

**Agenda**  
**Planning and Policy Committee**  
**West Olive Administration Building – Board Room and YouTube**  
**12220 Fillmore Street, West Olive, Michigan 49460**  
**Tuesday, December 3, 2024**  
**9:00 AM**

**Public Comment**

**Approval of Agenda**

**Consent Resolutions:**

- I. Approval of the minutes from the [November 8, 2024](#) Planning and Policy Committee Meeting

**Agenda and Action Requests:**

- I. [Rosy Mound Coastal Management Grant Application FY2026](#)  
Suggested Motion:  
To recommend application to the Michigan Coastal Management program for funding assistance with design and engineering for access improvements at Rosy Mound Natural Area and forward the Board of Commissioners for approval of the required application resolution.
2. [Veteran Services: Jail Complex Alterations](#)  
Suggested Motion:  
To approve and forward to the Board the creation of a capital project for Veteran Services alterations in the Jail Complex

**Committee Reports:**

**Public Comment**

**Adjournment at Call of the Chairperson**

**PLANNING AND POLICY COMMITTEE**

**Proposed Minutes**

DATE: November 8, 2024

TIME: 10:33 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Belknap, Allison Miedema, Chris Kleinjans, Roger Bergman, and Joe Moss. (5)

SUBJECT: PUBLIC COMMENT

1. Rebecca Patrick-Allendale Township
2. Sheila Dettloff-Holland Township
3. Luke Meerman-Polkton Township

SUBJECT: APPROVAL OF AGENDA

PP 24-050 Motion: To approve the agenda of today.  
Moved by: Miedema UNANIMOUS

SUBJECT: CONSENT RESOLUTIONS

PP 24-051 Motion: To approve the minutes from the October 1, 2024, Planning and Policy  
Committee Meeting.  
Moved by: Bergman UNANIMOUS

SUBJECT: ROSY MOUND EXPANSION MNRTF GRANT AGREEMENT

PP 24-052 Motion: To accept the grant agreement from the Michigan Department of Natural  
Resources for funding assistance for the Rosy Mound Natural Area Expansion project  
and forward to the County Board of Commissioners for final approval.  
Moved by: Bergman

The motion passed by the following votes: Yeas: Joe Moss, Chris Kleinjans, Allison  
Miedema, Roger Bergman, Roger Belknap. (5)

SUBJECT: OTTAWA SANDS PHASE I CHANGE ORDER NO. 4

PP 24-053 Motion: To accept the change order to the Ottawa Sands Phase I contract with Apex  
Contractors, Inc. in the amount of \$143,516.52 and forward to the Board of  
Commissioners for final approval.  
Moved by: Bergman

The motion passed by the following votes: Yeas: Roger Bergman, Allison Miedema, Joe  
Moss, Chris Kleinjans, Roger Belknap. (5)

SUBJECT: IET STEARNS BAYOU CONNECTOR CONTRACT AMENDMENT

PP 24-054 Motion: To approve an amendment to the contract with Prein & Newhof for Engineering services for the Stearns Bayou Segment of the Idema Explorers Trail in the amount of \$227,432.30 and forward to the Board of Commissioners for final approval.  
Moved by: Moss

The motion passed by the following votes: Yeas: Roger Bergman, Allison Miedema, Chris Kleinjans, Joe Moss, Roger Belknap. (5)

SUBJECT: AGRICULTURAL PRESERVATION BY-LAWS

PP 24-055 Motion: To approve and forward to the Board of Commissioners the revised Agricultural Preservation By-Laws.  
Moved by: Moss UNANIMOUS

SUBJECT: OTTAWA COUNTY FARMLAND DEVELOPMENT RIGHTS ORDINANCE

PP 24-056 Motion: To approve the revised Ottawa County Farmland Development Rights Ordinance and forward to the Board of Commissioners.  
Moved by: Moss UNANIMOUS

SUBJECT: COUNTY POLICIES

PP 24-057 Motion: To approve the revised County Policies and forward to the Board of Commissioners for a first reading.  
Moved by: Miedema

The motion passed by the following votes: Yeas: Joe Moss, Allison Miedema, Roger Bergman, Chris Kleinjans, Roger Belknap. (5)

SUBJECT: LEGAL SERVICES POLICY

PP 24-058 Motion: To approve the revised Legal Services Policies and forward to the Board of Commissioners for a first reading.  
Moved by: Miedema

The motion passed by the following votes: Yeas: Roger Bergman, Joe Moss, Chris Kleinjans, Allison Miedema, Roger Belknap. (5)

SUBJECT: CONTRACTING POLICY

PP 24-059 Motion: To approve the revised Contracting Policies and forward to the Board of Commissioners for a first reading.  
Motion by: Moss

The motion passed by the following votes: Yeas: Roger Bergman, Joe Moss, Allison Miedema, Chris Kleinjans, Roger Belknap. (5)

SUBJECT: PURCHASING POLICY

PP 24-060 Motion: To approve the amended revised Purchasing Policies and forward to the Board of Commissioners for a first reading.  
Motion by: Miedema

The motion passed by the following votes: Yeas: Joe Moss, Chris Kleinjans, Allison Miedema, Roger Bergman, Roger Belknap. (5)

PP24-061 Motion: To amend the motion to read, "To approve the revised Purchasing Policies and forward to the Board of Commissioners for a first reading with the two edits from Fiscal Services and Legal, which are as follows, Item C. Standards of Procurement, number 3b, change \$2500 to \$3000, and under 3c, add the wording "work with purchasing on transactions over \$35,000."  
Moved by: Moss

The motion passed by the following votes: Yeas: Allison Miedema, Chris Kleinjans, Joe Moss, Roger Bergman, Roger Belknap. (5)

SUBJECT: CLOSED SESSION

PP 24-062 Motion: To go into closed session at 11:29 a.m. to discuss property acquisition pursuant to the OMA Section 8d (2/3<sup>rd</sup> vote required).  
Moved by: Miedema

The motion passed by the following votes: Yeas: Joe Moss, Chris Kleinjans, Allison Miedema, Roger Bergman, Roger Belknap. (5)

PP 24-063 Motion: To come out of closed session at 11:38 a.m.  
Moved by: Moss UNANIMOUS

SUBJECT: COMMITTEE REPORTS

None.

SUBJECT: PUBLIC COMMENT

1. Sheila Dettloff-Holland Township
2. Rebecca Patrick-Allendale Township

SUBJECT: ADJOURNMENT

The chairperson called for adjournment at 11:44 a.m.

# Action Request

Electronic Submission – Resolution #: 2501



**Committee:** PLANNING AND POLICY

**Meeting Date:** 12/3/2024

**Requesting Department:** PARKS AND RECREATION

**Submitted By:** CURT TERHAAR

**Agenda Item:** ROSY MOUND COASTAL MANAGEMENT GRANT APPLICATION FY2026

## Suggested Motion:

To recommend application to the Michigan Coastal Management program for funding assistance with design and engineering for access improvements at Rosy Mound Natural Area and forward the Board of Commissioners for approval of the required application resolution.

## Summary of Request:

For the past several years, the Ottawa County Parks and Recreation Commission (OCPRC) has been working to acquire a 127-acre expansion of Rosy Mound Natural Area. With closing on the property expected to occur before the end of 2024, an update of the 1991 Rosy Mound Natural Area Master Plan is underway. This Master Plan update is timed to allow for the submission of a Michigan Natural Resources Trust Fund grant application in April 2025 to help to fund improvements that would enhance public access while protecting sensitive natural features. While the current funding plan for this access project does include design and engineering costs, there is currently an opportunity to supplement this funding through EGLE's Coastal Management Program. The Coastal Management Program funds planning, design and engineering, low-cost construction, and acquisition projects in Great Lakes coastal communities (which includes parts of western Ottawa County). Given the Coastal Management Program's criteria, it appears that a potentially competitive application could be submitted to help fund design and engineering costs for this project (with the note there is limited available Coastal Management funding and it is uncertain exactly how projects are ultimately selected). However, while the Coastal Management application for low-cost construction projects is relatively cumbersome, an application for design and engineering can be prepared with a comparatively minimal investment of staff time. Therefore, since it appears to be a viable project and meets the project timeline, staff is recommending pursuing this grant opportunity.

## Financial Information:

Total Cost: **N/A**

General Fund Cost: **N/A**

Included in Budget: **N/A**

If not included in Budget, recommended funding source:

**N/A**

## Action is Related to an Activity Which Is: Non-Mandated

## Action is Related to Strategic Plan:

Goal:

Goal 2: To Contribute to the Long-Term Economic, Social and Environmental Health of the County.

## Administration:

Recommended by County Administrator:

11/26/2024 5:06:29 PM

Committee/Governing/Advisory Board Approval Date:

**COUNTY OF OTTAWA**

**STATE OF MICHIGAN**

**RESOLUTION**

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the 10th day of December, 2024 at 9:00 o'clock p.m. local time.

PRESENT: Commissioners: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT: Commissioners: \_\_\_\_\_  
\_\_\_\_\_

It was moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the Parks and Recreation Commission has a signed purchase agreement to purchase a 127-acre expansion of Rosy Mound Natural Areal and

WHEREAS, the Parks and Recreation Commission has embarked on an update of the 1991 Rosy Mound Natural Area Master Plan to review and recommend future uses of the 127-acre expansion area; and

WHEREAS, anticipated public access to the expanded area is limited and not suitable long-term for public access to this sensitive environmental area; and

WHEREAS, the Parks and Recreation Commission is targeting Fiscal Year 2027 to implement a public access improvement project for the expanded; and



I, JUSTIN F. ROEBUCK, Clerk/Register, of the County of Ottawa, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which resolution was adopted by the County of Ottawa at a meeting held December 10, 2024.

\_\_\_\_\_  
Signature

Ottawa County Clerk/Register  
Title

December 10, 2024  
Date

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Joe Moss  
Chairperson, Ottawa County  
Board of Commissioners

\_\_\_\_\_  
Justin F. Roebuck  
Ottawa County Clerk/Register



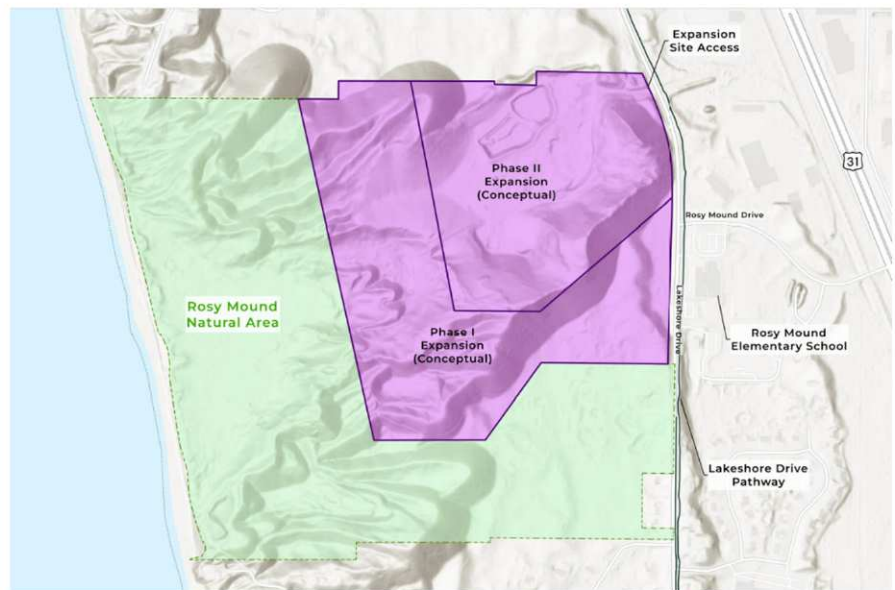


**Project: Rosy Mound Access Improvements - Design**

- **Parks Initiative:** Rosy Mound Natural Area; Lake Michigan Coastal Greenway
- **Strategic Plan Initiative(s):** Connectivity; Organizational Quality; Community Engagement; Conservation
- **Parks Plan/Strategic Plan/Master Plan Reference (where applicable):** N/A
- **Location:** Grand Haven Township (Senate District 31, State House District 88)
- **Estimated Cost:** \$100,000
- **Proposed/Committed Funding:**
  - Ottawa County Parks Foundation: \$50,000
  - Michigan Department of Environment, Great Lakes, and Energy (ELGE) Coastal Management: \$50,000

• **Summary:** For the past several years, the Ottawa County Parks and Recreation Commission (OCPRC) has been working to acquire a 127-acre expansion of Rosy Mound Natural Area. With closing on the property expected

to occur before the end of 2024, an update of the 1991 Rosy Mound Natural Area Master Plan is underway. This master plan update is timed to allow for the submission of a Michigan Natural Resources Trust Fund grant application in April 2025 that would help to fund improvements that would enhance public access while protecting sensitive natural features. While the current funding plan for this access project does include design and



engineering costs, there is currently an opportunity to supplement this funding through EGLE’s Coastal Management Program. The Coastal Management Program funds planning, design and engineering, low-cost construction, and acquisition projects in Great Lakes coastal communities (which includes parts of western Ottawa County). Given the Coastal Management Program’s criteria, it appears that a potentially competitive application could be submitted to help fund design and engineering costs for this project (with the note there is limited available Coastal Management funding and it is uncertain exactly how projects are ultimately selected). However, while the Coastal Management application for low-cost construction projects is relatively cumbersome, an application for design and engineering can be prepared with a comparatively minimal investment of staff time. Therefore, since it appears like a viable project and meets the project timeline, staff is recommending pursuing this grant opportunity. It should be noted that the exact scope of this project will be determined by the outcome of the Master Plan update.

- **Status:** Grant Application Preparation

# Action Request



<b>Committee:</b> Planning and Policy Committee	<input type="checkbox"/>
<b>Meeting Date:</b> 12/03/2024	
<b>Requesting Department:</b> Fiscal Services Department	
<b>Submitted By:</b> Karen Karasinski	<input type="checkbox"/>
<b>Agenda Item:</b> Veteran Services: Jail Complex Alterations	

## Suggested Motion:

To approve and forward to the Board the creation of a capital project for Veteran Services alterations in the Jail Complex

## Summary of Request:

The Veteran Services department will occupy space in the Jail complex vacated by Probate court, which consists of an open lobby space and several offices.

The renovation includes walling off areas to create a private environment for veterans, converting space for private bathroom/shower/laundry facilities and a kitchenette, and refreshing paint and doors to accommodate veteran needs.

The funding for this project is authorized the a Board Initiatives grant request approved by the Board on November 12, 2024.

## Financial Information:

Total Cost: \$227,000.00	General Fund Cost:	Included in Budget:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
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If not included in budget, recommended funding source:

**Action is Related to an Activity Which Is:**  Mandated  Non-Mandated  New Activity

## Action is Related to Strategic Plan:

**Goal:** Goal 4: To Continually Improve the County' s Organization and Services.

**Objective:** Goal 4, Objective 4: Examine opportunities for increased cooperation and collaboration with local government and other partners.

**Administration:**  Recommended  Not Recommended  Without Recommendation  
County Administrator:

Committee/Governing/Advisory Board Approval Date: