

SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

Following the conclusion of the Annual Organizational Meeting, the Board of Park Commissioners held their monthly Board meeting on Thursday, June 8, 2023. The meeting was held in the City Council Discussion Chambers Room 30 (garden level), Citizens Square Building, 200 East Berry Street, Fort Wayne, Indiana 46802

BOARD MEMBERS PRESENT: Mr. Justin Shurley, Board President, Mr. Cory Miller, Vice President, Commissioner Mr. Richard Briley, Commissioner, and Mrs. Jenna Jauch, Commissioner.

PARKS STAFF PRESENT: Steve McDaniel, Chuck Reddinger, Sandra Odisho, Steve Schuhmacher, Alec Johnson, Harlean Falls, Kathy Pargmann, David Weadock, Chad W. Shaw, Robert Hines, and April McCampbell.

Others in attendance were: Pat Stelte of the Allen County Public Library.

1. **CALL TO ORDER:** Board President Justin Shurley called the monthly Board meeting to order at 10:00 am.

2. **APPROVAL OF MINUTES:** President Shurley called for approval of the minutes from the *Thursday, May 4, 2023* meeting. Commissioner Briley moved and Commissioner Jauch seconded the motion of accepting the meeting minutes 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 is the number of full-time and part-time employees, for pay periods ending 04/14/23 and 04/28/23, account payables payment vouchers #799 to #1112. The totals are in the Park General Fund, Park Trust Fund, Park Non-Reverting Operating Fund, Park Non-Reverting Capital Fund, Park Cumulative Building Fund, Park Bond Fund, and Other City Funds. ***Noted*** were various Parks Capital projects and the Vehicle Leases for 2016 and 2022. Vice President Miller moved and Commissioner Jauch seconded the motion to approve the payroll and commercial vouchers ending **April 30, 2023**, with a Payroll Sub-Total of \$864,692.00. Account Payables Sub-Total \$1,303,610.23 and a **Grand Total of \$2,168,302.23**. The motion was duly carried. The signed April 2023 payroll and commercial voucher reports were approved and are on file. Also included in this report were; the number of full-time and part-time employees, for pay periods ending 05/12/23 and 05/26/23, and account payables payment vouchers #1113 to #1586. The totals are in the Park General Fund, Park Trust Fund, Park Non-Reverting Operating Fund, Park Non-Reverting Capital Fund, Park Cumulative Building Fund, Park Bond Fund, and Other City Funds. ***Noted*** were the 2022 Bond Issue principle and interest payments (*to be paid in May and November*).

Commissioner Briley moved and Commissioner Jauch seconded the motion to approve the payroll and commercial vouchers ending **May 31, 2023**, with a Payroll Sub-Total of \$966,148.27. Account Payables Sub-Total \$2,375,026.47 and a **Grand Total** of **\$3,341,174.74**. The motion was duly carried. The signed May 2023 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 **April 2023**, which was a total of **\$13,049.00**. Two pages of Donations and grants were specifically mentioned: and received as of **May 2023** was a total of **\$43,100.06**. The year-to-date total is; **\$911,321.96**. Board President Shurley inquired about the FitLot (AARP Outdoor exercise equipment) donation and the memorials for a 20-year-old fatally injured Amazon worker and the Linda Pickerman Family Fund. By acclamation, the Board approves all donations and grants, heard in the report, and thanked everyone for their generosity of donations, gifts, and grants, in the combined reports for April and May 2023. A record of all grants, donations, and financial contributions is on file.

5. **PARK PRIORITIES;** Director McDaniel updated the Board on the Foster Park Master Plan Surveys, the progress of the design team, and representatives of River City Ventures. Deputy Director of Planning and Development Alec Johnson, updated the Board on the progress of Franke Park Renaissance Project Phase I, construction is proceeding in earnest, with plans to replace the vast majority of trees, throughout the proposed winding road. MKS will work out of our old Maintenance facility. The project is on schedule for the projected approximately 18 months or more timeline. A Riverfront Phase IIa Grand Opening, the new section to connect Headwaters West to Promenade Park, is scheduled for June 27th at 11:00 am. Phase IIb drawings are nearly complete. We held a series of Public Input meetings for the Department's Comprehensive Plan. The Stakeholders' meeting will be in July, with another series of meetings scheduled for August. We encourage the Public to take the multi-language surveys located at www.fortwayneparks.org Additionally, the Master Plan has been submitted to DNR, and has been fully approved. The final approved document will be posted on the Department's website.

6. **BIDS / CONTRACTS / CHANGE ORDERS / APPROVALS;** **David Weadock, Manager, Project Administration**
 - A. **Headwaters Park New Sidewalks Project #2023003** – Commissioner Briley moved and Commissioner Jauch seconded the motion to approve a contract with Shannon Concrete for the scope of work for Phase 1 of the project, working with the Right of Way Department, in a systematic approach. The motion was duly carried. On file are the bid tabulation sheet, the detailed contract, and the assessment of all sidewalks in the park.

B. Salomon Farm Park Restroom Building Winterization Project #2023004 - Vice President Miller moved and Commissioner Briley seconded the motion to approve the improvements that allow for year-round use of the restroom building and accommodations, upgrades while still maintaining the 1930s appearance of the structure, new subsurface utilities and exterior painting; entering into a contract with Strebbig Construction. The motion was duly carried. On file are the scope of work, the bid tabulation sheet, and the contract.

C. Lakeside Park Lighting Project Change Order No. 1 – Vice President Miller move and Commissioner Jauch seconded the motion to accept the contracted decrease amount for the project. The motion was duly carried. On file are the original contract, scope of work, and the bid tabulation sheet.

7. **RECREATION SERVICES OVERVIEW** – Deputy Reddinger provided the Board with a PowerPoint presentation of the Day Camps (Franke, Salomon Farm Park, Camp ACTiVenture, and The McMillen Park Community Center) programs, services, and training. In 2022, during the 75th Anniversary celebration of Franke Park Day Camp, more than 4 family generations were in attendance, and the group has developed a FaceBook page as well. The Wolf Family Learning Center emphasizes the “Farm to Table” concept, the Highland Cows and Picky Goats are very popular with campers. The Rock Wall was a welcomed change for most participants. Social Services and other community resources are incorporated into the Mc The Lifetime Sports Academy celebrated 25 years of unique programming. Also included in the presentation were the mission statements, individual and collective growth opportunities, partnership resources, and highlights of the Weisser Park and the Albert Jennings Youth Centers,

PUBLIC COMMENTS: There were no Public Comments, during this meeting.

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

- ✚ A Press Conference and a Dedication of a new monument in Memorial Park honoring the Daisy’s All Female Baseball Team, a collaborative effort with the Fort Wayne Tin Caps.
- ✚ Ted’s Snack Bar, will have a Grand Opening in Promenade Park
- ✚ The Department will be the recipient of additional funding for the City, for playgrounds and Street Trees, with identified sites; working with Neighborhoods Associations.
- ✚ Director McDaniel thanked the Fort Wayne Parks & Recreation Staff and all Volunteers.
- ✚ No meeting in July
- ✚ An MKS Drone video of the Franke Park Renaissance Project was presented
- ✚ The Mother’s Day Plant Sale was a record-setting revenue event

- ✦ Annual plantings were completed ahead of time, due to great weather, and the Gardeners
- ✦ Our Greenhouse Volunteers logged 530 hours in May
- ✦ The St. Marys bank stabilization project, along the Pedestrian Bridge near the Old Fort, is in great shape
- ✦ A new program this year is entitled *Park-N-Play*; a mobile flexible schedule unit
- ✦ Bi-weekly Concerts in Promenade Park have begun
- ✦ Northside Pool is open. McMillen Park Pool will open on Monday, June 12th.
- ✦ A Press Conference to start the 44th Annual Seniors Games began on Monday, June 5th, with a target of 500 participants, aged 55 and older.
- ✦ Salomon is ready for the Sun Flower fields
- ✦ The Downtown Rivers Idle Speed Only Zone, a speed limit, for power boats and non-power boats, has begun; for the safety of all recreational river participants
- ✦ We have several full-time positions still open. All major hiring seasonal positions are complete
- ✦ Seasonal wages have been increased. Customer Service training has begun
- ✦ Summer Fun Times was released on May 3rd.
- ✦ AWS has replaced pool lifts
- ✦ Formal invitations are scheduled for 3 Press Conferences in June
- ✦ Splash pads are open, and the mowing crews are on task and on schedule

- ✦ **COMMISSIONER'S COMMENTS:** Commissioner Briley questioned how far on the rivers the Idle Zone reaches. The DNR conducted a very thorough process, as mandated by the DNR, the boundaries are between the Tennessee Avenue Bridge, the Main Street Bridge, and the Columbia Avenue Bridge. President Shurley thanked all in attendance.

There was no further business to come before the Board of Park Commissioners, on Thursday, June 8, 2023, in the City Council Discussion Chambers of Citizens Square (garden level) Room 30, 200 East Berry Street, Fort Wayne, IN 46802. At 11:10 am, the meeting was adjourned.

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

Justin Shurley, President

Cory Miller, Vice-President

Richard Briley, Commissioner

Jenna Jauch, 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 link to the **Thursday, June 8, 2023 meeting online:**
<https://acpl.viebit.com/player.php?hash=p1724KpmODzwTYDA>