

**Agenda**  
**Ottawa County Agricultural Preservation Board**  
**West Olive Administration Building – Conference Room C**  
**12220 Fillmore Street, West Olive, MI 49460**  
**Wednesday, December 4, 2024**  
**8:00am – 9:30am**

- I. Call to Order
- II. Establish Quorum
- III. Invocation
- IV. Approval of the Agenda for December 4, 2024
- V. Approval of the [Minutes](#) from November 6, 2024
- VI. Public Comment
- VII. New Business
  - A. Open Application Period

Motion: To set April 25, 2025 as the 2025 PDR application deadline
  - B. Veldheer Closing

Motion: To direct Community Foundation of Holland and Zeeland to transfer \$79,000 to the County account in preparation for closing in January 2025
- VIII. Discussion Items
  - A. [Financial Review](#)
  - B. [Farm Updates](#)
  - C. [Performance Measures](#)
  - D. [Agricultural Preservation Board meeting 2025 schedule](#)
- IX. Old Business
  - A. Ordinance Amendment
- X. Next Meeting Date: January 8, 2025
- XI. Adjournment

## UNOFFICIAL MINUTES

## OTTAWA COUNTY AGRICULTURAL PRESERVATION BOARD

DATE: November 6, 2024

PLACE: Ottawa County Fillmore Street Complex, Conference Room C

PRESENT: Chair Josh Hucul, Mike Bronkema, Kelly Goward, Nate Pyle, Lukas Hill, Jasmine Kober (Ad Hoc Youth), Paul Windemuller (virtual)

ABSENT: Allison Miedema

STAFF: Becky Huttenga, Julie Lamer, Paul Sachs, Rich Lakeberg

PUBLIC: Andy Huddy, GVSU

CALL TO ORDER / ESTABLISH QUORUM / INVOCATION

The Ottawa County Agricultural Preservation Board met on Wednesday, November 6, 2024. Chair Hucul called the meeting to order at 8:00 a.m. A quorum was present to do business. Bronkema gave the invocation.

APPROVAL OF THE AGENDA AND MINUTES

APB 24-32	Motion: To approve the agenda for the November 6, 2024, meeting Moved by Bronkema	UNANIMOUS
APB 24-33	Motion: To approve the minutes of the September 4, 2024 meeting Moved by Hill	UNANIMOUS

PUBLIC COMMENT

Andy Huddy, GVSU

NEW BUSINESS

## A. 2025 Scoring Criteria

The Scoring Criteria discussed on September 4, 2024 meeting required additional follow up discussion regarding the Economic Impact Criteria Revisions. The follow up discussion was shared in an email sent to the Ag. Board on September 4, 2024, from Huttenga.

APB 24-34	Motion: To recommend and forward to the Board of Commissioners the 2025 Purchase of Development Rights Scoring Criteria, contingent upon inclusion of the final edits recommended by Ag Board members. Moved by Bronkema	UNANIMOUS
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**UNOFFICIAL MINUTES**DISCUSSION ITEMS**A. FINANCIAL REVIEW**

Huttenga shared that the 4th quarter Non-Endowed and Endowed funds were not available for review. If available by the December meeting they will be added to the packet.

**B. FARM UPDATES**

Huttenga included an in-process property summary chart. Hucul requested the chart include an estimate closing date and the amount of funds secured for each property. Agricultural Conservation Easements Program applications were submitted for the Rillema and Rasch property. Announcement for Agricultural Conservation Easements Program funding could be announced as early as December 2024. Molyneux completed a Conservation plan, and a Michigan Agriculture Environmental Assurance Program verification is being considered. Lamer is in the process of updating the Michigan Agricultural Preservation Fund application for the Molyneux property. The Veldheer Baseline Documentation Report has been submitted to Natural Resources Conservation Services for review. Huttenga made the Board aware that there are changes taking place with the PA116 tax credit program. Huttenga is working with Michigan Department Agricultural & Rural Development and Natural Resources Conservation Services regarding Jim and Don Klein PA116 tax credit and will keep the Board updated on the changes.

**C. FUNDRAISING**

Farms are the Tapas 2024! Lamer shared a power point highlighting photos, revenue and expenses. Feedback/suggestions were shared by the Board members that attended. Additional sound speakers were requested. At the start of the event, announce a time when the program will start. This may help eliminate some of the attendee chatter during the panel discussion or program. Add more high-top tables. Next year's event, offer a Chef panel.

**D. BOARD MEMBER APPOINTMENTS**

Huttenga shared in 2025 there are two (2) open seats: Local Conservation and Agricultural. Multiple applications have been submitted for both seats. The applications will be reviewed on December 17, 2024, at the Talent & Recruitment meeting. Eligible applicants will be placed in nomination and recommendation from the Interview Subcommittee and will then be forwarded to the Board of Commissioners meeting.

OLD BUSINESS

## Updates

- Huttenga shared two documents for review, By-laws and Ordinance. The revisions suggested on the Ordinance and Bylaws will be presented at the November 8, Planning and Policy meeting. After discussion, the Board

**UNOFFICIAL MINUTES**

requested, time to review the documents before they are presented to the Board of Commissioners, Hucul will email Corporate Counsel and request an opportunity for the Ag Preservation Board to review the Ordinance and Bylaws and request they be pulled from the November 8 meeting.

- Kent County has a new Community Development Coordinator staff member. Staff will continue to work collaboratively with Kent

- Huttenga and Hucul attended the Ag Preservation Boards of Michigan Meeting. Both felt like there was a lot of good discussion and a good opportunity to work together and raise awareness to sell development rights.

-The Land Transfer Navigator program has a new succession planning grant for landowners with preserved properties.

NEXT MEETING

December 4, 2024.

ADJOURNMENT

APB 24-35      Motion: To adjourn the meeting at 8:58 a.m.  
Moved by Bronkema

UNANIMOUS



## Agricultural Preservation Board

### Ottawa County Farmland Preservation Non-Endowed Fund Statement of Activity - 3rd Quarter 2024

#### Revenue

Date	Description of Donation	Amount
7/11/2024	Farmland Preservation Donation	\$25.00
7/17/2024	Tapas Ticket Sales	\$491.70
7/18/2024	Tapas Ticket Sales	\$100.00
7/22/2024	Tapas Ticket Sales	\$91.70
7/25/2024	Tapas Ticket Sales	\$591.00
7/29/2024	Tapas Ticket Sales	\$100.00
7/31/2024	Tapas Ticket Sales	\$229.40
8/2/2024	Tapas Ticket Sales	\$91.70
8/15/2024	Tapas Ticket Sales	\$91.70
8/21/2024	Tapas Ticket Sales	\$50.00
8/27/2024	Tapas Ticket Sales	\$450.00
8/29/2024	Tapas Ticket Sales	\$200.00
9/3/2024	Tapas Sponsor	\$2,500.00
9/4/2024	Tapas Ticket Sales	\$100.00
9/6/2024	Tapas Ticket Sales	\$100.00
9/9/2024	Tapas Ticket Sales	\$300.00
9/10/2024	Tapas Ticket Sales	\$150.00
9/17/2024	Tapas Ticket Sales	\$150.00
9/20/2024	Tapas Ticket Sales	\$400.00
9/24/2024	Tapas Ticket Sales	\$150.00
9/25/2024	Tapas Ticket Sales	\$150.00
9/25/2024	Tapas Auction Item	\$90.00
9/25/2024	Tapas Auction Item	\$356.00
9/26/2024	Tapas Auction Item	\$350.00
9/26/2024	Tapas Ticket Sales	\$300.00
9/27/2024	Tapas Ticket Sales	\$1,681.00
9/30/2024	Tapas Ticket Sales	\$2,282.89
9/30/2024	Tapas Auction Item	\$2,000.00
9/30/2024	Tapas Sponsor	\$5,000.00
9/30/2024	Tapas Auction Item	\$350.00
9/30/2024	Interest Allocation Entry	\$2,742.90
9/30/2024	Interest & Dividends	\$364.56
9/30/2024	Realized Gains/Losses	\$531.18
9/30/2024	Unrealized Gains/Losses	\$6,800.69

Total Quarter Revenue:

**\$29,361.42**



**Ottawa County**  
Farm Where You Belong

**Agricultural Preservation Board**  
**Ottawa County Farmland Preservation Non-Endowed Fund**  
**Statement of Activity - 3rd Quarter 2024**

**Expenses**

Date	Vendor	Description	Amount
9/5/2024	Amazon	Tapas Supplies	\$155.49
9/5/2024	Amazon	Tapas Supplies	\$145.90
9/12/2024	Peoples Company	Appraisal (Rillema)	\$3,000.00
9/26/2024	Farmhaus Cider Co	Tapas Beverages	\$137.80
9/30/2024	Family Fare	Tapas (Napkins, Spoons, Drink Mixes)	\$34.78
9/30/2024	Amazon	Tapas (Name Tags)	\$5.99
9/30/2024	Sams Club	Tapas (Cups)	\$22.96
9/30/2024	CFHZ	Other Additions/Subtractions	\$28.74
9/30/2024	CFHZ	Administrative Expenses/Fees	\$12.31

Total Quarter Expenses: **\$3,543.97**

Beginning Balance	<b>\$202,279.95</b>	<i>6/30/2024</i>
Expenses	<b>-\$3,543.97</b>	
Revenue	<b>\$29,361.42</b>	
Ending Balance	<b>\$228,097.40</b>	<i>9/30/2024</i>
Restricted Funds	<b>\$79,000.00</b>	<i>Veldheer Farm \$79,000</i>
Available Balance	<b>\$149,097.40</b>	



**Ottawa County**  
Farm Where You Belong

## Agricultural Preservation Board

**Ottawa County Farmland Preservation Non-Endowed Fund #2  
Statement of Activity - 3rd Quarter 2024**

### Expenses

Date	Vendor	Description	Amount

Total Quarter Expenses: **\$0.00**

### Revenue

Date	Description of Donation	Amount
9/30/2024	Interest & Dividends	\$8,446.27

Total Quarter Revenue: **\$8,446.27**

Beginning Balance	<b>\$1,032,443.23</b>	6/30/2024
Expenses	<b>\$0.00</b>	
Revenue	<b>\$8,446.27</b>	
Ending Balance	<b>\$1,040,889.50</b>	9/30/2024
Restricted Funds	<b>\$0.00</b>	
Available Balance	<b>\$1,040,889.50</b>	



## Agricultural Preservation Board

### Ottawa County Farmland Preservation Endowed Fund Statement of Activity - 3rd Quarter 2024

#### Expenses

Date	Vendor	Description	Amount

Total Quarter Expenses: **\$0.00**

#### Revenue

Date	Description of Donation	Amount
9/30/2024	Interest & Dividends	\$111.45
9/30/2024	Realized Gains/Losses	\$162.40
9/30/2024	Unrealized Gains/Losses	\$2,079.02

Total Quarter Revenue: **\$2,352.87**

Beginning Balance	<b>\$54,406.85</b>	6/30/2024
Expenses	<b>\$0.00</b>	
Revenue	<b>\$2,352.87</b>	
Ending Balance	<b>\$56,759.72</b>	9/30/2024
Restricted Funds	<b>\$0.00</b>	
Available Balance	<b>\$56,759.72</b>	





## Farm Updates – December 2024

Ottawa County  
Farm Where You Belong

In-process property summary				
Property Owner	Rillema	Molyneux	Rasch	Veldheer
Status	Selected	<i>Partially funded</i>	<i>Partially funded</i>	Preparing to close
Expected Closing	Dec 2025	Dec 2025	Dec 2025	Jan 2025
Acres	45.5	155.1	74.32	36
Easement Value				
Estimated				
Appraised	\$459,000	\$1,239,000	\$606,000	\$316,000
Funding Plan				
Landowner Donation	\$119,340	\$322,140	\$157,560	\$79,000
County Contribution: Regular		\$123,000		\$79,000
County Contribution: Groundwater	\$114,750			
Federal Grant: ACEP	\$224,910	\$441,711	\$242,469	
Federal Grant: RCPP				\$158,000
Mi Ag Pres Fund		\$352,149	\$205,971	
math check	\$459,000	\$1,239,000	\$606,000	\$316,000

*Highlight = Funds Pending*

### **Rillema Property** – Blendon Township

45.5 acres; field crops; 2024 applicant; appraised value \$459,000

- ACEP application submitted 10/4/2024

### **Molyneux Property** – Wright Township

155.1 acres; field crops; 2023 applicant; appraised at \$1,239,000

- ACEP funding secured
- MAPF application will be submitted

### **Rasch Property** – Chester Township

74.32 acres; apples and peaches; 2023 applicant; appraised at \$606,000



## Farm Updates – December 2024

Ottawa County  
Farm Where You Belong

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- ACEP application submitted 10/4/2024
- MAPF grant secured

### **Veldheer Property** – Olive Township

*36 acres; cattle, sheep, and field crops; 2022 applicant; appraised at \$316,000*

- Preparing to close in early 2025

### **Jongekrijg Property** – Zeeland Township

*92.55 acres; beef cattle and field crops; 2022 applicant; preserved for \$981,000 in March 2024*

- Barn construction approved; awaiting building envelope approval

### **Holstege Property** – Zeeland Township

*38.1 acres; beef cattle and field crops; 2021 applicant; preserved for \$393,000 in February 2024*

### **Bronkema Property** – Olive Township

*123.12 acres; sheep, dry beans, and field crops; 2020 applicant; preserved for \$675,000 in December 2022*

### **DeHaan Property** – Blendon Township

*37 acres; beef cattle and field crops; 2019 applicant; preserved for \$315,000 in September 2021*

### **Jim Klein Property** – Chester Township

*168.2 acres; field crops; 2019 applicant; preserved for \$585,000 in November 2020*

### **Kruithoff Property** – Chester & Wright Townships

*148.3 acres; hog & cash Crop; 2018 applicant; preserved for \$405,000 in July 2020*

### **Klein Property** – Chester Township

*55.63-acres; beef cattle and field crops; 2017 applicant; preserved for \$160,000 in July 2018*

- Easement amendment required by MDARD is still being navigated; had conversation with Jim

### **Hehl Property** – Polkton Township

*34.9-acres; hogs, beef cattle, and poultry; 2015 applicant; preserved for \$87,000 in August 2016*

## Program Description

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Ottawa County's Farmland Preservation Program is a voluntary program that preserves farmland by purchasing or receiving donations of development rights from an actively farmed property. Landowners are compensated for lost development potential, yet still own the land and retain all other rights associated with it. The land must continue to be used for agricultural purposes, or remain in a natural state perpetually regardless of transfer or sale of property.

## Primary Goals and Objectives

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### County Goal: Contribute to the long-term economic, social and environmental health of the County

#### Program Goal 1: Preserve priority farmland in Ottawa County

*Objective 1)* Obtain applications from interested landowners, with an emphasis on priority farmland

*Objective 2)* Secure development rights from productive farmland with an emphasis on priority farmland

### County Goal: Maintain and enhance communication with citizens, employees, and other stakeholders

#### Program Goal 2: Secure community support

*Objective 1)* Create and implement community outreach campaign

*Objective 2)* Obtain resolutions of support for the Farmland Preservation Program from all local units of government

### County Goal: Maintain and improve the strong financial position of the County

#### Program Goal 3: Secure private sector and public funding

*Objective 1)* Increase revenue from annual Farms are the Tapas

*Objective 2)* Implement other fundraiser campaign(s) throughout year

*Objective 3)* Obtain landowner donations to secure their development rights

*Objective 4)* Apply for grant funds

### County Goal: Continually improve the County's organization and services

#### Program Goal 4: Ensure the efficient operation of the Program

*Objective 1)* Hire and retain effective Farmland Preservation Analyst

*Objective 2)* Create and maintain clearly defined Standard Operating Procedures and Prioritization Map

*Objective 3)* Maintain active, passionate Farmland Preservation Board

**Primary Measures**

Measures*	2022 Actuals	2023 Actuals	2024 Actuals	2025 Actuals
<b>Program Goal 1: Preserve productive farmland</b>				
Obj 1) Total # of applications/acres received from interested landowners	12/945	13 / 1196	13/1046	
Obj 2) # of applications/acres from prioritized areas	3/141	11	6/656	
Obj 3) # of total farmland acres permanently preserved by Program (cumulative)	567	567	697	
Obj 4) % of permanently preserved acres in priority areas	100%	100%	100%	
Obj 5) Total value of development rights secured (cumulative)	\$2.3M	\$2.3M	\$3.6M	
<b>Program Goal 2: Secure community support</b>				
Obj 1) # of community outreach activities conducted (e.g. presentations, press releases, networking events)	12	14	10	
Obj 2) # of local units that received a PDR presentation	2	1	1	
Obj 3) % of all local units of government supporting resolution for Program, including cities	46%	50%	50%	
<b>Program Goal 3: Secure private sector and public funding</b>				
Obj 1) Total \$ raised at Farms are the Tapas event (annually)	\$18,384	\$22,385	\$27,000	
Obj 2) Total \$ other private sector donations secured (annually)	\$50,150	\$55,150	\$25,025	
Obj 3) Total \$ grant funding secured (annually)	\$406,890	\$0	\$939,940	
Obj 4) Total \$ value donated by landowners (cumulative)	\$643,639	\$643,639	\$989,419	
<b>Program Goal 4: Ensure the efficient administration of the Program</b>				
Obj 1) % of annual performance targets successfully achieved	64%	38%	NA	
Obj 2) Procedures Guide and Prioritization Map reviewed and updated	Yes	Yes	Yes	
Obj 3) # of Board meetings conducted (annually)	8	10	10	

\*in 2023, creating targets stopped because it did not have value.

Actuals are still reported and compared year over year.

**Agricultural Preservation Board  
2025 Meeting Schedule  
12220 Fillmore Street Complex**

- January 8, 2025 - 8:00am - Conference Room C
- February 5, 2025 - 8:00am - Conference Room C
- March 5, 2025 - 8:00am - Conference Room C
- April 2, 2025 - 8:00am - Conference Room C
- May 7, 2025 - 8:00am - Conference Room C
- June 4, 2025 - 8:00am - Conference Room C
- July 2, 2025 - 8:00am - Conference Room C
- August 6, 2025 - 8:00am - Conference Room C
- September 3, 2025 - 8:00am - Conference Room C
- October 1, 2025 - 8:00am - Conference Room C
- November 5, 2025 - 8:00am - Conference Room C
- December 3, 2025 - 8:00am - Conference Room C