

SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

On Thursday, April 11, 2024, the **Board of Park Commissioners**, held their monthly Board meeting. The meeting was held in the City Council Discussion Chambers Room 30 (garden level), Citizens Square, 200 East Berry Street, Fort Wayne, Indiana 46802

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

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

Others in attendance were: Ms. Lee Powers, Citizen, and 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, acknowledging the passing of The Honorable Thomas C. Henry, Mayor of Fort Wayne, Indiana, 72, **passed away at Stillwater Hospice in Fort Wayne on Thursday, March 28, 2024**, surrounded by his large and loving family. The “People's Mayor,” Tom was first elected to the seat in January of 2008, an office he held for more than 16 years.
2. **APPROVAL OF MINUTES:** Board President Shurley, called for the approval of the monthly meeting minutes from Thursday, March 14, 2024. Board Vice President Cory Miller moved and Commissioner Richard Briley seconded the motion to approve the minutes. The motion was duly carried. On file are the monthly Board minutes signed for March 14, 2024.
3. **PAYROLL & COMMERCIAL VOUCHERS:** Manager Sandra 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 03/01/24, 03/15/24, and 03/29/24, account payables payment vouchers #0422 to #0745, with a Payroll Sub-Total of \$1,363,732.09 **NOTED** were three pay periods. 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, and Other City Funds, for Account Payables Total of \$2,523,301.50, and a total of \$3,887,033.59. Commissioner Briley moved and Commissioner Jauch seconded the motion to approve the payroll and commercial vouchers as presented. The motion was duly carried. On file is the March 2024 report.

4. **TRUST FUND DONATIONS:** Finance Manager Sandra Odisho navigated the Board members through a listing of the donors, amounts, and purpose, along with donations, endowments, and grants from the Park Foundation; for LSA, Buckner Park, Courthouse Green, Hamilton Sisters Sculpture, Kids, Crossing, Lakeside Park Fountain, Lindenwood Nature Preserve, Salomon Farm Park, Freimann Square, Riverfront Development, Salon Park, and the Botanical Conservatory. Also, the General Trust, Showcase Trust, Marketing Trust, General Fund Operations, Brewer Park, Memorials, Silver Birch Living LLC, to the Community Center, Fort Wayne Trails Inc., to the Community Center (233 West Main Street), Senior Games, Premier Bank Foundation, to McKinnie (*not McMinnie*) Commons, donations to General Park Areas, Frank Park Day Camp; received as of **March 2024**, with a total of **\$482,348.00**, and **YTD is \$679,628.84**. **Franke Park Renaissance Reimbursements: \$600,000.00**, a total including Franke Park Renaissance Reimbursements is **\$1,279,628.84**. By acclamation, the Board accepted the Trust Fund Donations report. On file is the March Trust Fund Donations report.
5. **PARK PRIORITIES:** Deputy Director Alec Johnson, gave an update on the work seen and activity in Foster Park, which is a City Utilities project, related to the Tunnel Project. Construction work is currently on Hartman Road, the entry drive, and Indian Village as well. Each section has different completion dates, with continued construction throughout the summer, with a tentative completion date of October 2024. City Council discussion on the Parks projects for Foster Park is scheduled for the Board Approved Foster Park Entrance Redesign contract.

The Franke Park Renaissance Project is still on schedule, with a completion date in October, and a grand opening will be planned for sometime in November 2024. Site visits can be scheduled with either Director McDaniel or Deputy Alec Johnson. Construction plans for the Brewer Park Redevelopment are in the conclusion phase.

Superintendent Chad W. Shaw is the lead on the Packard Park Redevelopment plans and will wait until we have confirmed bids for Brewer Park, before bids are requested for the Packard Park project, to avoid construction administration overload.

Comments have been received from the Comprehensive Plan Advisory Committee and as an **Introduction**, a presentation will be submitted to the Board.

6. **AGREEMENTS / FEES/ RESOLUTIONS / POLICY APPROVALS:**
 - A. **Utility Easement in Kreager Park – McDaniel** – The purpose and process for the requested easement by City Utilities – **7901 North River Road** was summarized by **Director McDaniel**. Deputy Johnson described the landscape, the necessary tree requirements, and our replacement policy. Vice President Miller moved and Commissioner Briley seconded the motion to approve a permanent easement, to grant

access to the land, no building is allowed on the easement. The motion was duly carried. On file is the signed, notarized, Allen County Recorder stamped easement.

B. *2024 Community Center (233 W Main St.) Fees – Reddinger/Wagner-Stockman*

Deputy Director Chuck Reddinger, introduced Mary Wagner-Stockman, Manager of the Community Center, 233 West Main Street (Downtown), and a brief overview of programs, services, weekly leagues, certifications, annual events with goal participation, current Staff, Volunteer appreciation, and activities. Commissioner Briley moved and Commissioner Jauch seconded the motion to approve the Fee Recommendations for the Community Center (Downtown), for rental spaces, the discontinuation of rental items, and the updating of Security fees. The motion was duly carried. On file is the Summer 2024 Youth Camp Programs Brochure.

7. BIDS / CONTRACTS / CHANGE ORDER APPROVALS:

Lawton Park Trestle Bridge - Shaw – Vice President Miller moved and Commissioner Jauch seconded the motion to approve the scope of work on the Trestle Bridge, it was a former railroad bridge, then it became a pedestrian bridge, located south of Fourth Street, west of Spy Run Avenue, on the St. Marys pathway, entering into a contract with R. L. McCoy, Inc, for the demolition, removal, and replacement of a new pedestrian bridge. The motion was duly carried. On file are the bid tab sheet, the signed Purchasing approval, and the contract.

Brewer Park Change Order #1 –Johnson - Commissioner Briley moved and Commissioner Jauch seconded the motion to approve the Change Order #1 - increase, for the Brewer Park Redevelopment, for the detailed design work in the contract with Jones Petrie Rafinski (JPR) Corp. The motion was duly carried. On file are the scope of work, bid tabulation, the signed Purchasing approval form, and the contract.

Mechanic Street Bridge Project – David Weadock, came before the Board with a PowerPoint presentation of the project scope, location, and a summary of work to be completed, on the bridge, built in 1898. – Vice President Miller moved and Commissioner Briley seconded the motion to approve a contract with Hamilton Hunter Builders, for the scope of work, which includes the rehabilitation of the historic steel Pratt through truss pedestrian bridge (which means – arches/supports on top *{instead of the bottom}* of the bridge) and approach span to East Swinney Park to the west and Mechanic Street, to the east. The motion was duly carried. On file are the scope of work, summary, PowerPoint presentation, bid tabulation, the signed Purchasing approval form, and the contract

8. FORT WAYNE PARKS & RECREATION SHOWCASE – Deputy Director Steve Schuhmacher will periodically, narrate a PowerPoint presentation, on various parks, facilities, and parklands; to be listed on the agenda as Parks and Recreation History and Highlights. Showcased during this meeting were the valuable and enlightening historical information, acreage, maps, monuments, signage, walking paths, and connecting trails, with actual photos, improvements, and amenities of the following parks:

Miner Playground – Located at the corner of West DeWald and Miner Streets, on 1.8 acres. In 1964 the Park & Recreation Department leased open space on Miner Street between Walnut and Poplar Streets for a basketball court from Helen O'Connor. O'Connor Construction closed

its office and the entire property was put up for sale. In 1971 the Department leased the entire property for 15 months with an option to purchase and the rental fees to apply to the purchase price if the option was exercised. The purchase price was set at \$35,000. In 1971 Miner Community Center opened on this site in 1972 the Park Department exercised its option to buy. In 1989 Miner Community Center closed after almost 20 years of operation and was then leased to the Boys & Girls Club. Since that time the former Community Center property has been sold. Located one block north of the former Miner Center is Miner Playground. In 1963 The Board of School Trustees authorized the old Miner School property to be transferred to the Park Board for playground purposes. Since that time this playground has been used by countless children Established as a Playground in 1973.

Psi Ote Park - Since 1953, resting on 8.9 acres, located at Wenonah Lake in the Indian Village Neighborhood. This Park was purchased and developed for the City of Fort Wayne by the Pi Chapter of Psi Lota Xi Sorority. Amenities in addition to a Playground, include a basketball court and a Pavilion available on a first come/first served basis.

Turpie Playground – Established in 1969, the Size in acres is .62, on Turpie Street and Manford Street, a few blocks north of McMillen Park, off of Wayne Trace. A tract of land 200 x 134 for a small playground at Turpie (one of 10 new playgrounds) & Manford Streets was received as a donation from Mr. Richard D. Waterfield in 1969.

For a complete review of the presentation and location of all parks listed go to:
www.fortwayneparks.org

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

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

- ✚ Parks Staff are working on a new and specific Parks app, and Director McDaniel has a version of the app on his cell phone
- ✚ The Historic Fort Wayne group launched improvements and a capital campaign for the Old Fort in hopes of renovating several of the buildings at the Old Fort. Tom Grant has agreed to give tours of the Old Fort
- ✚ We are working on a draft MOU with Headwaters Park Alliance, to address funding for the fountain
- ✚ Expressions of sympathy were extended to the family of Mayor Henry and our monthly meeting Videographer, Patrick Stelte, in the loss of his Mother
- ✚ Crunch time for filling positions in the area of Recreation. Training for positions begins in May, with positions listed at \$15.00/hour or more. We hire as young as 16 for many positions.
- ✚ An electronic approval for the 2024 Summer Fun Times will be sent to all Board of Park Commissioners for approval

- # The more Staff we can hire and train, the more people, we can pull off our waitlist
- # 243 employees were paid on March 23 and March 29
- # We have five full-time open positions as of March 31
- # The Finance Support Division of our Department is working to streamline our payroll processes, with assistance from the City Information Technology Director
- # The first day of Day Camp Registration has surpassed the 2023 first day of Day Camp Registration by 25%
- # Coordinating changes in our system with our Financial institution
- # Our POS system provider has introduced a change to provide a very economical app, that will allow our customers to register for classes, as well as meet other needs. We are in the middle stages of the process, as Kimberly Weldon is working with the Marketing Team, for this new Parks & Recreation app that will need approval through the Apple Store and the Google Store, providing a QR code
- # Spring has sprung with the heavy rains; Mowing Crews are challenged to keep up and out of the mud
- # Annual Winter cleaning has been completed
- # We have one full-time Plumber in this Department, working hard to keep all our plumbing needs on and functioning properly
- # Project Administration continues to work on the installation of Playgrounds. Kids Crossing in Lawton has been removed, and new Playground equipment is on schedule to be installed
- # Landscape and Horticulture is busy preparing for the Annual Mother's Day Plant Sale, Botanical Conservatory showchange exhibit
- # 1.5 tons of Honeysuckle along the river and Theme Drive was removed, and approximately 1,520 (6.26 tons) of logs were cleared from the Van Buren and Ewing bridges
- # The Forestry Division is working with the Northside Neighborhood Association and the Spy Run Neighborhood Association to identify strategies for re-growing lost tree canopies in their neighborhoods, using the Citizen Match Tree Planting Program, for planting trees in the Right-A-Way, not in yards
- # The Color in Motion Live Butterfly Exhibit continues through June 23
- # The Annual Mother's Day Plant Sale is scheduled for May 9 – 12th, at the McMillen Park Community Center, 3900 Abbott Street

- ✦ In February we had 89,205 Facebook followers, and the Marketing Teams received 75 Media mentions in March
- ✦ Six shows for the Foellinger Theatre are listed on the Department Website
- ✦ We are still hiring, and many job opportunities are listed at www.fortwayneparks.org

COMMISSIONER'S COMMENTS: Board President Justin Shurley expressed sadness on behalf of the Board of Park Commissioners, on the passing of Mayor Thomas Henry, stating he was a great supporter of the Parks and Recreation Department, Promenade Park, and the Riverfront Development. Additionally, President Shurley thanked the Fort Wayne Park Foundation for their continued support of various projects and thanked also to the Lawton Park Greenhouse Staff, for the tour of the facility, the Parks Staff and volunteers for all they do, and informative “green sheet” listing park facilities, amenities, acreage, and facts.

There was no further business to come before the Board of Park Commissioners, on Thursday, April 11, 2024, in the City Council Discussion Chambers of Citizens Square (*garden level*) Room 30, 200 East Berry Street, Fort Wayne, IN 46802. At 11:06 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, April 11, 2024 meeting online:**
<https://acpl.viebit.com/player.php?hash=yaQTXLV3ovYg2mOi>