

**Minutes**  
**Ross Township Parks Committee Meeting**  
**December 7th, 6:00 p.m.**  
**Meeting to be held at Ross Township Hall**

- I. **Call to Order - Introductions**
  - a. Meeting called to order 6:03 pm
  - b. Pledge of Allegiance
  - c. Roll call: all present except Jay Garside. Gary Moore, Twp Superintendent also present. Alex Harris joined later.
- II. **Approve Agenda:** Otie motioned to approve agenda, Rusty 2nd, unanimously approved.
- III. **Approve Minutes:** Edit November minutes to reflect the following committees were created under Food Truck Event: 1) Entertainment and Food Trucks: Jay & Otie, Sponsors/Finance/Advertising: Melissa & Lynne, Logistics/Event Coordination: Jon & Rusty. Rusty motioned to approve minutes as edited, Melissa 2nd, approved unanimously.
- IV. **Reports**
  - a. **Treasurer's Report:** Melissa distributed the updated Treasurer's report, which currently is specific to Trucks & Tunes income and expenses. We discussed the need to implement a protocol of information flow from the Township to Melissa and vice versa. Jon and Melissa to arrange.
  - b. **KRVT** Jon reported that there was a mass mailing this week for a year end capital fundraising campaign. Fundraising for the Galesburg to Augusta portion of the trail has been dismal and there is a lack of support by the local residents.
  - c. **Kalamazoo Parks Department**
  - d. **Kalamazoo Parks Foundation**
- V. **Public Comments - Non Agenda Items (limit 2 minutes per topic)**
- VI. **Old Business**
  - a. **Updates on Park Plan Concepts / Approval at Board level:** Jon advised there will not be a Twp Board meeting in December. He will ask Sandy at OBCA about a perimeter trail and possible benefits with DNR. Rusty reviewed questions from the board on his presentation to them in November. Rusty also suggested the following timeline: At our January 4 meeting we need a budget approved (Jon/Sandy prep), present to Twp Board at Jan 9 meeting, February 1 public meeting, resolution 2/13.
  - b. **Food Trucks/Food truck event**
    - i. **Next Year (review)**
      1. **Getting others to help out**

2. **Scheduling:** Lynne motioned to approve the dates of June 18, July 9 and July 30, 2018 for Trucks & Tunes dates. Otie 2nd, approved unanimously.
3. **Music** we discussed the option of having “warm-up” entertainment. We should probably procure the main event first.
4. **Funding** This falls under sponsorship which Melissa and Lynne have been assigned. See above “amended minutes for committees.)
  - ii. **Sponsors** We discussed the possibility of sponsoring a specific item, or making a tiered sponsorship.
- c. **Park at corner of 38<sup>th</sup> and M-89** Jon said he will be meeting with the Kzoo Parks Dept to look at M-89 proposed area on GLV property. Still waiting on MDOT engineers.
- d. **Follow up on projects**
  - i. **Roof still out there, needs attention** Jon to contact Craig Lockerby
  - ii. **Paint bids** some bids have come in....
  - iii. We also discussed the power issue, Rusty and Jon will follow up.

VII. **New Business**

- a. **Replacing Alan Poling on the Committee** Zack Klipsch, CEO at Sherman Lake YMCA has expressed an interest in joining the committee, as has Erik Kammond who is in IT at Kellogg, and Alex Harris who is the current Township Park Manager. We discussed the importance of considering skill sets of individuals under consideration.
- b. **Schedule for next actions on the Committee**
  - i. **Grant writing** Jon is going to ask Sandy if they can assist with this. (I think Melissa was going to check with Russ at Richland Twp as well?) Rusty brought up that our current park plan is valid through 2018. Melissa checked in with Kristy who confirmed the plan needs to be current for the grant that we are asking for, for 2019. Kristy recommended we use the next 60 days to get it current and submit by 4/1/18. Rusty confirmed that there is a draft of a new plan which will need to be revised, and Jon said he thought all the deficiencies from the last one had been completed. Gary to find the letters outlining those items and confirm completions. Also needed, are details of where matching funds will come from. Rusty mentioned the need for 15 days advanced notice of hearing (2/1/18). Gary to obtain details from lawyer on public notification.
  - ii. **Budget** Jon, Melissa, Alex, to meet with Twp to set up a communication system and discuss budget.
  - iii. **Scheduling for park activities** Melissa and Lynne will create a task schedule to keep us on track. However, we did decide that

procuring food trucks and entertainment should commence immediately.

- c. **Propose committee recommendations to Board** Jon will follow up with interested candidates and bring a recommendation to the next meeting. See above (VII, a.)
  - d. **Elect officers** Jay Garside and ~~Jon Scott~~ Rusty Fry terms expire at the end of the year. Otie made a motion to renew their terms. Melissa 2nd, all approved.
- VIII. **Member's Time**
- IX. **Adjournment** 7:46pm Otie motioned to adjourn, Rusty 2nd, all approved.

Respectfully submitted by Lynne Chipman 12.10.17  
Ammended 1.7.18