

**SOUTH BEND BOARD OF PARK COMMISSIONERS
REGULAR MEETING
AUGUST 21, 2017**

The Board of Park Commissioners of the City of South Bend, Indiana met on Tuesday, August 21, 2017 at the O'Brien Administration & Recreation Center, 321 E. Walter St., South Bend, Indiana for its regular meeting. Notice of the date, time and place of the meeting were duly given as required by law.

Park Board members present were as follows:

Mr. Mark Neal, President
Ms. Aimee Buccellato
Mr. Dan Farrell

Park Board members absent were as follows:

Ms. Consuella Hopkins

Staff members present: Aaron Perri, Director of VPA; Eva Ennis, Operations Coordinator; Jackie Appleman, Experience Division Director; Michael Schmidt, Assistant City Attorney; Susan O'Connor, Recreation Director; Amy Roush, Volunteer Coordinator; John Martinez, Facilities and Grounds Director; Patrick Sherman, Project Manager

I. The meeting was called to order by Board President Mark Neal at 5:05 p.m.

II. Approval of Minutes

Motion to approve the minutes of the July 17, 2017 regular Park Board meeting by Dan Farrell, supported by Aimee Buccellato, motion carried.

III. Consent Agenda Approval:

1. Approval of the VPA Financial Statements for the month of July 2017
2. Use of Parks Requests – Returning Events
 - a. Mothers Against Violence Remembrance and Celebration on September 23 at Muessel Grove Park
3. Approval of Arborist License: WM Coar C&B Tree

Motion to approve consent agenda items 1-3 by Dan Farrell, supported by Aimee Buccellato, motion carried.

IV. Interviewing of Interested Citizens

Mic Perry commented on issues at Indiana Avenue across from Ravina Park where brush is blocking water flow and backing up. He requested that the City clean up the brush.

IV. Reports by Organizations – Zoological Society

Marcy Dean reviewed Phase I and Phase II of the master plan work. Phase I includes the remodeling of the entrance and gift shop. Project cost will total \$2.6-\$2.9 million.

Phase II includes the North America area renovations which will total in \$10.9 million. The ront entry project will be taken out to bid by the end of the year. Year to date attendance is 3.6% above last year.

Mark Neal requested the Zoo come back for an end of season update later in the year.

V. New Business

1. Winter Program Guide Service Contract

Jackie Appleman explained that the Experience Division is contracting with a graphic designer to create a program guide. The designer will create a template that VPA can reuse to create new program guides in the future. Michael Schmidt explained that professional service contracts allow the Parks Department to select their preferred vendor without going to bid.

Dan Farrell moved to approve the Winter Program Guide Service Contract, supported by Aimee Buccellato, motion carried.

2. 2018 Fee Changes

Aaron Perri explained that the Park Board approves fee changes before the full budget goes before council. The fees will be presented to the board at this meeting and voted on at the next meeting.

Abby Powers, Fitness Center Manager, explained the fee changes and noted that they were made to help with consolidation and consistency. Changes include making all initiation fees \$20, limiting family membership fee to four people and an additional person will cost \$5 per person, removing the military and senior non-residents fee and make it the same as a military and senior resident fee.

Abby Powers reported that traffic is higher than 2016, but membership is down. Mark Neal asked what comments have been received in terms of fee changes from last year. Aaron Perri explained that VPA is still collecting data, but programs did see some initial hits from the adjustment including fitness, golf, and Kid's World. However, some programs are seeing record attendance such as special events.

3. My SB Parks & Trails

Aaron Perri presented planning and priorities for My SB Parks Trails and explained that projects were driven by community input and plans from the last 5-10 years including the City Comprehensive Plan, Parks Master Plan and Riverfront Parks and Trails. Almost every park in the South Bend system will be touched by these projects.

Financing for the My SB Parks & Trails projects is proposed through private and outside funding, TIF Funds, and a Parks Bond. The city is proposing using TIF cash, a TIF Bond and a new Parks Bond. Other bond commitments are falling off next year, so property taxes would not increase. Aaron Perri also reviewed the bond approval calendars. All projects can be completed without increasing the city's debt level or property taxes.

More information is available online at mysbparcsandtrails.com.

VI. Report by Director Aaron Perri

Aaron Perri gave the following updates:

- Emily Bradford is the new Executive Director of the Botanical Society.
- Director's Youth Scholarship Golf Outing is September 15.
- Director of Business Operations position has been accepted by Jeff Jarnecke. He will start second week of October.
- Last month VPA tried a new way of communicating with the public in real time through Facebook called Ask AP: Live Chat. The next one will be next month in the evening.
- The September 18 Park Board meeting is being moved to September 25 at 4:30 pm.

VII. Report by Director of Recreation – Susan O'Connor

Susan O'Connor highlighted LaResha Johnson from the Charles Black Center, Recreation Youth Supervisor Mike Bueno, and Josie Merryweather at MLK Center.

Susan O'Connor gave the following updates:

- July recreation program attendance was 61,954.
- Howard Park Recreation Center has shut down for construction and programming has moved to Zion Church.
- Charles Black and MLK Camps went to 6 Flags for their summer trip.
- Edge Adventure has doubled numbers and will give presentation to the board in September.
- Wibit feature at the Potawatomi Pool was well received.
- Registrations for flag football, golf outing, and softball are now open.

Cynthia Taylor reviewed programming changes for CBC during their construction. Also shared the LaSalle Park Summer Fest.

No other questions or comments from the Board, meeting adjourned at 6: 1p.m.by President Mark Neal.

The next regular meeting will be held September 25, 2017 at 4:30 p.m. in the Boardroom of the O'Brien Administration Center.

Respectfully Submitted,

Eva Ennis
Executive Secretary