motion:
   To approve and forward to the Board of Commissioners the contract with Johnson Commercial Interiors for replacement carpeting at the Grand Haven Courthouse for a total cost of $73,492.17.

6. Sheriff's Office Personnel Request
   Suggested Motion:
   To approve and forward to the Board of Commissioners the request from the Sheriff's Office to reclassify the Administrative Assistant (U7) position to an Executive Assistant (U11) position at a cost of $21,168.42.

7. Access Control Management Consulting
   Suggested Motion:
   To approve and forward to the Board of Commissioners the amendment to the contract for access control management consulting services at a not to exceed cost of $125,000.

8. West Michigan Health Insurance Pool Trustee Resolution
   Suggested Motion:
   To approve and forward to the Board of Commissioners the request to adopt the Resolution Naming Trustee and Alternate Trustee for the West Michigan Health Insurance Pool.

9. Parking Lot Paving
   Suggested Motion:
   To approve and forward to the Board of Commissioners the contract for paving services at the Fillmore Complex, Grand Haven Courthouse, and James Street for a total of $1,096,040.00

10. Dell Memorandum of Understanding
    Suggested Motion:
    To approve and forward to the Board of Commissioners the Memorandum of Understanding with Dell Marketing LP for the purchase of end user computing products.

11. AT&T Internet and IP Flex Service
    Suggested Motion:
    To approve and forward to the Board of Commissioners the contract with AT&T for AT&T Dedicated Internet and IP Flex service for 3-years at a total cost of $85,068.

12. FY2025 Budget Adjustments
    Suggested Motion:
    To approve and forward to the Board of Commissioners the FY2025 budget adjustments per the attached schedule.

Discussion Item

1. Fiscal Year 2026 Operating Budget and Capital Improvement Plan

Committee Reports:

1. Treasurer's Financial Month End Update; Cheryl Clark

Public Comment

Adjournment at Call of the Chairperson

Note: Public Comments on the day's business are to be limited to three (3) minutes.