

SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

The **Board of Park Commissioners** held their monthly Board meeting on **Thursday, November 9, 2023, in the City Council Discussion Room (garden level) Suite 30, 200 East Berry Street, Fort Wayne, IN 46802**

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

PARKS STAFF PRESENT: Steve McDaniel, Chuck Reddinger, Sandra Odisho, Steve Schuhmacher, Alec Johnson, Harlean Falls, Kath Pargmann, Gary Whitacre, Jason Smith, Scott Winling, April McCampbell, Mike Gore, Chad W. Shaw, and Dave Weadock

Others in attendance were: News Reporter, Charles Benberry – WANE-TV, Wendy Stein, 1001 Kinnard Avenue, Fort Wayne, Allen Donnelly, Genesis Sod Seed Farms, Conner Haemmerle, Genesis Sod Seed Farms, Ron Sheppard, City Utilities Engineer, Peg Maginn, 7811 Watersedge Cove, Kristen Buell, City Utilities, Engineer, Lisa Starks, 1239 Sunset Drive, Seth Weinglass, City Utilities, Engineer, Dan Wire, NNA, danwire54@yahoo.com Judi Wire, NNA, and Patrick 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 a.m.

2. **APPROVAL OF MINUTES:** President Shurley called for approval of the minutes from the *Thursday, October 12, 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 10/13/23 and 10/27/23 account payables payment vouchers #3329 to #3688. 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 final payments from Foellinger Theatre. Vice President Miller moved and Commissioner Briley seconded the motion to approve the payroll and commercial vouchers ending **October 31, 2023**, with a Payroll Sub-Total of \$982,269.27. Account Payables Sub-Total \$4,921,700.26, and a **Grand Total of \$5,903,969.53**. The motion was duly carried. The signed August 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 **October 2023**, which was a total of **\$363,364.00**. Noted was a donation from The Foellinger Foundation, and Weisser Park Elementary School-4th Grand STEAM Project (Disc Golf). The year-to-date total is \$1,393,528.47. By acclamation, the Board approved all donations and grants received and reported. The motion was duly carried. A record of all grants, donations, and financial contributions is on file.

5. **2024 DEPARTMENT BUDGET:** Manager Odisho discussed the approval by the City Council department, highlighting the employee increases, salaries, the 2023-2027 Capital Improvement Program, wages, property taxes, ARPA dollars, various department renovations, projects, programs, services, and the transfer of the Headwaters Park operations. Vice President Miller moved and Commissioner Jauch seconded the motion to approve the 2024 Department Budget. The motion was duly carried. On file is the approved 2024 Department budget.

6. **AGREEMENTS/FEES.PROPERTY/RESOLUTIONS/POLICY APPROVALS**
 - A. **Foster Park Golf Course Master Plan – McDaniel** – Feedback from the public, led by the Staff and Golf Course Architects, Hills, Forrest, and Smith, address the needs of the existing trails and connectivity, for the Foster Park Golf Course Master Plan for improvements. Gary Whitacre, Manager of Golf Course Operations, and Jason Smith, Superintendent of Athletics and Special Events, came before the Board to request the adoption of the Master Plan for Foster Park Golf Course. Vice President Miller moved and Commissioner Briley seconded the motion to adopt the Foster Golf Course Master Plan. The motion was duly carried. On file is the Foster Park Golf Course Master Plan. President Shurley invited representatives from the Friends of Foster Park; Kristen Buell and Lisa Starks to address the Board.
 - B. **2024 Promenade Park Fees – Reddinger** – Commissioner Jauch moved and Commissioner Briley seconded the motion to approve the fee recommendations, and hourly rates for Promenade Park, Auer Lawn, SW Bandshell East, Old National Bank Plaza, and SW Bandshell West and the Historic Wells Street Bridge; effective November 9, 2023. The motion was duly carried. On file are the rate and fee schedules.
 - C. **2024 Fees Salomon Farm Park – Lamb/Reddinger** – Vice President Miller moved and Commissioner Briley seconded the motion to approve the fee recommendations, for rentals, security, wagon rides, and no changes to the outdoor dinner set-up, aka North Flower Space Garden Area, with a small increase to the Animal Interaction during rentals, and

the vendor/booth fees, field trips, and guided tours, in Salomon Farm Park. The motion was duly carried. On file is the fee structure

D. Foster Park City Utilities Temporary Easement – Johnson- Although the City's 3RPort Tunnel (Boring machine, called Momma Joe), project is coming to a close, there is still work to be done in conjunction with City Utilities. Vice President Miller moved and Commissioner Jauch seconded the motion to approve a temporary agreement for an easement in Foster Park. The motion was duly carried. The agreement was notarized and will be sent to the Recorder's Office.

7. BIDS / CONTRAC / CHANGE ORDER / APPROVALS:

Franke Park Drainage Change Order #3 – Shaw- Commissioner Jauch moved and Vice President Miller seconded the motion to approve Change Order #3, for an additional amount to the Franke Park Drainage Improvements project. The motion was duly carried. On file are the original contract, scope of work, and change orders 1, 2, and 3.

8. PARK PRIORITIES: Deputy Director Alec Johnson mentioned that the Parks Comprehensive Plan has been removed from the Department's website, and the Public input component is now complete. The Staff is now working with the Consultants. Work continues with a Steering Committee on the Reservoir Park Master Plan. The Hanna Homestead Master Plan is ready for review by the public for further input. Various areas of the Franke Park Renaissance Project are on schedule and are taking shape, with a view off of Goshen Road, areas within the park, the bridge, and wooded areas. Riverfront Phase 2B is on schedule. <https://www.fortwayneparks.org/38-parks/park-page-links/168-franke-park.html?highlight=WyJmcmFua2UiLCJwYXJrIiwicGFyaydzIiwZnJhbmtlIHhBhemsixQ>

9. PARKS & RECREATION HISTORY AND HIGHLIGHTS: Deputy Steve Schuhmacher narrated the following Fort Wayne Parks & Recreation Department's facility, property, history, and highlights. For a complete review of the presentation, and location of all parks and amenities listed go to [Fun Facts - Fort Wayne Parks and Recreation](#) or <https://www.fortwayneparks.org/parks/parks-showcase.html>

Courthouse Green – established in 2000, – Size in Acres: 1.08, adjacent on the east side of the Courthouse, downtown, dedicated in 1999 as a park, created to be a tranquil area, with 7 stoned pedestals.

Orff Park – established in 1892. Located at the intersection of Main and Rockhill Street. .02 acres, the City’s smallest park. Purchased and named in honor of Mr. John Orff.

Rockhill Park – located on 28 acres, at Catalpa Street & West Jefferson Blvd. The park is named after Mr. William Rockhill, who served on the first Fort Wayne City Council, was a successful owner, and assisted in establishing the Erie Canal. Rockhill was established in 1908.

PUBLIC COMMENTS: **Mr. Dan Wire**, spoke on behalf of Maumee Watershed Alliance, with comments on the River City Ventures Project. dwire@maumeewatershedalliance.org **Ms. Peg Maginn** spoke about the River City Ventures Project maginn965@gmail.com

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

- ✦ Director McDaniel showcased two Golf Disc, designed by the 4th graders at Weisser Park Elementary School
- ✦ Work continues with Consultants for an IT prototype app
- ✦ Headwaters Park Ice Skating Rink is set to open
- ✦ The Department will host the Annual IPRA Conference at the Grand Wayne
- ✦ Improvements to Concessions and Zamboni training at Headwaters Park continue
- ✦ Both the Jennings Center and the Weisser Park Youth Center need additional staff
- ✦ Various holiday events are in preparation
- ✦ Winter Fun Times Brochure registrations have begun
- ✦ As of October, 21, the summer pavilions are closed
- ✦ November 11 – Veteran’s Day will mark the last season day for the Golf Courses
- ✦ Preparing for holidays, with the installation of seasonal lighting
- ✦ It is also the Leaf Season in our parks
- ✦ Planning Staff continues to work on Master Plans and Comprehensive plans, developing plans for Brewer Park improvements
- ✦ Landscape and flower beds are “put to sleep” for the winter
- ✦ All docks have been removed from the rivers
- ✦ Contracts are out for bid for the removal of dead trees around the City
- ✦ Botanical Conservatory showchange is in process, and the facility is open during the exhibit change

✚ Promotion continues for the Handmade/Homemade Sale and special events in November and December

✚ Headwaters Park Ice Skating Rink will open on November 18

✚ Fall and Winter jobs are posted on the Department's website

✚ **COMMISSIONER'S COMMENTS:** President Shurley expressed his amazement and appreciation for the dinner setup in the flower fields. Vice President Miller and Commissioner Jauch, expressed their appreciation for the work that is being done at Salomon Farm Park to preserve. Commissioner Briley publicly thanked the family of Director Steve McDaniel, for allowing him to spend the majority of his time with the Department and events.

There was no further business to come before the Board of Park Commissioners, on **Thursday, November 9, 2023,** in the City Council Discussion Room of the Citizens Square building, (lower level) Suite 30, 200 East Berry Street, Fort Wayne, IN 46802. At 11:34 a.m., 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, November 9, 2023 meeting online:**
<https://acpl.viebit.com/player.php?hash=zjpMaBsdqSF8Y5En>