

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

**DATE:** March 14, 2011  
**TIME:** 4:30 p.m.  
**PLACE:** Battell Center Community Room  
**PRESENT:** Reg Wagle, John Coppens, Carolyn Teeter, Bob Shriner, Ellen West and Mike Bergin  
**ALSO PRESENT:** Mike Faulkner, Carmen Maes, Rick Frye, George Fowler, Joe VanNevel, and Michelle Wotring

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Board President, Mr. Wagle, called the regularly scheduled meeting to order at 4:31 p.m. The Pledge of Allegiance was recited. Mr. Wagle then called for approval of the minutes from both February meeting dates. Mrs. Teeter moved to approve the minutes as presented, and Mr. Bergin seconded her motion. The motion carried unanimously.

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**OLD BUSINESS:**  
None at this time.

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**NEW BUSINESS:**

Entertaining History provided the Board with an outline for a Renaissance Festival it wishes to have on Kamm Island in August. As there is no fee for use of the park, Mr. Faulkner advised the Board that the outline was merely for informational purposes. Mr. Faulkner discussed the outline with the Board who then asked representative, Mr. Jon Zook, a variety of questions and then thanked him for his time.

Mrs. Maes presented to the Board a comprehensive plan for a Day Camp to be held at Castle Manor during the summer. This camp would replace of the previous day camp, Camp Tawanchi, which had been sponsored by the Riverbend Campfire as it could no longer financially support the camp. The Board discussed the logistics and revenue projections for the camp with Mrs. Maes. Mrs. Teeter then moved to approve the concept and have staff move forward with planning and implementing the camp. Mr. Coppens seconded the motion. The motion carried unanimously.

Mrs. Wotring, 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>
1100082	\$21,744.22

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

Donations for the month of February totaled \$310.07. Mrs. Teeter moved to approve the donations as presented, and Mrs. Coppens seconded her motion. The motion carried unanimously.

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**MONTHLY REPORTS**

Mr. Faulkner advised the Board that the Department was going though its master list of Capital improvements for the upcoming year. Items on the list include tuck pointing at Merrifield, the marquee for Battell Community Center, and renovations to Battell and Rose Park restroom facilities.

Mrs. Maes reported the recreational activities for the Department which largely consisted of preparing the comprehensive plan for the Day Camp.

Mr. Frye provided his monthly report to the Board. Activities included meeting with Club Car representative J.J. Spritzer regarding potential cart purchases, analyzing the fleet and which carts to trade in, and preparing for opening day tomorrow.

Mr. Fowler presented the Board with the golf maintenance activities for February. Activities included meeting with Lawson Fisher to discuss 2011 drainage projects, winter maintenance on equipment, plowing, painting and stump removal. Mr. Fowler added that the 2010 drainage improvements made were working.

Mr. VanNevel provided February's ice rink activities to the Board which indicated the cold and snow had affected rental use and revenues. His report also advised that the Practice on the Pond event was a major success and enjoyed by over 400 people. The facility closed on March 7.

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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. Coppens seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:29 p.m.

Submitted for Approval to the Board

Michelle L. Wotring  
Office Manager, Parks & Recreation

Approved: \_\_\_\_\_  
Carolyn Teeter, Board Secretary