

SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

On Thursday, June 13, 2024, the Board of Park Commissioners, and the Staff of the Fort Wayne Parks & Recreation Department held their monthly Board meeting, in the Park Foundation Pavilion, of Promenade Park, 202 West Superior Street, Fort Wayne, IN 46802.

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

PARKS STAFF PRESENT: Steve McDaniel, Harlean Falls, Kathy Pargmann, Travis Roth, Mike Gore, Robert Hines, Chad Shaw, and April McCampbell.

Others in attendance were: City Councilman, Geoffrey Paddock, (Headwaters Park Alliance), 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.
2. **APPROVAL OF MINUTES:** Board President Shurley, called for the approval of the monthly meeting minutes from Thursday, May 9, 2024. Board Commissioner Richard Briley moved and Commissioner Jenna Jauch seconded the motion to approve the minutes. The motion was duly carried. On file are the monthly Board minutes.
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 05/10/24, and 05/24/24, account payables payment vouchers #1067 to #1394, with a Payroll Sub-Total of \$1,015,877.88 **NOTED** were Capital projects and equipment lease payments. 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 \$4,143,930.10, and a total of \$5,159,807.98, Board Vice President Miller moved and Commissioner Briley seconded the motion to approve the payroll and commercial vouchers as presented. The motion was duly carried. On file is the May 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 for the Foellinger-Freimann Botanical Conservatory, Community Center/Senior Games, Memorial Dedication -Richard Sorgel, Winterval, Lifetime Sports Academy, Cash Donations, and from the Registrations/Web Donations. Also, (03/24) \$600,000.00 from the Park Foundation-Franke Park Renaissance Reimbursements, Grand Total including Franke Park Renaissance Reimbursements \$1,303,747.39, received as of **May 2024**, with a total of **\$14,777.50, and YTD is \$703,747.39**. 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 stated the Comprehensive Plan will remain on the Department's website for review by the public for another month. We are still on schedule for a grand opening celebration for the new pavilion in Franke Park, sometime in November. There is a Drone video of the Franke Park Renaissance Project.
https://www.youtube.com/watch?v=Nc_ffSKwvvgg, tours can be scheduled by contacting Deputy Johnson. We are still waiting on final permits from Army Corp and IDEM for the Riverfront Phase II Project. Consultants from EarthSource will be working on the Foster Park Project, we have several Public Input Meetings scheduled, and we continue to work with City Utilities to minimize the effects of the Consolidation Sewer project.
6. **AGREEMENTS / FEES/ RESOLUTIONS / POLICY APPROVALS:**
- A. *Salomon Farm Park Conservation Easement - Johnson*- Commissioner Jauch moved and Commissioner Briley seconded the motion to record a creek mitigation project for a Conservation Easement in Salomon Farm Park with the Indiana Department of Transportation (INDOT). The motion was duly carried. On file are the signed approval form, the Executive Document Summary, and the June 6, 2010 EDS No. A249-10-321438 Agreement, Declaration of Restrictions and Covenants upon Real Estate, Exhibits A, B, and the easement plat.
 - B. *Headwaters Park Alliance MOA Agreement – McDaniel/Reddinger/City Councilman Geoffrey Paddock, Executive Director of Headwater Parks Alliance* – Vice President Miller moved and Commissioner Briley seconded the motion to approve the MOA between the Headwaters Park Alliance, Inc., and the City of Fort Wayne Board of Park Commissioners, with the Fort Wayne Parks and Recreation Department. The motion was duly carried. On file is the Memorandum of Agreement, and a listing of donors to the Headwaters Splashpad Project as of May 23, 2024.
 - C. *Purchasing Agent Resolution – Odisho* – Commissioner Jauch moved and Commissioner Briley seconded the motion to adopt the Purchasing Agent Resolution of the City as an update to recognize all purchases exceeding \$50,000.00 in amount, to authorize the Director of the Fort Wayne Parks & Recreation Department, to act on behalf of the Board of Park Commissioners, following the regulations of the mandates of the State of Indiana Public Works code. The motion was duly carried. On file is the signed Purchasing Agent Resolution.
 - D. *Franke Park I & M Easement Approval - Schuhmacher* – Board Vice President Miller moved and Commissioner Jauch seconded the motion to accept an easement agreement with Indiana Michigan Power company, to relocate an electric pole associated with a parcel of land in Franke Park, just off Goshen Road. The motion was duly carried. On file are the signed project summary, the supplement Easement and right-of-way agreement, and the exhibits of the easement area.

7. BIDS / CONTRACTS / CHANGE ORDER APPROVALS:

2024 Excess Vehicles and Equipment Disposal - Schuhmacher – As mandated by the State Board of Accounts, Commissioner Briley moved and Commissioner Jauch seconded the motion to approve the disposal/auction of vehicles and equipment beyond economic repair and deemed excess to the Department's needs. The motion was duly carried. On file is the signed approval form, a listing and photos of vehicles and equipment.

Franke Park Renaissance Phase I Design Change Order #2 – Johnson – Board Vice President Miller moved and Commissioner Briley seconded the motion to approve an increase to the project with Design Collaborative, for Phase I Design Change Order #2. The motion was duly carried. On file is the original contract, the scope of work, and change order.

Foellinger-Freimann Botanical Conservatory Boilers Replacement – Shaw - Commissioner Jauch moved and Board Vice President Miller seconded the motion to approve a contract with Allied Mechanical, Inc. The motion was duly carried. On file are the bid tabulations, the scope of work, the contract and existing boiler photos.

The Novitsky (Parks & Recreation Administration) Building Flooring, in Bob Arnold/Northside Park – Weadock – Board Vice President Miller moved and Commissioner Jauch seconded the motion to approve the scope of work to the project of replacement of flooring, entering into a contract with Jack Laurie Group. The motion was duly carried. On file are the bid tabulations, the contract, and the funding source.

Foellinger-Freimann Botanical Conservatory Linkway Interior Change Order #1 - Weadock – Board Vice President Miller moved and Commissioner Jauch seconded the approval of an increase to the existing contract with Schenkel Construction. The motion was duly carried. On file is the signed approval form, the original contract, and the change order.

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:

Japanese Friendship Garden – Located at 303 East Main Street.

Powell Park – Located at 2620 Weisser Park Avenue.

Promenade Park – Located at 202 West Superior Street.

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:

- ✚ Seven of the 10 New Playground constructions have been completed, with a Press Conference announcement at the Boone Street Playlot
- ✚ McMillen Golf Course, one of two sites in the City, that partnered with First Tee of Indiana, with an event that involved various students from FWCS, a collaborative effort with the Lifetime Sports Academy
- ✚ The Foellinger Theatre concert series has begun with a variety of FREE concerts and Rick Springfield
- ✚ Discussions continue with the City's Property Manager for the possibility of a Park, walking path, and playground, off of Lower Huntington Road, adjacent to a new location for Fire Station #5
- ✚ The Muddy River Concerts have begun on Wednesdays

- ✚ The DORA initiative is going well
- ✚ The Park & Play program for mobile recreation is going well and will highlight the McKinnie Commons event
- ✚ Youth Centers and Pools are doing well, with the pools open 7 days a week
- ✚ Headwaters Park is into a full Festival swing, with the annual Rib Fest and the Greek Fest
- ✚ Boating is going well with Sweet Breeze Canal Boat, and the Dragon Boat Festival is scheduled for August 2 and 3
- ✚ Staff is working on Fall programming
- ✚ As of May 31, we have 7 full-time open positions
- ✚ We are working with IT to complete a new Attendance on Demand program for time clock management and payroll
- ✚ Staff have been working diligently on the new Parks App, to allow a QR code to be used by the Public
- ✚ Our Administrative Project Staff, Grounds Maintenance, and Facility Crews have been busy
- ✚ Work will begin soon on the restoration of the Mechanic Street Bridge
- ✚ Riparian work continues in Promenade Park, Shoaff Park dock, Headwaters Park dock, and the dock in Guldlin Park
- ✚ Our Downton Gardeners and Riparian Crew, teamed with students from Canterbury School, to remove Honeysuckle along the rivers
- ✚ Approximately 64.207 tons of woody debris was removed from the rivers, along with an extensive log jam at the Old Fort pedestrian bridge along recreational paths
- ✚ All Dads, will have free Admission to the Botanical this Father's Day weekend
- ✚ Social Media continues to be the premier reachable source with 464,629 in May, and 71 Media Mentions, and in addition, our Website had 202,781 hits
- ✚ There is still time to enjoy participation in the Annual Senior Games
- ✚ We will be canceling our July 2024 Board of Park Commissioners meeting and will reconvene with a meeting scheduled for Thursday, August 8, 2024 – at 10:00 am – Citizens Square – Room 30
- ✚ We are still hiring, and many job opportunities are listed at www.fortwayneparks.org

COMMISSIONER'S COMMENTS: President Shurley requested confirmation for the funding geared toward the Headwaters Park Splashpad Project, and thanked everyone for participating. There was no further business to come before the Board of Park Commissioners, on Thursday, June 13, 2024, in the Park Foundation Pavilion, of Promenade Park, 202 West Superior Street, Fort Wayne, IN 46802. At 11:01 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 13, 2024 meeting online:
<https://acpl.viebit.com/player.php?hash=wV9YWEbWs7UhrPJi>