

**Minutes**  
Cascade Charter Township  
Parks Committee  
Tuesday, September 20, 2022  
8:00 A.M.  
5920 Tahoe Dr

**ARTICLE 1.** Chair Wanty called the meeting to order at 8:10 A.M.  
Members Present: Chair Ginny Wanty, Joe Engel, Mike Reese, Windy Korstange,  
Supervisor Grace Lesperance  
Members Absent: None

Others Present: Planning Director Brian Hilbrands, Township Manager Ben Swayze,  
Township Engineer Aric Thorne, Building and Grounds Supervisor Jim MacDonald,  
Planning Administrative Assistant Madi Dodge, and those listed on the sign-in sheet.

**ARTICLE 2. Approve the current Agenda**

**Motion was made by Supervisor Lesperance to approve the current agenda.  
Supported by Member Engel. Motion carried 5 to 0.**

**ARTICLE 3. Approve the minutes of the August 16, 2022 Special Meeting and the September 1,  
2022 Special Meeting minutes**

**Motion was made by Member Engel to approve the August 16, 2022 and the  
September 1, 2022 meeting minutes as written. Supported by Supervisor Lesperance.  
Motion carried 5 to 0.**

**ARTICLE 4. Approve the Minutes of the August 16, 2022 Meeting**

**Motion was made by Member Korstange to approve the August 16, 2022 Meeting  
minutes as written. Supported by Member Reese. Motion carried 5 to 0.**

**ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items**

There was no one that wished to speak.

**ARTICLE 6. Development of a Parks Department Budget**

Manager Swayze discussed the structure of the current Parks budget and asked the  
Parks Committee for input on possible additions or removals. This budget is not limited  
to only parks as it extends to the Building and Grounds Department, among other  
things. The open space budget was presented and covers debt services for bonds that  
were used to purchase Burton and Peace Park as well as maintenance, and utility costs  
for those two parks. Since the Open Space Fund is from a millage, Manager Swayze  
explained why the Open Space budget had more details. This budget is funded by voter-  
approved millage money; only specific work or projects come out of this fund. He also  
noted that staff costs do not come out of this fund.

Since the parks committee doesn't have a specific fund, the budget appears in the general fund where the committee can pull for specific projects. This budget currently includes park operating supplies, utilities, water, and maintenance. There are also capabilities to create a new line item or incorporate the item into the capital improvement budget if the expense exceeds \$10,000. Capital improvement request forms must be completed for all projects from now until 2028.

Member Korstange suggested increasing transparency by separating detailed parks-related expenses into their own department. Manager Swayze said it would be difficult to include all parks-related expenses since the Building and Grounds Department has its own fund and they also purchase equipment to complete upkeep at parks from the same fund. Member Korstange understood but believed it was to the benefit of the residents to create a detailed list of finances being used for the parks. Providing residents with this information would enable them to determine where money is spent and be more apt to approve a future park millage. Chair Wanty asked the question of Manager Swayze, what would get in the way of creating a separate Parks budget?

Manager Swayze agreed to return to the October Parks Committee meeting to finish the parks budget discussion as well bring his response to questions raised by various Park Committee members.

Some items members would like to consider including in the budget (now or in the future) were B&G's unfinished projects list, purchases that support the 5-year master plan list, continuation of the Kent County Conservation District contract for invasives, and a possible RFP to develop a land management or Natural Resource Plan for Burton Park and possibly Peace Park.

Member Engel mentioned properties near Peace Park that may be available soon for acquisition and the committee may want to add funds for that to the budget.

**ARTICLE 7. Process for New Parks Committee Members**

The process for new parks committee members was not discussed at this time.

**ARTICLE 8. Updates and announcements from Chair**

Member Reese will be sending out revisions to the Master Plan to be reviewed at a special meeting in October.

Cameras were installed at Peace Park and the deer count has started.

The stolen hunting signs at Peace Park have been replaced.

**ARTICLE 9. Old Business**

There was no old business to discuss.

**ARTICLE 10. Any Other Business**

There was no other business to discuss.

**ARTICLE 11. Adjournment**

**Motion was made by Member Engel to adjourn the meeting. Supported by Member Reese. The meeting adjourned at 9:43 A.M.**

Respectfully submitted,

Joe Engel, Secretary