

Allegan County Parks Advisory Board



Allegan County Parks, Recreation &
Tourism
3283 122nd Ave
Allegan, MI 49010
269-686-9088
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<http://www.allegancounty.org>

Chairperson: Pam Brown
Vice Chairperson: Jaclyn Hulst

PARKS ADVISORY BOARD MEETING – Minutes

Tuesday, February 7, 2023 @ 8:30am

County Services Building – Board Room – 3283 122nd Ave, Allegan MI 49010

Pam Brown
616-490-1627
Allegan

Daniel Caywood
616-291-1214
Dorr

John Clark III
269-274-2736
Allegan

Mark DeYoung
616-318-9612
Dorr

Joshua Driscoll
616-218-5797
Hamilton

Kevin Formsma
616-886-7030
Hamilton

Jaclyn Hulst
616-834-2436
Zeeland

Tom Jessup
269-637-3374
Zeeland

Jackie Metz
269-521-6524
Allegan

CALL TO ORDER: Brown called to order at 8:32am

ROLL CALL:

Present: Brown, Caywood, Clark, Driscoll, Formsma, Hulst, Jessup, Metz

Absent: DeYoung

Also Present: Brandy Gildea; Heather Bausick, Scott Beltman (ZOOM)

ELECTION OF OFFICERS:

- **Chairman:** A nomination was made by Clark, seconded by Hulst to name Brown as the Chairman of the Parks Advisory Board.

With no further nominations, a motion was made by Clark, seconded by Hulst to elect Brown as the Parks Advisory Board Chairman for 2023. The motion carried.

- **Vice-Chairman:** A nomination was made by Formsma, seconded by Driscoll to name Hulst as the Vice-Chairman of the Parks Advisory Board.

With no further nominations, a motion was made by Clark, seconded by Driscoll to elect Hulst as the Parks Advisory Board Vice-Chairman for 2023. The motion carried.

APPROVAL OF MINUTES: Motion made by Hulst, seconded by Formsma to approve the December 6, 2022 minutes as presented. The motion carried.

PUBLIC PARTICIPATION: Beltman made a statement giving his support for the development of the disc golf course at Littlejohn Park.

ADDITIONAL AGENDA ITEMS:

1. Date change for Parks All day Tour

APPROVAL OF AGENDA: Motion made by Driscoll, seconded by Clark to approve the agenda including additional agenda items. The motion carried.

PARK ADMINISTRATION UPDATES: Gildea went over the administrative updates:

- Parks have already been busy this early in the season. ODC put on a snowshoe hike and 8-10 participants showed. ODC programs are very successful in the parks.
 - Sent HR information to re-hire seasonal staff.
 - Season passes are being sent out
 - Disc golf course has been reviewed by Administration and supervision. The Project Management team has written an outline of the scope of the project. The draft agreement just needs to be completed. Gildea is hopeful this agreement will be ready and signed by March.
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REVIEW ITEMS:

1. **Financial Statements** – Gildea went over the expenditure and revenue statements located in the agenda packet. Gildea then went over the quarterly revenues comparisons
 - Not a lot of spending yet this early in the season
 - Gildea went over yearly totals and states 2022 is the second best revenue year
 - Changing how season passes are being tracked. When ordering passes, customers are prompted to select boat launch, equestrian trails, or both. Over the next couple of years this will help determine if funding from passes should be allocated differently.
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RECOMMENDATION/ACTION ITEMS:

1. None
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DISCUSSION ITEMS:

1. Season Pass Purchase Updates
 - Gildea discussed during Financial Review
2. DNR Spark Grants – Round 2 and 3
 - Gildea explained requirements of Spark Grants in that they don't need a financial match, shorter and simpler process, Round 2 is in late April/May and Round 3 is June/July.
 - Gildea states she would like to apply for Silver Creek improvements, Gun Lake improvements, New Richmond improvements, Littlejohn campground plans/ improvements, Ely playground equipment, and Westside Beach Access improvements
 - Formsma would definitely like to see Gun Lake and Silver Creek Applications for Round 2 as we already have completed site plans for these improvements.

3. 2024 Michigan Natural Resource Trust Fund Grant(MNRTF)

- Gildea explained the requirements of MNRTF Grants in that the county must have 25% of matching funds, Allegan County tends to score lower due to location, have to have a deed, site plan from an engineering firm at our cost, and public input session is required. Gildea does not believe we will get enough points during the 2023 or 2024 application process.

A motion was made by Formsma and seconded by Hulst to recommend applying for both Round 2 and Round 3 of the DNR Spark Grant for Gun Lake (improvements from a BOC-approved site plan), Silver Creek (improvements from a BOC approved site plan), West Side Beach Access (improvements from a developed site plan, but not yet approved by BOC or Ely Lake multi-component playground equipment. The motion carried. Yes – 8, No – 0, Absent - 1

4. 2024 Capital Projects

- 2023 updates
 - Plow has been approved for 2023 funding but a study/cost comparison must be done to potentially contract services instead of purchasing a plow
 - Three new trailers are being purchased
 - Heritage Trail project being redone in 2023
- For 2024 the following project have been identified as of today and will be scoped out:
 - Replace three zero-turn mowers
 - Updating signage throughout parks
 - Replacing roofs -various parks

5. Parks Tour Scheduled for June 6

- Brown asked the board to reschedule the All Day Tour to August 1 as it has always been August in the past.

A motion was made by Clark, seconded by Metz to change the All Day Parks Tour to August 1st. The motion carried. Yes – 8, No – 0, Absent - 1

NOTICE OF PARK ADVISORY BOARD APPOINTMENTS:

- **Vacancy: none**

FUTURE AGENDA ITEMS:

1. Partnerships with DNR, Conservation Districts, MSU Extension
2. Utilizing the pedestrian bridge at New Richmond as an ORV crossing
3. County broadband – does it map out to be useful to our parks?
4. Formalize sending a card to families of past board members and staff whom have passed away

ROUND TABLE:

Clark: Met with Greg at Littlejohn Park and he gave complements on the park and will help volunteer with the disc golf course when it is constructed.

Formisma: Welcome to new members. ODC may be opening a new property in Allegan County.

Brown: None

Hulst: Volunteered to help John with 501c3. Would like a card sent to Tom Coffindaffer's family with sympathy of his passing.

Bausick: None

Gildea: Welcome new members

Metz: None

Jessup: Would like to see improvements for parks signage and signs on "how" to get to our parks.

Carroway- None

Driscoll- Looking forward to working with the board.

ADJOURNMENT: Next Meeting –Tuesday, April 4, 2023 @ 8:30 am in Board Conference Room – 3283 122nd Ave Allegan, MI 49010

A motion was made by Brown, seconded by Clark to adjourn the meeting at 10:42am. The motion carried.