

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

DATE: March 8, 2010
TIME: 4:30 p.m.
PLACE: Battell Community Center, Community Room
PRESENT: Reg Wagle, Carolyn Teeter, Bob Shriner, Ellen West, and Mike Bergin
ALSO PRESENT: Michael Faulkner, Carmen Maes, George Fowler, Joe VanNevel, Rick Springer, Michelle Werntz, Robert C. Beutter

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Board President, Mr. Wagle, called the regularly scheduled meeting to order at 4:30 p.m. The Pledge of Allegiance was recited followed by Mr. Wagle calling for a motion to approve the minutes of the February 8 and February 22, 2010, regularly scheduled Park Board meetings. Mrs. West moved to approve the minutes as submitted and Mr. Shriner seconded it. The motion carried unanimously.

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OLD BUSINESS:

None at this time.

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NEW BUSINESS:

Michelle Werntz, Office Manager for the Department requested payment approval of claims for the Parks & Recreation Department as listed below:

<u>Docket Number</u>	<u>Amount</u>
1000081	\$ 155.35
1000084	\$14,813.15
1000094	\$18,908.34

Mrs. Teeter moved to approve the claims as presented on the above docket. Mr. Bergin seconded the motion. The motion carried unanimously.

Mr. Faulkner discussed the number of items being declared for surplus by the golf maintenance division. All items have a declared value of \$0 and have already been stripped down for spare parts. Mrs. Teeter moved to declare the items listed as surplus and Mr. Bergin seconded the motion. The motion carried unanimously.

Battell Center donations for the month of January totaled \$714.63. Mrs. Teeter moved to approve the donations as presented and Mrs. West seconded it. The motion carried unanimously.

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Monthly Departmental Reports

Mr. Faulkner informed the Board that the Department was pursuing new software and would be having approximately 11 ½ days of training. The new software will make us more service oriented and allow customers to do things in the comfort of their own homes. Mr. Faulkner also discussed the following: increasing the use of the auditorium as much as possible by housing entertainment like the BackBeats; nearly booking all the entertainment for the Summer Concert Series; having a free fireworks show on June 3, sponsored by Gargoyle Pyrotechnics in an effort

to persuade the City in letting it provide Summerfest fireworks; and looking at equipment purchases for golf carts and mowers out of non-reverting funds. Mr. Faulkner also gave a recap of some of the projects being scheduled for 2010 like the pavilions for Hillis Hans and Merrifield Park and the adoption of Henry Frank Park by the Rotary Club.

Mrs. Maes discussed the recreational activities for the Department for the month of February. Items included a successful Daddy/Daughter Dance, the mailing of summer softball registration information, a meeting to discuss sound for summer concerts/special events, a meeting for the Bike the Bend event which will include the Bike Decorating Contest, and basketball leagues coming to an end. Mrs. Maes also reported that ticket sales for the BackBeats Concert were \$1,060 and Wilson Hill revenue totaled \$4,383.50.

Mr. Faulkner provided the monthly figures for Battell Center. Revenue was \$4,948.63 and building attendance was 3,152. In addition Mr. Faulkner indicated that Winter class sessions began and auditorium activities included 2 events: Bais Yaakov of Indiana presented "A Lost Pearl" and Secure Horizon sponsored the movie "Julie & Julia".

Mr. Fowler advised the Board of the course maintenance for the month of February at Eberhart, including winter maintenance, repairing of park equipment, snow plowing lots and maintenance roads, and preparations for bid packets on carts and mowers. In addition, Mr. Fowler added that a meeting with Lawson Fisher was coming up regarding the drainage project and that the river was at a good level since the snow was gone.

Mr. VanNevel reported the Ice Rink activities for February, including Notre Dame's "Practice on the Pond", and Five Star Program's "Amazing Race Event". He indicated that several groups had outings and that he had four birthday parties at the rink. As a note, Mr. VanNevel stated the Ice Rink's last day was March 7th and that he was completing the last tasks to close the rink and begin preparations for pool season.

Mr. Springer provided the Board with the Landscape activities for February. These included updating the Shiojiri flyer, helping with the Landscape Section of the State of the City report, beginning to organize for Arbor Day, meeting with the St. Joe Valley Master Gardeners about adopting all of Kate's Garden, and meeting to discuss a policy on Memorials.

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Mr. Wagle then called for additional questions and/or comments from any others present at the Board meeting. As there were no further questions or comments to be made, Mrs. Teeter moved to adjourn the meeting and Mr. Shriner seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:00 p.m.

Submitted for Approval to the Board

Michelle L. Werntz,
Office Manager, Parks & Recreation

Approved: _____
Carolyn Teeter, Board Secretary