



Ottawa County Parks & Recreation Commission

July 29, 2022

Jason Shamblin
Director

NOTICE OF MEETING

Commission Members

Kelly N. Rice
President

Jane Longstreet
Vice President

Philip Kuyers
Secretary

Joe Bush

Greg DeJong

Kate Harmon

Lukas Hill

James Holtvluwer

Linda McAffrey

Jim Miedema

Dear Interested Parties:

The regular meeting of the Ottawa County Parks and Recreation Commission is scheduled for **Wednesday, August 3, 2022, 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/86779674859> 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, appearing to read "J. D. Shamblin".

Jason D. Shamblin
Parks and Recreation Director

JDS/jls

Enclosures

Ottawa County Parks and Recreation Commission
August 3, 2022 3:00 p.m.
Regular Meeting Agenda
Public Access is provided via Zoom at:
<https://miottawa.zoom.us/j/86779674859>

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
2. Roll Call: Rice
Longstreet
Kuyers
Bush
DeJong
Harmon
Hill
Holtvluwer
McAffrey
Miedema
3. Absences (excused/unexcused)
4. Additions/Deletions to Agenda
5. [Approval of Minutes](#)
 - a) Approve the minutes of the Commission's June 29, 2022 regular meeting.
6. [Communications](#)
 - a) Grose Park Correspondence
7. Public Heard (Public comments limited to 3 minutes)
8. [Staff Reports](#)
 - a) Director's Report
 - b) Park Operations Report
 - c) Planning and Development Report
 - d) Interpretive Services Report
 - e) Community Relations Report

9. [Committee Reports](#)

- a) Receive the report of the Finance and Policy Committee meeting of July 12, 2022.
- b) Receive the report of the Finance and Policy Committee meeting of July 26, 2022.
- c) Friends of Ottawa County Parks Update (*verbal report by Commissioner McAffrey*)
- d) Ottawa County Parks Foundation Update (*verbal report by Commissioner Longstreet*)

10. Old Business

a) [Kirk Park Renovation Michigan Natural Resources Trust Fund Project](#)

Suggested Motion: To accept the grant agreement from the Michigan Natural Resources Trust Fund for assistance to complete the Kirk Park Renovation project in Grand Haven Township and forward to the Board of Commissioners for approval.

b) [Idema Explorers Trail Stearns Bayou Connector Michigan Natural Resources Trust Fund Project](#)

Suggested Motion: To accept the grant agreement from the Michigan Natural Resources Trust Fund (MNRTF) for assistance with construction of a 2.4-mile segment of pathway as part of the Idema Explorers Trail – Stearns Bayou Connector project in Robinson Township and forward to the Board of Commissioners for approval.

c) [Idema Explorers Trail Jenison Mill Segment Trust Fund Grant Agreement Amendment](#)

Suggested Motion: Approve and authorize staff to execute the Amendment to Idema Explorers Trail Jenison Mill Segment Trust Fund Grant Agreement pending review and approval from Corporation Counsel. Further, the Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.

11. New Business

a) [Parks and Recreation Staffing Study](#)

Suggested Motion: Accept the proposal from Raftelis Financial Consultants for the amount of \$87,000, and authorize the Director to execute the Agreement, and forward to the Board of Commissioners for approval. Further the Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.

b) [Realignment of Interpretive Services Division and Communications staff](#)

Suggested Motion: Approve the realignment and consolidation of the Interpretive Services division and Communications staff into the Community Engagement Division.

c) [Program Fees and Charges Policy](#)

Suggested Motion: To approve the Program Fees and Charges Policy dated 7/8/22, and to delegate authority to revise and update the policy to the Parks Director, understanding that any update will be provided to the Parks Commission at the next opportunity.

d) [Park Services Agreement](#)

Suggested Motion: *Approve and authorize the Director to execute the Park Services Agreement with Port Sheldon Township or an agreement substantially similar and forward to the Board of Commissioners for approval. Further, the Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.*

e) [Annual Grant Distribution from NEC Endowment Fund at Grand Haven Area Community Foundation](#)

Suggested Motion: *Approve a request for the allowable annual grant distribution from the NEC Endowment Fund at Grand Haven Area Community Foundation in the amount of: \$4,014.00 to the Ottawa County Parks Foundation.*

f) [Fund Agreement Ottawa County Parks Foundation Grand River Greenway](#)

Suggested Motion: *Approve and authorize the Director to execute the Grand River Greenway Fund Agreement with the Ottawa County Parks Foundation or one that is substantially similar. Further, the Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.*

g) [2023 Proposed Budget](#)

Suggested Motion: *To approve the proposed 2023 Budget Summary.*

12. Public Heard (Public comments limited to 3 minutes)

13. Commissioners Heard

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

15. Upcoming meeting date:

September 7, 2022

Time: 3:00 p.m.

Fillmore Complex, Board Room

16. Adjournment