

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

DATE: April 14, 2014

TIME: 4:30 P.M.

PLACE: Community Room, Battell Community Center

PRESENT: Reg Wagle, John Coppens, Carolyn Teeter, Ellen West, Bill Pemberton, Mike Faulkner

NOT PRESENT:

ALSO PRESENT: Terry Zeller, Robert C. Beutter, Esq.

Board President, Reg Wagle, called the regularly scheduled meeting to order at 4:31 P.M. The pledge of allegiance was recited. The Board minutes were held over for approval at the meeting on April 28th.

OLD BUSINESS

None at this time.

NEW BUSINESS

Mr. Zeller proposed a request to establish a pitching mound fee, and a letter outlining the fee was included in the Board packet for review. Discussions followed. Mr. Coppens moved to approve the fee. Mrs. Teeter seconded Mr. Coppens' motion. The motion carried unanimously.

Mr. Zeller presented a draft contract for Pro Shop sales, with Mr. Andrew Roop as the lessee. The contract included all requirements, rights and responsibilities for both parties. Mr. Zeller asked that the draft be approved for completion under the direction of Mr. Beutter. Mrs. Teeter moved to approve the draft contract as requested. Mr. Coppens seconded motion. The motion carried unanimously.

Mr. Zeller presented a Request to approve Rebecca Miller, City Controller, as signatory to enter into a merchant agreement with ETS to administer the credit card account for the Parks Department. Mr. Pemberton moved to approve the request as presented and Mrs. Teeter seconded the motion. The motion carried unanimously.

Mr. Zeller requested the Board approve for payment the following claim docket(s):

<u>Docket #</u>	<u>Amount</u>
2014-00000123-132	\$52,171.99

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

Mr. Zeller requested the Board approve Battell Center Donations in the amount of \$1,249.75

Mrs. Teeter moved to approve the donations as presented and Mr. Coppens seconded. The motions carried unanimously.

SUPERINTENDENT'S REPORT

Mr. Zeller gave a brief report on the electronic sign, that it was operational, and that it was programmed from the Battell Center. Also, Mr. Zeller presented a check from the Mishawaka Garden Club for \$600 for the Rock Garden.

OPEN FORUM

Mr. Wagle called for additional questions and/or comments from those in attendance. There were none.

ADJOURNMENT

As there were no further questions or comments to be made, a motion for adjournment was made by Mrs. West and seconded by Mr. Faulkner. The motion carried unanimously. The meeting was adjourned at 5:12 PM.

Submitted for Approval to the Board



Terry Zeller
Superintendent, Parks & Recreation

Carolyn A. Teeter, Board Secretary

Minutes Approved by: