

SOUTH BEND BOARD OF PARK COMMISSIONERS
REGULAR MEETING
JUNE 20, 2016

The Board of Park Commissioners of the Park District of the City of South Bend, Indiana met on Monday, June 20, 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:

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

Park Board members absent were as follows:

Ms. Amy Hill

Staff members present: Aaron Perri, Director of Parks; Susan O'Connor, Deputy Director; Eva Ennis, Operations Coordinator; Ron O'Connor, Finance Director; Paula Garis, Special Events Supervisor; TJ Mannen, Director of Golf; Michael Schmidt, Park Board Attorney

I. The meeting was called to order by Board President Mark Neal at 5:09 p.m.

II. Approval of Minutes of the May 16, 2016 Regular Board Meeting

Motion to approve the minutes of the regular board meeting held on May 16, 2016 by Dan Farrell, supported by Aimee Buccellato, motion carried.

III. Approval of the Consent Agenda

Mark Neal indicated that all of the events listed in the agenda for approval are returning events.

Motion to approve the consent agenda by Aimee Buccellato, supported by Dan Farrell, motion carried.

IV. Interviewing of Interested Citizens

Request for citizen input on items not listed on the June 20, 2016 Park Board Meeting agenda.

Tim Janowiak 936 Adams, Granger, IN

Tim Janowiak expressed concern for the fire fighter memorial being torn apart and moved from Seitz Park. He requested that the memorial not be moved because of all the work put in by the volunteers to put the memorial there.

Aaron Perri replied that a hydroelectric turbine is being installed and will need to remove everything at Seitz Park, which will be redesigned. There will be discussions and opportunities for public involvement in the future about the redesign of Seitz Park. Michael

Schmidt added that it is the expectation is that Seitz Park will be replaced as is or better condition, as stated in the Memorandum of Understanding between Notre Dame and the City of South Bend. Mark Neal commented that the Parks Department will have community engagement regarding the riverfront parks and Seitz Park and the monument will be part of those discussions. Tim Janowiak offered to share any architectural drawing and designs from the original design of the memorial with the Park Board when it comes time to redesign the park.

V. Report by Organizations

Potawatomi Zoo

Aaron Perri reported that the Potawatomi Zoo is on pace to break attendance records this year. The Zoo and engineering department have selected a location for the new parking lot that takes down the fewest amount of trees. The lot should be completed late summer.

VI. Unfinished Business

1. Update on Elbel Special Advisory Committee Recommendations

Aaron Perri shared that Jim Keegan has started his study on the city's golf operations. The full report will be finished in August. Jim Keegan will visit the park board to give his final report in August. As part of the study, Keegan has distributed a golf survey to South Bend residents which is currently live and has received 1,400 responses so far. Jim Keegan is also meeting with the city's golf management team weekly. The Parks Department also received a report from U.S. agronomy team which found some ways to improve the upkeep of the grounds. A yearlong environmental study of Elbel performed by Orbis is also underway.

VII. New business

1. Memorandum of Understanding – University of Notre Dame Hydroelectric Power Facility

Michael Schmidt disclosed that Aimee Buccellato is an employee of University of Notre Dame, and she has no involvement with the hydroelectric turbine and does not have a pecuniary interest in regards to this project. It is determined that she does not have a conflict of interest.

Michael Schmidt summarized that the MOU states that Notre Dame will provide any financial support to ensure that Seitz Park will be put back in as is or better condition, Notre Dame will contribute to ongoing dam maintenance, there will limited to no impact on wildlife and stream flow, and the city and Notre Dame will come to ground lease agreement with the Parks Department. Notre Dame will also pay for restoration of Seitz Park and cover any expenses for revenue losses that may occur at East Race. Redevelopment Commission, Public Works and Parks Department are signatories to the agreement. Dan Farrell asked if there is a way to time the project after the East Race season. Aaron Perri replied that the will impact some of the recreation season no matter when it starts. Aimee Buccellato noted that timing is important and Park Department should have some say on what the best time for construction would be for the community.

Mark Neal requested an update on the project and negotiations at the August park board meeting.

Discussion followed about using the hydroelectric turbine and the park redesign as an opportunity for education and other community benefits. The community and Park Board members will have an opportunity for input on the park design in the future.

Aimee Buccellato noted that part of the goal for the hydroelectric turbine installation should be education, not just power.

Motion to execute the MOU documents between University of Notre Dame and the City of South Bend for the hydroelectric turbine in Seitz Park by Dan Farrell, supported by Aimee Buccellato, motion carried.

2. Approval of Board Secretary – Eva Ennis

Motion to approve Eva Ennis as the Park Board Secretary by Aimee Buccellato, supported Dan Farrell, motion carried.

3. Equipment Donation

Aaron shared that Ms. Byler donated a brush hog mowing deck to the Parks Maintenance Department.

Motion to accept the donation and provide any appropriate tax letters to the owner by Dan Farrell, supported by Aimee Buccellato. Motion carried.

Mark Neal thanked Ms. Byler for her donation. Dan Farrell asked if there are there other pieces of equipment that Parks Department needs and if the department could put out a message to request those items. Aaron Perri replied that this would be a good project for Park Foundation.

VIII. Business by Director Aaron Perri

Aaron Perri gave the following updates:

- The Newman Center property, previously owned by the State of Indiana, has been transferred to Board of Public Works. The disposition will be advertised to the public on July 8 and 15. Mark Neal asked if there will be broad advertising of this disposition. Aaron Perri replied that it must be advertised on two separate occasions. Michael Schmidt added that the disposition will follow the redevelopment process.
- The Parks Department distributed an RFP to solicit a firm to create a plan for all the parks along the riverfront. The RFP specifically asked for innovative ways to do public engagement. Dan Farrell asked that the RFP's be distributed to board members. Michael Schmidt will determine whether the RFP's can be distributed to board members. The plan should be ready in entirety by February 1, 2017.
- The Parks Department applied for a portion of the Regional Cities grant last week to receive funding for the riverfront trails and parks.

- EPA presented their plan for testing of LaSalle Park in a public meeting at Charles Black. Testing will begin July 9 and last through August, but the EPA has not committed to getting the results back by a certain date.
- The new basketball court at Kennedy Park was dedicated on June 6.
- A dog park advocacy meeting was held June 8. The primary feedback from the meeting was that the public wants more dog parks.
- Parks Department signed agreement with 121 River Race, LLC to lease the restrooms inside the Emporium Building for public use.
- Parks Department signed an agreement with NDOT for Safe Routes to Schools/Parks to divert traffic to the park when sidewalk is inaccessible.
- The Fire Department is still exploring locations for Fire Station #9.
- Parks Department signed agreement with Seitz and Sounds to hire them to host a weekly event at Seitz Park for \$1 per week.
- Staff has been reviewing options for committees of the Park Board. The Park Board used to have a Tree Advisory Committee, but the plan is to create two or three resident advocacy committees with different focuses.
- The Superintendent's Golf Outing is being planned for late summer. A date has not yet been confirmed.

IX. Comments by the Recreation Director Susan O'Connor

Susan O'Connor gave the following updates:

- Parks and Recreation received the sports advocate award from Visit South Bend on May 24.
- Potawatomi Pool and Kennedy Water Playground opened June 6 & 7. Staff is tracking evening hours usage at pools.
- East Race opened June 11.
- Summer lunch programs started last week.
- Camps began at MLK Center, Kids World and Camp Awareness on June 6.
- Movie in the Park at Rum Village was Friday, June 17. The movie was well attended, but we will not continue the prevent activities. Next movie is at Elbel.
- St. Clair Byers Dedication Ceremony will be at the softball complex on July 8 at 6:00 pm.
- Kids Triathlon is July 9. Registration is currently open.
- Parks and Recreation month is in July. Marketing is working on videos to show the experience of the parks.
- Rum Village Aerial Park is under construction.

X. Comments by Maintenance Supervisor John Martinez

John Martinez was not present due to the storm damage earlier in the day.

XI. Information submitted by Jan Mucuilski

Jan Mucuilski submitted information from Protect Potawatomi Park regarding Fire Station #9. Mark Neal noted that the Park Board has received the information and will review it.

No other questions or comments from the Board, meeting adjourned at 6:24 p.m. by President Mark Neal.

The next regular meeting will be held July 18, 2016 at 5:00 p.m. in the Boardroom of the O'Brien Administration Center.

Respectfully Submitted,

Eva Ennis
Executive Secretary