

## SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

The **Board of Park Commissioners Monthly Board Meeting** was held on **Thursday, August 11, 2022, at 10:00 am in Park Foundation Pavilion**, Promenade Park, on the Riverfront, 202 W Superior Street, Fort Wayne, IN 46802.

**BOARD MEMBERS PRESENT:** Mr. William Zielke, Board President, Mr. Justin Shurley, Vice President, Mr. Cory Miller, Commissioner, Mr. Richard Briley, Commissioner, and Kathy Callen, Park Foundation.

**PARKS STAFF PRESENT:** Steve McDaniel, Chuck Reddinger, Sandra Odisho, Steve Schuhmacher, Alec Johnson, Harlean Falls, Chad W. Shaw, Mike Gore, David Weadock, Jacob Clasen, Kathy Pargmann, Nathaniel Cardelli, April McCampbell.

*Others in attendance were:* Representing Air Show/ANG122nd, Bret Gauger, Gary Goldberry, and Pat Stelte of the Allen County Public Library.

1. **CALL TO ORDER:** Board President William Zielke welcomed all, and called the monthly Board meeting to order at 10:00 am via Zoom.
  
2. **APPROVAL OF MINUTES:** Board Vice President Justin Shurley moved, and Cory Miller, Commissioner, seconded the motion of accepting the **Special Session** meeting minutes from **Thursday, July 14, 2022**, for approval as submitted. The motion was duly carried. The approved and signed minutes are on file.
  
3. **PAYROLL & COMMERCIAL VOUCHERS:** Manager Odisho requested the Board's approval of payroll and commercial vouchers. Included in the report are the number of full-time and part-time employees, for pay periods ending 06/10/22, and 06/24/22 account payables payment vouchers #1258 to #1644, and the totals in the Park General Fund, Park Trust Fund, Park Non-Reverting Operating Fund, Park Non-Reverting Capital Fund, Park Cumulative Building Fund, and Other City Funds; noted were the Capital lease payments for annual equipment leases. Vice President Shurley moved and Commissioner Briley seconded the motion to approve the payroll and commercial vouchers ending **June 30, 2022**, with a Payroll Sub-Total of \$965,796.57. Account Payables Sub-Total \$1,501,918.05, and a **Grand Total of \$2,467,714.62**. The motion was duly carried. The signed June 2022 payroll and commercial voucher reports were approved and are on file. Additionally, in the report are the number of full-time and part-time employees, for pay periods ending 06/10/22, and 06/24/22 account payables payment vouchers #1258 to #1644, and the totals in the Park General Fund, Park Trust Fund, Park Non-Reverting Operating

Fund, Park Non-Reverting Capital Fund, Park Cumulative Building Fund, and Other City Funds; noted were the Capital lease payments for annual equipment leases. Noted were expenses that were Tree related, due to the recent two storms with severe damage to Park and Street trees. Commissioner Miller moved and Commissioner Briley seconded the motion to approve the payroll and commercial vouchers ending **July 31, 2022**, with a Payroll Sub-Total of \$1,045,768.03. Account Payables Sub-Total \$2,084,387.66 and a **Grand Total** of **\$3,130,135.69**. The motion was duly carried. The signed July 2022 payroll and commercial voucher reports were approved and are on file

4. **TRUST FUND DONATIONS:** Finance Manager Odisho navigated the Board members through a listing of the donors, amounts, and purpose, along with donations, endowments, and grants received as of **June 30, 2022**, which was a total of **\$13,690.00**. Commissioner Miller moved and Vice President Shurley seconded the motion to approve all donations and grants reported for December and the year-to-date total. The motion was duly carried. The motion was duly carried. Also included in this report were the donations and grants as of July 31, 2022. Commissioner Briley moved and Commissioner Miller moved to approve July 2022 totals of **\$56,535.51**. Total Riverfront Development Reimbursements - \$50,000.00, Grant Total including Riverfront Development of \$804,059.04, and a Grand year-to-date Total including Riverfront Development of **\$754,059.04**. The motion was duly carried. On file is the Trust Fund report.
5. **PRESENTATION AIR SHOW/ANG 122ND:** Commissioner Cory Miller introduced the individuals who organized and participated in the weekend-long event with the International Guard and Thunderbirds Air Show. Captain Gary Goldsberry presented a lithograph (an aerial shot of all the Thunderbirds in formation) to the Board, as the best gratitude for the collaborative fundraising effort.
6. **PARK PRIORITIES:** *Planning/Landscape, Horticulture & the Botanical Conservatory, Deputy Director Alec Johnson* - Gave a brief update on the Franke Park Renaissance Project Phase I, City, State, and building permits are completed. Still on target with time, to receive bids in October. Riverfront Phase II-A continues. Working on Master Plans for Moody Park, Hanna Homestead Park, and Reservoir Park. Moving from Public Input meeting ideas, and back to the Neighborhood Associations to report, with further plans.  
  
*Lead Marketing Manager Kathy Pargmann and Deputy Director Chuck Reddinger* – Still recruiting for Youth Center Staff. Messaging on available jobs is on the website. The recruitment video has been completed and will air Spring of 2023. A link will be sent to each Board of Park Commissioner. Media highlights have been successful. Will start hiring again during the Christmas break.
7. **AGREEMENTS / FEES / PROPERTY / RESOLUTIONS / POLICY APPROVALS:**

- A. *2022 Fall (September/October/November) Fun Times Brochure – Deputy Reddinger presented.* Previously electronically approved by all Commissioners; for the meeting Vice-President Shurley moved and Commissioner Briley seconded the motion to approve the program, services, and events listed in the Fall 2022 Fun Times Brochure. The motion was duly carried. On file is the 2022 Fall Fun Times Brochure.
  
- B. *Conjure Coffee Café Agreement – Manager Cardelli, presented.* Commissioner Briley moved and Commissioner Miller seconded the motion to approve the extension and an amendment to the lease agreement. The motion was duly carried. On file are the signed terms of the extension and the lease agreement.
  
- C. *Indiana and Michigan Easement – Deputy Schuhmacher presented.* Vice President Shurley moved and Commissioner Miller seconded the motion to approve the Easement agreement with Indiana & Michigan Power, for the electrical Utility Easement, for Foster Park Pavilion #3. On file are the signed agreement and notarized easement.

8. **BIDS / CONTRACTS / CHANGE ORDER APPROVALS:** Superintendent Michael Gore, presented the following.

- 1. *Bowser Park Pavilion Improvements..*. Vice-President Shurley moved and Commissioner Briley seconded the motion to approve the contract with Schenkel Construction. The motion was duly carried. On file are the signed approval form, bid sheet, and contract.
  
- 2. *McMillen Park Golf Course Cart Path Phase 2.* Commissioner Miller moved and Commissioner Briley seconded the motion to approve the contract with Asphalt Maintenance Service, with construction after Labor Day. The motion was duly carried. On file are the signed approval form, bid sheet, and contract.

*Various Projects with additions to the contract amounts were;*

- 3. *Buckner Trail Engineering Services Change Order #1.*
  
- 4. *Jennings Center, Northside Park, and Foster Park Playground Change Order #1.*
  
- 5. *Reservoir Park Cooper Center Kitchen Change Order #1*
  
- 6. *Lakeside Park Arbors Change Order #1.*  
*The following were deletions to the contract amounts:*
- 7. *Reservoir Park Cooper Center Roof Change Order #1*
  
- 8. *Lakeside Park Sidewalks Change Order #1*

**9. Franke Park Roofing Project.**

**10. Swinney Park Homestead Roof Replacement.**

**11. McMillen Golf Course Chemical Building Change Order #1**

Commissioner Miller moved and Commissioner Briley seconded the motion to approve the contracts additions and deletions. The motion was duly carried. On file are the original contracts, change orders, signed approval forms, and bid tabulations.

- 9. PARKS HISTORY and HIGHLIGHTS** – Deputy Director Steve Schuhmacher described and showcased the highlights of the following parks and facilities.
- A. Boone Street Playlot** – Established in 1969, 0.33 acres to date, the Department maintains 6 designated Playlots within the City.
- B. Hamilton Park** – Established in 1930, 16.5 acres located at 1598 Cherokee Street. In addition to various amenities, this park serves as a water retention basin.
- C. Lawton Park** – Established in 1866, 39.33 acres, located at 1900 North Clinton Street. For a complete review of the presentation listed go to: [www.fortwayneparks.org/parks](http://www.fortwayneparks.org/parks) or <http://www.fortwayneparks.org/parks/parks-showcase.html>

**PUBLIC COMMENTS:** There was no public input during this meeting.

**DIRECTOR’S COMMENTS:** Director McDaniel and the Deputy Directors reported the following:

- ◆ Thanks to ALL the Staff for a GREAT Summer
- ◆ Salomon Farm Park hosted the family of Don Wolf and toured the renovated Homestead
- ◆ The 75<sup>th</sup> Anniversary of Franke Park Day Camp was celebrated with past campers from far and near, sharing their experiences and values many received from the Day Camp program.
- ◆ River Set Go was successful with our Dragon Boat Team taking 5<sup>th</sup> place in the race
- ◆ Programs are adjusting to the school schedule
- ◆ Dog Swim at Northside Park was successful
- ◆ Open Streets was a collaborative City event
- ◆ Sommer Concert featured En Vogue an American R&B/pop vocal girl group, performed in McMillen Park
- ◆ 269 Seasonal transition has begun, and fall class registrations are in the process
- ◆ Sweet Breeze and Foellinger Theatre ticket admissions are going well
- ◆ The 2023 Department has been approved by the Controller’s Office
- ◆ Campers, limited pool hours, playground programs, and Youth Center capacity, have all been affected by the lack of Staff

- ◆ The Riparian, Landscape, and Forestry divisions, continue to remove debris from the rivers and riverbanks.
- ◆ 9-Hole Disc Golf Course is open in Northside Park – Grand Opening Celebration has been planned
- ◆ The Recruitment video was conducted with over 25 Staff interviews and was site-specific
- ◆ Basketball Court Mural sponsored by Fort Financial and the Mad Ants was celebrated at Reservoir Park
- ◆ Crews continue to remove debris from the storm damage
- ◆ Senior Games was a 2-week event
- ◆ Participating in Lunch on the Square
- ◆ Pools are closed for the season. Splash will operate until the 1<sup>st</sup> week of October
- ◆ Cleaning up extensive storm damage
- ◆ Looking for a Supervisor in Ground Maintenance and a Safety Manager
- ◆ Acknowledge the hard work of Jacob Clausen, David Weadock, and Troy Bates

**COMMISSIONER'S COMMENTS:** President Zielke mentioned, he is looking forward to seeing the recruitment video. Kathy Callen mentioned the Park Foundation will meet on the fourth Monday in August. Mr. Zielke mentioned how Promenade Park is used in various advertisements when the City of Fort Wayne is illustrated.

There was no further business to come before the Board of Park Commissioners, on **Thursday, August 11, 2022**, in the **Park Foundation Pavilion**, Promenade Park, on the Riverfront, 202 W Superior Street, Fort Wayne, IN 46802. At 11:04 am, the meeting was adjourned.

**CITY OF FORT WAYNE  
BOARD OF PARK COMMISSIONERS**

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**William Zielke, President**

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**Justin Shurley, Vice-President**

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**Cory Miller, Commissioner**

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**Richard Briley, Commissioner**

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**Steve McDaniel, Director/Board Secretary**

All documentation, correspondence and prints/site plans presented at this meeting are on file in the office of the Parks and Recreation Department. This meeting was recorded by the Park staff and videotaped by Pat Stelte, Government Access Coordinator, in Television Services of the Allen County Public Library.

Here is the electronic link to the **Thursday, August 11, 2022** Board meeting:  
<https://acpl.viebit.com/player.php?hash=2P94sAfUgIME>