

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

February 7, 2019

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

Members Absent: Mildred Taraszka Marion Hill

Discover Kalamazoo Liaison: Greg Ayers

Staff Present: David Rachowicz Lisa Conley Lisa Henthorn

Citizens: Annette Crocker & Cassie Hatfield - My Hemp Solutions
Suzannah Stramp - Citizen

1. **Call to Order** – The meeting was held at the Kalamazoo County Expo Center and was called to order at 3:10 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.
3. **Approval of Minutes – January 3, 2019 Meeting** – Members reviewed the minutes. **Motion:** Stehouwer moved to approve the minutes as submitted. Seconded by Moore. Motion carried by voice vote.
4. **Citizen’s Time** – Annette Crocker of My Hemp Solutions spoke regarding not being allowed to sell CBD products as a vendor at the Women’s Expo held at the Expo Center in March. Rachowicz explained the history and gave a brief overview of legislation. The matter has been sent to County attorney for review and interpretation.
5. **Communications** – Rachowicz reported that at their January meeting the Board of Commissioners appointed Molly Buckham to the Fair Council.
6. **Old Business**
 - a. **Cold Brook County Park Master Plan Update-** Rachowicz informed members that a target focus group meeting will be held in a couple of weeks with members of the disc golf community to gather input of how disc golf will play a role in the master plan.
7. **New Business**
 - a. **Park Activity Report** – Members reviewed the report.
 - b. **Park Foundation Update-Toni Thompson-** Thompson reported that the Foundation recently held their annual meeting where the current officers were re-elected to another term along with 3 board members elected to another 3 year term. Also reported that the Foundation received a good standing on their annual audit report.
 - c. **Kalamazoo County Fair Update- Marion Hill-** No report.

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

KISS Soccer Tournament	River Oaks County Park	May 25-26, 2019
Susan Mast ALS Bike Ride	KRV Trail	July 13, 2019
*Kingdom Soccer/Title 9 Showcase	River Oaks County Park	July 26-28, 2019

*Revision to original request approved @ the December 6, 2018 meeting.

- e. **Endowment Fund Quarterly Report-** Members reviewed the Kalamazoo County Park Endowment Fund Quarterly report included in their meeting packet. **Motion:** Stehouwer moved to accept the report as submitted. Seconded by Crowley. Motion carried by voice vote.
- f. **Markin Glen County Park Endowment Fund Grant Request- Recommendation to BOC-** Members reviewed the grant request included in their meeting packet. Discussion ensued. **Motion:** Bliesener moved to recommend the grant request to the BOC for approval. Seconded by Moore. Motion carried by voice vote.
- g. **KRV Trail Endowment Fund Grant Request-Recommendation to BOC –** Members reviewed the grant request included in their meeting packet. **Motion:** Stehouwer moved to recommend the grant request to the BOC for approval. Seconded by Crowley. Motion carried by voice vote.

8. Director's Report

- a. **Budget Report –** Members reviewed the 2018 and 2019 reports included in their meeting packet. Rachowicz said that the final numbers for 2018 will be available at the next meeting.
- b. **January Update –** Rachowicz reported that the Expo Center will begin several capital projects in 2019. An engineering study of the Expo Center's mechanical system to include heat and air conditioning will be conducted. Other projects include perimeter fencing, parking lot upgrades and installation of a sidewalk along Lake Street. Proposals will be submitted to members for discussion in 4-6 weeks.

9. Sales Report -

Members reviewed the report received in their meeting packet.

10. Members' Time -

Crowley inquired if the KRV Trail would have any good clean up locations for the Conservation District to take on as a project this spring. Stehouwer asked how the KRV Trail extension was progressing. Rachowicz stated that public meetings will be scheduled this week to meet with residents to discuss current issues. Ayers informed members that the National Curling Championships will be held next week in Kalamazoo.

11. Adjournment-

The meeting was adjourned at 4:20 p.m.