

**PLANNING AND POLICY COMMITTEE**

**Approved Minutes**

DATE: July 9, 2009

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Matthew Hehl, Jane Ruitter, Dennis Swartout

ABSENT: Philip Kuyers

STAFF & GUESTS: Alan Vanderberg, Administrator; Keith VanBeek, Assistant Administrator; Greg Rappleye, Corporation Counsel; June Hagan, Fiscal Services Director; John Scholtz, Parks & Recreation Director; Sherri Sayles, Deputy Clerk; Steve Kempker, Sheriff's Dept.; Mark Knudsen, Planning & Performance Director; Media

ABSENT: Philip Kuyers

**SUBJECT: CONSENT ITEMS**

Approve by consent the agenda of today as presented and approved by consent the minutes of the June 11, 2009, meeting as presented.

**SUBJECT: HUMAN RESOURCES POLICY**

PP 09-042 Motion: To approve and forward to the Board of Commissioners the following proposed policy for review and comment: 017 – DeMinimis Benefits.

Moved by: Swartout

UNANIMOUS

**SUBJECT: PUBLIC HEARING ON US 2009 BYRNE GRANT APPLICATION TOTALING \$38,635**

PP 09-043 Motion: To open the public hearing at 9:32 a.m. on the US 2009 Byrne Grand Application.

Moved by: Ruitter

UNANIMOUS

PP 09-044 Motion: To close the public hearing at 9:37 a.m. on the US 2009 Byrne Grant Application.

Moved by: Hehl

UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Agriculture Based Business Incubator – Mark Knudsen reported he has regular meetings with the Administrator and lobbyists to identify possible funding sources. He is 85% sure Ottawa County will receive funding for the incubator. There are only three located in the State of Michigan, one in Detroit, one in Lansing, and the possibility of the third in Coopersville. All involved think this is a great idea. It can be used for productivity, technology related issues and new usage. The framework is not yet put together. Mark will be looking into the operational issues along with what the long term cost would be.
2. Economic Development Planner – Mark Knudsen explained the proposed restructuring of the Planning and Performance Improvement Department and what services would be eliminated. In order to have the department get back to their 2008 budget, a position would need to be eliminated. This could be done through attrition.
3. Closed Session to Discuss Property Matters

PP 09-045 Motion: To go into a Closed Session at 9:58 a.m. to discuss property matters.

Moved by: Swartout

UNANIMOUS

Roll call: Yeas: Ruitter, Hehl, Swartout, Rycenga. (4)

PP 09-046 Motion: To rise from Closed Session at 10:20 a.m.

Moved by: Ruitter

UNANIMOUS

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:20 a.m.