

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

January 7, 2016

Members Present: Toni Thompson, Thomas Matteson, Pat Crowley,
Marion Hill, Robert Moore, Kevin Wordelman, Ken Oscarson,

Members Absent: Matthew Lechel Virgie Ammerman Mildred Taraszka

Discover Kalamazoo Liaison: Greg Ayers

Staff Present: David Rachowicz Lisa Conley

Citizens: None present

1. **Call to Order** – The meeting was held at the Kalamazoo County Expo Center and was called to order at 3:00 p.m. by Chairperson, Thomas Matteson.
2. **Roll Call** – Roll was taken and a quorum was established. **Motion:** Moore moved to excuse members not present. Seconded by Oscarson. Motion carried by voice vote.
3. **Approval of Minutes – December 3, 2015 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 present.
5. **Communications** – Rachowicz shared a letter from the State of Michigan Department of Natural Resources. The letter serves as notification that the River Oaks County Park Improvement project is now complete and closed. Also included was a summary report of project expenses and notice of final payment made to the County. Rachowicz also shared an invitation to a reception welcoming Terrence Neuzil, Kalamazoo County’s new Administrator.
6. **Old Business**
 - a. **Markin Glen House** –Members reviewed a handout received in their meeting packet. The handout was a list of Markin Glen House projects and priorities. The list was compiled at the last meeting of the Markin House Committee and the Garden Council. Rachowicz highlighted the projects of interest to the Garden Council and what they are willing to contribute financially. Discussion ensued. Additional research will be conducted and presented at the February Park Commission meeting.
7. **New Business**
 - a. **Park Activity Report** – Rachowicz informed members that the new playground equipment for Scotts Mill has been delivered to the Parks Department. Also, the department purchased a 2007 6yd dump truck.
 - b. **Park Foundation Update-Pat Crowley**-No report.
 - c. **Kalamazoo County Fair Update- Marion Hill**- No report.
 - d. **2016 Special Event Requests**-Members reviewed the special event requests included in their meeting packet. Discussion ensued. **Motion:** Moore moved to approve all events as submitted. Seconded by Oscarson. Motion carried by voice vote. Approved events:

- Bike-a-Palooza - KRVT Trail - May 21, 2016
- Borgess Run/Kalamazoo Marathon- KRVT Trail – May 8, 2016
- Dog Walk & K-9 Festival – Prairie View County Park – May 7, 2016
- A Girls Best Friend Triathlon – Prairie View County Park –August 13, 2016
- Walk to End Homelessness – KRVT Trail – March 19, 2016
- Cracked Plastic Classic- Cold Brook County Park – February 13 -14, 2016
- Ladies Disc Golf Tournament – Cold Brook County Park – July 9, 2016
- K'A aces League Finals – Cold Brook County Park – October 1, 2016
- Spirit Racing LLC – Markin Glen County Park – June 16, 2016
- Prab Inc Summer Camping/Picnic – Cold Brook County Park – August 12-14,2016
- Pro Am Doubles League Party – Cold Brook County Park – July 30, 2016
- Sea Horse Triathlon – Cold Brook County Park – May 22, 2016
- Open Roads Tweed Ride-KRVT Trail – October 1, 2016

- e. **2016 County Park Capital Projects** – Rachowicz presented a list of the 2016 County Park Capital Projects that were approved by the County Board of Commissioners. Members reviewed & discussed the list.
- f. **5 Year Master Plan Schedule**- Rachowicz reviewed the planning process for the Kalamazoo County Park & Recreation Master Plan. Members were given a calendar of upcoming dates in the planning process. A public meeting will be needed to adopt with a resolution by the Park & Recreation Commission. The final plan will be submitted to the Michigan DNR on March 2, 2016. **Motion:** Wordelman moved to schedule special Park Commission Meeting and a public hearing on the proposed plan on Thursday, February 25, 2016 at 3:00PM. Seconded by Oscarson. Motion carried by voice vote.
- g. **Trust & Agency Account**-Members received a handout with the balances of the Trust & Agency Account. Discussion ensued. **Motion:** Oscarson moved to accept the report as submitted. Seconded by Thompson. Motion carried by voice vote.

8. Director's Report

- a. **Budget Report** - Members reviewed the reports.
- b. **December Update** – Rachowicz reported that 2016 reservations opened this week and we are off to a great start. Also reported that the City of Kalamazoo will roll out their final plan for the downtown section of Trail in early February.

9. Sales Report - Members received the report.

- 10. **Member's Time** – Wordelman reported that the City of Kalamazoo has an interest in purchasing Bronson Park from the County. Crowley discussed a recent problem she encountered at the River Oaks Dog Park.

Wordelman left meeting at 4:03 p.m.

- 11. **Adjournment**- The meeting was adjourned at 4:12 p.m.