

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

September 3, 2020

Members Present: Toni Thompson, Marion Hill, Sandy Bliesener, Pat Crowley
Thomas Matteson, Roger Tuinier, Robert Moore, Larry Stehouwer, Cory King

Members Absent: Debra Scott

Discover Kalamazoo Liaison: None present

Staff Present: David Rachowicz, Lisa Conley
Lisa Henthorn via phone

Citizens: None

1. **Call to Order** – The meeting was held at River Oaks County Park 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 excuse members not present. Seconded by Bliesener. Motion carried by voice vote.
3. **Approval of Minutes – March 5, 2020 Meeting** – Members reviewed the minutes. **Motion:** Moore moved to approve the minutes as submitted. Seconded by Thompson. Motion carried by voice vote.
4. **Citizen’s Time** – None
5. **Communications** – None

King entered meeting @ 3:05 p.m.

6. Old Business

- a. **Rota-Kiwan Project Update-** Rachowicz informed members that the County Board approved the acquisition of the property and the Boy Scouts Board approved the sale of the property. The primary donor is requesting that there is a conservation easement on the property. Rachowicz stated that the attorneys are currently reviewing the final terms of the sales agreement.
- b. **KRV Trail Update-** Trail construction is underway on Battle Creek Street. An update to the original plan will not have the Trail crossing the tracks at McCollum & Michigan Ave. Construction is on track to be completed by the end of October.

7. New Business

- a. **Park Activity Report** – Members reviewed the report included in their meeting packet.
- b. **COVID County Park Impact Report-Presentation at Meeting-**Members received a handout regarding the impacts on operations due to COVID 19. Rachowicz gave a breakdown of Parks & Expo Center impacts in historical order. A better estimate of the financial impacts will be available at the next meeting.

- c. **Markin Glen Endowment Fund Request-Motion to approve and recommend to BOC-Members** reviewed the Endowment Fund Request received in their meeting packet. **Motion:** Stehouwer moved to approve the request as submitted and recommend to the BOC for approval. Seconded by Moore. Motion carried by voice vote.
- d. **KRV Trail Endowment Fund Request-Motion to approve and recommend to BOC- Members** reviewed the Endowment Fund Request received in their meeting packet. **Motion:** Moore moved to approve the request as submitted and recommend to the BOC for approval. Seconded by Hill. Motion carried by voice vote.
- e. **2023 NSRA Event Contract-Motion to approve and recommend to BOC- Members** reviewed the 2023 NSRA Event Contract received in their meeting packet. **Motion:** Matteson moved to approve the contact as submitted and recommend to the BOC for approval. Seconded by Moore. Motion carried by voice vote.
- f. **2020 Fee Change Request-Firewood-Motion to approve-** Rachowicz requested an increase in the price of firewood sold at Markin Glen and Cold Brook County Parks campgrounds. The requested increase would be from \$4.00 per bundle to \$5.00 per bundle and an advanced sale price of 5 bundles for \$20.00. **Motion:** Crowley moved to approve the price increase as presented. Seconded by Bliesener. Motion carried by voice vote.
- g. **Expo Center Parking Lot Improvement Project Plans**-Rachowicz stated that the Expo Center Parking Lot Improvements which were scheduled to go out to bid this summer will now be put on hold until next spring due to the impacts of COVID 19.
- h. **Expo Center Property Acquisition-1710 Olmstead presented at meeting**-Rachowicz asked for input on the potential purchase of a neighboring parcel to the Expo Center grounds located at 1710 Olmstead Road. The house is for sale by the owner's family. Discussion ensued. Members were in favor. A draft agreement will go to the attorneys. More information will be available at the next meeting.
- i. **Kalamazoo County Fair Update-Marion Hill**-Hill informed members that a Fair Council meeting was held in August. The Council considered prospective dates for sponsorships and planning for the 2021 Youth Fair. All planning is dependent on orders pertaining to COVID 19.
- j. **Park Foundation Update-Toni Thompson**-No report. The Foundation has not been meeting due to COVID 19 restrictions, but will hold a virtual meeting in September.

8. Director's Report

a. **Budget report** –Members reviewed the report included in their meeting packet.

b. **August Update**- Rachowicz gave an overview of how the department and staff has dealt with the COVID 19 pandemic. He hopes to have a better picture of the financial impacts at the next meeting.

9. **Sales Report** - Members received a copy of the report in their meeting packet.

10. Members' Time – Tuinier requested a tour of Camp Rota Kiwan and Rachowicz said he would try to plan a date where all members could view the property. Crowley stated that flooding is still a problem in the NW portion of the County.

11. Adjournment- The meeting was adjourned @ 4:20 p.m.

Minutes approved at October 1, 2020 Meeting.