



**Ottawa County Parks &
Recreation Commission**

*Jason D. Shamblin
Director*

*Kelly N. Rice
President*

May 19, 2023

NOTICE OF MEETING

Dear Interested Parties:

The regular meeting of the Ottawa County Parks and Recreation Commission is scheduled for **Wednesday, May 24, 2023**, at **3:00 pm** at the Ottawa County Fillmore Street Complex, 12220 Fillmore St., West Olive, MI in the Board Room.

Additional public access will be offered via Zoom by visiting <https://miottawa.zoom.us/j/81671391172> or by phone at: (312) 626-6799, using Webinar ID 979 3192 5783. Public comment can be received in-person or via Zoom. *We require that those participating in public comment via Zoom register prior to speaking by visiting:* <https://bit.ly/ocpr-public-comment>

The agenda for the meeting is attached for your review.

Please contact the Parks and Recreation Commission Office at (616) 738-4810 if you have any questions or need additional information.

Sincerely,

Jason D. Shamblin
Parks and Recreation Director

JDS/jls

Enclosures

*Kelly Rice, President · Jane Longstreet, Vice President · Linda McAffrey, Secretary · Amanda Price, Treasurer
Joe Bush · Kate Harmon · Lukas Hill · Allison Miedema · Jim Miedema · Paul Sachs · Kyle Terpstra*

Nature Education Center	8115 West Olive Rd, West Olive, MI 49460	616-786-4847	miOttawa.org/parks
Administrative Office	12220 Fillmore St, West Olive, MI 49460	616-738-4810	ocparks@miottawa.org

Ottawa County Parks and Recreation Commission
May 24, 2023 3:00 p.m.
Regular Meeting Agenda
Public Access is provided via Zoom at:
<https://miottawa.zoom.us/j/81671391172>

Mission Statement:
The Ottawa County Parks and Recreation Commission enhances quality of life for residents and visitors, by preserving parks and open spaces and providing natural resource-based recreation and education opportunities.

1. Call to Order by President
2. Roll Call: Rice
Longstreet
McAffrey
Bush
Harmon
Hill
A. Miedema
J. Miedema
Terpstra
Sachs
3. Absences (excused/unexcused)
4. Additions/Deletions to Agenda
5. [Approval of Minutes of Previous Meeting](#)
 - a) Approve the minutes of the Commission's April 19, 2023 regular meeting.
 - b) Approve the minutes of the Commission's May 8, 2023 special meeting.
6. Communications: None
7. Public Comment (Public comments limited to 3 minutes)
8. [Staff Reports](#)
 - a) Director's Report
 - b) Park Operations Report
 - c) Planning and Development Report
 - d) Community Engagement Report
9. [Committee Reports](#)
 - a) Receive the report of the Planning Committee meeting of May 5, 2023.
 - b) Receive the report of the Executive Committee (*verbal report*)
 - c) Receive the report of the Finance and Policy Committee meetings of April 18 and May 9, 2023.
 - d) Friends of Ottawa County Parks Update (*verbal report*)
 - e) Ottawa County Parks Foundation Update (*verbal report by Commissioner Longstreet*)

10. Old Business

a) [Ottawa Sands Phase One Change Order No. 1](#)

Suggested Motion: *To approve Change Order No. 1 for the Ottawa Sands Phase One construction contract and forward to the Board of Commissioners for final approval.*

b) [North Ottawa Dunes Tree Damage Claim](#)

Suggested Motion: *To accept the final tree damage report for North Ottawa Dunes and authorize the Parks Commission President to sign the letter to the Ottawa County Water Resources Commissioner claiming \$203,514 in tree damage.*

c) [Facility Reservation Fee Policy and Revised Fee Schedule](#)

Suggested Motion: *To approve the Facility Reservation Fee Policy and proposed fee schedule to be implemented for all new reservations finalized on or after June 1, 2023.*

11. New Business

a) [Annual Motor Vehicle Permits for Lakeshore Advantage](#)

Suggested Motion: *To approve the donation of 130 Annual Motor Vehicle Permits to the Lakeshore Advantage Summer Intern program.*

b) [Bass River Phase I Design Services](#)

Suggested Motion: *To accept the proposal from Eng, Inc. for design, engineering, permitting, and construction administration for the first phase of the Bass River Segment of the Idema Explorers trail and enter into a contract for this work in the amount of \$57,505.00*

12. Agenda Items for Next Meeting

13. Public Comment (Public comments limited to 3 minutes)

14. Commissioners Prerogative

15. Closed Session to discuss property acquisition Pursuant to the OMA Section 8d (not enclosed).

16. Upcoming meeting date(s):

June 21, 2023

Time: 3:00 p.m.

Fillmore Complex, Board Room

17. Adjournment