

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

November 3, 2016

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

Members Absent: Matthew Lechel

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 moved to excuse members not present. Seconded by Oscarson. Motion carried by voice vote.
3. **Approval of Minutes – October 6, 2016 Meeting** – Members reviewed the minutes. An error in wording was found on item 7.h. **Motion:** Moore moved to approve the minutes with corrections. Seconded by Thompson. Motion carried by voice vote.
4. **Citizen’s Time** – None
5. **Communications** – None
6. **Old Business**
 - a. **Markin House Update-** Rachowicz reported that bids for the asbestos abatement are currently underway. The Markin House Committee will meet before the next Park Commission meeting to finalize the details of the lease agreement with the Garden Council.
 - b. **Edible Trail Proposal-** Rachowicz asked members for any new questions or comments regarding the Edible Trail proposal presented at the last meeting. Discussion ensued. The Edible Trail committee will be at the December meeting.
7. **New Business**
 - a. **Park Activity Report** – Members reviewed the report.
 - b. **Park Foundation Update-Toni Thompson-** Thompson reported that the executive committee approved a plan for more social media. Also reported that the Patronicity campaign for the downtown section of Trail ends on November 7th.
 - c. **Kalamazoo County Fair Update-** Hill reported that at the October Fair Council meeting members voted to negotiate a contract with a new amusement company, Maple Leaf Amusement. The Fair Council has two at-large member positions open for which interviews were held earlier this week.

- d. **Kalamazoo County Fair Amusement Company Proposals** – members reviewed the proposal included in their meeting packet. Discussion ensued. **Motion:** Moore moved to move forward with negotiating a contact with Maple Leaf Amusement. Seconded by Thompson. Motion carried by voice vote.
- e. **KRV Trail Update and Funding Request-** Rachowicz updated members on the progress of the Patronicity fundraising campaign for the Downtown section of Trail. The campaign ends on November 7th and the total raised so far is approximately \$43,000 of the \$50,000 needed for a \$50,000 match from the MEDC & MSHDA. Rachowicz requested \$5,000 be taken from the Endowment Fund if needed. The \$5000 would go towards bike racks, benches etc. **Motion:** Moore moved to approve the \$5,000 from the Endowment Fund to the Downtown Segment of the KRV Trail. Seconded by Crowley. Motion carried by voice vote.
- f. **KRV Trail Engineering Proposal–** Rachowicz reported that Hurley Stewart was recently chosen to design the next two sections of Trail based on their proposal. The 1st segment will be from 35th Street to Galesburg Augusta High School. The 2nd segment will run from Galesburg Augusta High School to Augusta and up to Gull Lake. The total cost of the planning project will not exceed \$26,700.00. **Motion:** Oscarson moved to approve the contract with Hurley Stewart for \$26,700 for professional consulting service. Seconded by Moore. Motion carried by voice vote.
- g. **Parks Department Personnel Discussion-** Rachowicz discussed the Trail Program Coordinator & Fair Coordinator positions both being recently vacated. Combining the two positions into 1 full time position would be the most beneficial to the department at this time. Discussion ensued. **Motion:** Moore moved to support the combination of the Trail Program Coordinator and the Fair Coordinator positions. Seconded by Oscarson. Motion carried by voice vote.

8. Director's Report

- a. **Budget Report** - Members reviewed the report.
- b. **August Update** –Rachowicz reported that the Expo Center exterior is in the process of being painted and paving at Cold Brook County Park should wrap up early next week.

Wordelman departed meeting at 4:15 p.m.

- 9. **Sales Report** - Members received a handout.
- 10. **Members Time-** Oscarson informed members of a new app from the Kalamazoo County Road Commission that will allow you to receive message alerts for road construction & road closures/ detours.
- 11. **Adjournment-** The meeting was adjourned at 4:30 p.m.