

PLANNING & POLICY COMMITTEE

Approved Minutes

DATE: August 24, 2001

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex, West Olive

PRESENT: Cynthia Visscher, D. Dale Mohr, Edward Berghorst, Phillip Kuyers, Joseph Haveman

ABSENT: Roger Rycenga

STAFF: Bob Oosterbaan, Administrator; Daniel C. Krueger, County Clerk; Mark Scheerhorn, Administrative Services Director; Greg Rappleye, Corporation Counsel; Rosemary Zink, Finance Director; Sherri Sayles, Deputy Clerk

MEDIA

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented.

SUBJECT: DISCUSSION ITEMS

1. Building Project Updates - Mark Scheerhorn explained there is a plan put together for the 414 Washington/Franklin Jail building. His goal is to meet with all the Washington Street department heads to go over the proposed plans. There are three options available for the Holland District Court. Parking at this time is adequate. Hoping for a spring ground breaking for the Holland District Court. The James Street Campus should be completed by the end of September. The Manley Street Communication Tower is up.

2. Bid Tabulation: Relocate Planning, Corporation Counsel & Fitness Center at Fillmore Annex Building - Mark Scheerhorn explained that Planning & Policy will be moving to the fitness area in the basement, the fitness center will be moving to the unfurnished portion in the middle of the building and Corporation Counsel will be moving to the Planning & Policy area. Bids range from \$133,000.00 to \$164,500.00. Mark is recommending going with Elmridge Construction.

3. Clerk's space request - Letters were sent to the townships asking for their preference on location. No responses have been returned at this time. Mark Scheerhorn said a decision needs to be made within the next month as planning is being done on the District Court

Building at this time. Dan Krueger said approximately a 1000 square feet is needed. He would like to have enough space to be able to have two employees there in the future. Dan stated the Holland office started out a half day a week and is now open two full days a week. Dan explained statistics are being gathered at this time and would be available for next month's Planning & Policy Meeting. He explained that the stats are seasonal and at certain times the office is busier. A short term solution would be to open the Holland office more days but this would take additional personnel. He is looking for a long-term solution. Bob Oosterbaan, Mark Scheerhorn and Dan Krueger are to meet and put statistics together and bring back some recommendations at next month's Planning & Policy Meeting.

4. Sale of (1) Acre at 7390 Leonard - Mark Scheerhorn reported an offer has been made for the sale of one acre at 7390 Leonard for \$1,800.00. Mark is recommending selling the acre as it is an unusable piece of property because there is no easement. Will be brought back next month as an action item.

SUBJECT: ADJOURNMENT

PP 01-063 Motion: To adjourn at 9:45 a.m.

Moved by: Berghorst Supported by: Kuyers UNANIMOUS