

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

January 3, 2019

Members Present: Toni Thompson, Thomas Matteson, Matt Lechel, Marion Hill, Robert Moore
Larry Stehouwer, Sandy Bliesener, Pat Crowley

Members Absent: Mildred Taraszka

Discover Kalamazoo Liaison: Greg Ayers

Staff Present: David Rachowicz Lisa Conley

Citizens: None

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 made a motion to approve members not present. Seconded by Thompson. Motion carried by voice vote.

2019 Park Commission Election of Officers- Motion: Hill made a motion to re-elect the current Officers for 2019. Seconded by Crowley. Motion carried by voice vote. Re-elected Officers:

- **Thomas Matteson – Chairperson**
- **Robert Moore – Vice Chair**
- **Matthew Lechel- Secretary**

3. **Approval of Minutes – December 6, 2018 Meeting** – Members reviewed the minutes. **Motion:** Moore moved to approve the minutes as submitted with corrections as noted. Seconded by Bliesener. Motion carried by voice vote.
4. **Citizen’s Time** – None
5. **Communications** – Rachowicz informed members that Commissioner Robert Moore was reappointed for another 3 year term to the Park Commission.
6. **Old Business** - None
7. **New Business**
 - a. **Park Activity Report** – Members reviewed the report.
 - b. **Park Foundation Update-Toni Thompson-** Thompson reported that members of the steering committee met with Keith Hopkins for the kick off meeting of their annual campaign. She encouraged members to consider a donation of any amount to the campaign to help show 100% commitment from the Commission.
 - c. **Kalamazoo County Fair Update- Marion Hill-** No report due to no meeting held in December.

- d. **2019 Park Special Event Requests:** Members reviewed the special event requests received in their meeting packet. **Motion:** Hill moved to approve all the requests as submitted. Seconded by Moore. Motion carried by voice vote. Approved events:

Cracked Plastic Disc Golf	Cold Brook County Park	February 9-10, 2019
Walk to End Homelessness	KRV Trail	March 23, 2019
Borgess Run	KRV Trail	May 5, 2019
35 th Annual Dog Walk	Prairie View County Park	May 11, 2019
Let Me Run 5K	River Oaks County Park	May 17, 2019
Monarch March 5K	KRV Trail	May 18, 2019
Lee's Kayak Demo Day	Prairie View County Park	May 18, 2019
Sea Horse Triathlon	Cold Brook County Park	June 16, 2019
Ladies Disc Golf	Cold Brook County Park	July 27, 2019
Sunshine Soccer Tournament	River Oaks County Park	August 3-4, 2019
Kalamazoo Ultimate Disc	River Oaks County Park	August 10, 2019
Girl's Best Friend/Men's Triathlon	Prairie View County Park	August 10-11, 2019
K'Aces Disc Golf	Cold Brook County Park	September 28, 2019

- e. **2018 Trust & Agency Account Reconciliation-** Members reviewed the 2018 reconciliation statement included in their meeting packet. Discussion ensued. **Motion:** Stehouwer moved to approve the statement as submitted showing no activity in 2018. Seconded by Crowley. Motion carried by voice vote.
- f. **Cold Brook Master Plan Update-Presented at Meeting-**Rachowicz shared with members the outcome of the Master Plan Open House that was held in early December. He is currently reviewing the 1st round of preliminary drawings and will share with members at the February meeting.

8. Director's Report

- a. **Budget Report** – Members reviewed the report included in their meeting packet.
- b. **December Update** – Rachowicz informed members that the Road Commission has chosen AR Engineering Firm for the KRV Trail expansion project from 35th Street to Galesburg Augusta High School. Construction letting is anticipated for July with construction starting in August 2019.

9. **Sales Report** - Members reviewed the report received in their meeting packet.

10. **Members' Time** - None

11. **Adjournment-** The meeting was adjourned at 3:40 p.m.

Minutes approved by Park Commission @ February 7th meeting.