

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

October 6, 2016

Members Present: Thomas Matteson, Marion Hill, Toni Thompson, Pat Crowley, Sandy Bliesener
Robert Moore, Ken Oscarson, Mildred Taraszka, Matthew Lechel, Kevin Wordelman

Members Absent:

Discover Kalamazoo Liaison: Greg Ayers

Staff Present: David Rachowicz Lisa Conley

Citizens: Malachi Barrett- Kalamazoo Gazette

1. **Call to Order** – The meeting was held at the Kalamazoo County Expo Center and was called to order at 3:06 p.m. by Chairperson, Thomas Matteson.
2. **Roll Call** – Roll was taken and a quorum was established. All members present.
3. **Approval of Minutes – September 1, 2016 Meeting** – Members reviewed the minutes. **Motion:** Moore moved to approve the minutes as submitted. Seconded by Oscarson. Motion carried by voice vote.
4. **Citizen’s Time** – None
5. **Communications** – Rachowicz shared a report from the Kalamazoo Community Foundation stating the 2017 spendable funds for the three County Park Endowment Funds.
6. **Old Business**
 - a. **KRV Trail Update-** Rachowicz reported that a ground breaking for the downtown section of the Trail will be held at 4:30 on Friday, October 7th. The section of Trail from Porter to Edwards is expected to be completed by the end of the year.
7. **New Business**
 - a. **Park Activity Report** – Members reviewed the report.
 - b. **Park Foundation Update-Toni Thompson-** Thompson reported that the Patronicity campaign will end on November 7th. A mural is being painted on the Michigan Avenue Bridge. The 8th Annual Fall Color Cruise will take place Sunday, October 9th at Markin Glen Park.
 - c. **Kalamazoo County Fair Update- Marion Hill-** No report due to the September meeting being cancelled. Rachowicz informed members that Roxanne Bruce, Fair Coordinator resigned her position with the County in September.
 - d. **Expo Center Concession Agreement-**Members reviewed the contract included in their meeting packet. Rachowicz stated that there were 2 proposals submitted to replace outgoing concessionaire EMA. Discussion ensued. **Motion:** Oscarson moved to approve the contract as submitted with AV Catering with a correction to a typo error on item #7. Seconded by Moore. Motion carried by voice vote.

- e. **Edible Trail Proposal KRV Trail-** Members reviewed the proposal from the Dan Schmitt Gift of Music and Education Fund to beautify and plant an edible forest in the vacant lot along the KRV Trail just North of W Kalamazoo Ave and West of N Westnedge. Discussion ensued. Rachowicz said that this is in the beginning stages and he would take all the questions and feedback from the commissioners and report back after the next meeting.
- f. **KRV Trail Engineering Proposal Selection-** Members received a handout listing the 5 companies that submitted a proposal and the total amount of each of their bids. Rachowicz informed members that 2 firms were interviewed and Hurley Stewart was selected from all bidders. Members also received the project approach and tentative schedule presented by Hurley Stewart. **Motion:** Wordelman moved to approve the selection of the Engineering Firm Hurley Stewart. Seconded by Hill. Motion carried by voice vote.
- g. **KRV Trail Downtown Connection Operation Agreement with City of Kalamazoo-** Members reviewed the Trail Agreement included in their packet. Rachowicz explained that the city will build the Trail and the County will maintain the Trail. Discussion ensued. **Motion:** Lechel moved to approve the Trail agreement as submitted. Seconded by Thompson. Motion carried by voice vote.
- h. **2017-2020 Park Commission Members (Toni Thompson, Marion Hill)** Hill and Thompson's current term will expire on December 31, 2016. Both have agreed to serve another 3 year term. **Motion:** Matteson moved to recommend Hill and Thompson for another 3 year term. Seconded by Moore. Motion carried by voice vote.
- i. **2017 Park Commission Meeting Dates:** Members reviewed the submitted dates included in their meeting packet. Matteson requested that the March 2nd meeting be moved to the Kalamazoo County Expo Center. **Motion:** Crowley moved to approve the 2017 meeting dates as submitted with a change of the location for the March 2nd meeting to the Kalamazoo County Expo Center. Seconded by Hill. Motion carried by voice vote.
- j. **Special Event Request** – Members reviewed the request included in their meeting packet. **Motion:** Bliesener moved to approve the request as submitted. Seconded by Oscarson. Motion carried by voice vote. Approved event:
 - **Hitch Hiker RV Rally - July 30 –August 4, 2017 - Markin Glen Park**

8. Director's Report

- a. **Budget Report** - Members reviewed the report.
- b. **September Update** –Rachowicz reported that the 2017 Budget was approved by the County Board at their last meeting. The Expo Center is currently seeking bids for painting the exterior buildings. The 8th Annual KRV Fall Color Cruise will take place on Sunday, October 9th at Markin Glen Park.

9. **Sales Report** - Members received a handout.

10. **Members Time-** None

11. **Adjournment-** The meeting was adjourned at 4:15 p.m.