

INTERGOVERNMENTAL WORK SESSION

October 9, 2008

1/ The Board of Commissioners of the County of Allegan, State of Michigan met in the Allegan Township Hall, Allegan on October 9, 2008, at 6:00 p.m., in conjunction with officials from the City of Allegan and Allegan Township. Commissioner Kapenga gave the invocation and the County Clerk led the pledge of allegiance to the flag.

The following Commissioners were present:

DIST # 1	TERRY BURNS	DIST # 7	DON BLACK
DIST # 2	STEVE McNEAL	DIST # 8	TOM JESSUP
DIST # 3	- EXCUSED -	DIST # 9	FRITZ SPREITZER
DIST # 4	MARK DeYOUNG	DIST #10	JON CAMPBELL
DIST # 5	DEAN KAPENGA [left @ 8 10 pm]	DIST #11	LARRY JONES
DIST # 6	MAX THIELE		Rob Sarro, County Administrator

The intergovernmental attendees:

City of Allegan – Rob Hilliard, Manager, Mayor Rick Day, Ed Kowalski, Betty McDaniel, and David Williams. Allegan Township – Supervisor Steve Schulz, Treasurer Jane Waanders, Clerk Hollis Hough and Trustee Basil Smith.

Board Chairman McNeal thanked Allegan Township for the meeting space and Dr. Lynn Harvey, facilitator, reviewed the ground rules. Rob Sarro asked Bob Wakeman, Facilities Management Director to present information about the current capacities of the water wells and sewer lagoons as well as what options the county has if there is need to expand these systems. He also presented the estimated annual costs for each option.

It was emphasized that while cost of any building is important, cost is not the most important factor. Issues such as developing a single site where all jail and sheriff's activities as well as storage, and ensuring the site has enough room for future expandability were as important as the initial cost to build, if not more so.

Rob explained the funding models that the finance group is working on. While money has been spent, those expenditures were needed to provide the information to continue planning in a responsible manner for this project. He addressed all of the expenditures made in conjunction with the project which total approximately \$200,000. In addressing the roads and unsafe intersections, Rob stated that unsafe roads and dangerous intersections need to be addressed irrespective of whether or not a jail is built at the Dumont Complex if there is documentation to support the safety issues. Any site where a jail would be constructed would need to have a traffic study performed.

Break – 8:00 p.m. – 8:10 p.m.

There was discussion relating to whether or not building the jail at the Dumont site would prevent developing some of the land into a park. While the Dumont Lake site is not a part of the Parks Master Plan, having the current jail downtown doesn't interfere with the parks in the City of Allegan, so why would building a jail at the Dumont Lake site make it a problem there?

Rob outlined the facilities master plan as it currently stands and outlined what services he feels need to be relocated downtown, especially if the service offices can be moved out of the

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courthouse. The county would like to include a representative from the city and one from the township to be a part of the planning process and the County needs to rescind the resolution relating to the water/sewer issue.


Public Participation – Comment

The meeting was opened to public participation and the following individual offered comment:

1. Keith Behm, Allegan Township, stated he opposes the jail being built at the Dumont Lake site.

Adjournment

Moved by Commissioner Thiele, seconded by Commissioner Campbell to adjourn the meeting. Motion carried and the meeting was adjourned at 9:15 p.m.


Clerk/Registrar

Allagan County Board of Commissioners



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

Steve McNeal, Chairman
Larry "Casey" Jones, Vice Chairman

DISTRICT 1

Terry Burns
616-403-0427
tburns@
allegancounty.org

SPECIAL PLANNING SESSION - AGENDA

Thursday, October 9, 2008 - 6:00 PM
Township Hall - Allegan Township

DISTRICT 2

Steve McNeal
269-751-7271
smcneal@
allegancounty.org

6:00 PM **CALL TO ORDER:
OPENING PRAYER:
PLEDGE OF ALLEGIANCE:
ROLL CALL:
PUBLIC PARTICIPATION:**

DISTRICT 3

Paul VanEck
616-688-5619
pvaneck@
allegancounty.org

6:15 PM **INTRODUCTIONS:
Dr. Lynn Harvey, Facilitator
Review purpose, agenda and expectations**

DISTRICT 4

Mark DeYoung
616-681-9413
mdeyoung@
allegancounty.org

6:30 PM **KEY ISSUES FROM LAST MEETING:**
 • Review and respond to highlighted questions on projects

DISTRICT 5

Dean Kapenga
269-751-8586
dkapenga@
allegancounty.org

7:45 PM **BREAK**

DISTRICT 6

Max R. Thiele
269-673-4514
mthiele@
allegancounty.org

8:00 PM **Next steps**

8:45 PM **PUBLIC PARTICIPATION:**

DISTRICT 7

Don Black
269-792-6446
dblack@
allegancounty.org

9:00 PM **ADJOURNMENT:
Thursday, October 16, 2008 @ 1:00 p.m. @ Board Room - County
Services Building**

DISTRICT 8

Tom Jessup
269-637-3374
tjessup@
allegancounty.org

DISTRICT 9

Fritz Spreitzer
269-673-4131
fspreitzer@
allegancounty.org

DISTRICT 10

Jon C. Campbell
269-694-4632
jcampbell@
allegancounty.org

DISTRICT 11

Larry "Casey" Jones
269-664-5362
lcjones@
allegancounty.org

Mission Statement

"The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper"

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Allegan County, Allegan City, and Allegan Township
Intergovernmental Meeting
October 9, 2008

Township Questions:

- 1) The questions I have in regard to the jail are pretty much the same as in the more recent past. If I were to make a selection of an alternative site for my own business, cost would be a high priority in the selection process. How is it possible to make a good decision for the people of the County without knowing what the costs are? In addition, there needs to be a comparison of costs to build at one or two other sites (downtown, Patmos, M-222, Rockwell). If there are differences of a million dollars or more, then people need to know that. I realize there are other considerations besides cost but with unemployment in Michigan being the highest in the nation, county residents will be looking harder than ever at all of us meeting our fiduciary responsibilities to constituents.

Answer:

The fact that there are other considerations besides cost is key in and of itself. Outward expandability and single site operations (with the exception of the primary office of the Sheriff) are both a priority. However listed below were factors relating to the sites referenced:

Downtown property did not meet the space requirements per Board action requiring single site operation.

Rockwell property was determined unsuitable due to the potential for future liability claims. In addition, MMRMA was not able to provide specific coverage for this site without the use of "special companies and products" that were categorized as bearing significant expense.

Based on information available at the time the County does not have data that supports there would be a million dollar + difference between Dumont, Patmos, or M-222 attributable only to this project.

Based on the decisions made, cost of construction is likely fixed among Dumont, Patmos, and M-222.

The County is committed to making good decisions throughout the planning process and understands that information obtained through the process will be considered.

COMMITTEE OF THE WHOLE
SPECIAL PLANNING SESSION

September 13, 2007

The Board of Commissioners of the County of Allegan, State of Michigan met in the Board Room of the County Services Building in the Township of Allegan September 13, 2007, at 10:30 a.m., as set; Chairman McNeal presiding. The invocation was offered by District 5 Commissioner Kapenga and the Clerk led the Board in the pledge of allegiance to the flag.

The following Commissioners were present:

DIST # 1	TERRY BURNS	DIST # 7	DON BLACK
DIST # 2	STEVE McNEAL	DIST # 8	TOM JESSUP
DIST # 3	PAUL VanECK	DIST # 9	FRITZ SPREITZER
DIST # 4	MARK DeYOUNG	DIST #10	JON CAMPBELL
DIST # 5	DEAN KAPENGA	DIST #11	LARRY JONES
DIST # 6	MAX THIELE		

Agenda – Adopted as Presented

2/ Moved by Commissioner VanEck, seconded by Commissioner Kapenga to adopt the agenda as presented. Motion carried.

Jail Decision Points

3/ Chairman McNeal asked Jail Complex Committee Chairperson, Commissioner Campbell to present the history of site consideration and JCC decisions made. Commissioner Campbell addressed the process that the committee went through to arrive at the recommendation of the County Complex site at Dumont Lake. He stated that the committee prepared a suggested resolution for the Board to consider and listed the location advantages and disadvantages considered before choosing this site. He encouraged the public and the Board members to ask any questions they may have.

Sheriff Koop stated that the sheriff's office has had two main concerns regarding the site for locating the jail: 1. whatever site, it must be easily expandable and 2. the location must provide a single site for the day-to-day operations of the Sheriff's office. He emphasized that the Dumont Lake site would be suitable to fulfill those requirements. Bart Shaw concurred that as the citizens' representative on the committee, he feels that the needs of the department will be well served by this decision. Undersheriff Hull stated that the project just needs to move forward and the site chosen would work and would meet the needs of the department.

Steve Schulz, Allegan Township Supervisor, stated that while it's not his favorite spot, he doesn't find it objectionable; he would like to strongly suggest that the Board address waste handling and that joining the City and Township in the proposed sewer project rather than another sewage pond would address that concern. Rob Hilliard, Allegan City Manager stated that while this is not his favorite site, the City still wants to participate and have input into the planning for this project.

Approve JCC Recommendations for Site Selection

4/ Moved by Commissioner Kapenga, seconded by Commissioner VanEck to approve the JCC recommendations for site selection. There was discussion about whether the proposed resolution might be more appropriate. The vote to be taken after the break.

Break – 11:28 A.M.

5/ Upon reconvening at 11:37 a.m., the following Commissioners were present: Commissioner Burns, McNeal, VanEck, DeYoung, Kapenga, Thiele, Black, Jessup, Spreitzer, Campbell and Jones. Absent – none.

Jail Building Location Recommendation

6/ An amended resolution addressing the Jail building location recommendations was distributed. Commissioners Kapenga and VanEck were queried as to whether or not this resolution which was divided into two parts, reflected the issue addressed in their previous motion. Both Board members agreed that it did. Chairman McNeal asked the Clerk to perform a roll call vote on this resolution. The resolution carried by roll call vote: Yeas – 9 votes. Nays – 2 votes. Absent – 0 votes.

Y	TERRY BURNS	Y	DON BLACK
Y	STEVE McNEAL	Y	TOM JESSUP
Y	PAUL VanECK	N	FRITZ SPREITZER
Y	MARK DeYOUNG	Y	JON CAMPBELL
Y	DEAN KAPENGA	Y	LARRY JONES
N	MAX THIELE		

The resolution as adopted to read as follows:

JAIL BUILDING LOCATION RECOMMENDATION

WHEREAS, the Allegan County Board of Commissioners has determined there exists a need to construct a new Jail and Sheriff’s Department facility to address the various deficiencies of the current facility as outlined to the Board in many forums over the past decade; and

WHEREAS, the Allegan County Board of Commissioners, the Sheriff, the staff of the Sheriff’s Department, and other interested individuals have devoted countless hours, and County resources to studying the need to construct a new Jail and Sheriff’s Department facility; and

WHEREAS, by resolution approved in 2005, the Allegan County Board of Commissioners created the Criminal Justice Complex Committee, first, to resolve differences between differing viewpoints of the Board related to the Jail issue, and later to examine various locations for construction of a new Jail facility and recommend the same to the full Board of Commissioners for consideration; and

WHEREAS, the Criminal Justice Complex Committee, through due diligence, has reached a point in which the Committee recommends to the full Board of Commissioners consideration of constructing a new Jail and Sheriff’s Department facility on County owned property, also known as the County Services Complex;

THEREFORE BE IT RESOLVED, that the Allegan County Board of Commissioners accepts the recommendation of the Criminal Justice Complex Committee to construct an approximate 400 bed Jail and Sheriff’s Department facility on County owned property also known as the Dumont Lake Complex; and

BE IT FINALLY RESOLVED, that the Allegan County Board of Commissioners wishes to thank all persons, firms, consultants and staff that have worked diligently on this and other projects related to the construction of a Jail and Sheriff's Department facility.

The following resolution was distributed:

Jail Facility Project-Administration Directives

7/ JAIL FACILITY PROJECT-ADMINISTRATION DIRECTIVES

WHEREAS, the Allegan County Board of Commissioners hereby authorizes County Administration to work in conjunction with the Board of Commissioners to accomplish the following:

- Construct an approximate 400 bed Jail and Sheriff's Department facility on County-owned property also known as the County Services Complex
- Develop a recommendation of how to proceed with said project
- Develop a timeline for said preparatory steps of said project
- Recommend professional services needed to begin the process of constructing a new Jail and Sheriff's Department facility, including development of any RFQ or RFP processes needed to complete the various services needed
- Develop financing options for completion of said project
- Any other responsibilities as determined necessary throughout said project.

Moved by Commissioner Campbell, seconded by Commissioner DeYoung to adopt the resolution as distributed. Motion carried by roll call vote: Yeas – 9 votes. Nays – 2 votes.

Absent – 0 votes.

Y	TERRY BURNS	Y	DON BLACK
Y	STEVE McNEAL	Y	TOM JESSUP
Y	PAUL VanECK	N	FRITZ SPREITZER
Y	MARK DeYOUNG	Y	JON CAMPBELL
Y	DEAN KAPENGA	Y	LARRY JONES
N	MAX THIELE		

Public Participation – No Comment

Chairman McNeil opened the meeting to public participation; as there were no comments from the public, he declared the meeting closed to public comment.

Adjournment until September 20, 2007 at 9:30 A.M.

Moved by Commissioner VanEck, seconded by Commissioner Jones to adjourn until September 20, 2007 at 9:30 a.m. Motion carried and the meeting was recessed at 11:55 a.m.


Clerk-Register

Allegan County Board of Commissioners



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

Steve McNeal, Chairman
Don Black, Vice Chairman

DISTRICT 1

Terry Burns
616-403-0427
tburns@
allegancounty.org

SPECIAL BOARD PLANNING SESSION-AGENDA

Thursday, September 13, 2007 – 10:30 a.m.
Board Room – County Services Building

DISTRICT 2

Steve McNeal
269-751-7271
smcneal@
allegancounty.org

9:30 a.m. **CALL TO ORDER:**

OPENING PRAYER:

DISTRICT 3

Paul VanEck
616-688-5619
pvaneck@
allegancounty.org

PLEDGE OF ALLEGIANCE:

ROLL CALL:

DISTRICT 4

Mark DeYoung
616-681-9413
mdeyoung@
allegancounty.org

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

DISTRICT 5

Dean Kapenga
269-751-8586
dkapenga@
allegancounty.org

DISCUSSION ITEMS:

1. Jail Decision Points (referred from Jail Complex Committee).

DISTRICT 6

Max R. Thiele
269-673-4514
mthiele@
allegancounty.org

OTHER ITEMS:

PUBLIC PARTICIPATION:

DISTRICT 7

Don Black
269-792-6446
dblack@
allegancounty.org

**ADJOURNMENT: Thursday, September 20, 2007 @ 9:30 a.m. @ BOARD ROOM –
COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX @ DUMONT.**

DISTRICT 8

Tom Jessup
269-637-3374
tjessup@
allegancounty.org

DISTRICT 9

Fritz Spreitzer
269-673-4131
fspreitzer@
allegancounty.org

DISTRICT 10

Jon C. Campbell
269-694-4632
jcampbell@
allegancounty.org

DISTRICT 11

Larry "Casey" Jones
269-664-5362
lcjones@
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Mission Statement

"The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper"

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CRIMINAL JUSTICE COMPLEX COMMITTEE

September 13, 2007

Location advantage and disadvantage discussion

Dumont property advantages:

- Could begin project immediately (No site acquisition issues to deal with)
- Ease of defending site politically
- No purchase cost
- No deed restricting use of the property
- Preserves option for future Boards to consider consolidation of County functions on one property
- No trade of valuable Dumont Lake property necessary
- No likely wetland mitigation
- No need to construct another Sheriff's "tool box" (storage building)
- Maintains two site County operations
- Central County location
- Youth home considerations could be part of current/future plan
- Close to Central Dispatch
- No need/desire to move the County Animal Shelter
- Kitchen/support facilities can work for Youth Home, Medical Care, Jail, possible future assisted living complex, possible future senior citizen congregate meal site
- County not subject to city/township review/rejection on future expansion plans
- Common site easier to oversee
- Expansion of facility less problematic
- Limited drainage problems
- Site-work likely less expensive (Less than other properties considered)
- No additional land and/or easements required for utilities
- All utilities at site (Utility options open for Board consideration)

Dumont property disadvantages:

- 1.5 to 2.5 million dollar infrastructure cost (water, sewer, etc.)
- Possible regional sentenced facility less likely to be acceptable at this location
- Harder for public, other law enforcement agencies to find
- Transportation facility can't be funded by the grant if located here (Small Urban Area Grant)
- Taking lake property, which is very valuable and diminishing its value substantially with a jail.
(Could sell the lake front property, buy land with the proceeds and have money left to off-set the cost of the jail)
- Decrease property value in the area
- No place for inmates to go when released from jail (commit to work on solution to this issue)
- Proximity to other law enforcement agencies
- Proximity to fire service
- Proximity to EMS and hospital
- Snow removal (Road Commission policy that they won't plow on weekends, etc. due to O.T.)

- 2) Why are we spending money on soil borings for the jail or anything else for that matter until there is a vote by our constituents to finance this project? Sure, we know the voters will never approve a millage considering the condition of the economy but aren't you putting the cart before the horse? If the jail isn't built then the cost for soil borings is wasted money. Hasn't enough money been spent in the past toward this project fruitlessly?

Answer:

Based on the statutory responsibility of the Board of Commissioners, a vote of the public is not a requirement to construct or finance a jail. A millage would require such a vote; however, it has not been determined which funding strategy will be used for this project. This will be determined as part of the planning process.

The Board of Commissioners authorized the geotechnical analysis to be formed on September 13, 2007.

The specific location studied has been identified through the Dumont Site Plan as suitable for construction of a building; therefore, the soil boring study is useful regardless of what building or resource is placed there now or in the future.

The funds spent on this project to date have been conservative given the magnitude of the project. In addition, the funds that have been expended have produced the necessary and desired results and will likely produce cost/time savings throughout the planning process, construction, and ongoing operations.

Voorhis Robertson Justice Services (\$118,712.14)

The County retained the services of Jim Robertson of Voorhis Robertson Justice Services (VRJS) to prepare an initial space program utilizing the Planning of New Institutions (PONI) Correctional Development Process to include.

The information gained through this study has been utilized by the County since its composition. In addition, the study led the project team to a recommendation of pursuing the Patmos property. This resulted in an 8 to 1 decision of the Board.

Landmark Design Group (\$19,900)

The County retained the services of Bob VanPutten of Landmark Design Group, P.C. to convert the program developed by VRJS into a representative floor plan for the purpose of staff discussion and cost-estimating.

Market Street (\$2,025)

The County retained the services of Market Street to conduct an initial property owner assessment. This was to determine what the potential property owner's selling position was on selected sites being considered.

Miller/Johnson & Rhodes McKey (\$33,000)

The County retained the services of Miller/Johnson and Rhodes McKey to provide legal and real estate research and advice.

DLZ (\$6,522)

The County retained the services of DLZ to conduct soil boring of the Dumont site.

- 3) In choosing Dumont as the site for the jail, did anyone take into consideration the condition of the roads in the wintertime? The Road Commission has less and less money each year to maintain roads and they don't usually work weekends. In addition, the corner of 122nd and A-37 is a very dangerous intersection. The sight distance for pulling out on A-37 is very limited. We have also experienced accidents of people rear-ending vehicles turning onto 122nd coming from the south.

Answer:

Without supporting data, the County cannot respond to the status of that intersection in comparison to other intersections; however, understanding that this Allegan Township intersection is utilized by our common residents and many County employees, the County would be willing to be part of discussions with the Township and the Road Commission now and in the future (with or without a Jail) if the Township has concerns about that specific intersection.

However, with regard to the jail, any site would need a traffic study performed as part of the planning process to consider necessary traffic flow, entrance and exit locations, road signage, etc.

- 4) What is being considered for water and sewer to accommodate a jail? Is there adequate water to be found not only for human use but also to meet obligations for fire suppression?

Answer:

Current Water and Sewer for existing Jail: \$26,070.80

Firm Capacity - the capacity for a day's use of your lowest capacity well, excluding your highest capacity well.

COMPLEX WATER COMPLEX

	Avg.daily demand	Maximum daily demand	Req. fire capacity/2 hrs	Firm capacity/day	Estimated annual costs**	City water
Current	12,200g	84,400g	120,000g	128,000g	\$20,242	
400 bed	41,500g	143,000g	263,400g	250,000g*	\$93,216	
800 bed	82,500g	225,000g	300,000g	250,000g*	\$154,128	

*with additional well #3

**does not include construction costs

COMPLEX WASTEWATER SYSTEM

	Actual daily flow	Design daily flow	System capacity	Lagoon size	Irrigation Acres	Estimated City annual sewer costs*
Current	12,200g	24,650g	9 million g	4.5 million g	10.6 acres	\$31,200
400 bed	0	56,750g	20.7 million g	10.4 million g	24.4 acres	\$122,400
800 bed	0	97,750g	35.7 million g	17.8 million g	42.0 acres	\$195,420

*does not include construction costs

COMPLEX WATER AND WASTEWATER COSTS FOR CONSTRUCTION

	Current	w/400 bed jail	w/800 bed jail
Well #3	0	\$320,000.	\$320,000.
250,000g tank	0	\$510,000.	\$510,000.
Mechanical treatment	0	\$1,438,000.	\$1,890,000.
Lagoon treatment*	0	\$2,600,000	Not feasible

- 5) The Dumont property is comprised of many acres (220 I believe) offering various terrain with beautiful views. Shouldn't the remainder of this property be available to the public to enjoy? Walking trails, bicycle trails, picnic areas. etc. Should we keep in mind who paid for this property and make it useful to the public? It has set stagnant for decades. Why not put it to good use? Possibly something that would promote better health to County residents.

Answer:

In reality, the specific location of the jail at the Dumont Lake Complex does not interfere with the ability to create walking trails, bicycle trails, picnic areas etc. The Dumont site planning document has those trails located far from the vicinity of the jail site. The jail site is consistent with the plan.

Aside from the geography of the site, a jail in and of itself, does not conflict with these types of resources. This is demonstrated by what is currently in place downtown (Jaycee Park, Hansen Park, riverfront boardwalk, etc.)

Independent of the jail project, park development at the Dumont site is not currently part of the Parks Master Plan. Currently, capital and operational funding does not exist for such an endeavour given the other critical needs that the County has. Additional parks infrastructure is not mandated, on the other hand, a jail is.

City Questions:

- 1) What is the detail on the short and long term facility plan for the County?

Answer:

The original Facilities Master Plan is attached.

The answer to question number two provides a rough idea of what the County would like to accomplish through the development of a new Facilities Master Plan. This gives us a good starting point. However, there is much planning to take place in order to make this a reality. The work team that both the City and the Township have a representative on will be developing the actual plan to recommend to the Board of Commissioners.

S T A T E O F M I C H I G A N

BOARD OF COMMISSIONERS OF THE COUNTY OF ALLEGAN

FACILITIES MASTER PLAN - ADOPTION

WHEREAS, the Allegan County Board of Commissioners has established a priority to relocate the Probate Court from the Youth Home at the County Services Complex back downtown to the Courthouse; and

WHEREAS, the Allegan County Board of Commissioners recognizes through the series of Facilities Master Plan workshops that there is not adequate space within the Courthouse for this relocation and that intermediate space needs exist for departments within the Courthouse; and

WHEREAS, the Allegan County Board of Commissioners desires to partner with the City of Allegan to develop long-term criminal justice and administrative facilities plans within the downtown area of the City of Allegan to ensure the economic vitality of the downtown.

THEREFORE BE IT RESOLVED that the Allegan County Board of Commissioners hereby adopts the Facilities Master Plan as presented.

1. Relocating on an mid-term basis: the County Board of Commissioners, Administration, Finance, Human Resources, Information Services, Records Management and Facilities Management from the Courthouse to the County Services Building at the County Services Complex; the Probate Court from the Youth Home at the County Services Complex to the Courthouse in downtown

Allegan City; and re-construct the space formerly occupied by the Probate Court into classrooms for the educational programs being conducted at the Youth Home to remove the portable classrooms.

2. Create leasable space for one or more non-profit or governmental entity(ies) in the remainder of space within the County Services Building.

3. Establish a partnership with the City of Allegan to:

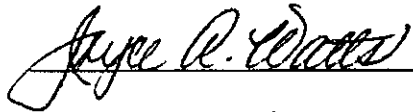
- a. Conduct a feasibility study, site analysis, architectural conceptual work within one year of the date of this resolution; and
- b. Conduct site acquisition of the property across Hubbard street to the South of the Courthouse between but not including John Watts Building and the Library within two years of the date of this resolution if the feasibility study, site analysis and architectural concept are favorable to the County; and
- c. Endeavor to construct a facility within ten to fifteen years of the date of this resolution.

BE IT FURTHER RESOLVED that the County Administrator shall work with staff to finalize the plans for the implementation of the Facilities Master Plan and bring back to the Board for final approval budgets and the various contracts necessary for such implementation.

Moved by Commissioner Black, seconded by Commissioner Thiele that the resolution be adopted as presented. Motion

carried by roll call vote: Yeas - 11 votes. Nays - 0 votes.
Absent - 0 votes.

ATTEST, A TRUE COPY

 _____, Clerk-Register

APPROVED: April 22, 2004

cc: Admin. - Finance - Human Resource - Facilities Management -
All County Departments

Facilities Master Plan

**Committee of the Whole Worksession
March 4, 2004**

Facilities Master Plan Scenario Part One

Remodel the County Services Building allowing the following functions to be moved from the Courthouse in order to make space available for the Probate Court to be moved back downtown into the Courthouse from the Youth Home at the County Services Complex. This would also allow the consolidation of Facilities Management Staff from the quonset hut at the County Services Complex into one location in the County Services Building. This would also leave a significant portion of the building available for other County purposes, for future County expansion or available to lease.

28,000 gross square feet
 x50 dollars per square foot not including furniture
 \$1,400,000

	FM Recog.	Maximus Ant.	FM Ant.
Administration	720	2369.00	(2500)
Commission	"	"	"
Board Room	1508	n/a	(1500)
Human Resources	972	1382.30	(1750)
Finance	792	1124.20	(1750)
Facilities Management Offices	720	968.30	(4000)
Information Services	1545	3279.80	(4500)
Records Mgt.	647	"	"
WEMET	<u>2000</u>	<u>2000</u>	<u>(2000)</u>
	8904	11,123.60	(18,000)
Lease Tenant Space	unknown	unknown	<u>(10,000)</u>
Total	8,904	11,123.60	(28,000)

Square footage is presented for reference only as thorough architectural programming will determine actual needs based upon an assessment of need. Quotation marks indicate that the square footage for that activity is included in the activity above.

Methodology

Completing this move creates a County Administration Building with the Administrative Services consolidated in one location. With a majority of County Offices located at the County Services Complex, and all of the Appointed Department Heads at that location, it places the Administrator within proximity of all of his/her charges except the Equalization Director. This will keep Equalization with Register of Deeds and Treasurer for good service to the public.

Chronology

March 15, 2004	Building Authority award Architectural Contract
March 15, 2004	Building Authority award Construction Management Contract
May 1, 2004	Advertise for Construction Bids
June 16, 2004	Award Construction Bids
June 30, 2004	Construction Begins
October 15, 2004	Construction Completion
October 15, 2004	Furniture Installation Begins
October 31, 2004	Furniture Installation Completion
November 1, 2004	Begin Moving
November 15, 2004	Open for Business

Facilities Master Plan Scenario Part Two

Establish re-organization plan for the County Courthouse. By moving the identified Administrative Departments out of the Courthouse to make room for Probate Court sufficient additional space is not created to address mid to long-term space issues. A reorganization of the existing space could create opportunities to keep the existing footprint functional for a longer period of time.

It is safe to say that funds are not currently available for the physical reorganization of the building; however it is important to create the Probate Court accommodation such that it will be compatible with the future reorganization plan so that resources are not wasted setting up Probate Court and then doing it over a second time with a complete reorganization.

Additionally, further assessment of offices continuing to be located within the Courthouse is necessary if the building is to be made mid and long-term viable within its present walls.

1. The Register of Deeds, Treasurer, Equalization and Drain Commission could all be moved out of the Courthouse as a unit providing overlapping services to the public into another facility either existing or to be constructed in the City limits of Allegan; still meeting the Commission objective keeping these within the current County Seat.
2. The District Court Probation, Circuit Court Probation and Family Court Probation could be better housed in a facility designed to handle previously incarcerated or alternatively incarcerated individuals more efficiently and safely than the Courthouse. This could be added as a special function to be considered within the Criminal Justice Project.

A budget of \$35,000 for Professional Services would enable the County to obtain professional space planning resources that would identify potential efficiencies to be gained through reorganization of the Courthouse and lay the ground work for a plan.

	FM Recog.	Maximus Ant.	FM Ant.
Basement			
Family Court & Family Court Probation	4504	5413.30	n/a
Friend of the Court	4034	4614.30	n/a
Drain Commission	1230	1997.60	n/a
Equalization	2050	2256.30	n/a
First Floor			
Circuit Court Probation	1548	2179.30	n/a
Circuit Court	10,702	4646.00	n/a
Circuit Court Clerk	2751	2511.49	n/a
County Clerk	1702	3321.31	n/a
Register of Deeds	1530	1947.99	n/a
Treasurer	1770	2796.80	n/a
Second Floor			
District Court	7972	8490.80	n/a
District Court Probation	1458	"	n/a
District Court Clerks	1728	2349.60	n/a
Prosecuting Attorney	<u>4900</u>	<u>5828.90</u>	<u>n/a</u>
	47,879	48,353.69	n/a

Square footage is presented for reference only as thorough architectural programming will determine actual needs based upon an assessment of need. Quotation marks indicate that the square footage for that activity is included in the activity above.

A basic budget assessment to move Probate Court to Courthouse

4062	Total available space
<u> x75</u>	dollars per square foot including furniture
\$304,650	

	FM Recog.	Maximus Ant.	FM Ant.
Probate Court	2100	1485.80	n/a

Square footage is presented for reference only as thorough architectural programming will determine actual needs based upon an assessment of need. Quotation marks indicate that the square footage for that activity is included in the activity above.

Facilities Master Plan Scenario Part Three

The portable classrooms at the Youth Home are being operated with a temporary special use permit granted by the Township Board. The portable classrooms at the Youth Home are not particularly energy efficient. Transferring individuals participating in the programs offered in the portable classrooms between the portables and the main facility causes disruption at both ends and additional wear and tear at both ends. Creating a permanent solution by constructing classrooms in the space that was occupied by Probate Court would be a significant improvement to the current situation.

2100	Total available space to renovate into classrooms now used by Probate
<u> x25</u>	dollars per square foot not including furniture
\$52,500	

1144	Total available space to renovate to classrooms now used as exercise room and lobby
<u> x25</u>	dollars per square foot not including furniture
\$28,600	

Once the space is constructed within the facility the portable classrooms would then be removed and sold or disposed of and the site restored. Due to the age of the portable classrooms and the expense for the purchaser to bring the portables up to current code it is unlikely that the County will be able find a willing purchaser.

2) What County facilities are being planned for the Downtown?

Answer:

Department	Current Location	New Location	
Administration	CSB - Dumont	CSB - Downtown	
Finance	CSB - Dumont	CSB - Downtown	
Human Resources	CSB - Dumont	CSB - Downtown	
Information Services	CSB - Dumont	CSB - Downtown	
Facilities Management?	CSB - Dumont	CSB - Downtown	
Senior Services	ACRDC Bldg Downtown	CSB - Dumont	Moved
Veteran Services	ACRDC Bldg Downtown	CSB - Dumont	Moved
Parks	HSB - Dumont	CSB - Downtown	
Land Information Services	HSB - Dumont	CSB - Downtown	
Drain	Courthouse - Downtown	CSB - Downtown	
Equalization	Courthouse - Downtown	CSB - Downtown	
Register of Deeds	Courthouse - Downtown	CSB - Downtown	
Treasurer	Courthouse - Downtown	CSB - Downtown	
Vital Records	Courthouse - Downtown	CSB - Downtown	
Mental Health Clinic	Clinic - Dumont	CSB - Dumont	

Other Details

Renovate empty space in CH to exclusively be a CH

Opportunity for some growth in HSB

Opportunity for more applicable use of current CMH Clinic

This continues our investment in Downtown and is consistent with our CH resolution

This continues our strategy of centralizing Human Services

Administrative functions and public services would be centralized

3) Why should city representatives take the time to meet with County officials about the County jail if the decision has already been made?

Answer:

It is true that the location has been decided. However, the County is bound to the principle of responsible decision making. There is no perfect site. The County believes that the Dumont site represents the best location when all known factors were considered at that time.

The County is still in the planning process. Over time, and with new information, the jail location has changed locations more than once. If new information is provided, or through a cooperative effort between the County, City and Township a more suitable location is discussed, with clear rationale for making the change, the location could change yet again.

In addition, the County believes that developing a more collaborative relationship with the City and Township will produce dividends far beyond the project. There are also many other opportunities to work together on this project independent of site selection. These meetings are beginning to identify that.

- 4) If the County is relocating the jail outside of downtown, would you be willing to give the satellite parking or existing jail site property to the city for future development?

Answer:

Considering the County's intent, through a Facilities Master Plan, to move or maintain the appropriate resources at the Downtown location, the County is not currently in the position to transfer ownership of Downtown property. However, the County and the City will likely have to look at a number of options throughout these endeavours to accomplish the necessary development. If the final plan includes transfer of property between the County and the City, the County will be open to those possibilities.

- 5) What ideas have been developed for a joint wind power project between the governmental units?

Answer:

At this time that project, from the County's individual perspective, is scheduled to be considered within three years. However, the County Services Committee will be beginning preliminary discussions within the next few weeks.