Regular Meeting of the Parks and Recreation Commission

Approved Minutes

Date: August 19, 2026

Time: 3:00 p.m.

Place: Board Room, Fillmore Complex

Present: Joe Bush, Bruce Greenlee, Martin Harris, Lukas Hill, Jane Longstreet, Linda McAffrey, Jim Miedema, and Paul Sachs.

Absent: Phil Kuyers, Kelly Rice

Staff: Jason Shamblin, Director; Jason Boerger, Coordinator of Operations; Nick Smith, Coordinator of Visitor and Business Services; Katie Wright, Coordinator of Fund Development; Jessica VanGinhoven, Coordinator of Community Engagement; and Nealy Molhoek, Coordinator of Natural Resources Management;

MOTIONS

Motion to Approve Minutes of Previous Meeting

PR 26-55 Motion: *To approve the minutes of the Commission's June 17, 2026 regular meeting.*

Moved by: Hill Supported by: Longstreet Unanimous

Motion to Approve Rosy Mound Expansion Phase 1 Improvements Michigan Natural Resources Trust Fund Grant

PR 26-56 Motion: *To approve the Michigan Natural Resources Trust Fund (MNRTF) Development Project Agreement and Resolution for the Rosy Mound Expansion (TF25-0079).*

Moved by: Longstreet Supported by: Harris Unanimous

Motion to Approve Idema Explorers Trail Bass River Segment Phase 2 Michigan Natural Resources Trust Fund Grant

PR 26-57 Motion: *To approve the Michigan Natural Resources Trust Fund (MNRTF) Development Project Agreement and Resolution for the Idema Explorers Trail Bass River Segment Phase 2 (TF25- 0139) and authorize a budget adjustment to CP2211 to match the grant agreement.*

Moved by: Harris Supported by: Greenlee Unanimous

Motion to Approve the Forner Trail Easement Agreement

PR 26-58 Motion: *To approve the easement agreement with Philip and Diane Forner to facilitate construction of the Allendale Segment of the Idema Explorers Trail, and forward to the*

Board of Commissioners for final approval. Further, the Parks Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.

Moved by: Hill Supported by: Longstreet Unanimous

Motion to Approve Bend Area Master Plan Update Consultant Selection

PR 26-59 Motion: *To accept the proposal from VIRIDIS Design Group for professional services to update the master plan for the Bend Area at a cost of $103,677.50 and forward to the Board of Commissioners for final approval. Further, the Parks Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.*

Moved by: Harris Supported by: Hill Unanimous

Motion to Approve Historic Beach Walkway Retaining Wall Repairs

PR 26-60 Motion: *To approve the bid from Nexgen Construction in the amount of $80,780 for repairs to retaining walls along walkways at the Historic Ottawa Beach Parks and to forward to the County Board of Commissioners for final approval. Further, to authorize the Parks Director to take such actions as are necessary to implement the intent of the Commission in these matters.*

Moved by: Longstreet Supported by: Greenlee Unanimous

Motion to Approve Holiday Pay for Seasonal and Part-Time Limited-Benefit Employees

PR 26-61 Motion: *To approve, effective FY2027, holiday pay at one and one-half times the regular hourly rate for eligible seasonal and part-time limited-benefit Ottawa County Parks employees for hours worked on designated County holidays, consistent with applicable County policies and procedures, and to authorize the Parks Director to take such actions as are necessary to implement the intent of the Commission in this matter.*

Moved by: Miedema Supported by: Bush Unanimous

Motion to Decline Request for Telecommunications Tower at Ottawa Sands

PR 26-62 Motion: *To decline, as currently presented, the City of Ferrysburg's request to make Ottawa Sands property available for placement of a telecommunications tower; to authorize the Parks Director to respond on behalf of the Ottawa County Parks & Recreation Commission through the attached letter, or substantially similar correspondence; and to authorize the Director to continue participating in discussions regarding alternative solutions that do not create unacceptable impacts, costs, regulatory obligations, or risks to the Ottawa County Parks system, with any future proposal involving the use of Parks property to be brought back to the Commission for consideration, and to take such actions as are necessary to implement the intent of the Commission in this matter.*

Moved by: Harris Supported by: Greenlee Unanimous

Motion to Recess into Closed Session

PR 26-63 Motion: *To recess into closed session pursuant to the OMA Section 8(1)(e) - discussion of pending litigation with counsel – and to discuss property acquisition pursuant to the OMA Section 8d.*

Moved by: Longstreet Supported by: Harris Unanimous

Motion to Rise from Closed Session and Adjourn

PR 26-64 Motion: *To rise from closed session and adjourn.*

Moved by: Harris Supported by: Longstreet Unanimous

OTHER ITEMS DISCUSSED

3. Communications:
   a) Ferrysburg Cell Tower

4. Public Comment (Public comments limited to 3 minutes)

5. 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) Visitor and Business Services Report
   h) Visitation Report

6. Committee Reports
   a) Executive Committee – July 6 Meeting Report (verbal)
   b) Finance & Policy Committee – July 14 and August 11, 2026 Meeting Reports
   c) Planning Committee – August 6, 2026 Meeting Report
   d) Ottawa County Parks Foundation Update (verbal)

7. Old Business: none

8. New Business:
   a) Rosy Mound Expansion Phase 1 Improvements Michigan Natural Resources Trust Fund Grant
      Suggested Motion: To approve the Michigan Natural Resources Trust Fund (MNRTF) Development Project Agreement and Resolution for the Rosy Mound Expansion (TF25-0079).

b) Idema Explorers Trail Bass River Segment Phase 2 Michigan Natural Resources Trust Fund Grant
Suggested Motion: To approve the Michigan Natural Resources Trust Fund (MNRTF) Development Project Agreement and Resolution for the Idema Explorers Trail Bass River Segment Phase 2 (TF25- 0139) and authorize a budget adjustment to CP2211 to match the grant agreement.

c) Forner Trail Easement Agreement
Suggested Motion: To approve the easement agreement with Philip and Diane Forner to facilitate construction of the Allendale Segment of the Idema Explorers Trail, and forward to the Board of Commissioners for final approval. Further, the Parks Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.

d) Bend Area Master Plan Update Consultant Selection
Suggested Motion: To accept the proposal from VIRIDIS Design Group for professional services to update the master plan for the Bend Area at a cost of $103,677.50 and forward to the Board of Commissioners for final approval. Further, the Parks Director is instructed to take such actions as are necessary to implement the intent of the Commission in these matters.

e) Historic Ottawa Beach Walkway Retaining Wall Repairs
Suggested Motion: To approve the bid from Nexgen Construction in the amount of $80,780 for repairs to retaining walls along walkways at the Historic Ottawa Beach Parks and to forward to the County Board of Commissioners for final approval. Further, to authorize the Parks Director to take such actions as are necessary to implement the intent of the Commission in these matters.

f) Holiday Pay for Seasonal and Part-Time Limited-Benefit Employees
Suggested Motion: To approve, effective FY2027, holiday pay at one and one-half times the regular hourly rate for eligible seasonal and part-time limited-benefit Ottawa County Parks employees for hours worked on designated County holidays, consistent with applicable County policies and procedures, and to authorize the Parks Director to take such actions as are necessary to implement the intent of the Commission in this matter.

g) Request for Telecommunications Tower at Ottawa Sands
Suggested Motion: To decline, as currently presented, the City of Ferrysburg's request to make Ottawa Sands property available for placement of a telecommunications tower; to authorize the Parks Director to respond on behalf of the Ottawa County Parks & Recreation Commission through the attached letter, or substantially similar correspondence; and to authorize the Director to continue participating in discussions regarding alternative solutions that do not create unacceptable impacts, costs, regulatory obligations, or risks to the Ottawa County Parks system, with any future proposal involving the use of Parks property to be brought back to the Commission for consideration, and to take such actions as are necessary to implement the intent of the Commission in this matter.

9. Public Comment (Public comments limited to 3 minutes)

10. Commissioners Prerogative

11. Closed Session to discuss property acquisition Pursuant to the OMA Section 8d (not enclosed).

12. Upcoming meeting date:
Wednesday, September 16
Time: 3:00 p.m.
Fillmore Complex, Board Room

13. Adjournment at 5:06 p.m.