

Regular Meeting of the Parks and Recreation Commission

Approved Minutes

Date: February 4, 2009

Time: 4:00 p.m.

Place: Fillmore Complex, Conference Room E

Present: Paul Geerlings, Phil Kuyers, Ted Bosgraaf, Bobbi Jones Sabine, Joyce Kortman, Ray Statema, David Vander Kooi, Roger Jonas, David Van Ginhoven and Jim Miedema.

Absent: None

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

Guests: Joyce Smith, Fred Vaas, Dennis Eade and Paul Elzinga.

Subject: Approval of Minutes

PR 09-09 Motion: To approve the minutes of the Commission's January 7, 2009 annual meeting.

Moved by: Statema Supported by: Miedema Unanimous

Subject: Coastal Management Grant Agreement

PR 09-10 Motion: To approve and forward to the Board of Commissioners the grant agreement for the Coastal Management Program with 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: Sabine Supported by: Statema Unanimous

Subject: Fish Cleaning Project

PR 09-11 Motion: To approve and direct the Parks and Recreation Commission Director to write a Letter of Endorsement in support of the Fish Cleaning Project.
Moved by: Kuyers Supported by: Kortman Unanimous

Subject: North Ottawa Dunes Donor Wall Project

PR 09-12 Motion: To receive bids for the North Ottawa Dunes Donor Wall Project and recommend Apex Contractors at a cost of \$45,297.
Moved by: Statema Supported by: Kuyers Unanimous

Subject: Quartel Encroachment

PR 09-13 Motion: To approve and forward to the Board of Commissioners the Stipulation/Agreement with Jake and Nelly Quartel agreeing to allow them to keep their utility building for the same period of time as the neighboring garages (i.e. Kishkorn and Prins/Zietse) or until they move from their house, which ever comes first, provided they move the building to the new proposed location at the rear of their lot.
Moved by: Van Ginhoven Supported by: Miedema Unanimous

Subject: Go Into Closed Session

PR 09-14 Motion: To go into Closed Session to discuss property matters.
Moved by: Geerlings Supported by: Jonas
Yeas: Kortman, Kuyers, Geerlings, Bosgraaf, Statema, Sabine, Vander Kooi, Van Ginhoven, Jonas and Miedema.
Nays: None Motion passed 10 to 0.

Subject: To Rise From Closed Session

PR 09-15 Motion: To rise from Closed Session.
Moved by: Geerlings Supported by: Statema Unanimous

Other Items Discussed:

President Bosgraaf called the meeting to order and welcomed new member David Vander Kooi who will be representing the Ottawa County Road Commission.

Commission members received the communication dated January 14, 2009 from Howard Baumann, Supervisor of Port Sheldon Township, relative to a possible no-wake zone on the Pigeon River east of Lakeshore Drive. Scholtz noted that the topic had been tabled by Port Sheldon Township.

Commission members received and reviewed the letter dated January 16, 2009 from Kent Rubley, Managing Director of the Road Commission, relative to crossing under the 68th Avenue bridge. Scholtz recommended that staff have an engineer look at the bridge and put together a concept plan and bring back for further discussion. Commission members agreed.

Commission members received and reviewed the letter and agreements dated January 21, 2009 from Lynda Krupansky of the DEQ Coastal Management Program, relative to the Olive Shores Design and Engineering Project. Commission members approved the agreement by motion.

Commission members received the letter dated January 26, 2009 from Vince Skutnik requesting reconsideration of his driveway and parking relocation at Park 12. Scholtz gave a brief overview of the parking situation at Park 12 for new members and TerHaar explained the relocation of the driveways to a common parking lot that would be built this year. Scholtz recommended continuing with the current agreement. Commission members agreed to take no further action.

Commission members reviewed comment cards and email comments received since the previous meeting. President Bosgraaf inquired about kayaking on the Pigeon River and being able to take out a kayak by the Weaver House. TerHaar responded that it is possible to take out a kayak there but it was not very convenient. Scholtz added that staff would like to have a nice take out area at Pine Bend Park but a solution has not yet been found.

Scholtz then brought the Commission's attention to the comment card comparing Pigeon Creek Lodge to a "weekend get-a-way". Scholtz commented that it is gratifying to receive compliments of that type from people from the Lansing area and our own residents seem to feel the same way but have less of a drive.

Commissioner Kuyers questioned if the new dog enforcement policy had been implemented at Riley Trails. Mazurek gave an update on the enforcement and explained that an offender would first receive a warning card and then a civil infraction for a second offense. He explained that staff is using seasoned Park Attendants to do the enforcement and reported good success. Staff will be concentrating on four or five other sites in the spring.

Mazurek then addressed the comment card suggesting a recycling program at Pigeon Creek Lodge and reported that Stinebower, Parks Manager, has researched the request and Parks will now have a separate dumpster at the Parks Operation Center designated for recycling products. Staff will then bring items to be recycled over to the dumpster. Kortman questioned how the public would know what we are doing and expressed the importance for the public to know. TerHaar suggested using signs and trash cans specifically designed for recycling for the public to use. Mazurek reported that staff is looking into installing recycling stations at selected park facilities.

Bosgraaf moved to the Public Comment portion of the meeting and Mr. Dennis Eade, representing the Fish Cleaning Station Committee, distributed a handout giving an update on the progress of the public fishing station fund-raising efforts. The fish station is slated to be located across the street from the Michigan Department of Natural Resources boat launch and west of Anchorage Marina. Eade reported that the committee had raised \$71,000 in donations along with pledges of labor and materials to build the cleaning station. He requested from the Parks and Recreation Commission a donation of \$8,000, which would allow the project to start building in April of 2009. Scholtz reported that he was advised by Ottawa County's Corporation Council that Parks could not make donations but offered a letter of endorsement for the project. A letter of endorsement was supported by motion.

Ms. Joyce Smith, a resident of Black Lake Walk in Holland, thanked Sabine for her recent letter to the editor published in the Holland Sentinel.

Commission members reviewed the report of the Parks and Recreation Commission expenditures through December 31, 2008.

President Bosgraaf moved on to the Director's report and Scholtz updated the Commission on the on-line reservation system that had been implemented in early 2007. He reported that a third of the Parks reservations were now being made via the on-line system and continues to grow.

Scholtz updated members on the recent changes to the Michigan Natural Resources Trust Fund and reported that there would only be \$13.5 million dollars for acquisitions this year. He reported that the Trust Fund had adopted new criteria and point system for distribution of grant fund dollars. The new point system will dramatically lower the possible points for Ottawa County Parks' projects. Kortman inquired as to who sits on the Trust Fund Board and Scholtz will research and respond.

Bosgraaf asked if there was anymore information regarding the Riley Trails drainage request. Geerlings reported that the rainfall for 2008 had reached 48.2 inches making it the second highest in 102 years. After some recent research on the GIS system he determined that it would not do any good to pump water to the Riley Trails pond and would not recommend this type of solution as it would not solve the problem.

Bosgraaf then asked Mazurek if he had anything to add to his Superintendent's Report and Mazurek reported the total revenues for Pigeon Creek Lodge through January were \$20,895.

Bosgraaf then announced the committee assignments for 2009, and asked members who would like to change assignments to contact Sabine or Bosgraaf. He then asked for any volunteers to be the Parks Commission representative for the Friends of Ottawa County Parks. Statema agreed to make a one year commitment. Bosgraaf appointed Statema as the 2009 Parks and Recreation designee to the Friend of Ottawa County Parks.

Bosgraaf moved on to the Planning Committee report and invited Commission members to attend a Musketawa Trail planning meeting to be facilitated by Ms. Bauer, Trails Planning Specialist, from the Michigan Department of Natural Resources. The meeting will be held on February 6th. He also reminded members of the planning retreat to be held at the Weaver House on February 18th, from 3 p.m. – 7 p.m.

Bosgraaf then called for Old Business and TerHaar gave an update on the bidding timeline for the Nature Education Center. If the bids come in low and schedule runs as planned the project could be complete by October.

Bosgraaf called for New Business and Commission members received the North Ottawa Dunes Donor Wall bids. TerHaar described where the recognition wall would be constructed and recommended Apex Contractors as the low bidder on the project. Statema expressed his support of the recognition wall and stated that it only enhances the site area and also encourages future donations. Apex Contractors was approved for the project.

Commission members received the Stipulation/Agreement with Jake and Nelly Quartel and Scholtz explained the agreement for the benefit of the new members. The Stipulation/Agreement would allow them to keep their utility building for the same period of time as the neighboring garages (i.e. Kishkorn and Prins/Zietse) or until they move from their house, which ever comes first, provided they move the building to the new proposed location at the rear of their lot. The Stipulation/Agreement was approved by motion.

Bosgraaf asked for Public Comment and Ms. Joyce Smith requested that the Park 12 group be allowed to give input for the interpretive signage at Mt. Pisgah. Scholtz agreed to accommodate the request.

Bosgraaf asked for any comments from Commission members and Sabine expressed her support of eliminating the Park 12 encroachments within the ten year time frame. She also requested that staff proceed with a natural features inventory as soon as possible for the Olive Shores property.

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

Meeting adjourned at 5:47 p.m.