

**KALAMAZOO COUNTY PARKS DEPARTMENT
PARK COMMISSION MEETING**

February 6, 2020

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

Members Absent: Cory King

Discover Kalamazoo Liaison: Greg Ayers - Absent

Staff Present: David Rachowicz, Lisa Conley, Lisa Henthorn

Citizens: Larry LaBond

1. **Call to Order** – The meeting was held at the Kalamazoo County Expo Center and was called to order at 3:05 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 – January 2, 2020 Meeting** – Members reviewed the minutes. **Motion:** Bliesener moved to approve the minutes as submitted. Seconded by Moore. Motion carried by voice vote.
4. **Citizen’s Time** – None
5. **Communications** – None
6. **Old Business**
 - a. **KRV Trail Construction Update- Presented at Meeting-** Rachowicz gave an update on the next section of Trail expansion. Letting is still on schedule for March with a construction start date in May. He also noted that some trees will need to be removed prior to the end of March.
 - b. **Rota-Kiwan Update- Presented at Meeting-** Rachowicz stated that a committee for the State Council of Boys Scouts is working on the paperwork necessary to prepare the property for sale and he should be able to give an update in the next 3-8 weeks. Rachowicz asked 3-4 members to consider serving on a sub-committee to explore the opportunity and potential of the property. Commissioners Hill, Moore, Matteson, Thompson and Scott all expressed interest.
7. **New Business**
 - a. **Park Activity Report** – Members reviewed the report.
 - b. **KRV Trail Programming Report-Information Only-**Members reviewed the 2019 KRV Trail Year End Programming Report that was included in their meeting packet.
 - c. **KRV Trail 10th Street Shelter Rental-Motion to Approve-** Members reviewed the 10th Street Trailhead Shelter reservation proposal that was included in their meeting packet. **Motion:** Moore moved to accept the proposal as presented. Seconded by Bliesener. Motion carried by voice vote.

- d. **Expo Center Event Alcohol Application for Home & Garden Expo –Motion to Approve-** Members reviewed the application for a temporary special license to sell alcohol at the 2020 Home and Garden Expo held March 13-15, 2020. Rachowicz explained one small change from previous years. **Motion:** Crowley moved to approve the request for temporary license as presented. Seconded by Stehouwer. Motion carried by voice vote.
- e. **Harvest Cluster Dog Show 2020-2022 Contract- Motion to Recommend to BOC-**Members reviewed a copy of the event contract for 2020-2022. **Motion:** Bliesener made a motion to recommend the 2020-2022 event contract as submitted to the BOC for approval. Seconded by Hill. Motion carried by voice vote
- f. **2020 Park Special Event Requests – Motion to Approve-**Members reviewed the requests for special events included in their meeting packet. **Motion:** Bliesener moved to accept all events as submitted. Seconded by Crowley. Motion carried by voice vote. Approved events:

- Cystic Fibrosis Foundation 5K Markin Glen County Park May 3, 2020
- PEDAL Youth Bike Classes Maple Hill Trail June 2, 9,16,23, 2020
- DBSS Sunshine Soccer Tournament River Oaks County Park August 8-9, 2020

- g. **SW MI Remodeling & New Home Show Contract-Motion to Recommend to BOC-**Members reviewed the contract received in their meeting packet. **Motion:** Matteson made a motion to recommend the contract as submitted to the BOC for approval. Seconded by Moore. Motion carried by voice vote.
- h. **Markin Glen Trust Fund Grant Contract- Presented at Meeting-**Rachowicz stated bidding for design services will begin soon and construction should start this summer. More information will be available in the next 2-3 meetings. New bathroom, playground, accessible pathways and parking lot improvements are planned.
- i. **Kalamazoo County Fair Update – Marion Hill-** Hill reported that planning is coming along. They have secured the Rodeo to return in 2020. Also reported that County Commissioner Zac Bauer recently was appointed to the Fair Council.
- j. **Park Foundation Update-Toni Thompson-** Thompson reported that the Foundation held its annual meeting and re-elected their officers. They will hold a meeting in February to discuss the progress of their capital campaign.

8. Director’s Report

- a. **2019 & 2020 Budget Reports-**Members reviewed the report included in their meeting packet. Rachowicz said the final 2019 year-end report will be available at the next meeting.
- b. **January Update –** Rachowicz informed members that a Public Hearing will be held before the March Park Commission meeting for the recently approved Kalamazoo County Park Preservation & Natural Resource Protection Policy. The policy which was approved by the Park Commission and BOC at earlier meetings requires a Public Hearing for comments before a final approval by the Park Commission and BOC. After final approval by each group, the policy will be added to the Kalamazoo County Parks Rules and Regulations Ordinance.

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

10. Members’ Time – Stehouwer informed members that the Road Commission approved the contract for the new segment of the KRV Trail. Letting should begin in mid-March.

11. Adjournment- The meeting was adjourned @ 3:55 p.m.

Minutes approved at March 5th Meeting