

**KALAMAZOO COUNTY PARKS DEPARTMENT  
PARK COMMISSION MEETING**

**January 12, 2012**

<b>Members Present:</b>	Robert Moore	Pat Crowley	Matthew Lechel
	Marion Hill	Robert Barnard	Thomas Matteson
	Gary Kortz	Kent McCauley	
<b>Members Absent:</b>	Mildred Taraszka	Bonna Perrin	
<b>Staff Present:</b>	David Rachowicz	Karen Ward	

1. **Call to Order** – The meeting was held at the Expo Center in Room “C” and was called to order at 3:03 p.m. by Chairman, Thomas Matteson.
2. **Roll Call** – Roll was taken and a quorum was established. **Motion:** Moore moved to excuse the members not present. Hill supported. Motion carried.  
  
**2012 Park Commission Election of Officers – Motion:** McCauley moved to nominate the current officers (Thomas Matteson - Chairperson, Robert Moore – Vice Chair, Karen Ward – Secretary). Hill supported. Motion carried.
3. **Approval of Minutes December 1, 2011** – **Motion:** Moore moved to approve the minutes from the December 1, 2011 meeting as submitted. Motion carried.
4. **Citizen’s Time** – There were no citizens in attendance.
5. **Communications** – Rachowicz stated he received a letter from the DNR stating that our request for a development grant for Prairie View Park was unsuccessful. Discussion ensued.
6. **Old Business**
  - a. **Expo Center Phase II Project** – Rachowicz reported that the ceiling should be installed within the next couple weeks. He reported on a few interior changes that have been made in the main lobby area. The completion of the punch list will run into the spring season as there is outdoor work that needs to be completed.
7. **New Business**
  - a. **Park Activity Report** – Members reviewed the report.
  - b. **Expo Center Camping Fees** – Rachowicz reviewed the proposed change with members. **Motion:** Lechel moved to approve the camping fees at the Expo Center as proposed by staff. Barnard supported. Motion carried.
  - c. **Special Event Requests** – Rachowicz highlighted all special event requests which were included in the meeting packet. **Motion:** Moore moved to approve all special event requests with the exception of the Lacrosse Tournament, to be discussed. Barnard supported. Motion carried. Events are as follows;
    - **K’ Aces Disc Golf Tournament, held at Cold Brook Park on Feb. 18-19, 2012.**
    - **Kingdom Crusader Cup, held at River Oaks Park on April 27-29, 2012.**
    - **Seahorse Challenge Triathlon, held at Cold Brook Park on May 27, 2012.**

- **KISS Soccer Tournament, held at River Oaks Park over two weekends, June 14 – 17 and June 21 – 24, 2012.**
- **Girl's Best Friend Triathlon & Duathlon, held at Prairie View Park on Aug. 25, 2012.**

Rachowicz provided a brief history on the Great Lakes Lacrosse Invitational and stated it's a returning event. There is concern with Lacrosse and its continued use/expansion and potential impact on the condition of the soccer fields. Rachowicz stated that we will be developing a policy in the near future for the Commission to consider. Discussion ensued. **Motion:** McCauley moved to approve the event with further discussion regarding future lacrosse events. Moore supported. Motion carried.

**d. Trust & Agency Account Reconciliation – Motion:** Kortz moved to approve the report as submitted by staff. Moore supported. Motion carried. Rachowicz stated the staff will be developing a donation program which will establish standards for all donations of this type.

**e. Master Plan & Grant Schedule** – Members received schedules for River Oaks County Park Master Plan and the MNRTF Grant Funding Application and also for KRV Trail Grant Application for the next section of trail from River Street to 35<sup>th</sup> Street. Rachowicz reviewed the schedules with members. Discussion ensued.

## **8. Director's Report**

**a. 2011 Budget Report** – Rachowicz highlighted the budget report with discussion.

**b. 2012 Budget Report** – Rachowicz reviewed the budget numbers for 2012.

**c. December Update** – Rachowicz reported that Kyle Lewis has been working on a KRV Trail website. Rachowicz also reported on the next section of construction from Mayor's Park to River Street.

**9. Sales Report** – Rachowicz reviewed the report highlighting the goals and attendance portions of the report. He also stated we have new events coming in this year; a Golf Show which starts tomorrow and the Michigan Hog Rally, to be held in August. Discussion ensued.

**10. Member's Time** – There was concern mentioned regarding the poor condition of the roads at Cold Brook County Park and also suggesting having directional signs at Cold Brook Park indicating the direction of the campgrounds, picnic shelters and the beach area. Discussion ensued.

**11. Adjournment** – The meeting was adjourned at 4:10 p.m.