

**SOUTH BEND BOARD OF PARK COMMISSIONERS
REGULAR MEETING
FEBRUARY 15, 2016**

The Board of Park Commissioners of the Park District of the City of South Bend, Indiana met on Monday, February 15, 2016 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:

Ms. Amy Hill, President
Mr. Mark Neal, Vice President
Mr. Dan Farrell
Ms. Aimee Buccellato

Park Board members absent were as follows:

Staff members present: Aaron Perri, Director of Parks; Ron O'Connor, Director of Financial Services; Susan O'Connor, Deputy Director of Parks; TJ Mannen, Director of Golf; John Martinez, Maintenance Superintendent; Mark Bradley, Director of Marketing; Paula Garis, Special Events Supervisor; Ben Dougherty representing Michael Schmidt, Park Board Attorney

I. The meeting was called to order by Board President Hill at 4:00 p.m.

II. The first order of business Interviewing of Interested Citizens

An invitation was issue to all those not appearing on the agenda and wish to address the board to do so at this time.

Pam Claeys, 1106 Bellevue Ave, South Bend, IN, 46615

Concern:

Ms. Claeys made the board aware she is a part of Elbel for Everyone (EFE) and the issue of transparency was her primary reason for getting involved with EFE. Ms. Claeys also stated she recently learned via the newspaper the desire to use land located at Potawatomi Park for a Firehouse. In her opinion the location is too small and noted other locations which would better suit the location for a fire station, in the meantime she whole heartily request the board to reconsider this decision. She continued by asking the following questions: **What park is next? What haven't the citizens seen this in the master plan?** Please take this under consideration.

Ricky Singleton

Concerns:

Mr. Singleton began by explaining he is a professional disc golfer, which many consider to be Frisbee, however advised that Disc Golf is consider to be an international sport and was

recently given a position as an Olympic sport. He was ask by the Professional Disc Golfer Association (PDGA) to host a tournament. Mr. Singleton requested to host a 2 day tournament event at Rum Village Nature Park on May 21-22, 2016. In addition, Mr. Singleton provided information on the process and the obligation of the PDGA and the benefit it would provide the City of South Bend. Noting there would not be any responsibility of the South Bend Parks Department.

Question: Director Perri ask to have contact information be left with the Paula Garis and if it would to include in the next scheduled meeting, to be voted on during the request for parks use?

Mr. Singleton requested if at all possible to have approval completed during the current meeting, in order to meet the time/scheduling restraints of the PDGA? Noting he could have it at Wilson Park if unable to comply, but prefers to have it at Rum Village.

Question: Director Perri ask if all the necessary paper work was received and in order?

Response - Paula Garis noted all paperwork has been received and is in order.

Question: Park Board member Dan Farrell asked if we oversee Rum Village and if so, is there is a charge for individual play?

Response - Director Perri stated yes, the Park Department does own and operate Rum Village, and no there is not a charge for the use of the facility.

Question: Mr. Farrell ask if there would be a charge for the use of Rum Village?

Response - Director Perri stated there is no charge at Rum Village Park.

Mr. Singleton advised that another association has replaced baskets which have been stolen in the past.

Question: Park Board member Mark Neal ask if this is an issue requiring review by legal or can we provisionally consider without final legal review?

Response - Director Perri made a recommendation stating due to timing concerns and not having had legal review, the Park Board should amend the agenda by adding a provision under request for use of parks and then confirming the request in the next meeting. Formally adding it to next month's agenda.

Park Board member Aimee Buccellato, stating the Parks Board does not want to set a precedent of adding items and reinforced the need to adhere to the administrative process.

President Hill stated it would be added as an agenda item under the request for use of parks but conditionally, in order to allow for proper planning.

President Hill ask for a motion to add item G under the request for use of parks. Motion made moved Mr. Neal, motion approved.

Frank Squadroni, 5014 Stern Line Ct., South Bend, IN 46628

Concerns:

Timing of expenditures of the use of \$17,500 for the appraisal of Elbel, \$21,000 for architectural firm for the fire station at Potawatomi Park.

Why is money given prior to actual approval? Stating he could not locate in any of the prior minutes any approval or discussion, asking why is money being spent prior to public discussion or approval?

If not unable to respond now, would look for response in the minutes.

Any further request for any additional citizens to speak to the board? None.

III. Report by Organizations

1. Potawatomi Zoological Society- Marcy Dean & Josh
2. South Bend Botanical Society of Not Available
3. South Bend Cubs of Not Available

Marcy Dean & Josh representing the Potawatomi Zoological Society:

Responding on the proposed funding plan for the zoo master plan. The debut of a \$37M master plan was reveal July 2015, and research was started for possible funding mechanisms to aid in the plan.

Through diligent research and conversations with state and local legislators, funding was narrowed down to a potential food & beverage tax (further suggestion of .25% tax). Reason for request to use the food & beverage tax (outside of advice given) was to simulate the use of this method in other zoo & aquarium facilities. One example would be Zoo in Akron, Ohio, which is similar to Potawatomi.

Marcy offering to open the discussion for any specific questions and offering the Park Board one on one meetings for any in depth questions. In the meantime, the most asked question is why the zoo needs to do additional growth at this time, with so much going on within the city?

The Potawatomi Zoo has the opportunity to grow & breed animals and attribute to the bigger picture, eliminating caging and making areas more natural resulting in a destination zoo. The plan is to continue to fund raise for a large portion of the needs spelled out in the master plan through private donations too. In order to maintain accreditation, it is a necessity to bring up to standards some of the zoo infrastructures.

Question: Mr. Neal request to know the process to reach the qualification of the .25 request.

Response - Ms. Dean stated the authority to enact would come from state legislator. Bill 1191 which provides local governing authority has expired and therefore the state had to render the Bill 1191 dead. State legislators would need to enact again and then it would be transferred here, where 2 of the 3 councils would need to vote to enact for it to be effective.

Josh adding, the calculation of the .25% would generate close to \$1M per year which would fund the zoo for \$25M toward these projects. Reiterating these funds would be used exclusively for capital projects and not for operations or salaries.

Question: Ms. Buccellato asked what is the net between tax and private funding? What is the projection for the timeline to achieve the whole 37M?

Response ó The \$37M would be 15-20 years, which is the original master plan layout. With the use of the food and beverage tax, the possibility of the master plan could become a reality within 5-10 years. Fund raising would continue but with the hopes of beginning the infrastructure work hoping it would jumpstart interest in the public to participate in the funding.

The opening of the new zoo carousal will take place on April 16 2016 and the Zoo will open on April 1, 2016

IV. Unfinished Business

1. Boards response to public meeting held on February 11, 2016 and formal request for information.

Park Board Member Aimee Buccellato:

Report of the February 11, 2016 Meeting:

Ms. Buccellato began by thanking those who were in attendance at the special meeting on February 11, 2016. Restating the purpose of the meeting was to obtain public feedback and to have information included into public record concerning the proceedings on Elbel Park/ Golf Course.

Ms. Buccellato emphasized the meeting was for public input and to allow the Park Board to hear the publics concerns. Adding she felt that particular meeting was not the appropriate time for the Board to offer their comments and/or concerns. Ms. Buccellato also requested for the Park Board to have the opportunity to respond with their questions and concerns about the deliberations up to this point, and to have their remarks included into public record.

Ms. Buccellato thanked Director Aaron Perri, and Board Secretary Ron O'Connor for their part in establishing changes to provide public transparency & comfort going forward

and for discussing clerical challenges faced in the earlier stages of the process. The past months have not been the perfect or ideal circumstances, but have allowed for the opportunity to correct certain areas needing improvement. Ms. Buccellato expressed the Park Board's understanding and concerns of the public, adding a special commission has been established to address these concerns and to remain transparent in the process. Adding while the special commission is in the process of gathering information through expertise studies, these findings should allow for the path to move forward. Ms. Buccellato suggested in regard to the Park Board being able to effectively deliberate on all future initiatives, the Park Board will need to be provided more information concerning the process concerning Elbel.

Report on the Park Board's knowledge as of December 16, 2016 meeting

Park Board member Aimee Buccellato expressing her concern to provide clarity on the Park Board's knowledge surrounding the events leading up to the presentation and approval of the Resolution to begin the process of the sale of Elbel Golf Course. Ms. Buccellato began by stating to the best of her knowledge, the initiative and study of the feasibility of keeping or selling Elbel Golf Course began around March 15, 2015. March 15, 2015 predates 3 of the current sitting board members, adding the comment, clarity of the exact date will be given in the future.

According to Park Board's legal representation, by statute, the solicitation of an appraisal can be either, after the approval for sale has been granted, or prior to the approval to offer additional information for the decision making process. Ms. Buccellato stating in the case of Elbel, the latter of the two options was selected, and this is the decision made prior to the current board members.

Ms. Buccellato continued saying the initiative to study the sale of Elbel did not originate within the Park Department, but from the office of Community Investment. The vote and approval to begin the process was passed with the park board (see previous minutes), however none of the process was management by the Park Board, these proceedings were under the supervision of the city's Community Investment office. The current Park Board members had made repeated request of the then Director of Parks, Phil St. Clair, of the status of the appraisal included in reports of the November 2015 meeting. During those meetings between September to November, Director St. Clair informed the Park Board those appraisals had not been made available. Adding the information from the appraisals for Elbel were not made available to the board until December 16, 2016.

At the request of the Mayor on December 3, 2016 a change of meeting date was made to be held on December 16, 2016 and not the original date of December 21, 2016. Which was amendable by all board members. It was requested by President Hill for additional information surrounding the request for change, whether it was agenda related or otherwise, and no response was given.

The resolution to sell Elbel Golf Course was not listed on the original agenda the Board received on December 15, 2016, a revised agenda was issued and seen by the Board

approximately 1 ½ hours prior to the December 16, 2016 Park Board meeting. With the Park Board's consent to change the meeting date being two weeks prior, there was no reason for the Board not to think the public was not informed of the meeting date change as well. Given the time line of the agenda change, it is the Board's position there was little opportunity to react (research and/or study) the resolution which was being added to the agenda. Ms. Buccellato then added, it was her heartfelt observation since no public was in attendance, therefore there were no concerns or descent among the public concerning the sale of Elbel Park, only to find out later, the public had no knowledge of a scheduled change and therefore could not react appropriately. The lack of notification meant those individuals who should have been in attendance to present their ideas and feedback could not be present. The park board did not meet nor operate under the knowledge that the meeting date had not been posted on December 16, 2016.

Sale process as described by Community Investment to the Parks Board:

The Park Board was presented with a resolution drawn up by legal counsel in normal fashion of how proposals are typically presented. Representatives of Department of Community Investment and the Mayor's Deputy Chief of Staff were in attendance to provide information on the resolution submitted.

The Park Board was informed the appraisals were in, Ms. Buccellato adding this was a surprise to the Board, and the results were given of the two completed appraisals. Recommendations were strongly encouraged to the Board for the sale of Elbel to remain as a golf course and emphasized that way. Aimee Buccellato adding the Park Board was provided a timeline which was presented as critical in the process in order to allow the Park Board's Resolution to be presented and reciprocated by the City's Common Council in their final meeting the following week.

As presented, the Park Board needed to recommend the resolution in order for it to be presented to Common Council for their review and allowing the disposition process to begin in the early months of 2016. Additionally the Park Board was instructed once the disposition process began, additional information would be provided in order to obtain further discussion on "best use" with the Park Board and if necessary seek additional approvals. Emphasis was made if the process was not begun at this meeting, then the Park Department would be obligated to carry the course for an additional season at a risk and cost which were presented as a net losses. It was presented in this fashion so that a new owner could resume responsibility and a gap in play would be avoided. Intent was to make the process smooth and to avoid any financial burden on the park, however public representation was not present to voice other ideas or concerns.

Ms. Buccellato announced she did question the presenters at that time, asking if the stipulations of use were to remain as a golf course (specific use) since it was not written as such, and there had been an expressed interest by other groups such as Elbel for Everyone to pursue other uses. Ms. Buccellato stating she was given an answer saying it

is not the typical information or legalese necessary in the resolution. Ms. Buccellato questioned what would prevented a buyer from purchasing the land, stating intended use for the purpose would remain a golf course and when the 5 year purchase restrictions were exhausted, could condos and/or homes be built on the land. At the moment it was the feeling by Aimee Buccellato these questions and concerns were addressed.

Board member Aimee Buccellato mentioned she felt it important to address these areas due to the February 11, 2016 Special Park Board meeting where the Board was met by an upset public on how the Board conducted business on the sale of Elbel. Also Ms. Buccellato felt it important the public be made aware of what the board actually had knowledge of.

Board President Amy Hill

President Hill thank Ms. Buccellato for informing and making public record the knowledge of the park board. President Hill stated in regard to the rescheduling of the Park Board meeting in December, she did specifically ask, what the intent for rescheduling the meeting was and a response was provided after the meeting. Which was specifically to honor Phil St. Clair on his retirement and thus to allow the Mayor to be available to present him with a key to the city. Announcing the Board was unaware the resolution was added. President Hill gave opportunity for other board members to voice their concerns regarding their knowledge on the sale of Elbel.

Park Board Member Mark Neal

Mr. Neal stating he had expressed his concerns in the February 11th meeting, however would like to add his expectation going forward, is the dialogue continues as part of the Special Advisory Committee being appointed by the Mayor. Mr. Neal stating the question remains on how we obtain the best value for that property. Mr. Neal reminded everyone when using the word value, it is not solely a financial value, but rather the quality of life and the quality of place in our community. He does look forward to these discussion in the next 45 days and what they may lead us to, hopefully the best value of the property for the residents of South Bend.

Park Board Member Dan Farrell

Mr. Farrell in agreement with Ms. Buccellato, that formal information be requested from the appropriate bodies to insure that the board is affective in the future. Mr. Farrell is requesting the following:

When did the appraisal process begin and who officially initiated the appraisal? Appraisal initiation was assumed to be by the Department of Community Investment but a definite acknowledgement would be appreciated. Dan Farrell also commented he would like to know the communication that has taken place in the process, to give additional knowledge to the board in being more effective.

Mr. Farrell replied stated by Ms. Buccellato the knowledge provided stating the appraisals had been completed in October was a surprise. Emphasizing request had been

made for information regarding the appraisals October and November by the Park Board, meanwhile the Board was told no one had knowledge of the appraisals. So for this reason knowledge of that process would be appreciated. Mr. Farrell stated the request were made to the previous Director of Parks and perhaps they failed to direct the question to the correct individuals, but an understanding of this would be a formally asked.

Mr. Farrell's concerns regarding the resolution process; because the studies of Elbel resulting in request for resolution to sale originated from outside the parks department, he would like to formally understand the history of the study and the motivation within the Office of Community Investment office to promote a single use recommendation to the board.

Mr. Farrell is interested in the questions about the condition of the course. Multiple presentations were given concerning golf fees during the months of October and November that he is aware of (not a board member in September) but the presentation was not presented on the condition of the course. Lack of knowledge of the course makes it difficult to make judgment for the board, considering the condition could change the appraisals.

Mr. Farrell stated his excitement about the public's participation in the process, and coming up with a solution for Elbel as well as it sits in the contexts of the entire parks initiatives. With this very special process taking place, regarding the disposition of Elbel, given this board made a decision to pass Resolutions 0003-2015 under a time of duress, Mr. Farrell requested the Board to formally rescind the resolution. This action does not set precedents of how the Board will deliberate actions in the future, but feels this action is necessary.

Mr. Farrell made motion that the board rescinds Resolution 0003-2015, second Ms. Buccellato motion carried.

2. Vote for the Park Board Member for the Elbel Park special advisory committee.

Nomination of a member must be completed during the meeting if it is not completed now, then the position must be held by the Park Board President.

Nomination of Dan Farrell by Amiee Buccellato and second by Mark Neal. Motion President Hill motion carried

Mr. Farrell for the record made it known of his obligation to travel and in the event he is unable to be present request a proxy in his stead.

V. New business

1. Election of Park Board Officers

Director Aaron Perri advised based on prior conversations, for Mark Neal as President and Aimee Buccellato for Vice President. President Amy Hill entertain motion and second by Dan Farrell motion carried.

2. Approval of Arborist License

President Hill call for approval for arborist license for A- P

- A. Above & Beyond Tree & Shrubbery, South Bend, IN
- B. American Tree Care, South Bend, IN
- C. Arborcare Inc., Mishawaka, IN
- D. B and B Floral Adventures, South Bend, IN
- E. Cut Rite Services, Breman, IN
- F. Dave Talboom Lawncare Inc., South Bend, IN
- G. Foegly Landscape Inc., South Bend, IN
- H. Fuerbringer Landscaping & Design Inc., South Bend, IN
- I. Integrity Tree Services LLC, Grandville, MI
- J. KC Tree Inc., Mishawaka, IN
- K. Landmark Landscaping, Osceola, IN
- L. Serenescapes Inc., South Bend, In
- M. Slusserø Green Thumb Inc., Logansport, IN
- N. TLC Tree Removal Inc., South Bend, IN
- O. Trugreen, South Bend, IN
- P. Vera Cruz Tree Services LLC, South Bend, IN 46619

Attorney, Ben Dougherty, advised all paperwork appears to be in order: Question for Park Secretary on the issue of indications listing \$5.00 fee paid but listed as balance remaining. Can we say why the discrepancy? Secretary O'Connell responded he would look into the question provide follow up later.

Per the Attorney, it appears all process fees have been remitted and the question should not interfere with approval process. Each applicant has submitted the proper insurance information and are ready for approval.

Question:

Mr. Neal are there any new applicants listed? Per Member Amy Hill, all are renewals, no new applicants. Motion to approve items A-P, Mr. Neal, second Mr. Farrell motion carried.

3. Request for use of Parks

Paula Garis advised that A-F are returning events and all paperwork has been submitted and is in order. G as an added request request paper works is also submitted and in proper order.

Attorney Ben Dougherty advised the motion at this time be for A-F; President Hill requested motion for A-F, motion Mr. Neal, second Mr. Farrell, motion carried.

Director Perri ask for preliminary approval of G subject to further inquiry with full approval during next month's regularly scheduled meeting, motion Ms. Buccellato, second Mr. Farrell, motion carried.

- A. National Association of Letter Carriers #330 - Veterans Memorial Park, March 20th 10am ó 2pm
- B. Leeper Park Art Fair (49th Annual) ó Leeper Park ó June 17th ó 20th ó All Day

- C. Pediatric Brain Tumor Ride for Kids ó Pinhook Park ó June 25th 1 pm ó 5pm
- D. Michiana Military Stand Down ó Four Winds Field ó September 28th ó 10am ó 2pm
- E. Making Strides Breast Cancer Walk ó Howard Park ó October 22 ó 6am ó 2pm
- F. Yoga on the Green ó Howard Park ó June ó August; Monday, Wednesday, & Fridayø 6pm ó 7pm
- G ó **ADD** ó Professional Disc Golfer Association (PDGA) ó Rum Village ó May 21st ó 22nd

VI. Approval of Minutes of the January 19, 2016 Board Meeting.

Motion to approve the minutes of the regular board meeting held on January 19, 2016 by Mr. Farrell, second and approved.

VII. Approval of the Parks & Recreation Vouchers for the month of September 2015 totaling \$707,522.63

Motion to approve Parks & Recreation vouchers by Mark Neal, Second Dan Farrell motion carried.

VIII. Business by Director Perri

1. Reiteration of the new revised method of Park Board meetings, regarding agenda items due dates and information posting online for public viewing.
 - Agenda items are due to the board secretary on the Monday prior to the board meeting; update of the internal shared file will follow. Additional information needed by the board before the agenda is finalized, please contact Mr O' Connor.
 - Agenda will be finalized on Thursday prior to board meeting by 5:00 pm
2. All Staff Assembly was held on February 5, 2016 with approximately 120 full/part time staff in attendance.
3. Items currently being planned or taking place are neighborhood meetings and reports to be given to the board as they are complete.
4. Ice Rink was closed, season ending four weeks early due to a \$20,000 maintenance repair issue. Looking forward to the addition of a new ice rink and will be including the Howard Park Neighborhood Association by holding public meetings to get input on what the new rink might look like.

Question: Dan Farrell ask with the ice rink closing early, do we know what the revenue hit will be year over year?

Response: Director Perri responded definite financials are not on hand, ice rink is highly subsidized and therefore it should not negatively impact the budget. Providing to the Board an update on the efforts being made to relocate ice rink staff to insure they have meaningful employment during this time.

5. New Charles Black Recreation Center is in the process with Parks Bond Funds. Working sessions are being planned to include CBC Seniors & Youth in the decision making process.
6. Meetings schedule to discuss the future plans for soccer at LaSalle: Update from legal concerning the disturbance of the soil; Legal is working with The EPA, at present it is unclear when a decision will be given on when you can or cannot work on the site. But it is the desire of the Parks Dept. to work with those stakeholders in the area, keeping them informed.
7. Meetings to be held with the Rum Village Neighborhood Association to update them on the future plans of the Aerial Adventure Park.
8. Potawatomi Park and the potential placement of a fire station: A plan that originated outside of parks & its board. Fire Department has made funds available to research feasibility, and planned to engage the neighborhood in discussion. At this point the discussion has not been addressed with any public body and no action taken from the Park Board.
9. On the January 22nd City Council meeting, a request was made by Director Perri for additional allocation of funds of \$68,000 for capital at Elbel. There was some conservative capital spending when the future of Elbel was uncertain and these funds should be used at Elbel. Currently the funds are located in a non-reverting fund that was generated at Elbel and should be allocated back to Elbel for capital at Elbel.

Question: Mr. Neal; Confirmation that Director Perri is the representative on the special advisory committee for Elbel?

Response: Director Perri: Director Perri was appointed by the mayor along with 3 council members; Jo Broden, Randy Kelly, Karen White and Dan Farrell.

IX. Comments by Deputy Director

1. Thank you to Special Events Supervisor Paula Garis & Cindi Fish for the excellent job of the park's Daddy Daughter Dance: Event generated 1,644 participants this year: Charles Black Center Program Coordinator George Rogers, escorted 20 girls to the dance which he does yearly: special thanks given by Director Perri as well.
2. Ice Rink Closed on February 3, 2016 & relocated employees to areas such as River City, and Custodial
3. River City is now in its 4th week midpoint.
4. Softball registration has begun
5. Leeper Tennis Center has been chosen as a site for the qualifier for U S Open on June 10th & 14th for 18 years and up; still in the selection stages, but working with UTA hopeful to confirm the event.
6. Mom & Son dance will be moved to the Century Center event date is Tuesday, March 22, 2016

Question: Mr. Neal - Is the reason for the move to the Century Center due to the demand for tickets?

Response: Paula Garis; Mom & Son dance has reached its capacity at the Palais Royal and were turning away patrons maximum capacity of 384.

7. Camp Awareness registration begins March 1, 2016

8. March 12th Paula Garis & Cindi Fish will be working with the Leprechaun contest for the St Patrick's parade in South Bend.

9. March 19th participation in the Eggtravaganza downtown South Bend.

10. Working with the Steve Doniger with the Aerial Adventure Park Rum Village; currently working with staff and operational hours to insure enjoyment. Working with camps to allow them to enjoy the park as well with special pricing. Purchasing a concession trailer to provide concession for the participants of the Aerial Adventure Park; presently working to do dual programs to provide both the nature center and aerial park experience, along with concession catering and Park Board foundation for fund raising.

X. Comments by Director of Golf Operations.

1. With reopening of Elbel there is considerable excitement. Contact has been made with the leagues and the tournaments. Have rescheduled 2 morning leagues, 7 afternoon leagues, and 2 tournaments are back in place.

2. Tickets and membership sales fees sluggish due Elbel's uncertainty but general increase after the open house.

3. Open house will be Friday, February 19, 2016 6 5pm -7pm

Email blast of Night Out at Erskine has been received well: Open has was usually done on Saturday afternoon the move to Friday night has been received well: Large sales numbers are seen at the Open House expectations is to see those same numbers.

4. Compliments to John Martinez & Nick Gaul and their crew for the excellent work done at Erskine

5. A great deal of discussion with Aaron and the staff generating new ideas and excitement.

Comment: Mr. Neal complimenting Director of Golf and staff on the attitude and job well done during this time of uncertainty.

6. Open House TV spots have begun to air as well for promotion of the golf courses.

XI. Comments by the Maintenance Superintendent

1. Presentation on the preliminary construction schedule for the year. Majority to take place between the 1st & 2nd quarter.

2. Approximately 5M in park bond funds; intention of being good stewards of the funds, setting the time line to insure the public sees the results of the funding.

Question Mr. Neal - can the preliminary construction please be put in the drop box?

Response: Yes it will be given to Ron O'Connor.

3. Projects before the Board of Public Works (BPW), Rum Village Nature Center roof being advertised publically for bids and bids are due back March 8, 2016: Parks Pest Control contract will be back February 23, 2016. Both are Board projects and large dollar amounts for this reason they will go before the Board of Public Works and not the Parks Board.

4. Major project status, Greg Kil has been given formal notice to proceed with design for the new Howard Park Ice Rink and JPR (Jones, Petrie & Rafinski) for the Charles Black Center.

5. Grounds crew is still removing snow, skill traders continue installing boilers, hot water heaters and doing custom work at Erskine Club House.
6. Opportunity to get ahead on the HVAC system at Four Winds a partnership with Public Works to solve potential problem and bring the HVAC system up to speed.
7. Volunteer opportunities coming: larger groups are LaSalle Branch Scouts, Back the Bend.
8. Received a million request for quotes and proposal will put together a summary and place in the drop box for review.

XII. Comments by the Director of Marketing

1. Park Foundation Board Meeting is February 17, 2016 4:00 pm the first meeting with new Director Aaron Perri and the new members of the Park Foundation Board.

2. Next Park Foundation meeting is scheduled for Wednesday March 9, 2016

Question: Mr. Neal - is the Park Foundation Board attempting to meet monthly?

Response: Yes, that is the understanding.

3. Final Winter Passport to Play was held on Thursday, February 11, 2016, with 135 people in attendance. Matthew Moyers will be with the County Parks Board where they will be presented with the shared award of the Passport to Play program.

4. Passport to Play will break in March and will resume in April for the Spring/Summer Passport to Play.

5. 2015 Annual Report has been completed; board should have this prior to next park board meeting.

6. Collaboration with staff has begun for the summer 2016 program brochure.

XIII. No other questions or comments from the Board the meeting adjourned at 5:15 p.m. by President Hill

The next regular meeting will be held March 21, 2016 at 4:00 p.m. in the Boardroom of the O'Brien Administration Center.

Respectfully Submitted,

Ron O'Connor
Executive Secretary