

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

DATE: July 9, 2012
TIME: 4:30 p.m.
PLACE: Battell Center Community Room
PRESENT: Reg Wagle, John Coppens, Carolyn Teeter, Bob Shriner, Ellen West, & Michael Bergin
ALSO PRESENT: Terry Zeller, Michelle Wotring, Rick Springer, George Fowler, Rick Frye and Robert C. Beutter, Esq.

Board President, Reg Wagle, called the regularly scheduled meeting to order at 4:30 p.m. The Pledge of Allegiance was recited. Mr. Wagle called for approval of the minutes of the June 11, 18 and 25 meetings. Mrs. Teeter moved to approve the minutes as presented, and Mr. Bergin seconded the motion. The motion carried unanimously.

OLD BUSINESS:

There was no old business at this time.

NEW BUSINESS:

Arise Ministries in Mishawaka is seeking a fee waiver for use of Beutter Park to hold an event on site in September. The Board requested additional information on the organization. As such, Mr. Bergin moved to table the item until the 2nd meeting of the month. Mrs. Teeter seconded the motion, the motion carried unanimously.

Sara Hinton requested to have a live band play from 6 – 9 PM at her wedding reception to be held on July 28 at Eberhart Clubhouse. Mr. Coppens moved to approve the request and Mrs. Teeter seconded it. The motion carried unanimously.

Mrs. Wotring requested approval for payment of claims for the Parks & Recreation Department as listed below:

<u>Docket Number</u>	<u>Amount</u>
2012-00000233	\$1,424.50
2012-00000237	\$83.50
2012-00000247	\$120,101.21
2012-00000248	\$250.60
2012-00000250	\$401.75

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

Donations for May and June were presented to the Board for approval. May donations totaled \$946.14 and June donations totaled \$933.82. Mrs. Teeter moved to approve the donations as presented and Mr. Bergin seconded it. The motion carried unanimously.

SUPERINTENDENT'S REPORT:

Mr. Zeller provided copies for the Board's review of contractual agreements concerning room usage by groups promising donations rather than rental fees. The Board was requested to review so that a formal agreement could be presented at a later time for approval. Revisions to the auditorium contract were also discussed which would be presented in contractual form at a later date.

Mr. Zeller advised the Board that a recap of Summerfest was to be held July 19th and that his goal for 2013 was to obtain sponsor funding before year end.

Mr. Zeller discussed the recent tragedy at the Prickett Marina Dog Park involving two dogs. The owners of one of the dogs involved (the one that lost his life) have agreed to seek donations for fencing and concrete required to provide an area for smaller dogs. Formal plans to renovate the dog park that will cordon off an area for smaller dogs is in the works. A public input meeting will be held on Thursday, July 19th, at 7 PM on the matter.

July 16 is the deadline for submitting budgets for 2013 and Mr. Zeller requested insight from the Finance Subcommittee prior to the submission date.

Mr. Zeller presented Mr. VanNevel's report in his absence. It highlighted Mary Gibbard's reopening and Summerfest's 5K race success.

Mr. Springer provided his quarterly report for the Board. Items discussed included spring clean-up, the Normain Community Garden, Arbor Day (with thanks to Mishawaka Electric for funding the entire event), and fertilizing and irrigating park areas. Mr. Springer also advised the Board that Mr. Dick Huemmer of the Mishawaka Garden Club had sent a donation to the Controller's Office in the amount of \$400.00 for Shiojiri Garden. Mr. Springer requested Board acceptance of the donation despite it not going through Parks. Mrs. Teeter moved to accept the donation and Mr. Coppens seconded it. The motion carried unanimously.

Mr. Fowler presented his quarterly report to the Board. He commented on the mild winter that prevented spring flooding and damage to the course allowing the course to open on time March 13 at 9 AM. Mr. Fowler's report also highlighted maintenance activity which included pruning trees and irrigating due to extreme temperatures.

Mr. Frye supplied his quarterly report to the Board. His report included revenue and round of golf comparisons to 2011, an increase in leagues playing, new season pass holder faces, and upcoming events. Mr. Frye also gave kudos to Mr. Fowler's crew for keeping the course in good shape under such extreme weather conditions.

Mr. Wagle then called for additional questions and/or comments from any others present at the Board meeting. Mrs. Ann Lesar of 4121 Kennedy Dr., South Bend, IN, 46614, asked that the Mishawaka Garden Club be a source to consider during long term planning at Shiojiri and Battell Rock Gardens. She indicated that the Club had access to financial resources by which Mishawaka Parks and its gardens could benefit.

As there were no further questions or comments to be made, Mrs. Teeter moved to adjourn the meeting and Mr. Bergin seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:32 p.m.

Submitted for Approval to the Board

Michelle L. Wotring,
Office Manager, Parks & Recreation

Approved:

Carolyn Teeter, Board Secretary