



**Ottawa County Parks &
Recreation Commission**

*Jason D. Shamblin
Director*

*Kelly N. Rice
President*

December 15, 2023

NOTICE OF MEETING

Dear Interested Parties:

The regular meeting of the Ottawa County Parks and Recreation Commission is scheduled for **Wednesday, December 20, 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,

A handwritten signature in blue ink that reads "J. D. Shamblin".

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
December 20, 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 November 15, 2023 regular 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
 - e) Natural Resources Management Report
 - f) Development Report
 - g) Strategic Plan Progress Report
 - h) Financial Status Summary
9. [Committee Reports](#)
 - a) Executive Committee - December 11, 2023 Meeting Report (*verbal*)
 - b) Community Engagement Committee - December 12, 2023 Meeting Report
 - c) Finance and Policy Committee - November 14, 2023 Meeting Report
 - d) Ottawa County Parks Foundation Update (*verbal*)

10. Old Business

- a) [Step It Up](#) - Information only, 2023 Report

- b) [Settlement Resolving the Outstanding Claim Regarding the 2020/2021 North Ottawa Dunes License](#)

Suggested Motion: *To approve and authorize the Parks Director to execute a settlement in the amount of \$180,000, resolving the outstanding \$203,514 damage claim made by the Parks Commission as required by the 2020/2021 North Ottawa Dunes Site Access License and releasing all parties for claims pending review and approval as to form by Ottawa County Corporation Council. Further, the Parks Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.*

- c) [Amended Rosy Mound Funding Request](#)

Suggested Motion: *To approve the amended request to the Ottawa County Parks Foundation for the Rosy Mound Expansion - Phase I - Funding initiative in the amount of \$913,550.*

- d) [December 2023 Grant Status Report](#) – Information Only

11. New Business

- a) [Ottawa Sands Day Use Restroom Construction](#)

Suggested Motion: *To approve the bid from Denny's Excavating in the amount of \$510,000 for construction of the day use restroom at Ottawa Sands and forward to the Board of Commissioners for final approval. Furthermore, the Parks Commission requests that the Fiscal Services Department transfers \$100,000 from CP2208 Ottawa Sands Development Phase 1 (Parks contribution) to CP2301 Ottawa Sands Restroom, to fully fund this project with contingency for a total project amount of \$585,000.*

- b) [Ottawa Sands Lake Loop Construction](#)

Suggested Motion: *To accept the bid from McCormick Sand, Inc, in the amount of \$788,314.25 for construction of the Lake Loop project at Ottawa Sands and forward to the Board of Commissioners for final approval. Furthermore, the Parks Commission requests that the Fiscal Services Department transfers \$150,000 from CP2208 Ottawa Sands Development Phase 1 (Parks contribution) to CP2302 Ottawa Sands Lake Loop, to fully fund this project with contingency for a total project amount of \$891,844.*

- c) [Ottawa County Parks Foundation Reimbursement Request](#)

Suggested Motion: *To request reimbursement for funds designated by the Ottawa County Parks Foundation for projects completed in 2023 totaling \$482,463.00.*

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):

TBD, 2024

Time: TBD

Fillmore Complex, Board Room

17. Adjournment