



**SOUTH BEND BOARD OF PARK COMMISSIONERS  
REGULAR MEETING  
MAY 21, 2018**

**MEETING TIME: 5:00 PM**

**MEETING LOCATION: O'BRIEN CENTER BOARDROOM, 321 E. WALTER STREET,  
SOUTH BEND, IN 46614**

- I. Call to Order - President Mark Neal
- II. Approval of the minutes of the last regular meeting of the Board held on April 16, 2018.
- III. Consent Agenda Approval:
  1. 1<sup>st</sup> Quarter Financial Statements
  2. Use of Parks Application – Returning Events
    - a. 1<sup>st</sup> United Methodist Church | Leeper Park East | 6/3-8/26
    - b. SOAR Annual Neighborhood Picnic | Southeast Park | Sept 22
    - c. Urban Adventure Games | Brownfield Park, Pinhook Park, East Race Waterway, John Hunt Plaza, Potawatomi Pool, Rum Village, Southeast Park, Leeper Park MLK Recreation Center | July 28
  3. Approval of Arborist Licenses:
    - a. KR Tree Service \*

\* indicates renewal license
- IV. Interviewing of Interested Citizens
- V. Unfinished Business
  1. AEP South Bend Transmission Line Rebuild Supplemental Easements and Right of Way
    - a. Parcel ID 71-04-32-426-006.000-004 – Hickory Rd - 10.96 Ac M Or L Beg 806.7' Of Ne Cor Se ¼ Sec 32-38-3e1709 Hickory Rd
    - b. Parcel ID 71-03-27-476-002.000-026 - Riverside Drive – SW corn of Riverside Dr and Pinhook Drive Wstrly along Pinhook Dr. to W line of Sec 26, thence N along west section, to the meander line of the S Bank of Pinhook Lagoon, thence Esterly along meander line of S bank, to the W line of Riverside Dr. thence Sthly to POB Sec 26 T36N R2E 18/19 Split from 018-2192-7234
    - c. Parcel ID 71-03-27-177-001.000-009 – 600'X600' Beg 1430.6' E of SW Cor NW Sec 27-38-2e 9.99 ac - V/L S of Maple Lane Apts
    - d. Parcel ID 71-03-27-152-001.000-009- V/L Boland Park (600' E Side Maple Rd X 1430.6' Dp Sw Nw Sec 27-38-2e 29.84 Acres)
  2. CAPRA Update – Administrative Procedures & Policies Review
- VI. New Business

**Notice**

For Hearing and Sight Impaired Persons  
Auxiliary aid or other services are available on request at no charge.  
Please give reasonable advance request when possible.



1. Berlin Place Rooftop Deck Agreements
    - a. Lease Agreement
    - b. Sublease Agreement
    - c. Operating Agreement
  2. Best Week Ever Contracts
    - a. EventsTag – Digital Mosaic
    - b. Chuck Fry Videography
    - c. UpState Photography
    - d. WNDU Advertisements
    - e. Burkhart Advertisements
  3. Michigan Street Shops Parking Agreement
  4. Daily Tous Les Jours Contract
  5. Professional Services Contract – City Cemetery on National Registry
  6. Little Free Libraries – Managed Health Services MOU
- VII. Report by Recreation Director Jonathan Jones
- IX. Business by Executive Director Aaron Perri
- X. Adjournment