

SOUTH BEND BOARD OF PARK COMMISSIONERS
REGULAR MEETING
December 14, 2020

The Board of Park Commissioners of the City of South Bend, Indiana met on Monday, December 14, 2020, via Microsoft Teams virtual meeting for its regular meeting. Notice of the date, time and place of the meeting were duly given as required by law. The public was provided with a link to join the virtual meeting.

Park Board members present were as follows:

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

Park Board members absent were as follows:

Ms. Consuella Hopkins

VPA staff members present: Aaron Perri, Executive Director; Eva Ennis, Operations Coordinator; Annie Gawkowski, Chief Development Officer; Matthew Moyers, Partnerships & Standards Coordinator; Tony Stearns, Director of Golf

Other city representatives present: Clara McDaniels, Assistant City Attorney;

I. Call to Order

Mark Neal called the meeting to order at 5:00 pm.

II. Approval of the November 16, 2020 Board Meeting Minutes

Motion to approve the minutes of the November 16, 2020 Park Board meeting by Dan Farrell, supported by Aimee Buccellato, motion carried. Roll call vote 3-0.

III. Consent Agenda

1. Financial Statements – October 2020

Motion to approve the consent agenda by Dan Farrell, supported by Aimee Buccellato, motion carried. Roll call vote 3-0.

IV. Interviewing of Interested Citizens

Mark Neal opened the floor for public comments. There were no comments.

V. New Business

1. Natural Resource Management Updates

Matthew Moyers explained that the Natural Resource Management Plan has been in place for several years, but the EAC had the goal of creating a more comprehensive plan. The request from the board is to approve the document as a guide for VPA operations and management of park land.

Mark Neal asked Aaron Perri how well VPA staff are able to implement the recommendations presented in this plan.

Aaron Perri replied that he was impressed with how the EAC worked with our staff to create something that is equally aspirational and achievable. EAC has offered bring education and support to our team as needed.

Steve Sass reviewed the Natural Resource Management Plan changes and additions for the board.

Mark Neal thanked Steve Sass and the EAC for their efforts in making this document.

Motion to approve the 2021 Natural Resource Management Plan by Aimee Buccellato, supported by Dan Farrell, motion carried. Roll call vote 3-0.

Steve Sass also reviewed the EAC TriAnnual Report. The bioswales at Howard Park need focused maintenance to remove invasive plants. In the plans to remove some park space at Ponader Park as part of the Douglas Road expansion project, there are native plants that could be removed and placed at Howard Park. There have been issues at Fredrickson Park with the property being mowed too frequently as it should only be mowed once a year, so there is a need for a management plan there. The PARC committee is still reviewing South Bend Code of Ordinance Chapter 19. Plans for a native tree trail at Pinhook Park are in the works.

2. Resolution 0006-2020: Authorizing Staff to Enter into Partnerships

Aaron Perri explained that this resolution will allow staff to enter into partnerships with partners providing programming at our community centers. These partnership agreements are for programs that come up quickly and are short term and free or low cost. The board packet also included a template MOU that would be used. Long-term partnerships would still come to the board for approval.

Dan Farrell asked if the board could set a threshold for what partnerships would need to come to the board for approval. Aaron Perri recommend that staff can enter into partnerships where the dollar amount is no more than \$500 and duration is no longer than 6 months.

Aimee Buccellato requested a report monthly on the MOU's that have been entered into.

Motion to approve Resolution 0006-2020 with amendments that point three is no more than \$500 and add another point that the term will be no longer than 6 months by Dan Farrell, supported by Aimee Buccellato, motion carried.

3. Resolution 0007-2020: Commending Service of Paul McMinn

Aaron Perri shared that Paul McMinn worked his last day at the City of South Bend on December 10, 2020 after 43 years of service. He was the first Assistant Director of Recreation, managed aquatics programs primarily, developed the Indiana River Rescue School, among many other things. The resolution recognizes Paul McMinn's years of service to the City of South Bend and VPA.

Motion to approve Resolution 0007-2020 to commend Paul McMinn for his generous and long service to the city and our parks by Aimee Buccellato, supported by Dan Farrell, motion carried. Roll call vote 3-0.

4. 2021 Park Board Schedule

Mark Neal reviewed that meetings are scheduled to continue in 2021 regularly on the third Monday of the month at 5:00 pm with the exception of the January meeting and December meeting due to holidays.

Motion to approve the 2021 Park Board Schedule as presented by Dan Farrell, supported by Aimee Buccellato, motion carried. Roll call vote 3-0.

VI. Report by Golf Director Tony Stearns

Tony Stearns reviewed data from the 2020 season noting that this year's numbers are record-breaking. He recapped profits at year end and discussed goals for 2021.

VII. Business by Executive Director Aaron Perri

Aaron Perri gave the following updates:

- Changes to Minor League Baseball were announced last week. South Bend Cubs will move to a high A team from low A team and Major League Baseball will be more engaged with Minor League play so there will be contractual changes that the board will need to consider at the next board meeting.
- Howard Park ice skating is moving forward with a COVID precaution plan which includes requiring booking online in advance and not using the indoor space. We have sold out of almost all the time slots and are above last year's numbers.
- South Bend Community School Corporation students participating in the INTERN program are helping with cleanliness at Howard Park outdoors right now.
- Staff updates: Danica Kulameka is Howard Park Manager; Hannah Teshka is Pinhook Community Center Manager; Amanda Bender is the Athletics Manager; Meghan Huff was hired as the Aquatics and Ice Manager;
- As allowed in the Partnership Agreement with YMCA, the remaining 20 employees at O'Brien Center will transition into YMCA employees. The employees will be offered positions at their same pay rate in addition to part-time employee benefits.
- Virtual Learning continues into next semester at Charles Black Center and Martin Luther King, Jr. Center
- VPA Holiday Party is on Friday virtually.
- Howard Park Public House anticipates opening December 27.

No other questions or comments from the Park Commissioners, meeting adjourned at 6:37 pm by President Mark Neal.

The next regular meeting will be held Tuesday, January 19, 2021, at 5:00 p.m. at Howard Park Event Center and with a virtual option.

Respectfully Submitted,
Eva Ennis