

# PARKS COMMISSION

**Kimberly L. Murphy**  
County Administrator

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## MEMBERS

James Daly, Terry Collins, Dan Bruggeman,  
Beth Blanco, Ralph Tillotson

## MEETING LOCATION

Chambers  
301 N. Main St, Adrian, MI 49221

**Minutes:** Monday, August 17, 2026

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### I. Call to Order

**Present:** Commissioners: Ralph Tillotson, Terry Collins, Beth Blanco, Jim Van Doren

**Also Present:** Board Member Dan Bruggeman, Building & Grounds Building & Grounds Deputy Superintendent Thomas Kaminski, Administrator Kim Murphy, Deputy Administrator Shannon Elliott, Marketing & Communications Coordinator Jennifer Ambrose, Administrative Coordinator Carissa Zubke

**Absent:** James Daly

*The meeting was called to order at 11:00am by Comm. Tillotson.*

### II. Approval of Minutes

A. Approval of Minutes: July 20, 2026

**Motion by Collins, seconded by Blanco to approve the July 20, 2026 minutes. Motion carried.**

### III. Finance Reports

A. Finance Report

*Deputy Administrator Elliott reviewed the park commission's financial reports.*

**Motion by Collins, seconded by Blanco to approve the park commission finance reports. Motion carried.**

### IV. Parks Updates

A. Parks Monthly Report

*Deputy Superintendent Thomas Kaminski was present to review the monthly highlights. Work was done on the dock boards at Gerber Park. The Ramsdell Barn metal siding project is ongoing.*

*The department has been busy cleaning up fallen trees at many of the parks this summer, in addition to mowing.*

**B. Medina Bridge Update**

*Deputy Kaminski reported that a quote for a bridge at Medina Park, to access the additional 40 acres was received and quoted at \$400,000; a pre-built bridge is \$65,000 but does not include installation or additional supports. Kreighoff reported they did not believe a pre-built bridge would lower the total expense much.*

*Discussion opened up regarding the possibility of installing a Culvert tube in the creek. Kaminski discussed working with the Drain Commissioner to see if this is an option however, member Bruggeman did not feel a culvert would work due to the water levels getting too high seasonally. Deputy Kaminski will continue to look for available grant opportunities.*

**V. Updates & Other Business**

**A. Request: 2027 Capital Plan - Parks Division**

*Deputy Administrator Elliott reviewed the 2027-2031 Parks Division of the Capital Improvement Plan. Next year there is a project budget of \$35,000 and Elliott requested the 2027 Parks CIP allocation be pulled from the available Parks fund balance.*

***Motion by Blanco, seconded by Collins to approve the 2027-2031 Parks Division of the Capital Improvement Plan. Motion carried.***

**VI. Public Comment**

*No public comment.*

*Comm. Tillotson would like to see the Commission continue with the annual Parks Picnic.*

**VII. Adjournment**

***Motion by Collins to adjourn the meeting at 11:15 am, seconded by Blanco. Motion carried.***