

Alleghan County Parks Advisory Board



Alleghan County Parks, Recreation &
Tourism
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<http://www.allegancounty.org>

Chairperson: Bruce Brandon
Vice Chairperson: John Clark III

**Bruce
Brandon**
269-214-8825
South Haven

PARKS ADVISORY BOARD MEETING – MINUTES

Tuesday, May 5, 2020 @ 8:30am

Virtual Meeting – Connectivity Instructions **Attached**

John Clark III
269-274-2736
Alleghan

CALL TO ORDER: Meeting was called to order by Chairman Brandon at 8:33am

ROLL CALL:

Members Present: Bruce Brandon, John Clark III, Mark DeYoung, Gale Dugan, Samuel Dykstra, Dean Kapenga, Maryln Langeance, Jackie Metz

Members Absent: None

Also Present: Brandy Gildea, Ronda Foreman

**Mark
DeYoung**
616-318-9612
Dorr

Gale Dugan
269-694-5276
Otsego

APPROVAL OF MINUTES: A motion was made by DeYoung, seconded by Langeance to approve the February 4, 2020 minutes as presented. The motion carried.

**Samuel
Dykstra**
269-792-2945
Wayland

Yes – Brandon	Yes – Dykstra
Yes – Clark III	Yes – Kapenga
Yes – DeYoung	Yes – Langeance
Yes – Dugan	Yes – Metz

Dean Kapenga
616-218-2599
Hamilton

PUBLIC PARTICIPATION: None

Jackie Metz
269-521-6524
Alleghan

ADDITIONAL AGENDA ITEMS: Gildea requests addition under Recommendation/Action Items: 3. *Gun Lake Park Improvement Project*

**Maryln
Langeance**
269-694-9326
Otsego

APPROVAL OF AGENDA: A motion was made by Kapenga, seconded by Langeance to approve the agenda as amended. The motion carried.

Yes – Brandon	Yes – Dykstra
Yes – Clark III	Yes – Kapenga
Yes – DeYoung	Yes – Langeance
Yes – Dugan	Yes – Metz

ADMINISTRATIVE REPORTS/PARK UPDATES: Gildea reports all reservations and camping have been put on hold until May 20th and are following State guidelines; depending on further executive orders the opening date may be extended into June. The DNR has already prolonged their opening dates until June 22nd. Gildea hopes to have an answer by the end of the week.

Year-round staff has everything done and ready to open in the parks and campgrounds; all water tests have been completed and just need to put out picnic tables and unlock restrooms when given the okay to open. Seasonal maintenance staff will start on May 11th and will start on projects. So far there are no major issues to report.

The Benefit Ride at Silver Creek was rescheduled to August 15th; most reservations were transferred however there were some who cancelled. Also at Silver Creek, campsites # 41 and # 42 were relocated across from campsite # 40; previously both campsites were near the day-ride parking lot and people would drive right through those sites.

Allegan County allows hunting at the Dumont Complex and were having some issues with how permits were issued. Subsequently, Parks has been charged to update and oversee the policy/program going forward. Gildea completed the updates and were approved by the Board of Commissioners. Permits will now be determined by a lottery; applications can be submitted May 1 – June 30 for fall hunting of waterfowl and deer (season to be determined annually by the DNR). A ‘Hunting’ link has been added to the Parks homepage for more information.

Gildea reports special events are also being cancelled; the Allegan Tri-Athlon at Littlejohn Lake Park, and the MS Bike Ride at West Side Park. The ODC programs may be rescheduled; Gildea will make contact.

Bids were received for the vault toilet vent project and the lowest was just under \$12,000. The project team already vented a few of the toilets at Silver Creek last summer and we got a lot of good feedback; once the project is completed, all of the vault toilets that are in the parks and campgrounds will be vented. Currently, Facilities is receiving bids for pavement maintenance.

REVIEW ITEMS:

1. Financials

Gildea reviewed the current financial reports and 1st quarter revenue comparisons which are included in the agenda packet:

a. Year to Date Financial Statements

Gildea reviewed the current financial reports; as expected revenues are down however so are expenditures.

- i. The Gun Lake Park watercraft launch entry gate has not been installed for the year, therefore fees are not being collected. At other launches, fees are still being collected but not enforced.**

b. Quarterly Revenue Comparison (2020 – 1st Quarter)

Gildea reviewed the 1st quarter revenue comparisons; the first quarter was down over 2019.

RECOMMENDATION/ACTION ITEMS:

1. Approve Amended Park By-Laws

Gildea reminded everyone that at the February meeting they approved the amended park by-laws and recommended sending to the Board of Commissioners for their approval. Prior to sending to the BOC, County Administration reviewed and made a few amendments; Gildea displayed on the screen and reviewed the revisions with the group.

A motion was made by Langeance, seconded by Clark recommending the amended by-laws as presented be sent to the Board of Commissioners for their approval. The motion carried.

Yes – Brandon	Yes – Dykstra
Yes – Clark III	Yes – Kapenga
Yes – DeYoung	Yes – Langeance
Yes – Dugan	Yes – Metz

2. Approve/Reject 2021 MNRTF Grant Project

During the February meeting, after learning the Silver Creek grant was not approved, suggestions were to be brought to this meeting about what grant project to apply for in 2021. Gildea recommends to hold off at this time and start the application process next January to reapply for 2022. Gildea believes with the current scoring criteria we would not score enough points to be awarded a grant and does not want to waste money to update a site plan no not be awarded

A motion was made by Langeance, seconded by Dugan to not apply for a MNRTF grant in 2021 and wait until 2022. The motion carried.

Yes – Brandon	Yes – Dykstra
Yes – Clark III	Yes – Kapenga
Yes – DeYoung	Yes – Langeance
Yes – Dugan	Yes – Metz

3. Gun Lake Park Improvement Project

Gildea went through the timeline/history of the Gun Lake Park Improvements Project; At the February meeting Gildea reported the bids came back over budget for the Gun Lake Park improvement project. The Parks Board reduced the scope of the project and sent recommendation to the Board of Commissioners who then approved moving forward with the watercraft launch replacement and pavilion replacement.

She then went through the current status;

- Pavilion: County Administrator signing agreement for Contactor to move forward with pavilion project

- Due to the lead time for ordering pavilion structures, Pavilion will be ordered and installed fall of 2020.
- Watercraft Launch: Delayed
 - Due to all the delays with COVID-19 (when construction can resume and any time delays for obtaining permits, etc.) project will not be able to be completed in the spring.
 - Gildea made contact with the DNR and have requested the required paperwork to submit a formal request for cost and consideration of a DNR installation for next spring 2021.
 - If the DNR agree to install the watercraft launch we could see cost savings of \$67,000

A motion was made by Dugan, seconded by Kapenga to move forward immediately with the Gun Lake Park pavilion replacement as scheduling permits, and proceed with the DNR project request for the watercraft launch construction even if the project goes into 2021. The motion carried.

Yes – Brandon	Yes – Dykstra
Yes – Clark III	Yes – Kapenga
Yes – DeYoung	Yes – Langeance
Yes – Dugan	Yes – Metz

DISCUSSION ITEMS:

1. West Side Park – Access to the Beach

Gildea displayed on the screen photos of West Side Park access (included in the agenda packet); the top part of the north set of stairs are okay however park staff will be rebuilding the bottom section. Gildea hope to see this completed by Memorial Day. Pictures of where the south ramp was located show a pathway where Gildea would like to further define for people to follow down to the beach, mainly to prevent them from jumping over haphazardly causing further erosion of the dune.

2. Littlejohn Lake Park – Disc Golf Course

Clark reports he has been cleaning the area throughout the spring however will need equipment to continue. Gildea displayed an overview that Clark sent Gildea of proposed 18 holes to be installed at Littlejohn Lake Park. Gildea told John that we needed to add cross-country course to the overview to show how it interacts with the disc golf course; she asked Clark to lay out the cost and effect of the land for each hole, then during our August park tour, we can walk part of the course.

NOTICE OF PARK ADVISORY BOARD APPOINTMENTS:

- **Vacancy: term expires 12/22**

FUTURE AGENDA ITEMS: None

ROUND TABLE:

Dugan wants everyone to stay healthy.

Dykstra believes the disc golf course at Littlejohn Lake Park would be nice.

Gildea stated that park opening/closing updates are being posted on the website and social media pages.

ADJOURNMENT: A motion was made by Dugan, seconded by Langeance to adjourn the meeting at 9:36am. The motion carried.

Yes – Brandon	Yes – Dykstra
Yes – Clark III	Yes – Kapenga
Yes – DeYoung	Yes – Langeance
Yes – Dugan	Yes – Metz

Next Meeting –Tuesday, June 2, 2020 @ 8:30 in **Zimmerman Room (Human Service Building – 3255 122nd Ave, Allegan, MI 49010)**