

**SOUTH BEND BOARD OF PARK COMMISSIONERS  
REGULAR MEETING  
JULY 17, 2017**

The Board of Park Commissioners of the City of South Bend, Indiana met on Tuesday, July 17, 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. Consuella Hopkins  
Mr. Dan Farrell

Park Board members absent were as follows:

Ms. Aimee Buccellato

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; Tony Stearns, Director of Golf Operations

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

**II. Approval of Minutes**

Consuella Hopkins moved to approve the minutes of the June 27, 2017, regular Park Board meeting, supported by Dan Farrell.

Mark Neal requested that the minutes be amended to mention that Dan Farrell was present via phone.

Consuella Hopkins amended her motion to approve the minutes with the recommended change, supported by Dan Farrell, motion carried.

**III. Use of Park Requests**

**A. Cycling on the Rooftop**

Jackie Appleman shared that this event is a rooftop cycling class at the top of the parking garage. Since the parking garages are now a part of VPA, usage of garages for events will go through the same use of parks request process.

**B. Pregnancy & Infant Loss Program**

Jackie Appleman shared that the Pregnancy & Infant Loss Program is a memorial service that is held at the Angel of Hope Memorial Garden on October 8.

**C. Annual Candlelight Program**

Jackie Appleman shared that the Annual Candlelight Program will be held at the Angel of Hope Memorial Garden on December 10.

**D. McKinley Terrance Kids Club**

Jackie Appleman shared that the McKinley Terrace Kids Club would like to host a small neighborhood event at Helman Park on July 24-28.

Dan Farrell moved to approve the use of parks requests items A-D, supported by Consuella Hopkins, motion carried.

**IV. Interviewing of Interested Citizens**

There were none.

**V. New Business**

**1. Resolution 0004-2017 – Gov. Joe Kernan Park**

Aaron Perri explained that the Mayor's Office would like to recognize Gov. Kernan for his efforts in the community by renaming Viewing Park to Gov. Joe Kernan Park. Viewing Park was chosen because Gov. Kernan is particularly fond of Viewing Park and stores his boat at South Bend Boat House.

Motion to approve Resolution 0004-2017 by Consuella Hopkins, supported by Dan Farrell, motion carried.

Aaron Perri announced that the formal dedication will be July 24 at 3:00 pm.

**2. Youth Mowing Program**

Patrick Sherman introduced the Youth Mowing Program and Greater Impact Lawncare Owner Kory Lantz. Kory Lantz explained that Greater Impact Lawncare teaches life skills through hands on business experience. Last year Greater Impact Lawncare hire 10 kids and take over the public works properties. 200 properties, half of which are through the parks dept. Greater Impact Lawncare Employee Christian Darden shared that the Youth Mowing Program helps teach employees life skills and communication skills amongst each other and with supervisors. Greater Impact currently services 200 properties with 10 students.

**3. Teamster Local Union No. 364 Supplemental Agreement Amendment**

Michael Schmidt explained that there are two changes/additions to the supplemental agreement to the Teamster Local Union No. 364 contract. The first amendment adjusts pay to match that of the Street Department. The second amendment clarifies that Teamster duties are performed by Teamsters, not management. Michael Schmidt recommended approving the amendments noting that he is comfortable with the intent and language of the changes. The amendments will be retroactive back to January 1, 2017.

Motion to approve the Teamster Local Union No 364 MOU regarding supplemental agreement amendments by Consuella Hopkins, supported by Dan Farrell, motion carried.

**4. Swing-Batter-Swing Equipment Least**

Michael Schmidt explained that the City has been leasing equipment to Swing-Batter-Swing as part of their partnership with them operate Four Winds Field, but this lease agreement will clarify protections and indemnifications for the City. The existing operations of equipment usage will not change. The agreement is in place until December 31,2019.

Motion to approve the Swing-Batter-Swing Equipment Lease Agreement by Dan Farrell, supported by Consuella Hopkins, motion carried.

#### **5. Block by Block Equipment Lease Agreement**

The City entered into an equipment lease agreement with Block by Block earlier this year, but additional equipment for snow removal was required. Michael Schmidt reviewed the additional equipment that was added to the agreement in the amendment.

Motion to accept the amendment for the Block by Block equipment lease, supported by Dan Farrell, motion carried.

#### **6. Resolution 0005-2017 – Riverfront Parks and Trails Conceptual Framework**

SmithGroup JJR presented a final recommendation for the Riverfront Parks and Trails Conceptual Framework at the last board meeting on June 27. VPA collected comments and questions during that meeting and provided a response to all questions on the Riverfront Parks and Trails website. Aaron Perri explained that this conceptual framework is only a framework and is contingent on funding, continual community input, etc. Michael Schmidt reviewed the resolution noting that it states that VPA worked with SmithGroup JJR and the community to develop a conceptual framework for the Riverfront Parks and Trails projects and asks the board to adopt the presentation from SmithGroup JJR and to authorize Aaron Perri as the Executive Director of VPA to follow recommendations by SmithGroup JJR provided in the Conceptual Framework. Michael Schmidt clarified that contractual relationships will still come back to the board for approval. Consuella Hopkins asked what public input is still anticipated on these projects. Aaron Perri replied that overall concepts will be directed by this framework, but each specific project will need to be brought forth in a public forum. Dan Farrell commended the process and agreed that it is great to see the city using our natural resources in an innovative way. Consuella Hopkins agreed that there have been many positive comments about community engagement in this process and encouraged people to continue to be engaged.

Mark Neal read the following letter from Aimee Buccellato:

Board President Mark Neal:

Thank you for submitting my recommendation to our fellow Board members that the conceptual framework so thoughtfully developed by our partners, SGJJR, be approved and subsequently advanced through the design and execution of parks – places of recreation and repose for our entire community – that might more fully represent and better connect our diverse and storied City.

Let the conceptual framework, which was conceived with broad citizen involvement and input, inspire the future development of parks and infrastructure – including buildings – that are designed to endure, both physically and aesthetically; spaces and structures that

are dignified and unmistakably civic, supporting the varied needs and uses of all who live here, now and in the generations to come.

Respectfully,

Aimee Buccellato

Motion to accept Resolution 0005-2015 regarding the Riverfront Parks and Trails Conceptual Framework by Consuella Hopkins, supported by Dan Farrell, motion carried.

## **7. Botanical Society MOU**

Aaron Perri explained that this MOU is an extension of the partnership with the Botanical Society to operate the Potawatomi Conservatory on behalf of the City. Botanical Society Director Jamie Robinson thanked Aaron Perri and John Martinez for their work on the MOU. Consuella Hopkins asked how this partnership between the City and the Botanical Society started. Jamie Robinson explained that the partnership began in 2009 because the Botanical Society came forth to help maintain the plants in the Potawatomi Conservatory during a time when conservatories nationwide were in jeopardy of being demolished.

Motion to approve the Botanical Society MOU by Dan Farrell, supported by Consuella Hopkins, motion carried.

## **VI. Report by Director Aaron Perri**

Aaron Perri gave the following updates:

- The City will soon be announcing the My South Bend Parks and Trails initiative which outlines a series of projects that will overhaul the entire parks system. These projects build on concepts in the City Comprehensive Plan, the Parks Master Plan, Riverfront Parks and Trails, and years of feedback from the public on what they want to see in their parks. Mysbparcsandtrails.com will be live at next meeting and the City will start looking at how to make all the projects possible.
- VPA held the Second Annual Pools, Splashpads, and Popsicles event at which the Executive Director and VPA staff bring popsicles to all our splashpads and pools.
- LimeBike, a bikeshare company, has distributed bikes throughout the city that can be rented with a smartphone. The company plans to distribute 500 bikes by the end of summer.
- Final rounds of interviews for the Director of Business Operations started at the end of July. The final candidate should be selected by the next board meeting.

## **VII. Director of Golf Operations– Tony Stearns**

Tony Stearns reviewed changes and updates on the 2017 golf season. Since taking over as Director of Golf, he has focused on going back to the basics of consumer experience, employee partners, and fiscal responsibilities.

Consuella Hopkins asked what is being done to draw in novice golfers. Tony Stearns explained that he is looking into initiatives for alternative uses of the courses such as expanding Elbel Park into a hike route without interfering with golf and turning Erskine clubhouse into a multipurpose facility to host events. He also shared that the Outdoor movie at Erskine was very successful. Consuella Hopkins recommended a marketing campaign to attract people who haven't tried golf. Tony Stearns added that he is considering creating a league of novice golfers.

Mark Neal asked how the new pricing structure is working. Tony Stearns replied that there was initial pushback but he is training staff to share positive messages about the price changes. He noted that the pricing structure is stopping them from taking advantage of the late night golfers, so he is considering a rate decrease for later hours.

### **VIII. Report by Director of Facilities and Grounds**

John Martinez reviewed the Park Ambassador program which has allowed VPA to have more customer interaction in the parks. The Park Ambassador's assist the public in a way VPA was not able to before. Darrel Pargo, Head Park Ambassador, thanked VPA for the opportunity to serve the parks and community. Consuella Hopkins asked how it is decided which parks are serviced at what times. John Martinez replied that it depends on park use and time of day and that the operations of that are still being adjusted as we learn more about our needs.

No other questions or comments from the Board, meeting adjourned at 6:22 p.m. by President Mark Neal.

The next regular meeting will be held August 21, 2017 at 5:00 p.m. in the Boardroom of the O'Brien Administration Center.

Respectfully Submitted,

Eva Ennis  
Executive Secretary