

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

DATE: February 25, 2013
TIME: 4:30 p.m.
PLACE: Battell Center Community Room
PRESENT: Reg Wagle, John Coppens, Carolyn Teeter, Ellen West, Bob Shriner & Michael Bergin
ALSO PRESENT: Terry Zeller, Michelle Wotring, Robert C. Beutter, Esq., Ken Prince, Chuck Lehman, Mike Bultinck

Board President, Reg Wagle, called the regularly scheduled meeting to order at 4:32 p.m. The Pledge of Allegiance was recited. Mr. Wagle then called for the approval of the minutes from the February 11, 2013, meeting. Mrs. Teeter moved to approve the minutes as presented and Mr. Bergin seconded his motion. The motion carried unanimously.

OLD BUSINESS:
None at this time.

NEW BUSINESS:

Christopher Waidner, Civil Project Manager with The Troyer Group, initiated a presentation on the Merrifield Complex Conceptual Master Plan. The presentation consisted of two distinct concepts. The first centered on keeping the existing building and modifying/adding on to its structure. The second required demolishing the existing building structure and raising a new one in its place. Edward Kowalczyk, Project Architect with The Troyer Group, discussed the existing conditions of the pool and rink as well as the interior plans under Concepts 1 and 2. Michael Reese, Landscape Architect with The Troyer Group, presented the exterior design elements under both Concepts. Discussions followed, including those over the pros and cons of building a roof over the ice rink structure. After the presentation, Mr. Wagle thanked The Troyer Group, requested figures on costs to include a roof over the rink with possible options, and suggested the Board regroup after receiving that information to discuss further and determine the appropriate next steps. No action was taken.

Meghan Stansbury, Recreation Manager for LOGAN Community Resources, Inc., presented LOGAN's request for use of Battell Center's facilities at no charge. The request included use of the gym one night a week for an open gym/basketball night for area adults with disabilities as well as the use of one classroom and the gym for two 2-week camps during the summer for children with developmental disabilities between the ages of 6-14. Mr. Wagle suggested that the programs be reevaluated in the fall as space and time allowed if the Board approved the request. Mr. Coppens moved to approve the request including Mr. Wagle's stipulation. Mrs. Teeter seconded the motion. The motion carried unanimously.

Mr. Zeller presented a request on behalf of Mrs. Carpenter which included adding a \$25 Activity/Registration fee for Camp, charging a \$35 ticket price for non-resident participants for the Daddy Daughter Dance, and removing the fee for the former Tot Soccer program. The activity fee for camp would help defray costs associated with purchasing of new craft materials. Supplies from the former Park Program were used until they were completely depleted and will need to be restocked. That cost had not been factored into the original camp fees when established. Mr. Zeller also explained the reason behind the addition of the fee for non-residents for the Daddy Daughter Dance. The fee coincides with other activity registration fees the

Department already has that include Resident and Non-Resident rates. As many attendees are an overflow from a similarly hosted event by South Bend Parks, Mrs. Carpenter felt that the addition of the non-resident rate would stimulate more residents into coming to the event, eliminate residents on a waiting list and help defray costs associated with continually trying to improve the event. Please note that the \$25 fee will remain as the Mishawaka Resident rate and that the rate for each additional daughter, regardless of the participant's address, will remain at \$5.00. The removal of the former Tot Soccer fee is merely a clean-up issue. The soccer program had been outsourced over three years ago to a nationally recognized group, Challenger British Soccer.

Mr. Zeller and Mr. Frye presented a request to adjust the daily fees at Eberhart. The request proposed a flat fee for the various daily rates and removed residency as a guiding factor. Annual season passes, however, would still be based upon residency. Discussions then followed on extending the "Junior Season Pass" rate to interested golfers between the ages of 18 and 22 who were enrolled in college and could present a valid, current student ID at time of purchase. Members suggested that such an extension, if approved, be reviewed and the end of the 2013 season to see how many college students took advantage of the offer. After discussions, Mrs. West moved to approve Mr. Zeller and Mr. Frye's request to change the daily fees to a flat rate as well as to extend an offer to college students to purchase a Junior Season Pass with the stipulation of having a valid, current college/student ID at time of purchase. Mrs. Teeter seconded Mrs. West's motion. The motion carried unanimously.

With the various fee changes requested, Mr. Wagle called for approval of all Parks and Recreation fees as presented in spreadsheet form. Mr. Shriner moved to approve the entire list of fees and charges as presented and Mr. Coppens seconded it. The motion carried unanimously.

Mr. Zeller explained the request from Tai Chi instructor, Debra Leonard, included in the Members' packets. The request asked to raise the rates charged for classes she taught but not her apportionment. The requested increase would be \$10 for all health related programming (e.g., Tai Chi for Arthritis) and \$15.00 for the Sun 73 and 32 Sword classes. Members understood that persons look at the value associated with the class and may think it substandard in comparison to similar classes taught elsewhere. Mr. Bergin moved to approve the fee increase for Mrs. Leonard's classes and Mrs. Teeter seconded the motion. 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>
2013-00000065	\$18,483.36

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

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SUPERINTENDENT'S REPORT:

Mr. Zeller gave a brief report and advised that a new Director of Aquatics/Ice Rink had been hired, Bradley Mick, and would begin working on Monday, March 4. He also reported that Shauna DelRegno, a former key seasonal employee, had been offered the position of Aquatics/Ice Rink Manager, accepted it, and was working diligently since February 16th.

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 5:56 p.m.

Submitted for Approval to the Board



Michelle L. Wotring,
Office Manager, Parks & Recreation

Approved: _____

Carolyn Teeter, Board Secretary