

SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

The **Board of Park Commissioners** ^{from} **Monthly Board**
Meeting held on **Thursday, September 12, 2024,**
in the Citizens Square Building, City of Fort Wayne/Allen County
Suite 30 (Garden Level) 200 East Berry 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, Mike Gore, Derek Veit, Kathy Pargmann, David Weadock, Chad Shaw, April McCampbell, Travis Roth, and Robert Hines.

Others in attendance were: Mr. Dan Wire, Neighbor danwire54@yahoo.com, 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, August 8, 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.
3. **PAYROLL & COMMERCIAL VOUCHERS:** For July and August - 2024
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 07/05/24, and 07/19/24, account payables payment vouchers #1740 to #2120, with a Payroll Sub-Total of \$1,324,677.57 **NOTED** were various parks Capital projects. 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 \$2,748,428.89, and a total of \$4,073,106.46. Board Vice President Miller moved and Commissioner Jauch seconded the motion to approve the payroll and commercial voucher payments as examined and listed in the signed recorded document. The motion was duly carried. On file is the July 2024 report.

Additionally, 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 08/02/24, 08/16/24, and 08/30/24, account payables payment vouchers #2121 to #2482, with a Payroll Sub-Total of \$1,874,237.49 **NOTED** were various parks Capital projects. 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 \$2,777,073.57, and a total of \$4,641,311.06. Commissioner Jauch moved and Commissioner Briley seconded the motion to approve the payroll and commercial voucher payments as examined and listed in the signed recorded document. The motion was duly carried. On file is the August 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 (Downtown) Community Center – Senior Games, Headwaters Park - Splash Pad (Headwaters Alliance), Botanical Conservatory – Staff to Attend 2025 American Public Gardens Conference, Memorial Dedication – Mayor Thomas C. Henry, Memorial Dedication – John & Susan Modezjewski, Memorial Dedication – Stella F. Eber, Memorial Dedication, Rhinehart Development, Memorial Dedication – Randy Strebig, Salomon Farm Park – Don & Virginia Wolf Charitable Foundation, Lifetime Sports Academy – Marcelle E. Koomjohn Endowment Fund, Lifetime Sports Academy – Cash Donations, General Park Areas – Cathy Edwards, Salomon Farm Park – Erica Marx, Pavilions – Kody Lowden and Sweet Breeze – Teresa Walls, received as of **July 2024, \$323,286.89**. By acclamation, the Board accepted the Trust Fund Donations report. On file is the July 2024 Trust Fund Donations report.

Additionally, 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 Theatre, the Foellinger-Freimann Botanical Conservatory, the (Downtown) Community Center, Memorial Dedication – Kenneth Koorsen, Memorial Dedication – Dennis & Kathy Fredrick, Foster Park Gardens – Gary Wasson Memorial, Lifetime Sports Academy – Cash Donation, Salomon Farm Park – Cash Donations from Concert On The Farm, Youth Scholarships – Lucy Briley, Salomon Farm Park & Youth Scholarships – Hannah Carteaux, Community Center & Rivergreenway – Lina Colglazier, Salomon Farm Park – Robin Conrad, Community Center – Missy Radovich, Salomon Farm Park – Leila Vaden, Sweet Breeze – Carol Wells, and Pavilions – Daniel Williams were received as of **August 2024, \$677,476.00, and YTD is \$1,722,285.28, plus \$1,200,000.00 Franke Park Renaissance Reimbursements: Fort Wayne Park Foundation Donors 3/24/& 6/24, Grand Total including Franke Park Renaissance Reimbursements \$2,922,285.28**. By acclamation, the Board accepted the Trust Fund Donations report. On file is the August 2024 Trust Fund Donations report

5. **PARK PRIORITIES:** Deputy Director of Planning and Development, Alec Johnson informed the Board that the construction of the pavilion in Franke Park is on schedule, the new bridge can be seen from Goshen Road, and an invitation to the grand opening, will be forthcoming. Reminder, Riverfront Phase II, will be released for bid at the end of September. A RAC meeting will be scheduled soon. A groundbreaking ceremony is scheduled in Brewer Park, on Wednesday, September 18. Director McDaniel, mentioned, we are still in design for the entrance of Foster

Park, as the City Utilities project continues in Foster Park, with the connection of the drop shaft, in the middle of the park drive, making access into the Park, a challenge.

6. AGREEMENTS / FEES/ RESOLUTIONS / POLICY APPROVALS:

- A. *Riverfront Phase II In-lieu Credits - Shaw*- VP Miller moved and Commissioner Briley seconded the motion to accept the payment of Invoice #72 and Invoice #526 to the Indiana Natural Resources Foundation's IN SWMP utilizing READI funds allocated to Riverfront Phase II, meeting the to impact mitigation requirements, to purchase the credits within the Maumee Service Area, for the next phase of the Riverfront Development. The motion was duly carried. On file outlines required for the ILF credit purchase, the IDNR purchasing guidelines, and the signed Board approval form.
- B. *Travel Coordinator Agreement - Reddinger* – Commissioner Jauch moved and Commissioner Briley seconded the motion to approve a revenue-sharing partnership, and a Memorandum Of Agreement (MOA), effective 09/12/2024 through to December 31, 2027 between the Board of Park Commissioners, and Where to Next? LLC, with Mrs. Mona Will, working out of the 705 East State Blvd., Parks & Recreation Administrative offices. The motion was duly carried. On file is the signed and notarized MOA, and the Board approved signed form.

7. BIDS / CONTRACTS / CHANGE ORDER APPROVALS:

- A. *Packard Park Construction Bids Project: 2024050 QuestCDN No.: 9217415 - Shaw*– Board VP Miller moved Commissioner Briley moved and Commissioner Jauch seconded the motion to approve a contract with Hamilton Hunter Builders, Inc. The motion was duly carried. On file are the contract, bid tabulation sheet, alternatives, the scope of work, layout notes, and the signed approval form. This project is on behalf of the Southwest Area Partnership.
- B. *2024 Fall Tree Planting Project QuestCDN No.: 8169529 - Veit* – Commissioner Briley moved, Commissioner Jauch seconded the motion to approve a contract with Shad Trees Unlimited, for 48 different species of trees. The motion was duly carried. On file are the contract, the scope of work, the Service Agreement, and the signed Board approval form.
- C. *Brewer Park Change Order #2 - Johnson*– Commissioner Jauch moved and Commissioner Briley seconded the motion to approve an increase to the original scope of work, for the preparation of construction drawings and construction administration for the redevelopment of Brewer Park, per the Brewer Park Master Plan. The motion was duly carried. On file is a list of the project changes, the board-signed approval form, and the change order.
- D. *Kettler & Gren Playground Change Order #1 - Weadock* – Commissioner Briley moved, and VP Miller seconded the motion to approve a decrease in the original contract amount with Miracle Recreation Equipment Company, for the completion of Kettler Park and Gren Park Playground projects. The motion was duly carried. On file are the original contract, the scope of work, the bid tabulation sheet, the change order #1, and the signed approved Board form.
- E. *2024 Vehicle Disposal - Schuhmacher* - 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 scope of work, photos, and descriptions of all items to be taken to the Vehicle Auction.

- 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, with goals to educate, highlight, and bring awareness to various locations, facilities, and park property. 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:

The Historic Old Fort Park – is located at 1201 Spy Run Avenue, on 1.50 acres. Open to the public on July 4, 1976. The original Fort (demolished in 1952) was the last of three American Forts, the wooden Fort, was designed to be easily offended. With the assistance of the Fort Wayne Parks & Recreation Department a non-profit group, in October of 2004, known as Historic Fort Wayne, Inc., took over operations, along with corporate and private donations.

Rudisill Park – is located at the intersection of Rudisill Blvd. & Fairfield Avenue .10 acres, established and dedicated on May 15, 1976, by Mayor Armstrong.

Waynedale Park – 8.0 acres, is located at the intersection of 2900 Koons Street & Elzey Street, featuring a horseshoe amenity, across the Street from Waynedale Elementary School, and was established in 1958, after the 1957 annexation of the Waynedale community, into Fort Wayne.

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:

- + Mayor Sharon Tucker has designed supplemental funds the State, for the Department's replacement of 6 playgrounds and Riverfront Phase II
- + We had two additions to the Salomon Farm Park (Lucky & London) – Black Nose Sheep
- + Foellinger Theatre will conclude their Concert Series with Collective Soul, an 8 pm and midnight viewings of The Rocky Horror Show, an Indian Jones and the Raiders of the Lost Ark Live in Concert/Fort Wayne Philharmonic and Wednesday, September 25, the Rock group TESLA, will perform
- + On behalf of the Staff and the Board, Director McDaniel thanked Alec Johnson, for his years of service (11/06/2006), wishing Alec much success in his new position with the Redevelopment Department with the City of Fort Wayne
- + September 21 and 22 mark the dates for the Annual Johnny Appleseed Festival
- + September 27 – 10 am – 3 pm, and September 28, 10 am – 5 pm; Salomon Farm Park will host Harvest Festival
- + As festivals conclude in Headwaters and Promenade Parks, Staff are preparing for Fall events, and preparation for Ice Skating in the Headwaters Park Ice Rink
- + Pavilions have been steadily booked, along with concert tickets and the Accounts Payable area
- + The 2025 City and Department will be announced and introduced
- + Maintenance Technicians are preparing for the many festivals and the Headwaters Park Fountain project
- + Thank you to the Facilities, Grounds, and Maintenance Crews
- + Deputy Director of Planning and Development expressed his thanks for 17 years with the Department, stating he will be forever grateful and a champion for Parks

- ✦ The Marketing Team completed 40 design projects, various promotions, Media promotions, the Foellinger Theatre Podcast, press conferences, Sweet Breeze Boat Tours, grant research, and photo ops, and participated in the Meet-and-Greet with the Black Nose Sheep in Salomon Farm Park
- ✦ The Market Team received 109 media mentions in August, for which they are thankful
- ✦ Several Staff members will be attending the Annual NRPA Conference, therefore, the next scheduled meeting for the Board of Park Commissioners will be on the 3rd Thursday, October 17, 2024 – at 10:00 am – McMillen Park Golf Course Clubhouse – Jerry Fox/LSA room. 3900 Hessen Cassel Road - 46806
- ✦ We are still hiring, and many job opportunities are listed at www.fortwayneparks.org

COMMISSIONER'S COMMENTS: President Shurley inquired as to how often we relocate Canadian Geese. On behalf of the Board, each Commissioner echoed the sentiments of President Shurley and thanked Alec Johnson for his service and the imprint Alec has made with his work and leadership throughout the City of Fort Wayne.

There was no further business to come before the Board of Park Commissioners, on Thursday, September 12, 2024, in the City Council Discussion room of Citizens Square (garden level) 200 East Berry Street, Fort Wayne, 200 West Superior Street, Fort Wayne, IN 46802. At 11:02 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, September 12, 2024 meeting online:
<https://acpl.viebit.com/player.php?hash=lhiQOUcfu1JGmL5T>