

Minutes

Cascade Charter Township
Parks Committee Meeting
Monday, October 18, 2022
7:30 A.M.
5920 Tahoe Dr. SE

- ARTICLE 1.** Chair Wanty called the meeting to order at 7:33 A.M
Members Present: Chair Ginny Wanty, Joe Engel, Mike Reese, Supervisor Grace Lesperance
Members Absent: Windy Korstange (excused)
- Others Present: Planning Director Brian Hilbrands, Planning Administrative Assistant Madi Dodge, Management Administrative Assistant Jessica Stine, 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 Supervisor Lesperance. Motion carried 4 to 0.**
- ARTICLE 3. Presentation by David Marquardt – Director of Grand Rapids Parks and Rec**
- David Marquardt has been the Grand Rapids Parks and Rec Director for almost 8 years and gave a brief presentation and answered questions from the parks committee. He stated that establishing a mission and vision for Grand Rapids Parks and Rec has contributed significantly to developing a more meaningful parks and rec plan for the residents. This plan has assisted the Parks and Rec Department to qualify for grants and pass a 1.25 mills park’s millage in perpetuity. Their general fund and millage fund are the two sources that keep the Parks and Rec Department moving forward with programing and updating park properties; the millage is approximately 25% of the total departmental budget. Other sources of funding are the City of Grand Rapids and private donations. Volunteer efforts have also impacted the success and development of the parks greatly.
- Some recreation programs, through the Grand Rapids Parks and Rec department, are free for residents while others require a fee to participate. Youth and family programs are free of charge and these programs are funded through tax dollars and/or millage funding dedicated to the department. They have three full-time recreation staff members whose salaries come from the city’s general fund. Since they have numerous parks and different areas that require maintenance, they have assigned a letter grade to each park, separating ones that will take a lot of time to upgrade/maintain contrasted with spaces needing less work. The cemeteries are also incorporated under the Parks and Rec department and are funded by the general fund.
- ARTICLE 4. Approve the Minutes of September 20, 2022, Regular Meeting and Special Meeting**

Motion was made by Member Engel to approve the September 20, 2022 Meeting Minutes as written. Supported by Supervisor Lesperance. Motion carried 4 to 0.

Motion was made by Supervisor Lesperance to approve the September 20, 2022 Special Meeting Minutes as written. Supported by Member Engel. Motion carried 4 to 0.

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

Ken VanDerKohk, a 30-year resident of Cascade Township, is retired and would like opportunities to volunteer within the community.

ARTICLE 6. Update on Parks Master Plan

Members Reece, Korstange, and Engel previously met to make edits to the draft Parks Master Plan. Some edits include color scheme changes and incorporating an executive summary. The 30-day public comment period will begin on October 27th with an open house for discussion potentially being held on November 10th.

Motion was made by Member Engel for the Parks Committee to recommend to the board that they open public comment from October 27 through November 25th. Supported by Supervisor Lesperance. Motion carried 4 to 0.

ARTICLE 7. Review of New Park Reservations System and Current Reservation Pricing

Administrative Assistant Stine gave an overview of current and potential new software that is used for managing Parks and Wisner Center reservations. The current system allows renters to circumvent township rules, such as letting them cancel the day of reservations, no follow up on unpaid rental fees, and does not allow renters to pay online. The new software, RecPro, eliminates these problems and has a broader capacity to be user-friendly for both staff and residents. For the first year, the total price for RecPro will be \$4,500, which is inclusive of staff training. The following two years will total \$3,500 since the training fee will no longer apply. After the first three years, the price will increase by no more than 10% every three years.

New reservation prices and timeslot recommendations are included in the packet. Seasonally, there are leagues that utilize both the soccer and baseball fields free of charge. Creating a price for individual leagues would help fund field maintenance and upkeep.

Member Engel wanted to ensure there is proper communication with residents on the change in systems.

Motion was made by Member Engel to recommend the purchase of RecPro software. Supported by Supervisor Lesperance. Motion carried 4 to 0.

ARTICLE 8. Park Committee Openings

Supervisor Lesperance said that Member Engel recommended candidate, Eileen Boekestein for the opening. Supervisor Lesperance has placed Eileen Boekestein's name

on the Board of Trustees agenda on November 2 for their approval. Member Boekestein has been invited to attend the Park Committee meeting on November 15.

ARTICLE 9. Grand River Greenway and Pathway Committee Update

Member Reese gave an update on maintenance of the pathway system. The Pathway Committee is looking to move forward with bid documents for improving/updating the pathways along Cascade Road and Buttrick Ave.

ARTICLE 10. Updates and Announcements from Chair

-Boy Scouts and Eagle Scouts will be at Burton Park on Saturday and Sunday working on Oriental Bittersweet.

-Snow Ave Cemetery has oak wilt and will require trenching and tree removal. There is a potential for impacts on neighboring properties. The township's Oak Wilt consultant will be exploring the properties further to evaluate any damaged or infected Red Oak trees. Once the trenching line has been determined, neighbors will be contacted.

-The budget follow-up meeting will be on November 4th from 8:00-9:30 A.M.

-A special meeting to discuss the draft park's plan is tentatively scheduled for December 6th.

-There was a dog bite reported to animal control that occurred at Cascade Park. More signage will be posted so residents are aware.

-The township received the DTE Tree Grant and will have the trees planted next year.

ARTICLE 11. Old Business

There was no old business to discuss.

ARTICLE 12. Any Other Business

There was no other business to discuss.

ARTICLE 13. Adjournment

Motion was made by Member Engel to adjourn the meeting. Supported by Member Reese. Motion carried 4 to 0. The meeting adjourned at 9:39 A.M.

Respectfully submitted,

Joe Engel, Secretary