



AGENDA

Parks Committee

Tuesday, September 17, 2024

08:00 am

5920 Tahoe Dr. SE

Article 1. Call to Order

Article 2. Approve Current Agenda

Article 3. Public Comment (5-minute limit per individual)

Article 4. Approve the Minutes from the 8/20/24 Meeting

Article 5. Update from Township Manager Smith

- a. Parks Director
- b. Burton Park
- c. Memorial Park/Museum
- d. Parks Maintenance

Article 6. Old Business

- a. Cascade Rec Park Master Plan

Article 7. Any Other Business

Article 8. Adjournment

Parks Committee Minutes

Tuesday, August 20, 2024

8:00 am

5920 Tahoe Dr. SE

ARTICLE 1. Call to Order

Members in attendance: Chair Mike Reese, Vice Chair Eileen Boekestein, Supervisor Grace Lesperance, Bill Otten

Absent: Ryan Bruneau (excused), Ken Kaiser (excused), Matt Douglas (excused)

Others Present: Township Manager Jade Smith, Township Engineer Aric Thorne, Planning Administrative Assistant Nick Govan and others listed on the sign-in sheet.

Chair Reese called the meeting to order at 8:00am

ARTICLE 2. Approval of Agenda

Motion by member Otten to approve, seconded by Supervisor Lesperance.

Motion carried unanimously.

ARTICLE 3. Public Comment (5 minutes/individual)

Todd Blosser (6801 Burton Street), inquired about an update for signs at Burton Park to show it is closed after dark. He also voiced that the Burton Cascade entrance's main sign needs to be updated as it is looking old. He mentioned that weeds were growing in drive that needs to be sprayed as well as the drive needs to be repaved to the park.

Molly Webb (6799 Burton Street), voiced the same concerns as Todd. She made mention of a positive note that people are keeping their dogs on leashes more consistently due to signage.

ARTICLE 4. Approval of July 16, 2024 Minutes

Motion by Supervisor Lesperance to approve with the edits to include Matt Douglas under Members Absent, seconded by Vice Chair Boekestein.

Motion carried unanimously.

ARTICLE 5. Update from Township Manager Smith

Township Manager Jade Smith provided an update on recent staffing changes and park-related issues. He reported that former Parks Director Melanie Manion had left her position, and he would be overseeing the department temporarily until a replacement is found. Addressing Mr. Blosser's earlier concerns, Smith assured that park signage and updates would be addressed to resolve existing issues. He also explained that before ordering new signage, the park ordinance and Township branding needs to be updated to ensure uniformity across all parks. Smith noted that this process requires board approval, which may take some time to complete.

ARTICLE 6. Old Business

a) Burton Parking Lot Plans

Manager Smith reported on the bidding process for the Burton Parking lot project, noting that it's currently under review by the finance committee. He also mentioned that road access is a factor being considered in the repaving plans. Township Engineer Aric Thorne provided additional details, stating that six bids had been received, all coming in below the initial engineering estimates. He indicated that a contractor would be selected soon. When Chair Reese inquired about the project timeline, Aric explained that substantial completion is

expected by winter, with final repairs and remediation work scheduled for May of the following year to address any winter-related issues.

b) Memorial Park Landscape

Manager Smith gave an overview of the project and that he will be working with Kent Garden Club and Harder and Warner about plans and specifics. He mentioned also that he has follow up meetings to straighten out details and timelines.

c) Cascade Rec Park Plan

Chair Reese talked about extending the public input window so that information could be relayed in the Township newsletter to gather more public input. Member Otten inquired as to when the public input would be closed. Chair Reese mentioned the plan is currently for November, following that a preliminary plan and a public workshop would be held in the fall.

ARTICLE 7. Other Business

Planning Administrative Assistant Nick Govan provided updates on recent events and parks usage. He reported on a successful collaboration with the Grand Rapids Amateur Astronomy Association, which hosted a viewing event for both the Perseid Meteor Shower and the Aurora Borealis, attracting approximately 150 attendees. Govan also noted that fall leagues have commenced their activities at Cascade Rec Park.

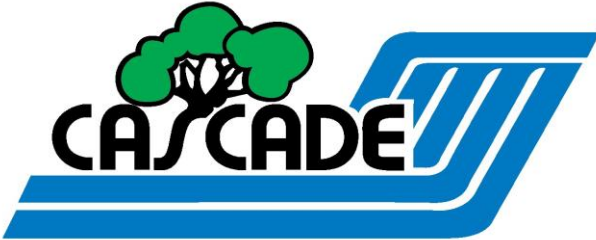
ARTICLE 8. Adjournment

Member Otten motioned to adjourn the meeting at 8:30AM, seconded by Supervisor Lesperance.

Motion carried unanimously. Meeting adjourned at 8:30AM

MANAGER'S UPDATE

September 17, 2024



Parks Director

- **A new parks director has been hired**
- **Start date is September 23, 2024**
- **Dan Zwick, comes to Cascade from Holland Township with extensive parks and facilities experience.**

Burton Park

- **Parking lot bids were received and a meeting with the residents that have homes on the pathway/driveway to discuss further actions requested by the Board of Trustees before proceeding.**

Memorial Park/Museum

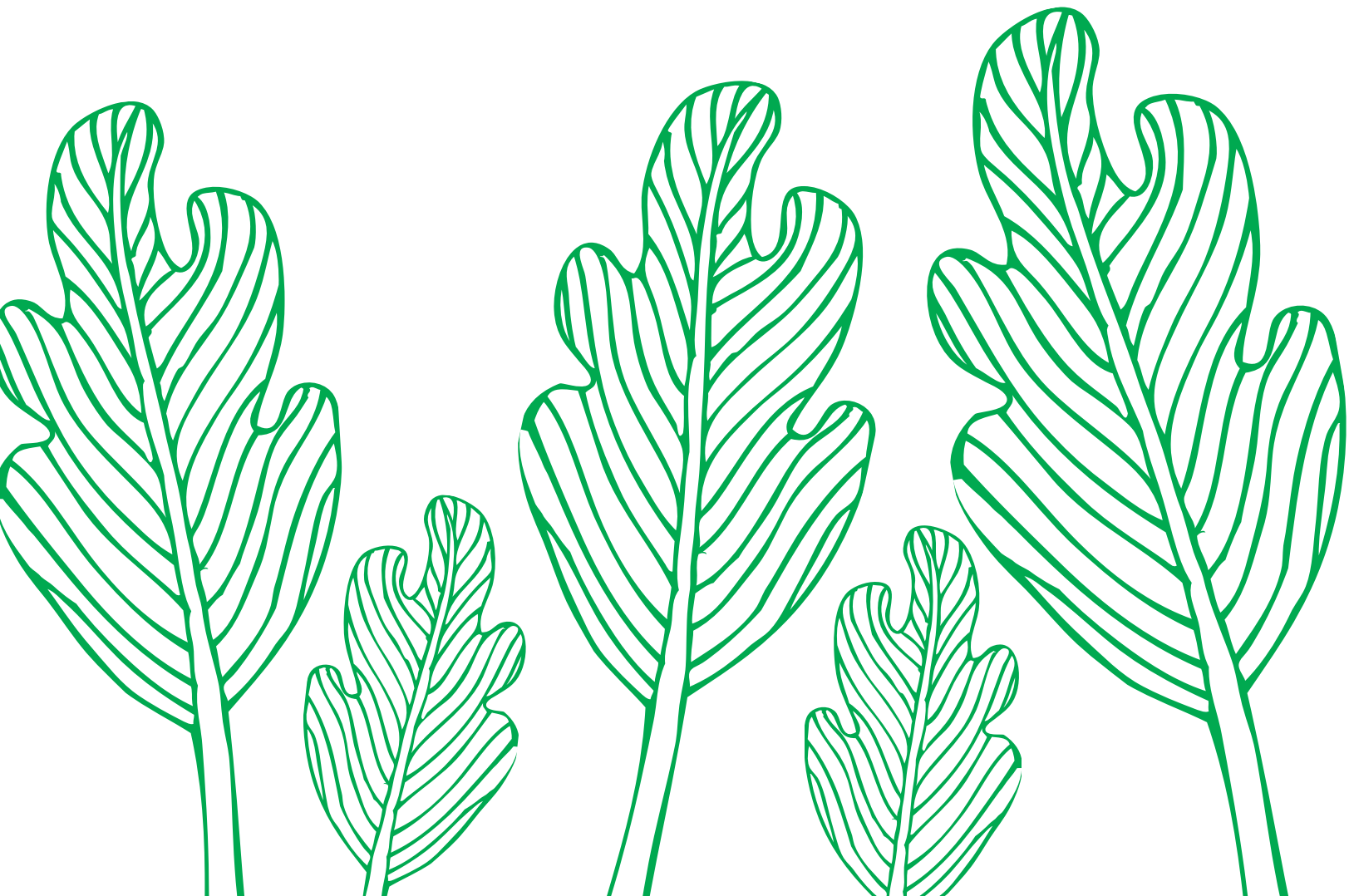
- **Meeting with Kent Garden Club this week to better understand the project.**
- **Met with Harder and Warner who will be doing the site prep work in the next week or so.**
- **Pricing was never estimated for the work to be done or the plantings. This is being completed by Harder and Warner as well and the project we are hoping to have the majority complete by October.**

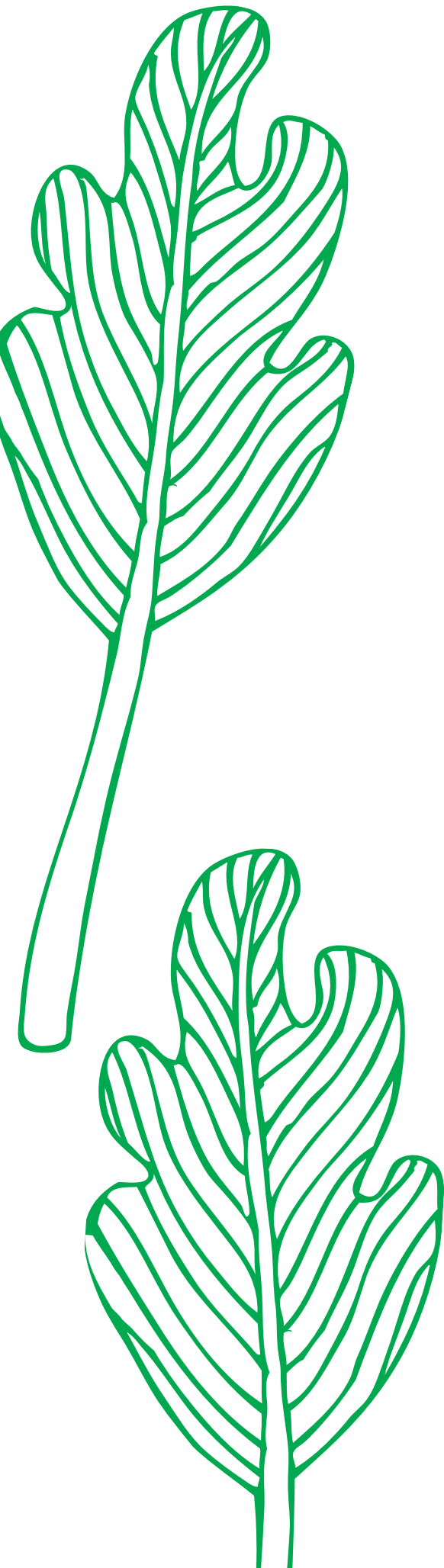
Parks Maintenance

- **Current Building and Grounds staff and I have been discussing the overall maintenance of Cascades parks and evaluating different processes.**
- **The end goal is to maintain all the parks and get them to a point that meets an acceptable standard for the community.**
- **This will involve outside contractors along with a request to the Board of Trustees for additional staff in 2025.**
- **Specific attention will be given to park signage over the winter to have a plan for implementation in the Spring. Every park in Cascade needs attention.**

CASCADE TOWNSHIP VOLUNTEER
PROGRAM

*2024 Volunteer
September
Update*



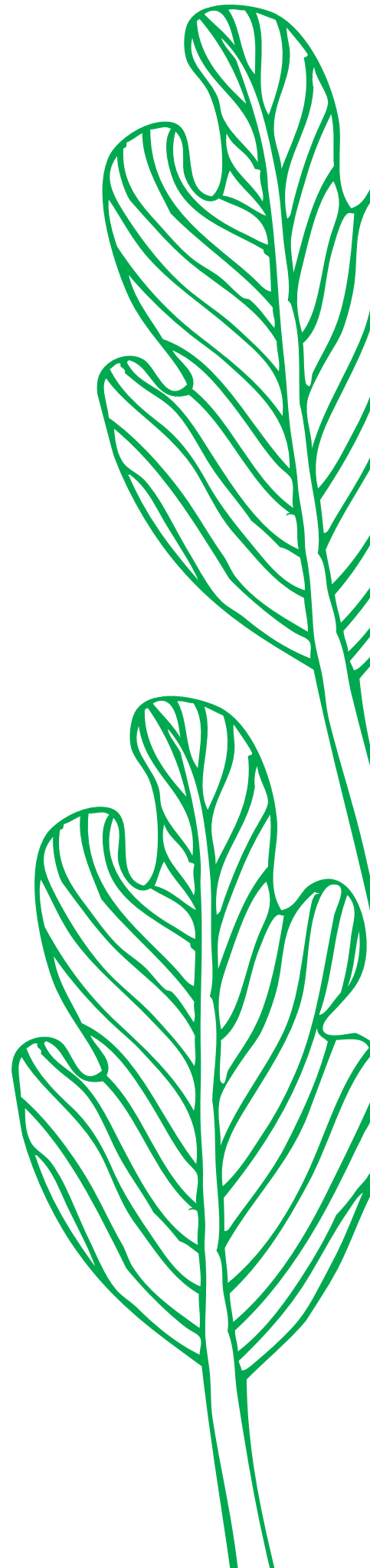


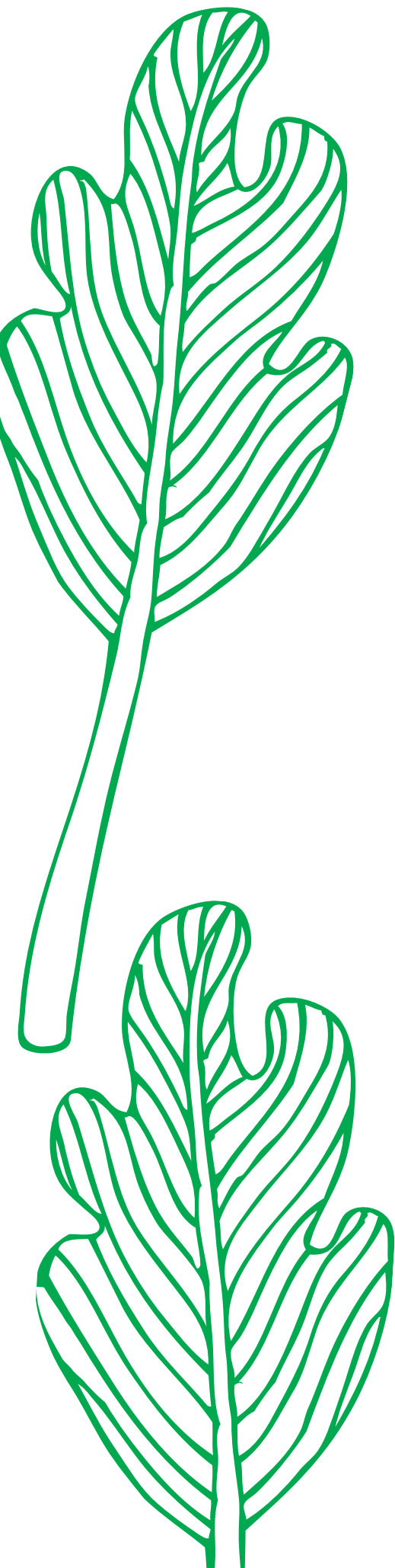
Volunteer Outings 2024 Year to Date

- 12 - Weekend VIP outings
 - 26 - Tuesdays at Ten
 - 4 - Kent Garden Club
 - 3 - Group Volunteers –
Trace3, GE Aviation and
Calvin College
-

Ongoing Projects

- Peace Park treatment of Autumn Olive, Japanese Barberry, Bittersweet, Honeysuckle and Multi Flora Rose (leaving MFR for KCD)
 - Tassell Park weeding and maintaining beds and treatment of invasive species
 - Burton Park – Treatment of Autumn Olive, Japanese Barberry, Privet and Honeysuckle (leaving IBS for KCD)
 - Museum Gardens – assisting Kent Garden Club with bi-weekly weeding and bed maintenance
 - Township properties – assisting B&G in various locations as need arises
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Outings on the Calendar

- September 21, October 19 and November 23
– Weekend VIP at Peace Park treating woody invasives
 - September 23 – Museum with Kent Garden Club last for 2024
 - Every Tuesday at Ten through 12/31/24
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Outline for 2025

- **January 1 - March 31**

Woody invasives in Peace Park

- **April 1 - May 31**

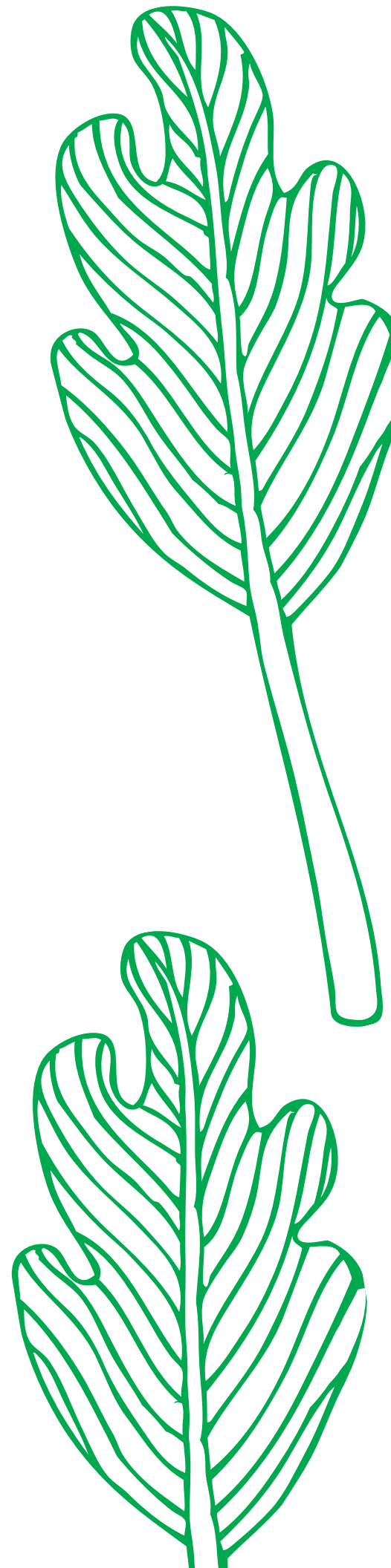
Garlic Mustard several weekend VIPs and every Tuesday at Ten

- **June 1 - September 30**

Gardening and planting Throughout township as needed

- **October 1 - December 31**

Woody invasive in Peace Park

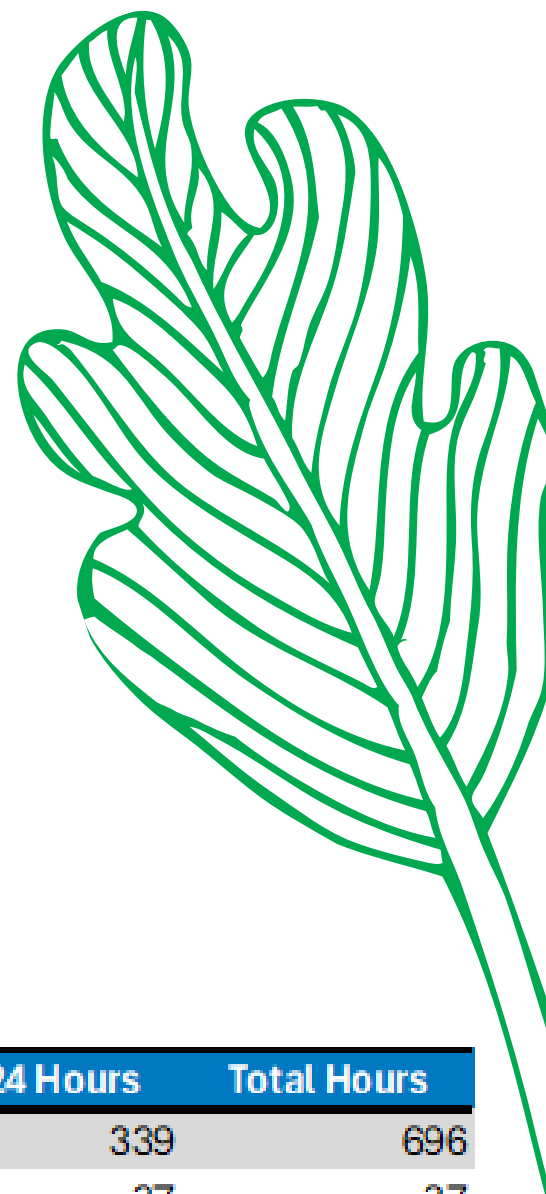




Who and When

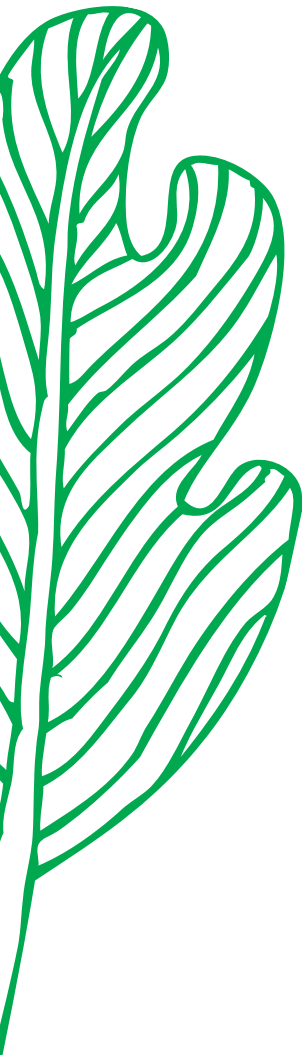
- Weekend VIP every first Saturday (more for garlic mustard)
 - Tuesdays at Ten
 - Adopt a bed program
 - Volunteer outreach
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Volunteer Hours



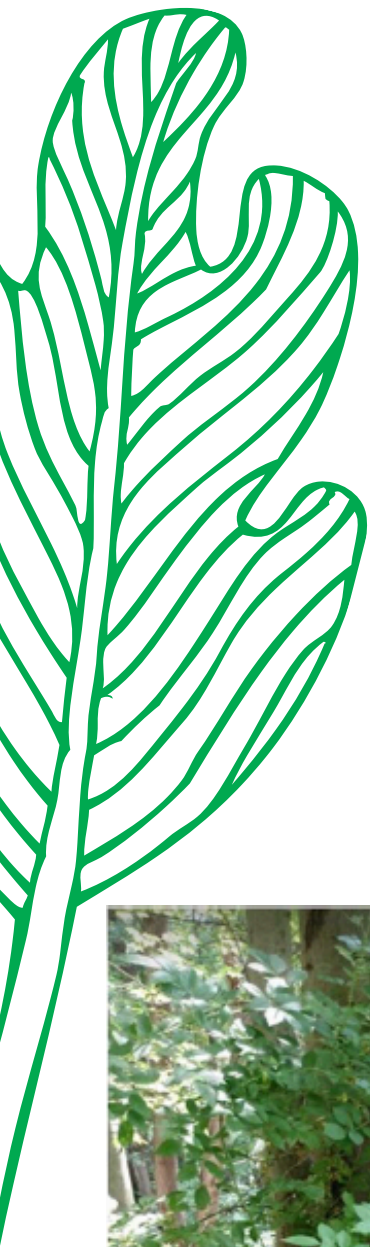
Assignment	2023 Hours	2024 Hours	Total Hours
Burton Park Invasive Species	357	339	696
Cemetery Invasive Species	0	37	37
Friendship Construction	20	9	29
Memorial Park	0	138	138
Other Township Properties	0	54	54
Peace Park Invasive Species	134	129	263
Recreation Park Cleanup	0	30	30
Recreation Park Invasive Species	24	56	80
Tassell Park	47	21	68
Wycliff Park Construction	4	8	12
Grand Total	586	821	1,407.00

Garlic Mustard Burton Park

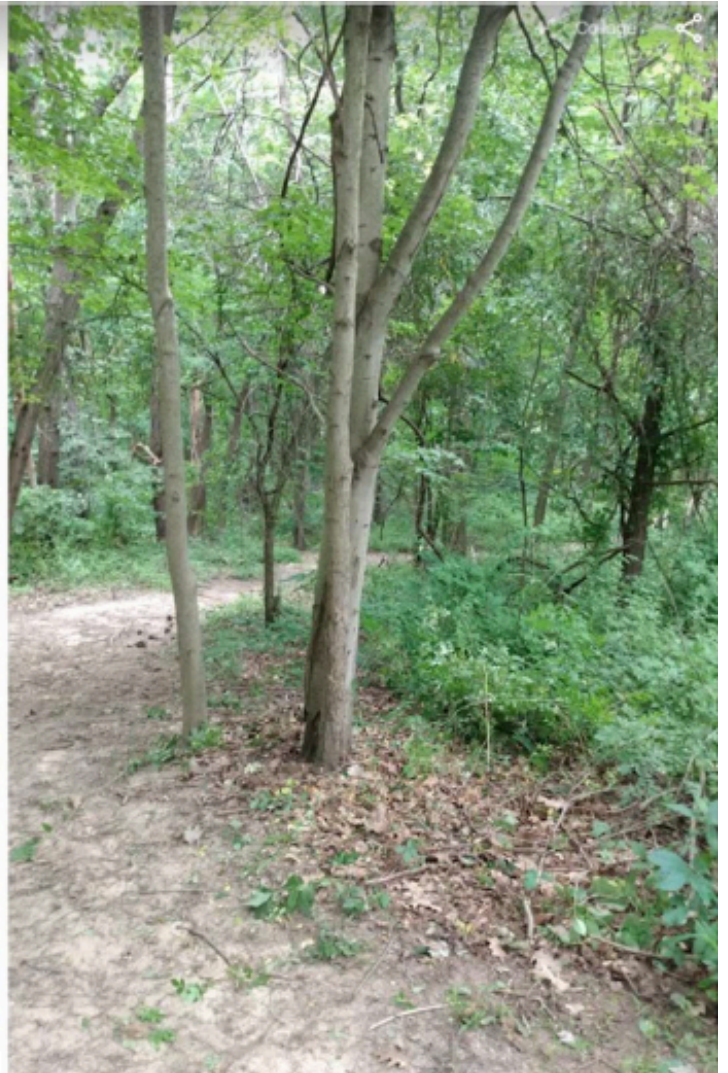


Clearing a tree of Autumn Olive, Multi Flora Rose and Oriental/Invasive Bittersweet in Peace Park



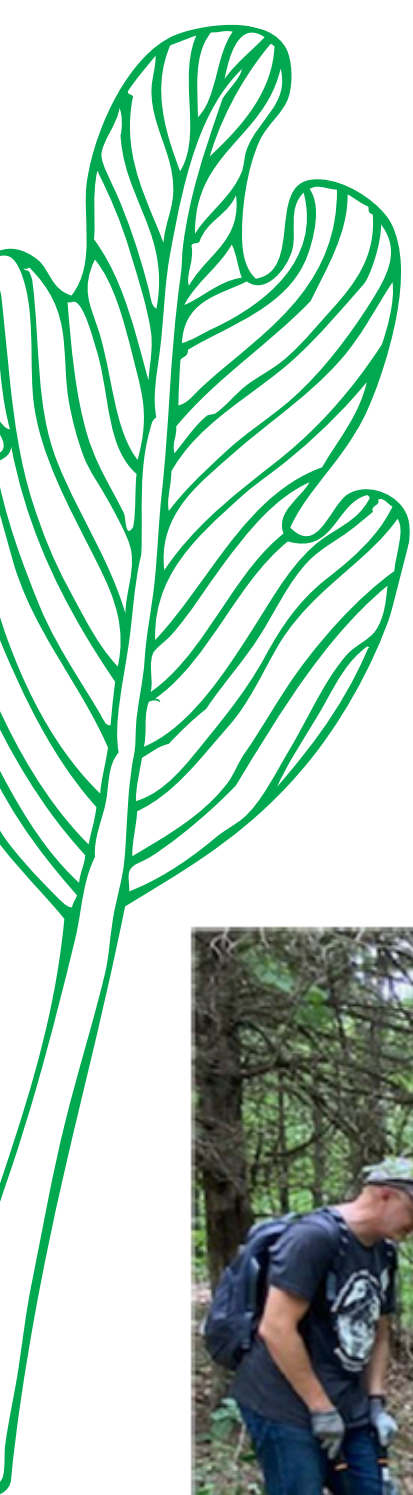


Multi Flora Rose cleared in Peace Park along path



Beds with weeds and cleaned beds in Tassell Park

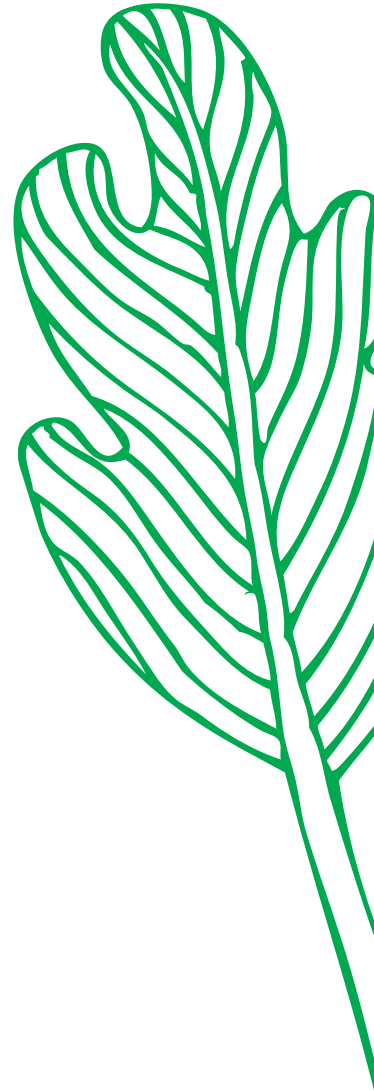
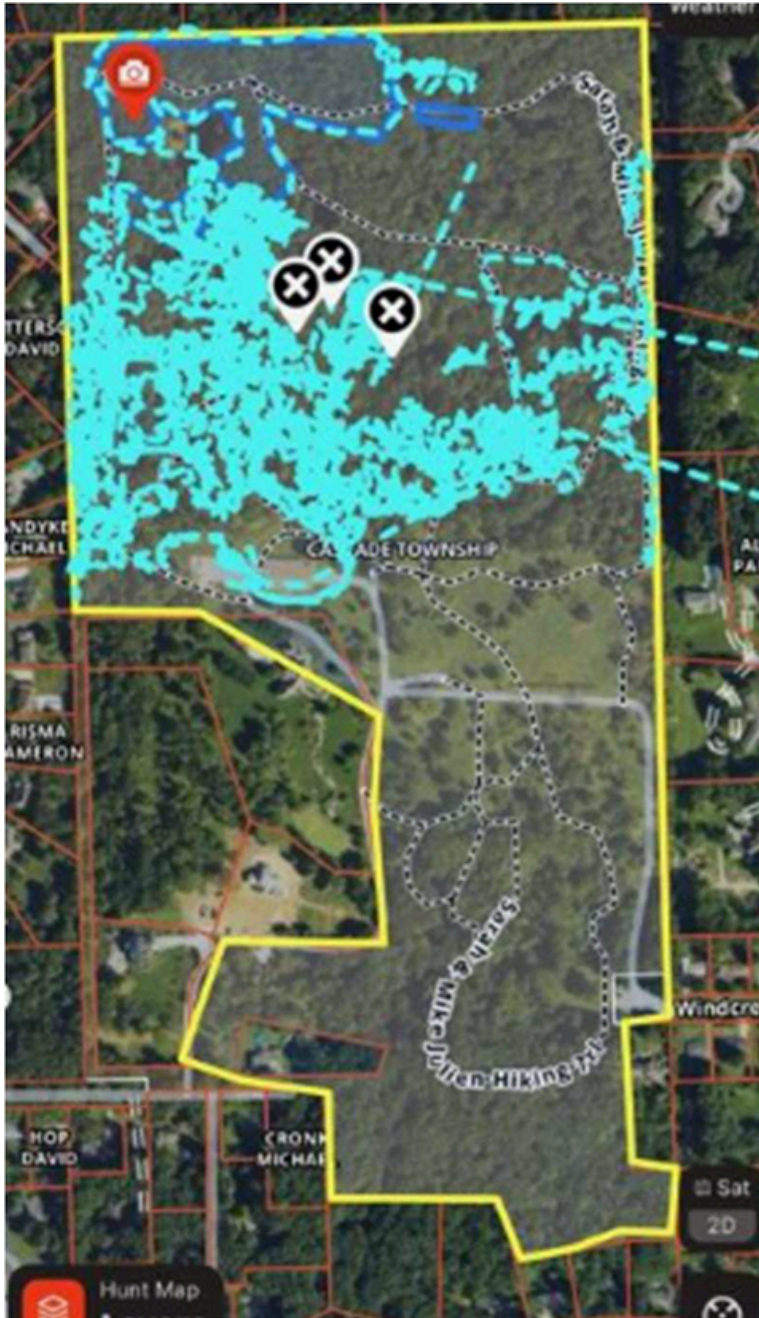




Students and mentor from Calvin College treating Autumn Olive in Peace Park



Kent Conservation District foliar spray coverage in Burton Park.



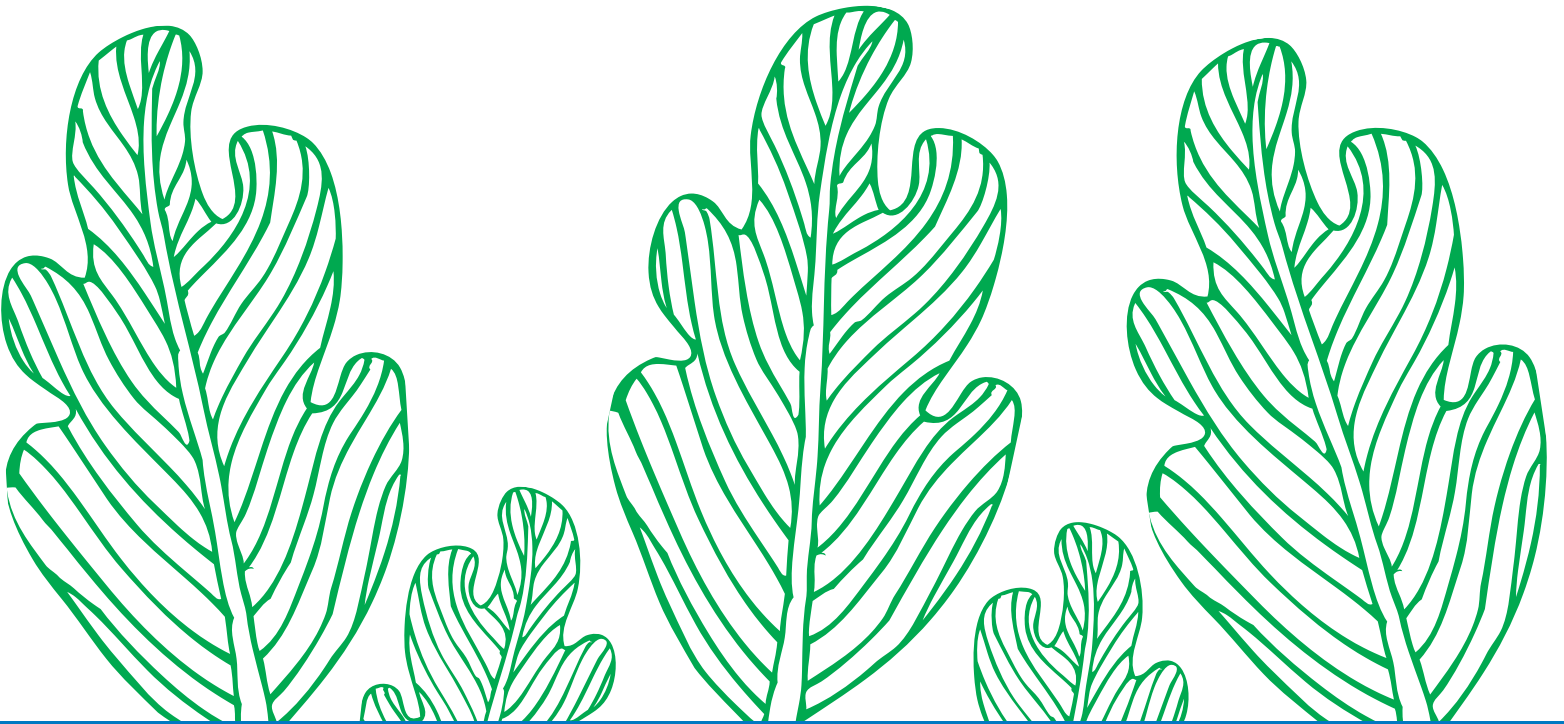
- The loop in the far NE corner was a walk around survey and touchup of area treated in 2023.
- In 2023, the objective was to preserve the higher quality areas and spray the park from the north edge and push south. In 2023 they were able to spray the section north of the midline trail. In 2024, they continued to push south and treated the rest of the woodlot.
- You have to see it to believe it! North woodlots canopy has been saved. The remnant prairie, vernal pool and hickory high value area have been preserved.
- In 2024, approximately 100 man hours over 5 full days.

CASCADE TOWNSHIP VOLUNTEER
PROGRAM

*We are looking
for volunteers!*

If you would like to have a similar experience
with your family, friends, scouts or coworkers

Sign up on by emailing
volunteer@cascadetwp.com



VOLUNTEER@CASCADEWP.COM