



**NOTICE OF REGULARLY SCHEDULED MEETING
CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
AUGUST 26, 2019 | 4:30 P.M.
CITY COUNCIL CHAMBERS
600 EAST THIRD STREET, MISHAWAKA, IN 46544**

BOARD MEMBERS

John Coppens, President
Mike P. Faulkner, Vice President
Carolyn A. Teeter, Secretary
Tony Violi, Member
Pat Hahn, Member
David Straughn, Member
Robert C. Beutter, Legal Counsel

The City of Mishawaka acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, and amanuenses) for participation in or access to City sponsored public programs, services and/or meetings, the City requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and/or meeting. To make arrangements, contact Geoffrey Spiess, ADA Coordinator, at (574) 258-1615.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of Meeting Minutes
 - August 12, 2019
4. Old Business
 - None at this time.
5. New Business
 - Approval of Ice Rink Season Pass Fees
 - Approval of Farmer's Market Fees for 2020 Season
 - Approval of Docket/Claims
6. Director's Reports
 - None at this time.
7. Central Services Report
8. Police Department Report
9. Superintendent Report
10. Open Floor - Public Questions/Comments
11. Call for Adjournment

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
MINUTES OF THE MEETING**

DATE: August 12, 2019
TIME: 4:30 p.m.
PLACE: City Council Chambers
PRESENT: John Coppens, Michael P. Faulkner, Carolyn A. Teeter, Tony Violi, Pat Hahn, David Straughn
NOT PRESENT:
ALSO PRESENT: Phil Blasko, Yvonne Teeter, Robert C. Beutter, Esq., Andrew Roop

* * * * *

Board President, John Coppens, called the regularly scheduled meeting to order at 4:30 p.m. The Pledge of Allegiance was led by Tony Violi. Mr. Coppens called for a motion to approve the minutes of the July 22nd Park Board meeting. Mrs. Teeter moved to approve the minutes as presented. Mr. Straughn seconded the motion. The motion carried unanimously.

* * * * *

OLD BUSINESS:

None at this time.

* * * * *

NEW BUSINESS:

Mr. Blasko presented a request for approval of the combo fee for Castle Manor and the Grey Wolf combo fee. Mr. Straughn moved to approve the request and Mrs. Teeter seconded it. The motion carried unanimously.

Mr. Blasko presented a request for approval of the Central Park Pavilion rental fees. Mr. Violi moved to approve the request and Mrs. Teeter seconded it. The motion carried unanimously.

Mr. Blasko presented a request for approval of the Slide the Hill admission fee. Mrs. Teeter moved to approve the request and Mr. Straughn seconded it. The motion carried unanimously.

Mr. Blasko presented a request for approval of the Glow Run fees. Mrs. Teeter moved to approve the request and Mr. Faulkner seconded it. The motion carried unanimously.

Mr. Blasko presented a request for approval of the Indiana University Golf Contract and requested the Board approve himself as the signatory for the contract. Mr. Violi moved to approve the request and Mrs. Teeter seconded it. The motion carried unanimously.

Ms. Teeter requested the Board approve for payment the following claim docket(s):

<u>Docket #</u>	<u>Amount</u>
2019-325	\$3,865.46
2019-331	\$218.23
2019-337	\$1,230.75
2019-342	\$95.00
2019-349	\$532.55
2019-351	\$115,280.57
2019-353	\$116.90

Mrs. Teeter moved to approve the claims as presented and Mr. Faulkner seconded it. The motion carried unanimously.

* * * * *

DIRECTOR'S REPORTS:

None at this time.

* * * * *

CENTRAL SERVICES' REPORT:

None at this time.

* * * * *

POLICE DEPARTMENT REPORT:

None at this time.

* * * * *

SUPERINTENDENT REPORT:

Phil Blasko shared with the Board our Chill with a Cop event was a huge success. There were well over 1,000 kids in attendance.

* * * * *

OPEN FORUM:

Mr. Coppens called for additional questions and/or comments from those in attendance. Melanie Como spoke during the open forum portion of the meeting. During her time at the podium, she expressed the desire to return to the Battell Center for her winter show. The Board President, John Coppens, stated that his understanding was she has contract and knows the dates that are available. He continued by saying that they must fill out the contract, and follow the guidelines in the contract in order to secure the space. Melanie responded that she was told in January that she wasn't welcome back and that she did not receive the contract. Park Superintendent, Phil Blasko proceeded to inform the Board that those words were never said, and she, in fact, has the contract and knows the guidelines and available dates. The last few minutes of the meeting were interrupted by a woman in the crowd recording the conversation between Phil Blasko and Melanie Como in which Phil was justifiably upset with the recording, so the Board President abruptly asked for adjournment to end further confusion and frustration.

* * * * *

ADJOURNMENT:

As there were no further questions or comments to be made, a motion for adjournment was made by Mrs. Teeter and seconded by Mr. Hahn. The motion carried unanimously. The meeting was adjourned at 5:06 p.m.

Submitted for Approval to the Board



Yvonne Teeter, Office Coordinator
Parks & Recreation Department

Approved: _____
Carolyn A. Teeter, Board Secretary



CITY OF MISHAWAKA



DAVID A. WOOD, MAYOR

PARKS AND RECREATION DEPARTMENT
ADMINISTRATION OFFICE

Park Board,

I am requesting a couple of changes for this coming Ice Rink season.

- First change would be to eliminate the Tuesday night Public Skate besides being open every day during winter break. In 2018/2019 season we were only open 6 Tuesday nights for the whole season and those only brought in a total of \$826.00 for admissions. Multiple Hockey groups including IYHL are interested in picking up private ice time on Tuesday's at \$110.00 per hour which I believe would be more profitable.
- In previous years the only season pass that included skate rental was the Combo Family pass with George Wilson. I would like to make all Season Passes include skate rental so the new proposed prices are as follows:
 - Youth Resident Currently \$30.00 - Proposed \$50.00
 - Youth Non Resident Currently \$40.00 - Proposed \$65.00
 - Adult Resident Currently \$35.00 - Proposed \$52.00
 - Adult Non-Resident Currently \$45.00 - Proposed \$68.00
 - Senior Resident Currently \$30.00 - Proposed \$47.00
 - Senior Non-Resident Currently \$40.00 - Proposed \$62.00
 - Family Resident Currently \$50.00 - Proposed \$80.00
 - Family Non-Resident Currently \$65.00 - Proposed \$95.00
- Due to the increase in Season Passes the Combo Pass for George Wilson and Merrifield Ice Rink needs to be adjusted as well.
 - Family Resident Currently \$70.00 - Proposed \$100.00
 - Family Non-Resident Currently \$85.00 - Proposed \$115.00

Andrea Lemna
Director at Merrifield Complex



CITY OF MISHAWAKA



DAVID A. WOOD, MAYOR

PARKS AND RECREATION DEPARTMENT
ADMINISTRATION OFFICE

Special Events and Activities: Brittni Gendron Fee Change Request: Farmers Market

Dear Board Members:

For the Farmer's Market, I would like to request the following fee adjustment. We had a great first year and a handful of vendors are on board for 2020. To thank the returning vendors and to entice vendors to sign back on, I'd like to add an "early registration" discount for season passes only. Since we plan to extend the season, I'm hoping that this will entice vendors to jump on board for the whole year. The early discount will be available for the month of January.

Vendor Type	Original Fee / wk	Requested Fee /wk	Original Fee / season	Requested Fee / Season
Home Based Vendor	15	15	\$285 (One week free)	\$250 (discount of \$35)
Produce/ Food Beverage	15	15	\$285 (One week free)	\$250 (discount of \$35)

The market will go from May 17 – September 27 (20 weeks).

Thank you for your consideration. I am excited for the Market to continue to grow!

Thank you,

Brittni Gendron, Special Events and Activities Director

City of Mishawaka, Parks and Rec. Dept.

904 N. Main St.

Mishawaka, IN 46545

PH: 574.258.1664

Email: bgendron@mishawaka.in.gov



CITY OF MISHAWAKA



DAVID A. WOOD, MAYOR

DEPARTMENT OF PARKS & RECREATION
Philip Blasko, Parks Superintendent

Date: August 26, 2019

To: Park Board

From: Philip Blasko

Re: Claims Docket

Docket Number

Amount

362 \$ 1,116.70

366 \$ 500.00

372 \$ 28,415.15

373 \$ 1,121.09

\$ 31,152.94