

**SOUTH BEND BOARD OF PARK COMMISSIONERS  
REGULAR MEETING  
MARCH 18, 2019**

The Board of Park Commissioners of the City of South Bend, Indiana met on Monday, March 18, 2019, 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  
Ms. Consuella Hopkins  
Mr. Dan Farrell

Park Board members absent were as follows:

None

VPA staff members present: Aaron Perri, Executive Director of VPA; Eva Ennis, Operations Coordinator; John Martinez, Facilities & Ground Director; Amy Roush, Volunteer Coordinator; Jonathan Jones, Recreation Director

Other city representatives present: Danielle Campbell-Weiss, Assistant City Attorney

I. Call to Order

President Mark Neal called the meeting to order at 5:02 pm.

II. Approval of Minutes

Motion to approve the minutes by Consuella Hopkins, supported by Dan Farrell, motion carried.

III. Consent Agenda

1. Use of Parks – Returning Events

- b. 9th Annual FOP #36 Disc Golf Tournament | Rum Village | 6/9/19
- c. Cinco de Mayo Festival | LaSalle Park | 5/4/19
- d. Sunburst Races | Howard Park, Veterans' Memorial Park, Viewing Park | 6/1/19
- e. Leeper Park Art Fair | Leeper Park | 6/14/19 – 6/16/19
- f. Annual Easter Egg Hunt | Veteran's Memorial Park | 4/14/19
- g. South Bend Pride 2019 | Potawatomi Park/Chris Wilson Pavilion | 6/15/19
- h. Spring Remembrance Program | Pinhook Park, Angel of Hope Garden | 5/11/19
- i. Picnic/Balloon Release | Pinhook Park, Angel of Hope Garden | 7/14/19
- j. Pregnancy & Infant Loss Program | Pinhook Park, Angel of Hope Garden | 10/13/19
- k. Candlelight Vigil Program | Pinhook Park, Angel of Hope Garden | 12/8/19

2. Arborist Licenses

- a. Foegley Landscape\*

\*renewal application

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

IV. Use of Park Applications – New Events

Ellona Yoder from Career Analysis Organization of America represented the Breakfast with the Bunny event. The purpose of the event is to make the community aware of Career Analysis' services in South Bend.

Motion to approve the application for Breakfast with the Bunny by Consuella Hopkins, supported by Dan Farrell, motion carried.

Matthew Insley, 23150 Roosevelt Road, South Bend, represented the Sappy Moffit Classic on May 25 at Southeast Park. This event is a whiffle ball tournament to raise funds for Sappy Moffit Baseball program. The group is interested in creating a baseball field in South Bend that can house adult baseball programs in partnership with VPA and is considering Southeast Park as a location for the new field which will be discussed at a later meeting. The group is expecting 150-200 players plus spectators. The cost is \$100 per team with 5-7 players per team. Players are ages 14+.

Motion to approve the application for Sappy Moffit Whiffleball Classic by Dan Farrell, supported by Consuella Hopkins, motion carried.

#### V. Interviewing of Interested Citizens

Mark Neal invited citizens to speak on any items not listed on the agenda.

A representative from Leeper Park Art Fair expressed concerns about construction schedule for Leeper Park in regards to the Leeper Park Art Fair event this summer. Aaron Perri replied that the work for Leeper Park will be bid out shortly, but until a contractor is selected the exact schedule for construction is still not determined. Matthew Moyers from VPA has been communicating with Leeper Park Art Fair Committee members, and he will remain in communication with them as the construction schedule is determined. The event has been approved at Leeper Park but it may need to be moved from its regular location to another part of the park.

#### VI. New Business

##### 1. 2019 Election of Officers

Aimee Buccellato recommended keeping the officers the same as the previous year with Mark Neal as President and Consuella Hopkins as Vice President.

Motion to reappoint the current officers in their positions for 2019 by Aimee Buccellato, supported by Dan Farrell, motion carried.

##### 2. Riverwalk Property Acquisition

Aaron Perri explained that a process to obtain property along the riverfront in the downtown area. There are certain portions of parcels that the City maintains as part of the Riverwalk through easement agreements, but they are not property of the city. In an effort to ensure this land is protected in perpetuity for public access and use, the City would like to obtain these parcels. There are 10 small parcels between Jefferson Blvd. and LaSalle Ave. that the City is making offers to obtain through the Department of Community Investment. All property owners have been spoken to and will be provided with fair market offers for their property. Aaron Perri also made the board aware that one of the properties belongs to him personally, so he has filled out a conflict of interest disclosure form and intends to donate his property to the City. He will not have a role in the property acquisition as it moves through the Board of Public Works and the Department of Community Investment. There is no action required by the Board of Park Commissioners to acquire the property. Once the property is acquired it will likely come to the Board of

Park Commissioners to be transferred as park property. The total dollar amount for all of the 10 properties will not exceed \$65,000, which will be covered by the Department of Community Investment.

### 3. Bloomerang Donor Management Contract

Aaron Perri reviewed the contract proposal with Bloomerang, a philanthropy product for donor management. The system will allow VPA to coordinate and track donor giving to make our fundraising efforts more successful. The estimated 5-year cost is between \$5,000-\$8,000 depending on the number of records we keep. Mark Neal asked what fundraising activity VPA has seen in previous years and what expectations we have in upcoming years. Aaron Perri replied that the primary fundraising over the last several years includes event-based fundraising, Studebaker Fountain initiative, and Kelly Park initiative. In the future, VPA hopes to move towards an endowment model to allocate funds annually to capital projects or programmatic needs. The VPA Foundation meets April 11. The foundation will focus on the public facing portion of the fundraising campaign for My SB Parks & Trails over the next year. Dan Farrell asked if any other city entity does any fundraising efforts that could use this program and help us leverage costs. Aaron Perri replied that VPA is the only city entity that participates in major fundraising activity.

Motion to approve the Bloomerang Donor Management System Contract by Consuella Hopkins, supported by Aimee Buccellato, motion carried.

### 4. Born Learning Trails MOU

Sheri Robinson of the United Way spoke on behalf of the Born Learning Trails program that United Way plans to partner with VPA on. United Way is involved in the Born Learning program which provides educational opportunities for parents of children ages 0-5. Born Learning Trails is the community extension of this program which provides educational signage to help families navigate public trails while teaching their children. MOU outlines the responsibilities of both parties. United Way would like to provide two trail kits to install at Pinhook and LaSalle Parks. United Way provides the kit, and VPA would install and provide supplies and space for the signs. A grant for these signs was provided by PNC, so each sign will include VPA, United Way, and PNC logos.

Motion to approve by Aimee Buccellato, supported by Consuella Hopkins, motion carried.

## VII. Report by Recreation Director Jonathan Jones

Jonathan Jones gave the following updates:

- The Recreation Team is starting the summer hiring cycle. Recreation typically has 60 regular staff members, but in the summer, there are 150 staff members.
- In January, O'Brien Fitness Center added new fitness equipment that has been well received. The fitness center is also updating its customer experience with online billing system and online membership purchase options.
- At Charles Black Center and MLK Center, the new computer labs added last year have seen 998 sessions so far.
- Charles Black Center will start programs in the new bike shop starting during spring break in April. The program will include an "earn a bike" opportunity.
- Music lessons have also started at Charles Black Center.
- VPA Youth Basketball is in the middle of March Madness finals tournaments.
- MADE program at the MLK Center has been restructured to include a Teen Time program after school.

- Camp Awareness Summer Camp registration opened in late February. Over 90% of spots were full on the first day, and only three spots are available now.
- Jonathan Jones also provided an update on Boomer. There will be a soft opening on April 28 from 12 pm – 4 pm at Voorde Park.

Consuella Hopkins requested that the Charles Black Center continue to offer senior computer training classes for the community.

Consuella Hopkins also asked for an update on the brick purchasing and installation at Charles Black Center. Jonathan Jones replied that Charles Black Center is working to set a date for when to install new ones. There are 100 spaces left, so orders can still be made.

#### VIII. Business by Executive Director Aaron Perri

Aaron Perri gave the following updates.

- Aaron Perri authored a blog on the VPA website providing insights into why the city purchased Boomer.
- Aaron Perri highlighted the report from the Ecological Advocacy Committee. Steve Sass offered to present an update at the upcoming meeting.
- VPA will host its annual All-staff Meeting on March 22 at 8:00 am at the Century Center.
- Park Restroom Ground Breaking is scheduled for March 27 at 1:00 pm at Rum Village.
- Neighborhood Park Amenities is scheduled for April 4 at 10:00 am at Boehm Park
- Amy Roush was promoted to Development Director.
- VPA Foundation received a \$1 million check from a private foundation for My South Bend Parks & Trails.
- The new Spring/Summer Spark Magazine and 2018 Annual Report are out.
- VPA is a finalist for the Engaged Cities Bloomerberg Civic Engagement Award.
- Howard Park construction is on time and on schedule. VPA is finalizing an agreement with café operator.

No other questions or comments from the Park Commissioners, meeting adjourned at 6:19 p.m. by President Mark Neal.

The next regular meeting will be held Monday, April 15, 2019, at 5:00 p.m. in the Boardroom of the O'Brien Administration Center.

Respectfully Submitted,

Eva Ennis