

PLANNING & POLICY COMMITTEE

Approved Minutes

DATE: April 12, 2012
TIME: 9:30 a.m.
PLACE: Fillmore Street Complex
PRESENT: Jane Ruiten, James Holtvluwer, Stu Visser, Dennis Swartout, Roger Rycenga

STAFF & GUESTS: Keith VanBeek, Assistant Administrator; Sherri Sayles, Deputy Clerk; Greg Rappleye, Corporate Counsel; John Scholtz, Parks & Recreation Director; David Hulst, IT Director

SUBJECT: CONSENT ITEMS

PP 12-012 Motion: To approve the agenda of today as presented and amended deleting Discussion Item #2 – Closed Session to Discuss Property Acquisition.
Moved by: Holtvluwer UNANIMOUS

PP 12-013 Motion: To approve the minutes of the March 8, 2012 meeting as presented.
Moved by: Swartout UNANIMOUS

**SUBJECT: BID TABULATION – MACATAWA GREENSPACE
PHASE II IMPROVEMENTS**

PP 12-014 Motion: To receive and forward to the Board of Commissioners bids for Macatawa Greenspace Phase II Improvements and accept the low bid from Plaggemars Construction in the amount of \$85,280.00 with funding to come from the Parks and Recreation budget.
Moved by: Ruiten UNANIMOUS

SUBJECT: ACCEPTABLE USE POLICY

PP 12-015 Motion: To approve and forward to the Board of Commissioners the Acceptable Use Policy for review and comment.
Moved by: Swartout UNANIMOUS

SUBJECT: ELECTRONIC MAIL AND PRIVACY POLICY

PP 12-016 Motion: To approve and forward to the Board of Commissioners the Electronic Mail and Privacy Policy for review and comment.
Moved by: Swartout UNANIMOUS

SUBJECT: INTERNET USE POLICY

PP 12-017 Motion: To approve and forward to the Board of Commissioners the Internet Use policy for review and comment.
Moved by: Visser UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Procedural Update to Policies – Keith VanBeek explained the Internal Policy Review Team meets on a regular basis to review and update policies and administrative rules. Three policies were reviewed with procedural revisions and three were reviewed with no changes. No action is required.

SUBJECT: ADJOURNMENT

PP 12-018 Motion: To adjourn at 9:41 a.m.
Moved by: Swartout UNANIMOUS