

CASS COUNTY PARKS AND RECREATION COMMISSION REGULAR BOARD MEETING

**1st Floor Conference Room
Cass County Administrative Building
120 N.Broadway St.
Cassopolis, MI 49031**

JANUARY 8, 2026

4:00 P.M.- CALL MEETING TO ORDER - Secretary Dohm

INVOCATION

PLEDGE OF ALLEGIANCE - Commissioner Parrish

ROLL CALL – Secretary Dohm

ELECTION OF OFFICERS

APPROVAL OF AGENDA

APPROVAL OF MINUTES

INTRODUCTION OF VISITORS

PUBLIC COMMENT

COMMITTEE REPORTS

DIRECTOR’S REPORT - Director Wyman

UNFINISHED BUSINESS

- Dark Sky Update
- LWCF Update

NEW BUSINESS

- 2025 Annual Report
- Special Events
- Departmental Goals/Objectives
- Promotional Video

**BOARD MEMBER COMMENT / ANNOUNCEMENTS
ADJOURNMENT**

Next regular meeting February 5, 2026. Please call 445-4456 if you cannot attend.

CASS COUNTY PARKS AND RECREATION COMMISSION
REGULAR BOARD MEETING
Maintenance Building – Conference Room
15122 Monkey Run Street
Vandalia, MI 49095

December 11, 2025

4:00 p.m. – CALL MEETING TO ORDER –President R Parrish

INVOCATION – Commissioner Barrera

PLEDGE OF ALLEGIANCE – Commissioner Bailey

ROLL CALL –

Director Wyman – P	Sam Barrera – P	Annie File –A	Lyndon Parrish -A
Jamie Stafne –A	Jayne Bailey – P	Fritz Kucklick - P	
Joyce Sheteron-Locke - A	Robert Parrish –P	Tami Stewart - P	Jeff VanBelle – P

APPROVAL OF AGENDA

Motion to accept: Commissioner Barrera

Second: Commissioner Stewart

Approved

APPROVAL OF MINUTES

Motion to accept: Commissioner Barrera

Second: Commissioner Stewart

Approved

INTRODUCTION OF VISITORS –

Sandy Bourdon – fee booth volunteer extraordinaire

Jody Pletcher – seasonal employee for 5 years + night fee booth attendant

COMMENTS: None

COMMITTEE REPORTS – None

DIRECTOR’S REPORT – Director Wyman

1. Was Presented
1. Expounded more in detail winter prep.

PATTY’S REPORT – Leisure Services Coordinator Dohm

1. Started seasonal sale of 2026 season passes which will last through January.

UNFINISHED BUSINESS

1. Dark Sky

- a. Showed video of John Glenn Park in Ohio.
- b. Survey regarding Dark Sky was previewed by Commissioners Bailey and Kucklick. It will be posted on the Dark Sky Facebook page and hope for positive results.
- c. Finished the report for International Dark Skies.
- d. The light readings in the park have gone up slightly.
- e. Next year’s dates have been set for star gazing at the park.
- f. May 12-18 has been designated as Dark Sky Week, would like to partner with Korie at the Conservation District for an event.
- g. Wish list: internet at Lawless, permanent signage at Lawless regarding turning headlights off, and install trees as a barrier for the viewing field.

2. LWCF Grant

- a. Still working on trying to reduce that \$300,000. The current re-work only saved \$100,000.

- b. Had a zoom meeting with O'Boyle. Katie is going to see if we are allowed to take the splash pad out or if we can re-bid the entire project.

3. Lawless Entrance Fee

- a. At the last meeting it was voted to leave the entrance fee at \$2 for in-county residents and raise it to \$5 for out-of-county. However, we are not allowed to have the fee for out-of-county residents more than double as in-county residents as per the DNR.

Motion: To increase the in-county resident entrance fee to \$3.00 and the out-of-county resident entrance fee to \$5.00:

Commissioner Bailey

Second: Commissioner R. Parrish

Motion passed.

4. 2026 Goals and Objectives

- a. Tabled until January meeting.

NEW BUSINESS

1. Funding Options for Projects

- a. Discussed the information that Tom Enright sent regarding grant information.
- b. Commissioner Barerra commented that we need to get Market One involved.

2. Commission Meeting Dates & Times

Motion for the Cass County Parks & Recreation monthly business meeting to be held the first Thursday of each month at 4:00

pm: Commissioner Barerra

Second: Commissioner Kucklick

Motion passed

3. Great Start Collaborative

- a. Have been amazing partners bringing educational opportunities to our parks.
- b. Unfortunately due to lack of funding the Great Start Collaborative ends December 31.

4. Board Members Comments/Announcements –

- a. Commissioner VanBelle talked about an impact study from Headlands.
- b. Commissioner VanBelle commented on project management possibilities going into the future.

Motion to adjourn: Commissioner Barerra

Second: Commissioner Kucklick

MEETING ADJOURNED

Respectfully submitted,
Patty Dohm
Recording Secretary

DIRECTOR'S REPORT

CASS COUNTY PARKS AND RECREATION

JANUARY 8, 2026

Dr. Lawless:

- **Wrapped up a safe hunting season with one male harvested.**
- **Re-opened biking trail for the season.**
- **Enclosed the shelter with walls for the winter season.**
- **Winter activities began such as tubing, skiing and snowshoeing.**

Dodd:

- **Fixed water pump.**
- **Water testing.**
- **Attended virtual MEANDRS meeting.**

Russ Forest:

- **Replaced walls in bathrooms.**
- **Rescued ducks and chickens.**
- **Plowed snow.**
- **Removed woody debris from hiking trails.**
- **Fixed fencing.**

Stevens Memorial Park:

- **It is closed for the season.**
- **Will remove snow for the ice fisherman.**

Sears Park:

- **Repaired damaged sign**

Harmon Park East / West:

- **It is closed for the season.**
- **Will be removing snow for the ice fisherman.**

Thanks to the recent snow fall, Jay has been working hard getting the tubing the hill and skiing trails ready for winter activities and maintaining more than 60 innertubes for use. The biking trails are also back open for the season, so he has been working at getting all the woody debris removed. As in years past he was able to take some much-deserved time off during the holidays. Being the on-site manager of Lawless Park is not an easy task at times so the ability to take a few days off is much appreciated and well deserved.

Like Jay, Patty was able to take some meaningful time off during the holidays. Prior to her time off she had been concentrating on annual pass requests and the annual report. Now that 2026 has begun, reservation requests will be starting to come in for shelters and the cabins. Projects on the horizon include, new promotional video, catalog park photos, catalog park meeting motions prior to 2012, and assisting in the five-year recreation and open space plan development.