

SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

The **Board of Park Commissioners Monthly Board Meeting** was held on to be held on **Thursday, October 13, 2022, in the Citizens Square Building, City of Fort Wayne/Allen County City Council Discussion Room, (Garden level) Suite 30, 200 East Berry 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, Mike Gore, David Weadock, Kathy Pargmann, Derek Veit, Jason Smith, Rhonda Berg, Travis Roth, Chad W. Shaw, April McCampbell.

Others in attendance were: Marlene Voesheffe, Lucy Briley, Susan E. Hall, 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 meeting minutes from **Thursday, August 11, 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 08/05/22, and 08/19/22 account payables payment vouchers #2047 to #2470, 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. Commissioner Miller moved and Vice President Shurley seconded the motion to approve the payroll and commercial vouchers ending **August 31, 2022**, with a Payroll Sub-Total of \$969,130.17. Account Payables Sub-Total \$2,048,540.07, and a **Grand Total** of **\$3,017,670.24**. The motion was duly carried. The signed August 2022 payroll and commercial voucher reports were approved and are on file. Also reported was the number of full-time and part-time employees, for pay periods ending 09/02/22, 09/16/22, and 09/30/22 account payables payment vouchers #2471 to #2749 ending **September 30, 2022**, with a Payroll Sub-Total of \$1,221,131.29. Account Payables Sub-Total \$1m757m788.97 and a **Grand Total** of **\$3,079,920.36**. Vice President

Shurley moved and Commissioner Miller seconded the motion to accept the report as given. The motion was duly carried. The signed September 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 **August 31, 2022**, which was a total of **\$11,839.00**. An explanation was discussed for the Riverfront Development funds received totaling \$25,000.00. 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 August 31, 2022. Vice President Shurley moved and Commissioner Miller seconded the motion to approve donations and grants for September 2022 totaling **\$29,883.00**. Total Riverfront Development Reimbursements - \$50,000.00, Grant Total including Riverfront Development of \$870,781.04 and a Grand year-to-date Total including Riverfront Development of **\$795,781.04**. The motion was duly carried. On file is the Trust Fund report.

• **PARK PRIORITIES:** *Deputy Alec Johnson,*

Planning & Development/Landscape/Horticulture/Forestry/Riparian/Botanical Conservatory – Still on target to bid on the Franke Park Master Plan project. Renderings for the project were shared via PowerPoint. Pavilion and connectivity were highlighted, along with the re-location of various equipment, to be moved to the REA property. The future phase will connect to the north trail system. The Franke Pavilion is scheduled for a capacity of 400 seating at tables, with interior and exterior restrooms. The five-year Master Plan continues in the process with consultants. An information October 26 public input meeting has been scheduled. Riverfront Phase 2A is on schedule, to be open by December 31. Phase 2, which is located between Promenade Park and Headwaters Park is progressing with residents and landscape. The remainder of Phase 2 is in design a private fundraising effort will be forthcoming.

Lead Marketing Manager Kathy Pargmann and Deputy Director Chuck Reddinger – The focus will be on the formulations of three teams, job fairs, Pop-up Committees, and Staff development with an emphasis on retention and development. The recruitment video will be released in January, with planning for the Summer of 2023.

Director McDaniel – Ribbon cutting ceremony for Foster Park Pavilion #3, will be in mid-November. Cost estimates for the Foster Park Golf Course Master Plan have been planned.

5. **AGREEMENTS / FEES / PROPERTY / RESOLUTIONS / POLICY APPROVALS:**

A. *Declaratory Resolution for the Bond Issue – McDaniel* – Introduction of Resolution No. 2022-10-13 – Resolution of the Park Bonds for the Franke Park Renianicse project. A Public Hearing is planned for the next scheduled Board meeting and will be discussed during the regular meeting section. Commissioner

Briley moved and Commissioner seconded the motion to approve the Confirming Resolution and Declaratory of the Bond, with the intent to proceed with the Bond proceedings. On file is the signed Resolution, and a copy of the document will be open for view by the Public until November 10, 2022.

B. Historic Fort Wayne (Old Fort) Renewal Agreement – Reddinger – Commissioner Miller moved and Commissioner Briley seconded the approval to a 5-year agreement for the Old Fort, with permission to use cannons on the grounds, with no changes to the terms. The motion was duly carried. On file is the signed agreement.

C. Lutheran Life Villages (Foster Grandparents) Renewal Agreement – Reddinger – Vice President Shurley moved and Commissioner Briley seconded the approval for the Foster Grandparent program (a federally funded program) to lease space in the Community Center, 233 West Main Street. The motion was duly carried. On file is the lease agreement.

D. December 2022 & February/January 2023 Winter Fun Times Brochure – Reddinger – Commissioner Briley moved and Commissioner Miller seconded the motion to approve the Winter 2023 (December 2022-February 2023) Fee Recommendations for the Fun Times Brochure, as presented, granting the permission and flexibility for modifications or any necessary changes to the Director and Deputy Director. The motion was duly carried. On file is the Fun Times Winter 2022-2023 brochure.

E. Pavilion Rental Fees – Odisho/Berg – Commissioner Miller moved and Vice President Shurley seconded the motion to approve Pavilion Rental fees effective 11/1/2022, with \$20/rental going into the non-reverting capital fund, with changes to the transfer and refund policy. The motion was duly carried. On file are the rental fees for pavilions and the transfer policy.

F. Kreager Park NIPSCO Easement – Schuhmacher - Commissioner Miller moved and Commissioner Briley seconded the motion to accept the temporary easement

contract d by NIPSCO. The motion was duly carried. On file is the signed approval form.

6. **BIDS / CONTRACTS / CHANGE ORDER APPROVALS:** Superintendent Michael Gore, presented the following.
 - A. **Lakeside Park and Shoaff Park Sculptures – Johnson** – Commissioner Briley moved and Commissioner Miller seconded the motion to approve the location of sculptures in Lakeside Park and Shoaff Park, so the artist can proceed, with funding by the Public Art Commission for the maintenance of the sculptures. The motion was duly carried. On file are the scope of work and the contract with the artist.
 - B. **Monument Restoration – Shaw** – Vice President Shurley moved and Commissioner Miller seconded the motion to approve the restoration and cleaning of various monuments and plaques, dating back to 1927, in parks, in a contract with Sculpture & Objects Studio. The motion was duly carried. On file is the scope of work and contact.
 - C. **Fall 2022 Tree Planting – Veit** = Commissioner Miller moved and Commissioner Briley seconded the motion to approve the planting of 369 trees in a contract with Shad Trees Unlimited. The motion was duly carried. On file is the scope of work, the variety of trees to be planted, the signed approval, and the contract.
 - D. **Golf Carts Purchase- Smith** - Commissioner Briley moved and Commissioner Miller seconded the motion to approve the purchase of fifteen (15) golf carts, with newer carts going to Foster Park, then to Shoaff, and McMillen Park Golf Courses, the Board agreed to enter into a contract with Midwest Golf and Turf. The motion was duly carried. On file are the signed approval, and the contract.
 - E. **Lakeside Sports Court Lighting Project – Weadock** – Commissioner Miller moved and Commissioner Briley seconded the motion to approve a contract with Havel, A Division of Shambaugh & Son, for the replacement and incorporation of LED lighting and improvements, with timing devices. The motion was duly carried. On file are the contact, bid tabulations, the scope of work, and the signed approval.
 - F. **2022 Paving Project Change Order– Weadock** - Commissioner Miller moved and Commissioner Briley seconded the motion to approve change order #1, and an addition to the contact amount. The motion was duly carried. On file are the

original contact, the signed approval, the scope of work, and the summary for the change order.

7. **PARKS HISTORY and HIGHLIGHTS** – Deputy Director Steve Schuhmacher described and showcased the highlights of the following parks and facilities.
 - A. **Guldlin Park** is located at Van Buren Street and Michaels Avenue along the St. Mary's River
 - B. **Indian Village Park** is located at 1701 Bluffton Road
 - C. **McCulloch Park** is located at the intersection of Broadway Street and Parkview Avenue

For a complete review of the presentation listed go to: 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:
◆ Successfully Johnny Appleseed Festival, Salomon Farm Park Fal Festival, and World River River days at Promenade Park were well attended.

COMMISSIONER'S COMMENTS: President Zielke questioned the number of candidates interviewed, and the percentage of acceptance of a position. Vice President Shurley, questioned a possibility of a special tax on the Park Bond as a funding source. Will there be additional tax to the public, and can the verbiage be stated in the document? Vice President Shurley, expressed concerns with the height of the sculptures, and any possible public interaction, in both Lakeside and Shoaff Parks. Vice-President Shurley questioned how the sale of alcohol at the Golf Course was perceived, and if there were any issues with patrons and Staff as well.

There was no further business to come before the Board of Park Commissioners, on **Thursday, October 13, 2022**, in the Citizens Square Building, **City Council Discussion Suite 30**, (garden level) 200 East Berry Street, Fort Wayne, IN 46802. At 11:45 am, the meeting was adjourned.

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

William Zielke, President

Justin Shurley, Vice-President

Cory Miller, Commissioner

Richard Briley, Commissioner

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, October 13, 2022** Board meeting:
<https://acpl.viebit.com/player.php?hash=efinSs6f6AAg>