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

*Approved Minutes*

**Date:** September 17, 2025

**Time:** 3:00 p.m.

**Place:** Board Room, Fillmore Complex

**Present:** Joe Bush, Bruce Greenlee, Martin Harris, Lukas Hill, Jane Longstreet, Linda McAffrey, Field Reichardt, Kelly Rice and Paul Sachs.

**Absent:** Phil Kuyers

**Staff:** Jason Shamblin, Director; Curt TerHaar, Coordinator of Park Planning and Development; Nick Smith, Coordinator of Visitor and Business Services; Katie Wright, Coordinator of Fund Development; Aaron Bodbyl-Mast, Parks Data & Grants Manager; Nealy Molhoek, Coordinator of Natural Resources Management; Rylie Dorman, Communications Specialist; Brandi Mitchem, Budget Analyst; and Ginny Anderson, Administrative Assistant.

## Motions

**Motion to Approve Minutes of Previous Meetings**

PR 25-51 Motion: To approve the minutes of the Commission's August 20, 2025 regular meeting.

Moved by: Hill Supported by: Greenlee Unanimous

**Motion to Approve Adjustment to October 22, 2025 Meeting Start Time**

PR 25-52 Motion: To approve changing the start time of the October 22, 2025 Parks Commission meeting to 4:00 p.m.

Moved by: McAffrey Supported by: Bush Unanimous

**Motion to Approve 3 Easements for Idema Explorers Trail**

PR 25-53 Motion: To approve the easement agreements for the Allendale Segment of the Idema Explorers Trail and forward to the Board of Commissioners for final approval.

Moved by: McAffrey Supported by: Harris Unanimous

**Motion to Approve Closure of a Portion of the Bend Area Open Space**

PR 25-54 Motion: To approve closure of a portion of the Bend Area Open Space – Grand Rapids Gravel site for reclamation until reclamation activities are completed, and the property is formally opened by staff to the public.

Moved by: Greenlee Supported by: Hill Unanimous

**Motion to Approve the Ottawa County Parks Foundation FY25 Operational Support Invoice**

PR 25-55 Motion: To approve the reimbursement request for operational support - Fiscal Year 2025 - Ottawa County Parks Foundation for $173,818.70

Moved by: McAffrey Supported by: Harris Unanimous

**Motion to Accept the Ottawa County Parks Foundation 2024 Audit**

PR 25-56 Motion: To accept the Ottawa County Parks Foundation 2024 Audit.

Moved by: McAffrey Supported by: Hill Unanimous

**Motion to Approve Naming of Park Trails**

PR 25-57 Motion: To approve the naming of Rosy Mound Dune Loop Trail the Alice Hoban Dune Loop Trail and the Hemlock Crossing to Pine Bend Connector Trail the Bobbi Jones Sabine Connector Trail.

Moved by: Harris Supported by: Greenlee Unanimous

**Motion to Approve Resolution the Friends of Ottawa County Parks**

PR 25-58 Motion: To approve the resolution honoring the Friends of Ottawa County Parks for years of dedicated service to Ottawa County Parks and Recreation Commission.

Moved by: McAffrey Supported by: Harris Unanimous

**Motion to Approve Resolution Honoring Marjorie Viveen**

PR 25-59 Motion: To approve the resolution honoring Marjorie Viveen for years of dedicated service to Ottawa County Parks and Recreation Commission.

Moved by: Hill Supported by: Bush Unanimous

**Motion to Go into Closed Session**

PR 25-60 Motion: To go into closed session.

Moved by: Greenlee Supported by: Bush Unanimous

**Motion to Rise from Closed Session and Adjourn**

PR 25-60 Motion: To rise from closed session and adjourn.

Moved by: Harris Supported by: Greenlee Unanimous

## Other Items Discussed

4. Additions/Deletions to Agenda
   Addition of a motion for a time adjustment to the October 22, 2025 meeting.
   Addition of a closed session (#14).

5. Approval of Minutes of Previous Meetings
   a) Approve the minutes of the Commission's August 20, 2025 regular meetings.

6. Communications
   None

7. Public Comment
   Chris Markatos

8. Staff Reports

   a) Director's Report
   b) Park Operations Report
   c) Planning and Development Report
   d) Community Engagement Report
   e) Natural Resources Management Report
   f) Development Report
   g) Strategic Plan Progress Report
   h) Visitor and Business Services Report
   i) Visitation Report

9. Committee Reports

   a) Executive Committee – September 8, 2025 Meeting Report (verbal)
   b) Planning Committee – September 2, 2025 Meeting Report
   c) Community Engagement Committee – August 14, 2025 Meeting Report
   d) Finance & Policy Committee – September 9, 2025 Meeting Report
   e) Ottawa County Parks Foundation Update (*verbal*)

10. Old Business:
    a) September 2025 Grant Status Report – Information only

11. New Business:
    a) Presentation: Grand Haven Area Public Schools District Update
       Information only. Presented by GHAPS Assistant Superintendent Jason Reinecke.

    b) 3 Easements for Idema Explorers Trail
       Suggested Motion: To approve the easement agreements for the Allendale Segment of the Idema Explorers Trail and forward to the Board of Commissioners for final approval.

    c) Closure of a portion of the Bend Area Open Space

Suggested Motion: To close a portion of the Bend Area Open Space – Grand Rapids Gravel site for reclamation until reclamation activities are completed, and the property is formally opened by staff to the public.

d) Ottawa County Parks Foundation Fiscal Year 2025 Operational Support Invoice
Suggested Motion: To approve the reimbursement request for operational support - Fiscal Year 2025 - Ottawa County Parks Foundation for $173,818.70

e) Ottawa County Parks Foundation 2024 Audit
Suggested Motion: To accept the Ottawa County Parks Foundation 2024 Audit.

f) Naming of Park Trails
Suggested Motion: To approve the naming of Rosy Mound Dune Loop Trail the Alice Hoban Dune Loop Trail and the Hemlock Crossing to Pine Bend Connector Trail the Bobbi Jones Sabine Connector Trail.

g) Resolution Honoring the Friends of Ottawa County Parks
Suggested Motion: To approve the resolution honoring the Friends of Ottawa County Parks for years of dedicated service to Ottawa County Parks and Recreation Commission.

h) Resolution Honoring Marjorie Viveen
Suggested Motion: To approve the resolution honoring Marjorie Viveen for years of dedicated service to Ottawa County Parks and Recreation Commission.

12. Public Comment
None

13. Commissioners Prerogative

14. Closed Session to discuss property acquisition Pursuant to the OMA Section 8d.

15. Next Meeting
October 22, 2025, Time: 4:00 p.m.
Location: Fillmore Complex, Board Room

16. Adjournment at 4:44 p.m.