

Minutes
Cascade Charter Township
Parks Committee Special Meeting
Tuesday, December 6, 2022
7:30 A.M.
5920 Tahoe Dr SE

ARTICLE 1. Chair Wanty called the meeting to order at 7:34 A.M.
Members Present: Chair Ginny Wanty, Joe Engel, Mike Reese, Windy Korstange, Eileen Boekestein, and Supervisor Grace Lesperance (arrived at 7:40am)
Members Absent: None
Others Present: Planning Director Brian Hilbrands, Township Manager Ben Swayze, Buildings and Grounds Supervisor Jim Macdonald, and those listed on the sign-in sheet.

ARTICLE 2. Approve the Current Agenda
Motion was made by Member Engel to approve the current agenda. Supported by Member Korstange. Motion carried 5 to 0.

ARTICLE 3. Acknowledge visitors and those wishing to speak to non-agenda items
There was no one that wished to speak.

ARTICLE 4. Final 5-Year Parks and Recreation Master Plan
Member Reese highlighted changes that were made in response to public comments. This included: coordination with cemeteries on invasive species and adding a goal regarding athletic fields to objective 7.5, as it was brought up multiple times in resident comments.

Supervisor Lesperance arrived at the meeting at 7:40am.

Chair Wanty had questions on how the Pathways and Parks Committees connect and where their goals overlap, especially when it comes to connectivity. The suggestion was made that in early 2023, the Pathways and Parks committee will look to hold a joint meeting.

Chair Wanty proposed that they leave the portion regarding the development of Wycliffe Trailhead Park out of the master plan. Chair Wanty would like to have a few items figured out before moving forward, such as invasive species on the property (specifically tree of heaven), drainage problems in the area, and what the church's plans are for their proposed rose garden. Supervisor Lesperance suggested they include the reasoning behind leaving Wycliffe's development out of the proposed plan but Chair Wanty disagreed. Member Korstange suggested giving a timeline on when they will bring the Wycliffe planning back to the people because it has been a very transparent and community centered plan. Member Engel suggested a revisit date of July 1st. Member Korstange thought that was too late in the year but Chair Wanty said she had to physically see how the invasive tree of heaven responded to treatment and if it was growing back.

Member Engel proposed minor text edits on the introduction page, as a footnote to the maps, and on pages 26, 38, 39, 44, and 46.

Motion was made by Member Engel to adopt the resolution of support to the Township Board to adopt the Parks Master Plan with the aforementioned changes. Supported by Member Boekestein. Motion carried 6 to 0.

The Township Board will vote on this recommendation at their December 14 meeting.

ARTICLE 5. Proposed Changes to Fee Schedule for Park Reservations

Planning Director Hilbrands introduced the fee schedule that Administrative Assistant Stine had presented at an earlier meeting. In conjunction with implementing the ReCPro software, fees for some of the park's reservations will rise to become more on par with local municipalities. The rental fees will now be payable by credit card. This will require a small fee to either be added to the renter's bill or it can be absorbed by the Township. It was recommended to be absorbed by the Township because the rental prices already will have increased to compensate.

Motion was made by Member Korstange to recommend the changes to the fee schedule to the Township Board. Supported by Member Engel. Motion carried 6 to 0.

The Township Board will vote on this recommendation at their December 14 meeting.

ARTICLE 6. Potential Parks Director Position

Township Manager Swayze shared information on salaries for Parks Directors in local municipalities. The range was from high \$50,000s/low \$60,000s to mid \$90,000s with the average landing around low \$70,000s. He said that the position is in the budget but the Township Board has to take action to approve the position.

The Parks Commission will create a subcommittee to come up with a job description to present to the Township Board. Member Engel volunteered to be on the subcommittee and asked Member Boekestein to be on it as well. Chair Wanty requested to be on the committee as did Member Reese. Manager Swayze said that HR Director Murawski would also be on the subcommittee, with Supervisor Lesperance requesting B&G Supervisor MacDonald and Planning Director Hilbrands also be included.

Chair Wanty suggested a discussion as to qualifications they believed a Parks Director should have. These qualities included: someone with fund development experience, collaborative, can organize private volunteers and benefactors, innovative, passionate, growth mindset, experienced in the field, self-starter, sense of charisma, and stewardship experience/mindset.

Member Korstange left the meeting at 8:32 A.M.

Township Manager Swayze spoke about when the committee can/should put a parks millage on the ballot. He said the options were May, August, and November each year. The firefighters and library renewal mileages will be on the docket in the next few years.

Chair Wanty asked if Sabo PR could attend the January Parks Committee meeting to talk about the process they implemented for passage of the Kentwood parks mileage.

The sub-committee will meet on December 27th at 8:00 A.M. to discuss the Parks Director position description. Township Manager Swayze will provide the Township's standard position description as well as recruitment documents such as the one from Garden City.

ARTICLE 7. Adjournment

Motion was made by Member Engel to adjourn the meeting. Supported by Member Reese. Motion carried 5 to 0. The meeting adjourned at 9:00 A.M.

Respectfully submitted,

Joe Engel, Secretary