

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

June 2, 2011

Members Present: Pat Crowley Robert Moore Kent McCauley Marion Hill
Thomas Matteson Matthew Lechel Robert Barnard Bonna Perrin
Mildred Taraszka Gary Kortz

Staff Present: David Rachowicz Karen Ward

Guest Present: Joe Pawlzk, Gourdneck Lake Resident
Ron Hambright, Park Visitor
Ron Hayward, Park Visitor

1. **Call to Order** – The meeting was held at Cold Brook County Park in the Boat Ramp Shelter and was called to order at 3:10 p.m. by Chairman, Thomas Matteson.
2. **Roll Call** – Roll was taken and a quorum was established. Commission Secretary, Karen Ward reported on members not in attendance. **Motion:** Crowley moved to excuse members not in attendance. Taraszka supported. Motion carried.
3. **Approval of Minutes – May 5, 2011 Meeting – Motion:** Moore moved to approve the minutes of the May 5, 2011 meeting as presented. Perrin supported. Motion carried.
4. **Citizen’s Time** – Joe Pawlzk, of the Gourdneck Lake Association introduced himself and expressed interest of serving as a volunteer to the Park Commission.
5. **Communications** – Rachowicz reported he received a phone call from the new Gourdneck Lake Association President concerning the types of boats that can be launched at Prairie View.

Gary Kortz entered the meeting at 3:15 p.m.

6. Old Business

- a. **Expo Center Phase II Project** – Rachowicz reported on the progress of the project, stating the walls of the building will start going up next week and the connecting buildings being delivered. 80% of the utility upgrades are completed and 35,000 sq. feet of sod will begin to be installed starting tomorrow.
- b. **KRV Trail Update** – Rachowicz informed members that the Park Foundation will be hiring an individual to work on a part-time basis to assist with the fund raising campaign and the Owen Group will no longer be working with them. Discussion ensued. Members were reminded of the Grand Opening of the Trail and encouraged to attend.

Matthew Lechel entered the meeting at 3:25 p.m.

- c. **Trail Agreement with Sheriff’s Department** – Rachowicz reported a meeting was held with the Sheriff, Kyle Lewis, Rob Bernard and himself to discuss the agreement and recommended changes. Discussion ensued. **Motion:** McCauley moved to approve the Agreement as submitted. Moore supported. Motion carried. The agreement will go to the county board for their approval at the June 21st meeting.

Robert Barnard entered the meeting at 3:35 p.m.

d. **Endowment Fund Fees Report** – Rachowicz provided members a copy of the report, he reviewed footnotes that were added to the regular content of the report.

7. New Business

a. **Park Activity Report** - Members reviewed the report with discussion.

b. **Special Event Requests** – The Special Event Requests were reviewed with discussion. **Motion:** McCauley moved to approve both events as presented. Moore supported. Motion carried. The events are as listed;

- **KRV Trial on July 16 & 17, Michigander Bicycle Tour by Michigan Trails & Greenways Alliance, this is a new event.**
- **Cold Brook County Park on August 6, Backyard Jam #15, this is a returning event.**

c. **Expo Center Pricing – Outdoor Event Space** – Members reviewed and discussed the proposed Outdoor Event Space Pricing & Policy Revisions. **Motion:** Moore moved to approve the new pricing for outdoor event space as submitted by staff. Kortz supported. Motion carried.

d. **Expo Center Construction Budget** – Rachowicz reviewed the budget with members with discussion.

e. **Expo Center Construction Change Orders** – Members were given copies of 5 change orders. Rachowicz reviewed each order. Discussion ensued. Rachowicz stated that we are currently ahead of the planned budget by approximately \$60,000. **Motion:** Kortz moved to approve the change orders as presented by the Director. Perrin supported. Motion carried.

f. **Scotts Mill Rental House** – Members were informed that Peter Dams and his family had moved out of the house. Rachowicz recommended members to think about the future of the house in regards to the Master Plan.

g. **Prairie View Boat Ramp Agreement** – Rachowicz stated it's a standard MDNR contract. Cost of the project is \$60,000, the State will pay 50%. The remaining payment will come from the CIP budget and the Parks Improvement fund. Discussion ensued. **Motion:** Perrin moved to approve the agreement per the discussion. Crowley supported. Motion carried. After the agreement is approved by the County Board, it will then go back to the State, then out to bid.

Citizen and Prairie View Park patron, Ron Hambright expressed his opinion regarding the boat ramp project, stating the project should take priority over the work on the additional dog park. Members explained the process involved in obtaining a grant and it's time lines, it is not a project that can just be started. We've been working on the project and it is moving along with the DNR guidelines.

8. Director's Report

a. **Budget Report** – Members reviewed the report.

b. **May Update** – Rachowicz reported all updates were provided throughout the meeting.

9. **Sales Report** – Members received and reviewed the sales report. Discussion ensued regarding new events that have been booked and 3 other large events that are currently pending.

10. **Members' Time** – July's meeting will be held at the Expo Center so members can see the progress of the project.

11. **Adjournment** – The meeting was adjourned at 4:30 p.m.