

Park Township Board of Trustees

February 11, 2021

Budget Meeting

1. Call to Order

Supervisor Jim Gerard called to order the annual budget review meeting for the Park Township Board of Trustees, via ZOOM. Present were: Supervisor Jim Gerard, Clerk Skip Keeter, Treasurer Jan Steggerda and Trustees Terry DeHaan, Jeff Hoekstra, Loran Serne and Steve Spoelhof. Also present were Township Manager Howard Fink and Finance Director Connie Vander Schaaf.

Motion made by Clerk Keeter and seconded by Trustee Serne to approve the agenda. Motion passed 7-0.

2. Budget Overview & Overall Fiscal Health

Ms. Vander Schaaf presented an overview of the budget and the Township's current finances. Her presentation included:

- a. Budget Information
- b. Tax Revenue
- c. Financial Condition/Fund Balance

3. Detailed Budget Presentation

Manager Fink presented the Fiscal Year 2021 Budget.

- a. Budget Assumptions
- b. Significant Changes over Last Year

4. Budget Issues

Manager Fink then led a discussion of budget issues with the Board:

a. Contractual Requests

The Board discussed this item at length and would like to take an in depth look at the contracts.

- i. **Holland Symphony** – Proposed providing ~~\$200~~ \$2000 worth of tickets to Pops at the Pier, which would be given to Benjamin's Hope and other similar organizations. ~~in exchange for a Park Township grant.~~

Motion made by Trustee Hoekstra and seconded by Trustee Spoelhof to approve the contract with Holland Symphony Orchestra for services as outlined in the proposal. Motion defeated 0-7 (Hoekstra, Spoelhof, Keeter, Steggerda, Serne, DeHaan, Gerard)

Motion made and withdrawn by Clerk Keeter and seconded by Trustee Serne to accept the contract request from the Historic Ottawa Beach Society.

Motion made by Clerk Keeter and seconded by Treasurer Steggerda to accept the contract request from the Holland Historic Trust. Motion defeated 0-7 (Hoekstra, Spoelhof, Keeter, Steggerda, Serne, DeHaan, Gerard)

b. Park Development

i. Fairground Athletic Loop/Fitness Equipment

Motion made by Clerk Keeter and seconded by Treasurer Steggerda to ask the Manager to investigate grant possibilities to provide a loop and possible fitness pad installation at the fairground. Motion passed 7-0

Manager stated he would have information to the Board by the Manager's Report on February 19 and the Board should contact him directly regarding their wishes to engage in the grant process.

Spoelhof asked if ODC may have some ideas for trail enhancements for the wooded north side of the airport property. Fink said he would contact the ODC regarding their help in formulating some ideas.

5. Board Member Requests

Members stated Finance Director VanderSchaaf has done a great job of keeping us fiscally sound. They also cautioned each other to keep up the fiscal watch as some hard times may be coming in the near future.

Hoekstra had some detailed questions regarding specific budget items that were answered by the Manager and the Finance Director.

The Board agreed to try to exercise more control over the use of the Township Attorney as a resource.

6. Public Comment

Supervisor Gerard opened the floor for public comment at 3:24pm. No one spoke. The Supervisor closed public comment 3:24pm.

7. Board Comments

Board members commented on the presentation and budget issues

8. Adjourn

Motion made by Treasurer Steggerda and seconded by Clerk Keeter to adjourn.
Motion passed 7-0.

Meeting adjourned at 3:24 pm.

Respectfully Submitted by Clerk Skip Keeter
Recording Secretary Daniele Dykens