

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

November 3, 2011

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

Staff Present: David Rachowicz Karen Ward

Guest: Ron Hambright – Prairie View County Park Patron

1. **Call to Order** – The meeting was held at the Expo Center in Room “C” and was called to order at 3:00 p.m. by Chairman, Thomas Matteson.
2. **Roll Call** – Roll was taken and a quorum was established, with all members present.
3. **Approval of Minutes September 1, 2011 – Motion:** Kortz moved to approve the minutes of the September 1, 2011 meeting. Moore supported. Motion carried.
4. **Citizen’s Time** – Ron Hambright inquired on the status of the Prairie View Park boat ramp project. Rachowicz responded that he planned to review the issue later in the meeting.
5. **Communications** – Rachowicz stated he had no communications to share with members. Barnard stated County Board Commissioners received a letter from an individual requesting them to consider lowering the rental fees charged to the Kalamazoo County Fair. Discussion ensued with Perrin stating she would contact the individual.
6. **Old Business**
 - a. **Expo Center Phase II Project** – Rachowicz reviewed the Expo Center Project Financial Status Report, he indicated there will be funds available for the barn project. Members were reminded of the two separate open house events to take place next week.
7. **New Business**
 - a. **Park Activity Report** – Members were provided and reviewed the report with discussion.
 - b. **2011 Park Improvement Fund Budget – Prairie View Park Paving Project** – Rachowicz reviewed the Park Improvement Plan along with the proposed project for paving Prairie View Dog Park Parking Lot. **Motion:** Barnard moved to approve the paving project for the Dog Park’s parking lot at Prairie View County Park. Perrin supported. Motion carried.
 - c. **Expo Center Concession Contract with EMA Enterprises** – Members reviewed and discussed the contract with some suggested changes. Discussion ensued. **Motion:** McCauley moved to approve the concession contract with EMA with the suggested changes made to the contract. Kortz supported. Motion carried.

d. Quarterly Parks Endowment Fund Report – Rachowicz highlighted the report with some discussion.
Motion: Moore moved to approve the report as submitted. Hill supported. Motion carried.

8. Director's Report

a. Budget Report – As members reviewed the report Rachowicz highlighted areas with discussion.

b. October Update – Rachowicz shared with members that the Dalton Foundation made a donation to the KRV Trail. The Trail Report was handed out to members and reviewed. Director provided an update on plans for the Prairie View and Cold Brook Boat Ramps with anticipated construction in early spring 2012.

9. Sales Report – Members received copies of the Sales Report and reviewed with some discussion.

10. Member's Time

- Perrin provided an update of the fair, reported the amount of debt, and also shared some fund raising projects that are scheduled in the near future. Election of Fair Board members will take place at the upcoming Annual Meeting of the Agricultural Society.
- Hill reported that people were very happy with the Day at the Beach for the dog park users at Prairie View Park .

11. Adjournment – The meeting was adjourned at 4:05 p.m.