

# Allegan County Parks Advisory Board



Allegan County Parks, Recreation &  
Tourism  
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**Chairperson: Bruce Brandon**  
**Vice Chairperson: John Clark III**

## **PARKS ADVISORY BOARD MEETING – Draft Minutes**

Tuesday, December 1, 2020 @ 8:30am

Virtual Meeting – Connectivity Instructions **Attached**

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

**John Clark III**  
269-274-2736  
Allegan

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

**Gale Dugan**  
269-694-5276  
Otsego

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

**Dean Kapenga**  
616-218-2599  
Hamilton

**Jackie Metz**  
269-521-6524  
Allegan

**Maryl  
Langeance**  
269-694-9326  
Otsego

**CALL TO ORDER:** Meeting was called to order by Vice Chairman John Clark at 8:37 am

### **ROLL CALL:**

**Members Present:** John Clark III, Mark DeYoung, Gale Dugan, Dean Kapenga, Maryln Langeance, Jackie Metz

**Members Absent:** Bruce Brandon, Samuel Dykstra

**Also Present:** Brandy Gildea, Ashley Thomson

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

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

**PUBLIC PARTICIPATION:** None

**ADDITIONAL AGENDA ITEMS:** None

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

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

**ADMINISTRATIVE REPORT/PARK UPDATES:** Gildea went over the Parks Administrative update that was sent. All boat launches have been removed for winter. The Gun Lake project has been completed. Brandy shared pictures of the new floor in the front bathroom at LittleJohn Lake.

**REVIEW ITEMS:**

- 1. Financials
    - a. Financial Statements – Park expenditures are on track. Savings have occurred through reduced staffing (starting late and being short staffed) and through reduced projects.
    - b. Quarterly Revenue Comparison - Gildea went through the quarterly revenue comparison spreadsheets:
      - o Boat Launches
      - o Pavilions
      - o Season Passes
      - o Equestrian trail usage
        - Because of the nice weather in the 4<sup>th</sup> quarter people were still using the trails.
      - o Camping
        - Because of the nice weather in the 4<sup>th</sup> quarter people were still camping.
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**RECOMMENDATION/ACTION ITEMS:**

- 1. 2021 Parks Advisory Board Meeting Schedule - A motion was made by Kapenga, seconded by Dugan to accept the schedule presented for the 2021 Parks Advisory Board Meetings. The motion carried.

Absent – Brandon	Yes – Langeance
Yes – Dugan	Yes – Metz
Absent – Dykstra	Yes – Clark III
Yes – Kapenga	Yes – Deyoung

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**DISCUSSION ITEMS:**

- 1. West Side County Park - Beach Access- Planning – Gildea shared pictures of the issues we are having along the West Side Park beach. She also shared how they maintained the park throughout this past summer. On Wednesdays staff would cut up the trees that washed up on shore. Due to more erosion and it no longer being safe to access they had to close off the stairs. The neighbor to the north started building a sea wall (shown in pictures). Gildea shared that the parks board will need to make a recommendation to present to the Board of Commissioners on what we want to do with the beach access for West Side County Park. We need to consider a plan for now, this spring/summer and future planning.

A motion was made by Kapenga, seconded by Langeance to not put any funding into rebuilding structures until the water levels start to go down and to re-evaluate in spring. The motion carried.

Absent – Brandon	Yes – Metz
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Absent – Dykstra                      Yes – Clark III  
Yes – Kapenga                         Yes – Deyoung  
Yes – Langeance                      Yes – Dugan

2. 2022 Michigan Natural Resource Trust Fund (MNRTF) Grant/Park Capital Improvement Projects – Gildea shared a spreadsheet of what was approved for 2021 CIP's. Kapenga asked if we could use the playground money for Ely Lake since the numbers are up there and West Side already has decent playground equipment? Gildea said that we can't because there is a resolution that says we have to spend the \$12,500 for playground equipment at West Side per the settlement. Gildea brought up the timeline for 2022 grant. Kapenga asked why we would not apply for a grant? Brandy shared that we didn't apply for the 2021 grant because we were not able to do the public meetings that are required for the grant. Gildea shared that her top two projects would be New Richmond or to finish up everything at Gun Lake. We need a recommendation from this board to go to the Board of Commissioners at the February meeting. Clark asked about Disc Golf and wanting to get that approved by the Board of Commissioners. Gildea shared that the plan has to be official before it can go before the Board of Commissioners. Gildea will bring her recommendation to this board at the February meeting.
  
3. Trowbridge Township Dam Property - Impact on County Park System/Recreation Plan – Gildea shared that there is four different concept plans for this property. She took each concept and developed a budget for each one. We can't add a park without increasing our operating budget. It has its pros and cons. Gildea state that outside funding should be looked at to help if the County was to consider leasing and operating this property.

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**NOTICE OF PARK ADVISORY BOARD APPOINTMENTS:**

- **Vacancy: term expires 12/22**
  - Brandy shared that Bruce is not going to renew this coming year so we will have 2 vacancy spots.

**FUTURE AGENDA ITEMS:** Kapenga would like an estimated number of people that use each of the parks. Gildea will see what she can do through the administrative updates.

**ROUND TABLE:**

**Dugan** – Is appreciative of the wonderful job under these trying times of Gildea and the Parks staff.

**ADJOURNMENT:** A motion was made by Dugan, seconded by DeYoung to adjourn the meeting at 10:17 am. The motion carried.

Absent – Brandon                      Yes – Metz  
Absent – Dykstra                        Yes – Clark III  
Yes – Kapenga                         Yes – Deyoung  
Yes – Langeance                      Yes – Dugan