

Annual Meeting of the Parks and Recreation Commission

Approved Minutes

Date: February 6, 2008

Time: 4:00 p.m.

Place: Fillmore Complex, Conference Room D

Present: Paul Geerlings, Phil Kuyers, Ted Bosgraaf, Crystal Unema, Joyce Kortman, Ray Statema and Jim Miedema.

Absent: Bobbi Jones Sabine, Roger Jonas and Russ Brown

Staff: John Scholtz, Director; Curt TerHaar, Coordinator of Park Planning and Development; Sherry Costello, Administrative Clerk; and Dave Mazurek, Park Operations Superintendent.

Guests: None

Subject: Approval of Minutes

PR 08-08 Motion: To approve the minutes of the Commission's January 2, 2008 annual meeting.

 Moved by: Geerlings Supported by: Unema Unanimous

Subject: 2008 Park 12 Marina Lease Rate

PR 08-09 Motion: To approve the 2008 Park 12 Marina Lease rate to remain the same as the 2007 rate of \$13,500.

 Moved by: Kortman Supported by: Geerlings Unanimous

Subject: Lease Between State of Michigan and Ottawa County Parks

PR 08-10 Motion: To approve and forward to the Board of Commissioners the lease agreement with the Michigan Department of Natural Resources for use of a portion of Holland State Park for the Mount Pisgah Dune Protection Project.

 Moved by: Unema Supported by: Kuyers Unanimous

Subject: Mount Pisgah Dune Protection Project

PR 08-11 Motion: To approve and forward to the Board of Commissioners the resolution accepting the terms of the grant agreement with the Michigan Department of Natural Resources for the Mount Pisgah Dune Protection Project.
 Moved by: Unema Supported by: Kuyers Unanimous

Subject: Timber Sale Bids

PR 08-12 Motion: To accept the timber sale bid from Biewer Sawmill Inc. for logging at Pigeon Creek Forest in the amount of \$59.00/cord and forward to the Board of Commissioners.
 Moved by: Geerlings Supported by: Kortman Unanimous

Subject: Release of Easement

PR 08-13 Motion: To approve the agreement with West Olive Christian Reformed Church to release their easement through the Lake Michigan Property in Port Sheldon Township if acquired for County Park purposes.
 Moved by: Geerlings Supported by: Statema Unanimous

Subject: Go Into Closed Session

PR 08-14 Motion: To go into Closed Session to discuss property matters.
 Moved by: Geerlings Supported by: Unema
 Yeas: Kortman, Kuyers, Geerlings, Bosgraaf, Unema, Statema and Miedema.
 Nays: None Motion passed 7 to 0.

Subject: To Rise From Closed Session

PR 08-15 Motion: To rise from Closed Session.
 Moved by: Kuyers Supported by: Geerlings Unanimous

Other Items Discussed:

President Bosgraaf called the meeting to order and welcomed new member Jim Miedema who will be representing the Ottawa County Planning Commission.

Commission members received the communication dated January 24, 2008 from Marjorie Bethke Viveen regarding a public hearing hosted by the City of Grand Haven. Scholtz summarized the endorsement of the River Road campaign by the Parks Commission for the benefit of the new Commission members and questioned the Commission as to how active a role he should play in supporting the name change proposal. Unema suggested that Scholtz not speak at the upcoming meeting and play a background role and the Commission agreed.

Commission members received and reviewed the letter dated January 25, 2008 from Cheryl Tolley and Maryann Whitman regarding the receipt of a WAM/Glassen Education Grant.

Commission members received and reviewed the letter dated January 29, 2008 from Ann Tabor regarding North Ottawa Dunes donations.

Commission members reviewed comment cards and email comments received since the previous meeting. Kuyers questioned a comment card regarding boot dryers for the ski boots at Pigeon Creek. Mazurek agreed that the turn-around for ski rental in almost immediate allowing virtually no time to dry the boots that are returned. He also mentioned that the lodge has limited space in the rental area. Bosgraaf gave some input regarding special boot dryers. Mazurek will look into possible options.

Commission members reviewed the report of the Parks and Recreation Commission expenditures through December 31, 2007.

President Bosgraaf asked if there were any questions or comments on the Director's report and Kortman referenced the North Ottawa Dunes donation and made the suggestion that when a significant donation is received a press release would be appropriate. Scholtz agreed and explained that the intention in the future is to have a donor recognition sign on site.

Bosgraaf then asked Mazurek if he had anything to add to his Superintendent's Report for Commission members and Mazurek encouraged members to communicate any items that they would like to see in his report or that of the Park Manager's in the future.

Bosgraaf then called for the Park 12 Advisory Council report, and Scholtz summarized the Park 12 updates. Bosgraaf asked who would be taking responsibility of the Upper Boardwalk for maintenance, repairs and lighting. Scholtz confirmed that it is the Parks' responsibility and we have been working on maintenance and repairs but have not yet addressed lighting.

Bosgraaf moved on to the Planning Committee report and a brief discussion occurred in reference to a draft policy be used in assisting with trail projects in the future. Scholtz recommended that Commission members look at the draft and develop a policy before one is needed.

Bosgraaf then called for Old Business and TerHaar highlighted the Mt. Pisgah project, parking areas and Black Lake Shoreline project. Scholtz reviewed some history of Park 12 for the new members of the commission and then moved on to the Park 12 Marina Lease rate for 2008. After a brief discussion of the marina area a decision was made by motion to keep the lease rate the same as last year being \$13,500. TerHaar then updated Commission members on the North Beach Park construction progress, Kirk Park Trail improvements and the North Bank Trail.

Bosgraaf called for New Business and Scholtz discussed a Lease with the State of Michigan that would allow Parks to construct and maintain an entrance gazebo, bike parking area, asphalt path and boardwalks/steps at the base of Mt. Pisgah within Holland State Park. Scholtz explained that Commission approval of the Lease would allow it to go to the Board of Commissioners sub-committee next week. Commission members approved the Lease by motion.

Scholtz then discussed the timber sale bids and informed members that Biewer Sawmill Inc. was the highest bidder and recommended them to be the loggers at Pigeon Creek Forest. The bid was accepted by motion to approve Biewer Sawmill Inc.

Scholtz summarized his 2007 Major Initiatives report and expressed his satisfaction of all of the projects, land acquisitions and other initiatives that occurred throughout the year. Bosgraaf suggested the Public Relations Committee use this information in future press releases.

Scholtz continued with the Release of Easement Agreement signed by West Olive Christian Reformed Church. Scholtz explained that the Church has an easement through the Lake Michigan property in Port Sheldon Township which we are seeking to acquire with grant funds. The Release of Easement is needed to clean-up the title in advance of review by the State. Commission members approved the agreement by motion.

Bosgraaf asked for any comments from Commission members and Unema announced the Friends of Ottawa County Parks will be accepting items for its reuse resale from April 17 – 19, 2008. If there is an item of special interest let Unema know in advance. Kortman suggested Scholtz explain what the Trust Fund is, who applies and other pertinent information for the new Commission members. Kuyers would like staff to consider expanding the parking areas at Pigeon Creek Park due to the high volume of use resulting in cars parking along the road creating traffic congestion.

Bosgraaf appointed Unema as the 2008 Parks and Recreation Commission designee for the Friends of Ottawa County Parks.

The Parks Commission went into Closed Session to discuss property matters.

Meeting adjourned at 5:57 p.m.