

**Regular Meeting of the Parks and Recreation Commission**

*Approved Minutes*

- Date:** April 2, 2008
- Time:** 4:00 p.m.
- Place:** Fillmore Complex, Conference Room D
- Present:** Ted Bosgraaf, Bobbie Jones Sabine, Philip Kuyers, Crystal Unema, Joyce Kortman, Roger Jonas, Ray Statema and Jim Miedema
- Absent:** Paul Geerlings 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:** Jeremy Gonsior, Nolan Katerberg and Fred Vaas

**Subject: Approval of Minutes**

- PR 08-23 Motion: To approve the minutes of the Commission's March 5, 2008 regular meeting.
- Moved by: Sabine Supported by: Unema Unanimous

**Subject: Metal Detecting Regulations**

- PR 08-24 Motion: To approve the proposed Metal Detecting Regulations as submitted by staff.
- Moved by: Unema Supported by: Statema
- PR 08-25 Motion: To table the proposed Metal Detecting Regulations until the May Commission meeting.
- Moved by: Kuyers Supported by: Jonas Unanimous

**Subject: 2009 Equipment and Personnel Requests**

- PR 08-26 Motion: To approve the proposed 2009 Equipment and Personnel Request as recommended by the Finance and Personnel Committee.
- Moved by: Kuyers Supported by: Unema Unanimous

**Subject: Upper Macatawa Natural Area NRCS Improvements**

PR 08-27      Motion:            To receive bids for Upper Macatawa Natural Area NRCS Improvements and recommend Ron Meyer & Associates Excavating at a cost of \$8,388.00.  
                         Moved by:      Sabine            Supported by: Kuyers                            Unanimous

**Subject: Hager Park Irrigation**

PR 08-28      Motion:            To receive bids for the Hager Park Irrigation Project and recommend Shoreline Sprinkling, Inc. at a cost of \$39,490.00.  
                         Moved by:      Statema           Supported by: Kuyers                            Passed 6 to 2

**Subject: Eastmanville Farm Site Improvements**

PR 08-29      Motion:            To receive bids for Eastmanville Farm Site Improvements and recommend Accurate Excavators at a cost of \$98,500.00.  
                         Moved by:      Kuyers            Supported by: Statema                            Unanimous

**Subject: Coastal Management Grant Resolution**

PR 08-30      Motion:            To approve and forward to the Board of Commissioners the resolution authorizing the grant application to the Coastal Management Program of the Department of Environmental Quality for funding assistance in the amount of \$20,000 to assist in the preparation of a master plan and construction documents for Olive Shores.  
                         Moved by:      Kortman           Supported by: Jonas                            Unanimous

**Subject: Wetland Mitigation Banking Site Agreement**

PR 08-31      Motion:            To approve and forward to the Board of Commissioners the Wetland Mitigation Banking Site Agreement with the Michigan Department of Environmental Quality and the Michigan Department of Transportation regarding the wetland mitigation project at the Upper Macatawa Conservation Area.  
                         Moved by:      Kortman           Supported by: Statema                            Unanimous

**Subject: Upper Macatawa Natural Area Conservation Easement**

PR 08-32     Motion:            To approve and forward to the Board of commissioners the Conservation Easement to the Michigan Department of Environmental Quality on 30.43 acres in the Upper Macatawa Conservation Area.  
                 Moved by:     Unema            Supported by: Sabine            Unanimous

**Subject: Nature Education Center Grant Agreements**

PR 08-33     Motion:            To approve and accept the terms of the two grant agreements with the Grand Haven Area Community Foundation in the amount of \$20,000 each for the Nature Education Center Project.  
                 Moved by:     Sabine            Supported by: Unema            Unanimous

**Subject: Nature Education Center Fundraising Campaign**

PR 08-34     Motion:            To receive and approve Development Strategies for campaign implementation and management services for the Nature Education Center Project at a cost of \$23,750.00.  
                 Moved by:     Unema            Supported by: Statema            Unanimous

**Subject: Go Into Closed Session**

PR 08-35     Motion:            To go into Closed Session to discuss property matters.  
                 Moved by:     Unema            Supported by: Statema  
                 Yeas:            Bosgraaf, Sabine, Kuyers, Unema, Kortman, Jonas, Statema and Miedema.  
                 Nays:            None              Motion passed 8 to 0.

**Subject: To Rise From Closed Session**

PR 08-36     Motion:            To rise from Closed Session.  
                 Moved by:     Kuyers            Supported by: Miedema            Unanimous

**Other Items Discussed:**

Commission members reviewed comment cards and email comments received since the previous meeting. Bosgraaf questioned the comment regarding the Black Lake parking lot being closed during the winter season. Scholtz recommended that the lot gates be left

open and added to the winter plowing list. There was consensus among Commission members to leave the Black Lake lot gates open in the winter and add to the plowing list.

Commission members received the communications from Ms. Joyce Smith regarding the natural features in Park 5. Scholtz reviewed the issue with members and Bosgraaf stated that the matter was addressed in the Planning and Policy Committee minutes.

Commission members reviewed the report of the Parks and Recreation Commission expenditures through February 29, 2008. Scholtz continued with the long-range (10 year) budget projection in explaining the report for the new members of the Commission. TerHaar summarized the report. Kuyers expressed the desire to utilize the Connor Bayou house sooner than 2013 when the campground is scheduled in the millage budget. Staff will consider the potential to rent the house as a reservation facility for groups. Sabine acknowledged the great deal of work and planning it takes to produce such a report and thanked staff.

President Bosgraaf then introduced Mr. Derk Walkotten, Executive Director of the Macatawa Greenway Partnership, who presented a progress update to Commission members. The presentation included funding and resource development, land acquisition, project development, and community awareness. Bosgraaf asked the members if there were any questions and then thanked Mr. Walkotten for his time. Kortman asked about the canoe trips that the Partnership hosts and Mr. Walkotten explained that the Macatawa Greenway Partnership offers a canoe trip the first Saturday of every month.

President Bosgraaf asked if there were any questions or comments on the Director's report and Scholtz referenced the metal detecting policy that has been used informally over the past couple of years and requested the Commission approve the regulations formally. Kuyers asked whether the new County policy would be consistent with the DNR policy. He stated that there would be problems at Park 12 if the policies are inconsistent because Park 12 beach users originate from the State Park. Park staff will check with the State and report back. Commission members elected to table the proposed metal detecting policy by motion until the May 7<sup>th</sup> meeting.

Scholtz continued with a summary of the 2007 hunting season and referenced the hunter surveys that were included in the agenda packets. He mentioned that staff has been debating possible changes to the hunting rules and policies for the 2008 season. Some changes being looked at included hunting without permits at Crockery Creek and Upper Macatawa Natural Area, instituting a fee for hunters that were successfully drawn in the permit process and adding a third season. Scholtz also stated that the intent of the program is to provide quality hunting opportunities in a way which minimize conflict with other recreational uses. Commission members agreed that a twenty dollar fee would be reasonable if that was the route staff wanted to take. Bosgraaf would like staff to analyze and bring a recommendation back to the Commission for review.

Bosgraaf received the Public Relations Committee report and Sabine will give specific organization names to Francke for press releases.

Bosgraaf moved on to the Planning Committee report and summarized topics such as the Park 12 marina, Friends of Ottawa County Parks boat trip, and the upcoming special Parks District Forum in Portland, Oregon. Scholtz summarized the Parks District Forum and asked members to let him know if they would like to attend this year.

Bosgraaf received the Finance and Personnel Committee report and the proposed 2009 Personnel and Equipment listing was approved by motion.

Bosgraaf called on Unema, representative of the Friends of Ottawa County Parks, and she announced the Reuse Resale event to be held on April 25 & 26, 2008 between the hours of 8 a.m. and 4 p.m. The Friends of Ottawa County Parks will be accepting donations for the event on April 17 – 19, between the hours of 4 p.m. and 6 p.m. They will also have tax exempt forms for citizens requesting a donation form. Friends will also be having an Earth Day Celebration at the Weaver House on April 26, 2008, with a luncheon at noon. Unema also announced that there are 117 members of the Friends to date with 20 of those being lifetime members. Unema continued with the Grand River boat trip to be held on May 22, 2008. This is a first come-first serve event so get your reservations in early. Scholtz has letters ready to go out to invite County Commission members and one township official from each township along the Grand River for a free ticket to promote the event. He confirmed with Commission members their willingness to underwrite the cost of these participants.

Bosgraaf then called for Old Business and TerHaar highlighted the Eastmanville Farm and North Ottawa Dunes Trailhead projects and gave an update on the Nature Education Center.

Bosgraaf called for New Business and TerHaar started with the Upper Macatawa Natural Area NRCS Improvements Project. He stated that the Natural Resources Conservation Service will be funding half of this project. TerHaar recommended Ron Meyer & Associates Excavating as the apparent low bidder with a cost of \$8,388.00. Ron Meyer & Associates Excavating was approved by motion.

TerHaar reviewed the bids for the Hager Irrigation Project and recommended Shoreline Sprinkling as the apparent low bidder with a cost of \$39,490.00. Discussion continued with Kuyers asking if the bids were offered to the public. Mazurek responded that with the many intricate factors involved with this project only three contractors were invited to bid. Staff solicited bids from these contractors who County parks have worked with in the past and were asked to propose modifications to the basic irrigation plan. Staff was hesitant to publicly bid the project because bid plans were not fully developed. Kuyers expressed his desire to have more bids on this project and felt that staff was limiting itself and possibly not getting the best bid possible. Statema asked what areas the irrigation would cover and Mazurek listed the visitor area, USA terrain map, and some other turf areas and a possible area that may be used for a wedding area in the future. Shoreline Sprinkling was approved by motion with a 6 to 2 vote.

TerHaar moved on to the Eastmanville Farm Site Improvements and recommended Accurate Excavators for the project at a cost of \$98,500.00. Commission members

received the bids for the Eastmanville Farm Site Improvements and approved Accurate Excavators by motion.

Commission members received and approved by motion the Coastal Management grant proposal for Olive Shores Master Plan and Construction plans.

Commission members received and approved by motion the Wetland Mitigation Banking Site Agreement with the MDEQ and MDOT at the Upper Macatawa Natural Area.

Commission members received and approved by motion the Agreement for Conservation Easement with Michigan Department of Environmental Quality relative to the MDOT wetland mitigation project at the Upper Macatawa Natural Area.

Commission members received and approved by motion two grant agreements with the Grand Haven Area Community Foundation awarding \$20,000.00 each for the Nature Education Center Project.

Commission members received and approved by motion the Nature Education Center Fundraising Report and Campaign Counsel Agreement with Development Strategies, Inc. to provide the strategic direction, campaign implementation and management for the Nature Education Center at a cost of \$23,750.00.

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

Meeting adjourned at 6:30 p.m.