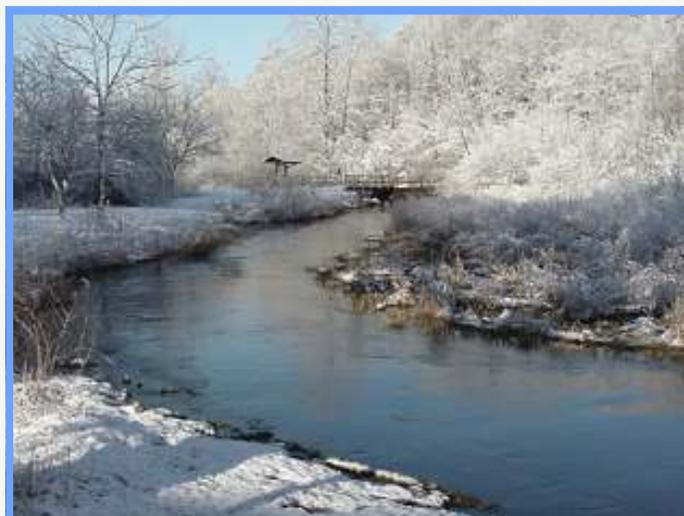




Mission Statement

The Cass County Parks and Recreation Commission will provide quality park facilities for all segments of our population. We will strive to enhance the quality of life for county residents and park visitors through active citizen involvement, planned growth, and professional stewardship of Cass County Parks.



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A Message from the Director

On behalf of the Cass County Parks and Recreation Department, welcome to our 2011 annual report. The intended purpose of this report is to provide public officials and our community a summary of social and fiscal activities, accomplishments, goals, objectives and future trends within our parks. It is also our intent to continue to show transparency with regards to every aspect of park operations including budgetary decision making.

As we strive to provide a quality recreation experience for all who visit our parks, I am reminded on just how important community support is to our department. Our slogan is to create community through people, parks and programming and I can assure you with out the PEOPLE portion of that slogan, much of what we accomplish would not be possible. As we are often asked to do more with less and with a workforce that consists of one full time employee and one part time employee, I am often asked how the park's department continues to offer a wide variety of programming and activities. Without hesitation my answer is the relationships formed with our faithful volunteers. From The Friends of the Cass County Parks, 4-H and Boy Scouts of America to countless other organizations and individuals, volunteers within our parks are a crucial supplement to the fiscal shortfalls we are currently facing. This fiscal year alone our department has seen its third year in a row with more than 2,000 hours of volunteer services which translates into over \$70,000 worth of donated time, materials and labor. Some individuals, I dare say, have been volunteering for the park's department for more than thirty years and now their children and/or grandchildren are carrying on that tradition. It is a tradition that this department not only appreciates, but counts on for future prosperity.

As mentioned above, partnerships with people and organizations allow us to provide programming and complete projects at little to no cost to us. Sponsored by the Friends of the Cass County Parks, we were able to add kitchen space to the Schug Pavilion at Lawless Park. For the second year in a row, Andrews University chose Dodd Park as the site for 60 plus incoming freshmen to do their volunteer work completing a variety of projects. With more than thirty Eagle Scout projects within our parks, 2011 saw the completion of two such projects with six benches being placed at our swimming parks and a new set of steps leading to the fire bowl at the Coy-Steiding Group Camp. All of which were primarily funded and 100% build and constructed by Eagle Scouts. We also enjoyed record attendance at Discover Winter Nights and thanks to the Northern Indiana Mountain Bike Association, the annual mountain bike time trial held at Lawless Park has seen increased attendance three years in a row. Striving to best serve our community, we also added a four part birding series to our 2011 lineup of eight special events within our parks.

We thank the continued support of the Cass County Board of Commissioners, Parks and Recreation Commission, community partners, volunteers and all who visit us. Through people, parks and programming, 2011 was a year with many successes. It is our belief that with hard work, dedication and the ability to cultivate relationships within our community, this department has the potential to realize even great success stories in 2012.

See you in our parks,

Scott Wyman

Director, Cass County Parks and Recreation

OUR SLOGAN:

TO CREATE

COMMUNITY

THROUGH

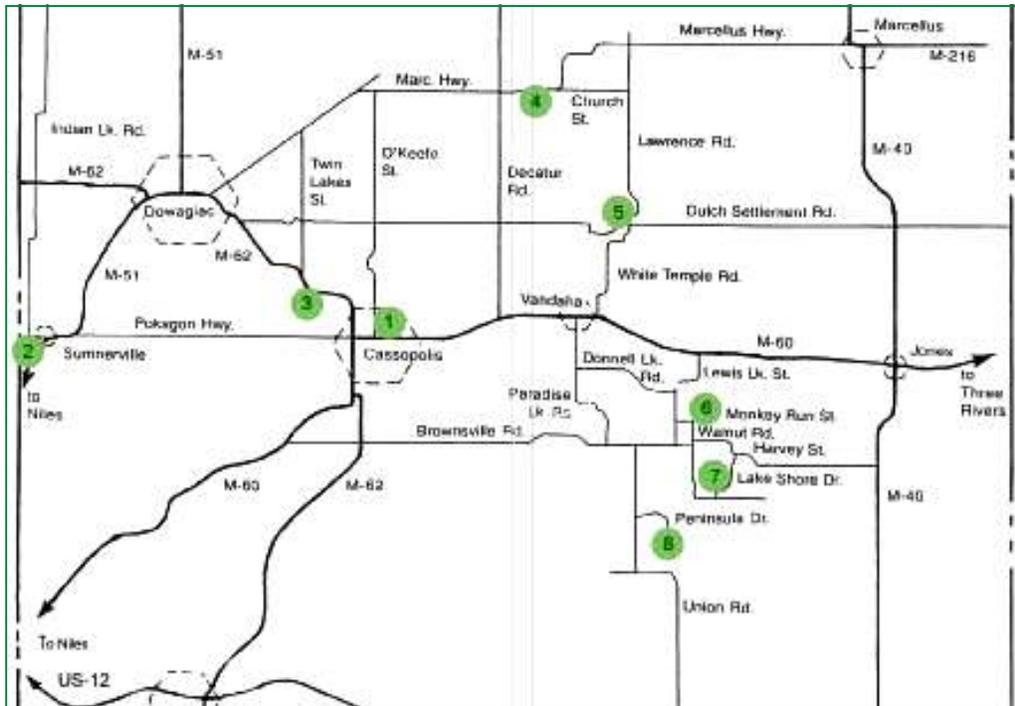
PEOPLE, PARKS,

AND

PROGRAMMING



Locations of Cass County Parks



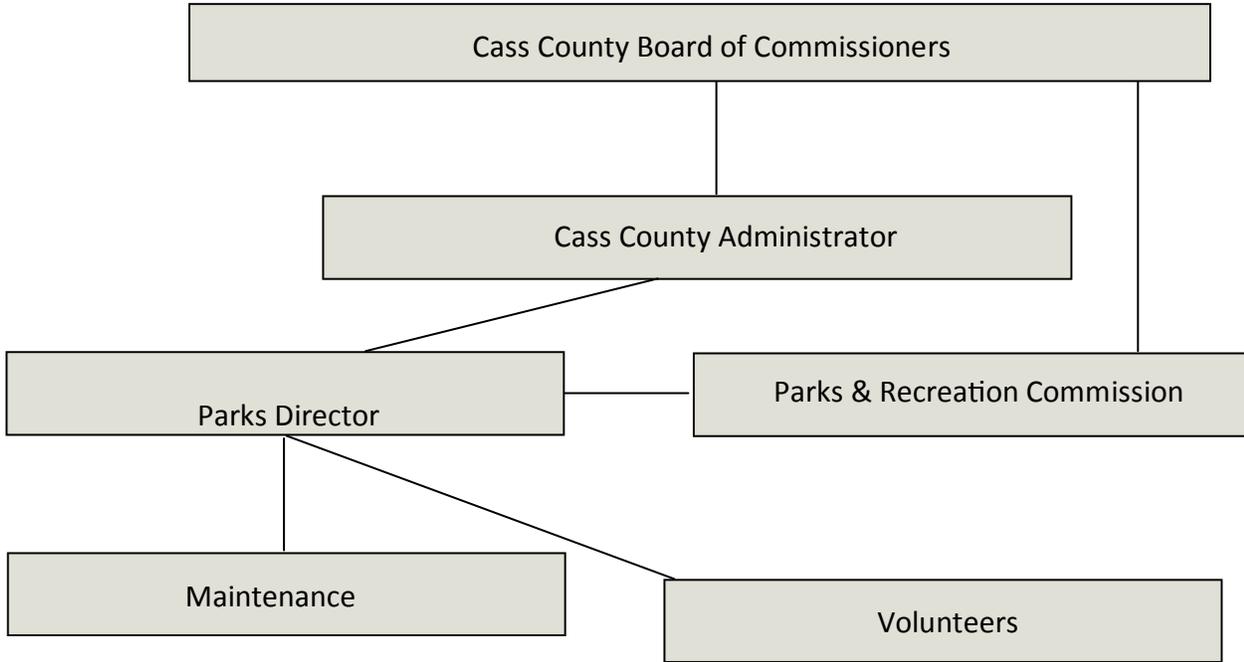
Locations

1. **Parks Department Office**—120 N. Broadway, Suite 209, Cassopolis
2. **Arthur Dodd Memorial Park**—Creek Road, West of Sumnerville, 51 acres along Dowagiac River
3. **Veterans Memorial Park**—M-62, Northwest of Cassopolis, 2 acres
4. **Fred Russ Forest and Newton’s Woods Park**—Marcellus Highway, East of Dowagiac, 13 acres along Dowagiac Creek
5. **Eva Stevens Lakeside Memorial Park**—Stevens Forest Lake Street, Southwest of Marcellus, 2 acre swimming area on Little Fish Lake
6. **Dr. T.K. Lawless Park**—Monkey Run Street, East of Vandalia, 820 acre leisure recreation park
7. **Henry Sears Boat Launch**—Birch Road, East of Williamsville, 1/4 acre boat launch on Birch Lake
8. **West Harmon Park**—Peninsula Drive, South of Williamsville, 1/2 acre boat launch on Shavehead Lake
9. **East Harmon Park**—Peninsula Drive, South of Williamsville, 1/2 acre swimming ar-

OUR PARKS
 ARE EASY
 TO FIND
 NO MATTER
 WHERE
 YOU ARE
 COMING FROM



Organizational Chart

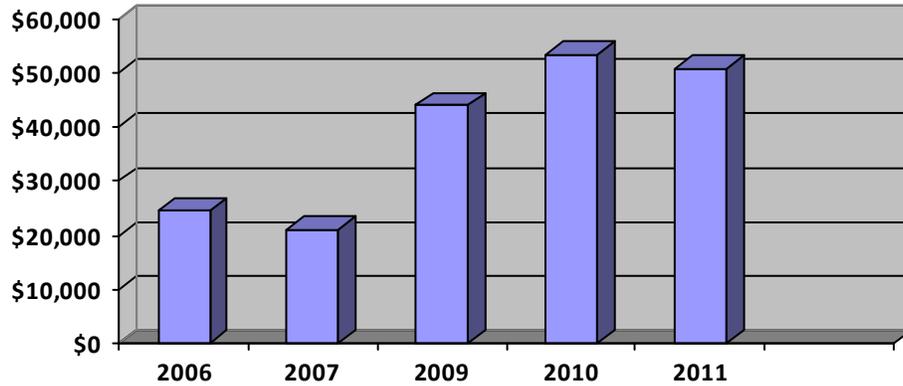


2011 Cass County Parks and Recreation Commission

- Bruce Campbell—Chair**
- Wendy Walker-Dyes—Vice Chair**
- Korine Bachleda**
- Kevin Claire**
- Ann File**
- Pete Fournier**
- Judy Olson**
- Johnie Rodebush**
- Tom Swartz**
- Pauline Washington**



Volunteers in the Parks



Year	Value	Volunteer Hours
2005	\$10,451	608
2006	\$24,447	1,302
2007	\$20,872	1,112
2008	Unavailable	Unavailable
2009	\$43,913	2,124
2010	\$53,355	2,559
2011	\$50,644	2,371
TOTAL	\$203,682	10,076





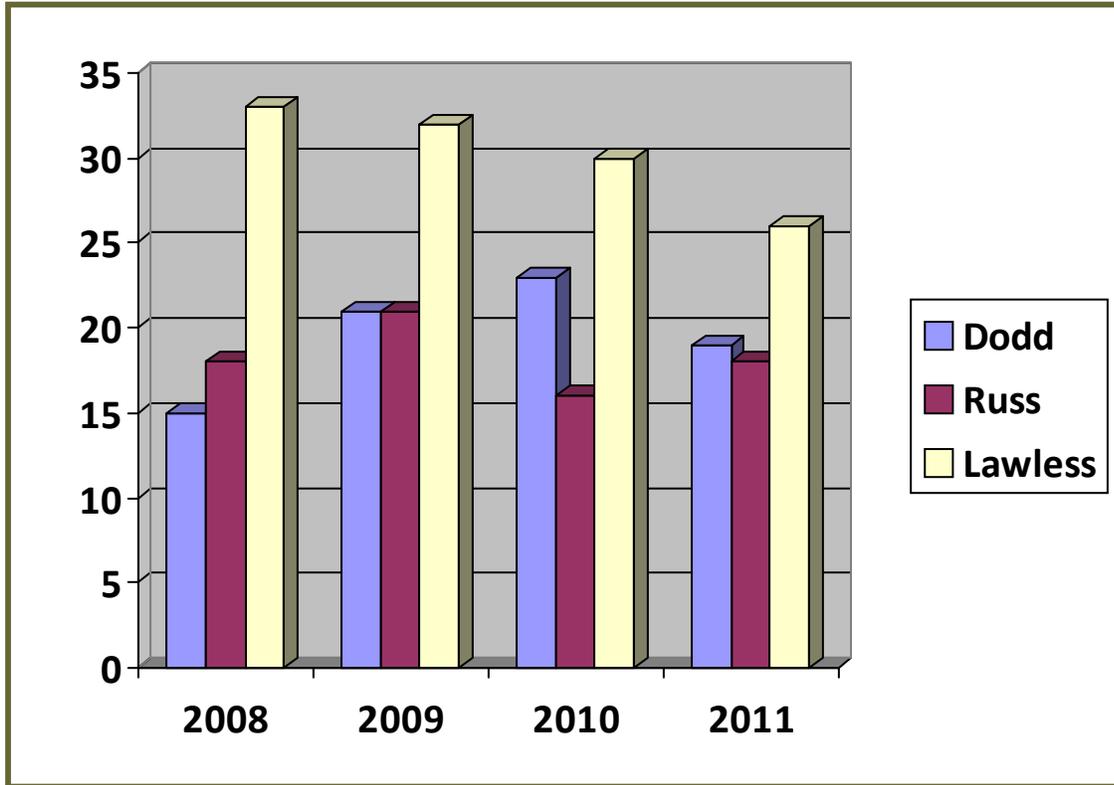
Attendance at the Parks

Event	2009	2010	2011
A Night of Four (Two) Thousand Eggs	413	992	236
Harvest Festival	212	161	272
Mountain Bike Time Trial	64	71	89
Sand Hill Crane 1/2 Marathon	72	65	63
Earth Day		200	200+
Birding Series			56
Cyclo-Cross		87	55
Total Attendance	761	1,576	971+





Park Reservations

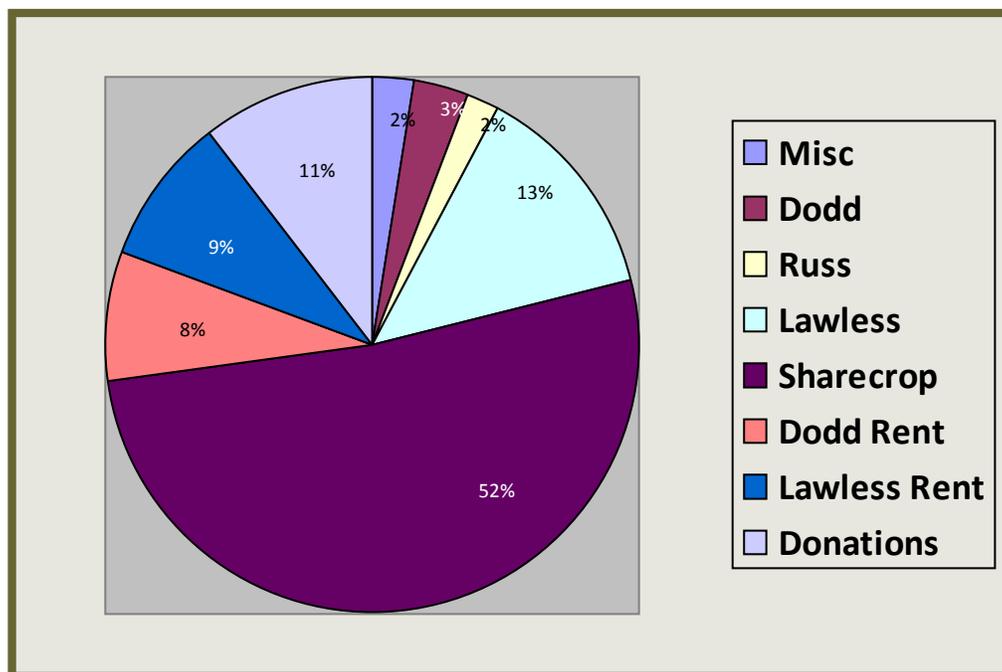


Year	Dodd	Russ	Lawless
2008	15	18	33
2009	21	21	32
2010	23	16	30
2011	19	18	26



FY 2011 Revenue

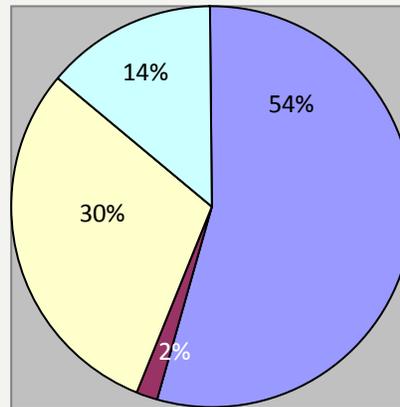
Dodd Park Reservations	\$1,395.00
Russ Forest Reservations	\$865.00
Lawless Park Reservations & Hunting	\$5,580.00
Sharecrop / Lease	\$21,810.00
Dodd Rental Property	\$3,300.00
Lawless Rental Property	\$3,800.00
Donations	\$4,401.00
Miscellaneous & Special Events	\$1,014.00
Total	\$42,165.00





Salaries (Director/ part-time	\$62,138.62
Benefits (Life Insurance, Retirement, Disability, Dental	\$5,117.76
ETO Hours Paid	\$3,548.49
Worker's Comp/FICA	\$6,623.44
Dues / Subscriptions	\$1,237.48
Cash Option	\$1,200.00
Uniforms	\$196.61
Conference / Training	\$428.21
Printing / Binding	\$796.00
Property Tax Spec Assessments	\$96.62
Subtotal Administration	\$81,383.23
Special Events	\$2,878.82
Subtotal Special Events	\$2,878.82
Contract Services (Mowing,	\$12,916.70
Utilities	\$4,776.24
Motor Fuel / Repairs	\$12,405.41
Park Supplies	\$5,702.87
Office Rental / Supplies	\$6,738.04
Equipment Rental	\$2,941.16
Subtotal Maintenance	\$45,480.42
Park Repairs	\$9,439.51
Parks Truck Lease	\$5,271.68
New Equipment	\$6,072.50
Eagle Scout Project	\$37.55
Subtotal Preservation	\$20,821.24
Total Expenditures	\$150,563.71

FY 2011 Expenditures



- Administration
- Special Events
- Maintenance
- Preservation





Highlights—Accomplishments—Goals

2010—2011 Highlights/Accomplishments:

- Maintained 890 acres of county park land with one fulltime, and one .46 FTE employee
- Hosted four birding sessions in our parks
- Recorded over 2,000 volunteer hours for the third straight year
- Held eight special events
 1. Sand Hill Crane 1/2 Marathon
 2. Harvest Festival
 3. Discover Winter Nights
 4. A Night of Four Thousand Eggs
 5. Earth Day
 6. Birding Series
 7. NIMBA Mountain Bike Time Trial
 8. Cyclo-Cross
- Finished two Eagle Scout projects within our parks
- Partnered with more than 50 organizations to get projects accomplished
- Began work on the first project off Lawless Master Plan (Lawless Maintenance Building)
- Created marketing committee
- Increased revenue by over 20%



2011-2012 Future Goals:

- Create marketing strategy that will increase revenue, visitation and the wise use of resources
- Continue dialog and create timeline for infrastructure/nature center development at Lawless
- Improve procedures to better track, recognize and recruit volunteers
- Clarify Parks and Recreation Commission duties and responsibilities
- Increase parks' staff by 1FTE
- Finish Lawless maintenance building
- Develop funding strategy that doesn't rely on county funds for 100% of operational monies
- Increase parks' revenue by 10%
- Determine future of Point, West Harmon, and Sears Parks



Our Partners

- | | |
|---|---|
| Andrews University | Edwardsburg Voice |
| Boy Scouts of America | (The) Equine Ladies |
| Cairnstone Adventures | (The) Friends of Cass County Parks |
| Cass County Administrator's Office | Leader Publications |
| Cass County Animal Control | Marcellus News |
| Cass County Board of Commissioners | MEANDRS Organization |
| Cass County Conservation District | Michigan Association of County Parks and Recreation Officials |
| Cass County Council on Aging | Michigan State University |
| Cass County District Library | Michigan State University Extension |
| Cass County Drain Office | Midwest Energy |
| Cass County Fair Association | Neighbors |
| Cass County 4-H | Northern Indiana Mountain Bike Association |
| Cass County 4-H Horse Leaders' Association | River Country Tourist Council |
| Cass County Maintenance Department | Sauk Trails RC&D |
| Cass County Road Commission | St. Joe Valley Fly Fisherman's Association |
| Cass County Parks and Recreation Commission | South Bend Tribune |
| Cass County Probate Court | Southwestern Michigan College |
| Cass County Sheriff's Department | Southwest Michigan Alliance for Recreational Trails |
| Cass County Youth Council | Southwest Michigan Planning Commission |
| Club Dead Disc Golf Association | Southwest Michigan Tourist Council |
| Crane Pond State Game Area | Volunteer Center of Southwest Michigan |
| Department of Natural Resources and Environmental Quality | |
| Dowagiac Rotary | |



Statement of Service

THE CASS COUNTY PARKS AND RECREATION'S
SCOPE OF SERVICE INCLUDES:
ADMINISTRATION, UPKEEP AND MAINTENANCE OF GROUNDS,
FACILITIES AND RECREATION EQUIPMENT IN EIGHT PARKS
WITH OVER 890 ACRES OF COMBINED LAND.
ADDITIONAL RESPONSIBILITIES INCLUDE EDUCATIONAL
AND SPECIAL EVENT PROGRAMMING,
SHORT AND LONG TERM VISIONING, ALONG WITH VARIOUS
COOPERATIVE VENTURES.



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www.casscountymi.org/coutyparks.aspx

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