

Allegan County Parks Advisory Board



Allegan County Parks, Recreation &
Tourism
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Chairperson: Pam Brown
Vice Chairperson: Joshua Driscoll

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**Mark
DeYoung**
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**Kevin
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Don Olendorf
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PARKS ADVISORY BOARD MEETING – Minutes

Tuesday, October 7, 2025 @ 8:30 am

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

Virtual Option: <https://us02web.zoom.us/j/81228489478>

CALL TO ORDER:

Brown called the meeting to order at 8:33 a.m.

ROLL CALL:

Present: Joshua Driscoll, Kevin Formsma, Jaclyn Hulst, Josiah Lampen, Tom Jessup, Don Olendorf, Pam Brown

Absent: John Clark III, Mark DeYoung

Also Present: Brandy Gildea, Heather Stormzand

APPROVAL OF MINUTES:

Motion made by Driscoll, seconded by Hulst, to approve the June 03, 2025, minutes. The motion carried.

PUBLIC PARTICIPATION: None

ADDITIONAL AGENDA ITEMS: None

APPROVAL OF AGENDA:

Motion made by Hulst, seconded by Driscoll, to approve the agenda as presented. The motion carried.

PRESENTATIONS: None

PARK ADMINISTRATION UPDATES:

- Gildea provided an update on the budget policy motion that the Parks board made at the June Meeting. County Administration will recommend the following during budget policy review; "Fund Balance – 10% of current-year operating expenses plus an additional \$20,000 reserved annually until \$100,000 is saved for DNR Trust Fund match and/or other grant matches that support board-approved plans."
 - Gildea reminded the Parks Advisory Board that even recommendation, we still do not have a Board of Commissioners (BOC)- approved rec plan.
- Gildea went over 2026 Parks budget that was presented to the BOC. The BOC is not moving forward with a millage at this but they will increase the Parks budget from the general fund by an additional \$150,000 for operations (this will fund the in-direct

costs, increased Park ranger hours, and increased programming) and \$250,000 for capital projects.

o Gildea stated from a County funding perspective, we prioritize capital investments based on the following criteria:

- Safety and Security: Item(s) that present an immediate or impending safety and security concern;
- Repair and maintenance: Item(s) that are in a state of disrepair or require maintenance to be performed to continue functioning at acceptable levels within their identified life cycle;
- Replacement Plan: Item(s) identified within an existing replacement plan as a proactive measure to minimize unexpected disruption of services as the item approaches its end-of-life cycle;
- New Capital Requests/Strategic Initiatives: Approval of these items may carry operational increases or increase other categories above to maintain the level of service generated by their acquisition.

1. Gildea went over a list that she developed based on the county funding perspective that she would recommend for the 2026 CIP's. Some of the items include security cameras, automatic locks, repairs to existing structures, playground equipment, etc.

- ii. Gildea state that the Recreation Plan still needs to be approved by the BOC. As projects have been completed over this last year since the recreation plan was completed, Park administration has gone through and updated the plan to reflect those changes. Gildea hope that the BOC will prioritize their goals/funding an approve the recreation plan by the end of the year. A new recreation plan must be on file by February 2, 2026 in order to apply for any DNR grants in 2026.
- iii. Parks Administration is also working with County Administration working on getting Wi-Fi to and throughout the parks. The plan is to use the ARPA funds that have been dedicated towards installing broadband through the county to fund this project but there may be some additional cost to run electricity, etc. that the county will have to fund. Gildea hopes to see a plan and funding in place by December.
- iv. The BOC, due to a long-term ROI, thinks that alternative funding systems should be considered, such as using QR codes and not purchasing a pay machine/gate system. Parks Administration has started researching QR code systems where the public can pay with their credit card for their launch fees. The credit card fees will then be paid for by the user, versus now, where the parks department pays for it. Users can also pay with cash at the pay tubes. The QR systems will be used at all County boat launches. Season passes will also still be available for purchase.
 - 1. Hulst wanted to make sure we were aware that scammers can tamper with the QR codes.
- v. Staff will work through the end of the month, and modern toilets will be closing at the end of the month.

REVIEW ITEMS:

2. Financial Review
 - a. Review Quarter Revenue Comparisons – Gildea went over the revenue comparison through the end of quarter 3. Revenue is on par with the yearly estimated revenues and the five-year average revenue collection, but is down compared to 2024.
-

RECOMMENDATION/ACTION ITEMS:

1. None
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DISCUSSION ITEMS:

1. West Side Park Beach Access – Review Masterplan(s)

Gildea reviewed discussion points from the previous meeting regarding the beach access project. Olendorf noted that the proposed ADA-compliant system would benefit not only individuals using wheelchairs but also families transporting gear. The Parks Board discussed whether to proceed with ADA compliance, the current Option A (2 million) plan/proposal that had been recommended, or consider alternatives. Jessup emphasized that ADA compliance had helped secure grant funding, while Olendorf suggested a phased approach beginning with a lower-cost option. Olendorf confirmed that the Lake Michigan Association is committed to fundraising, but stated that the County's financial support is also needed to demonstrate good faith.

A motion was made by Driscoll, seconded by Olendorf, to recommend pursuing a proposal in lieu of additional funds to establish a no-step entry that is capable of being upgraded to ADA in the future. Passed with roll call vote. Yes – 7 votes. No – 0 Votes. Absent - 2

Y - Pam Brown
A - John Clark
Y - Tom Jessup
Y - Josiah Lampen
Y - Don Olendorf

Y - Kevin Formsma
Y - Jaclyn Hulst
A - Mark DeYoung
Y - Joshua Driscoll

NOTICE OF PARK ADVISORY BOARD APPOINTMENTS:

- Vacancy: None

FUTURE AGENDA ITEMS:

- Parks Operation Plan
- Parks, Recreation & Tourism Donation Plan

ROUND TABLE:

Gildea: The Tourist Council is developing a postcard initiative to get people interested in going to restaurants throughout the county. The postcards are passed out by participating

restaurants, participants will get stamps on this postcard card and if they fill 6 spots, they get to be put in for a drawing for prizes.

Hulst: Conservation districts have worked with getting lots of grants, and they have said that they can work with other organizations to help with grants and pass through grants to help other organizations with their grant search.

Driscoll: Allegan County Disc Golfers United will be out there working Saturday at Littlejohn.

ADJOURNMENT: Next Meetings:

Regularly Scheduled Parks Meeting: December 2, 2025 @ 8:30 am in County Service Building – Board Room -3283 122nd Ave, Allegan, MI 49010

Motion made by Driscoll, seconded by Hulst, to adjourn the meeting at 10:37 am. The motion carried.