

Fort Wayne Parks and Recreation Department
Board of Park Commissioners
ROLL CALL (CALL TO ORDER)
Monthly Meeting

Date: *February 13, 2025* - *Attendance* Meeting

Time: 10:00 am – through to – 11:16 am

The Fort Wayne Parks and Recreation and the Board of Park Commissioners met to host their regularly scheduled monthly Board meeting in room 030, City Council Discussion Chambers, garden level – Citizens Square, on Thursday, February 13, 2025, Director Steve McDaniel, Board President Justin Shurley, in the Chair, and Commissioner Cory Miller, in attendance remotely via Zoom; in meeting/face-to-face votes received from: Commissioner Richard Briley and Commissioner Jenna Jauch.

<u>Attendance</u>			
	In Chair	Via Teleconference	Absent
Shurley	X		
Miller		X	
Briley	X		
Jauch	X		

Following the conclusion of the 2025 Annual Organizational Meeting, [The Board of Park Commissioners](#) held their monthly Board meeting on [Thursday, February 13, 2025](#). 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, President, Mr. Cory Miller, Vice President (via Zoom) Mr. Richard Briley, Commissioner, and Mrs. Jenna Jauch, Commissioner.

PARKS STAFF PRESENT: Steve McDaniel, Chuck Reddinger, Steve Schuhmacher, Harlean Falls, Kathy Pargmann, Derek Veit, Rick Kinney, Brian Fiedler, David Weadock, Mike Cremeans, Greg Reith, Nicole Roth, Eric Ummel, Camille Schuelke, Mike Gore, Kathy Pargmann, Robert Schenkel, Chad W. Shaw, Stacy Haviland, Eric Nau, and April McCampbell.

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

1. **CALL TO ORDER:** After the Annual Organizational meeting, Board President Justin Shurley called the monthly Board meeting to order at 10:03 am.

2. **APPROVAL OF MINUTES:** Board President Shurley called for approval of the minutes from the Thursday, December 12, 2024 meeting. Commissioner Richard Briley moved and Commissioner Jauch seconded the motion to approve the minutes. The motion was duly carried. On file are the monthly Board minutes.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley			X
Miller	X		
Briley	1st		
Jauch	2nd		

*Director Steve introduced and welcomed **Rhonda Berg**, (30 years of service) as the new Deputy Director of Finance and Foellinger Outdoor Theatre.*

3. **PAYROLL & COMMERCIAL VOUCHERS:** Deputy Director Rhonda Berg 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 12/06/24, and 12/20/24, account payables payment vouchers #3394 to #3705, with a Payroll Sub-Total of \$934,234.84. **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 \$4,775,929.74 and a total of \$5,710,164.58. The motion was duly carried with roll call of votes from each Commissioner to approve the Payroll and Commercial voucher payments as examined and listed in the signed recorded document. On file is the **December 2024** financial report.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

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 Weisser Park Youth Center, Dragon Boat Sponsorship 2025, Senior Games Pickleball, Franke Park Pavilion Artwork, Park Unrestricted fund, Foellinger-Freimann Botanical Conservatory (Showcase Trust/Desert House/General Trust), Community Center (Santa's Workshop Sponsor/Active Aging Week/Veteran's Breakfast/Luncheon Sponsor), Foster Park Gardens, Shoaff Park, Headwaters Park Splashpad, and Youth Scholarships; all received as of **December 2024, \$43,926.78 - YTD \$2,173,308.90. Franke Park Renaissance Project – Fort Wayne Park Foundation Donors - \$1,950,000.00 – 3/24, 6/24, & 10/24 Total \$1,950,000.00 – Grand Total including Franke Park Renaissance Reimbursements - \$4,123,308.90.** By acclamation, the Board accepted the Trust Fund Donations report. On file is the November 2024 Trust Fund Donations report.

The Board unanimously approved by acclamation, including Vice-President Cory Miller via Zoom

5. **PARK PRIORITIES:** Deputy Director of Planning and Landscape, Chad Shaw updated the Board on several larger projects, including a visual on the Foster Park Entrance project, the progress in Packard Park, with utilities and the structure of the Pavilion in Brewer Park. Work continues with the Construction Manager at Riverfront, with a more visual presence on the Wedge and the floodway lines. North of Promenade Park, the Treeline District plans were reviewed, with the involvement of Parks in the Public space. Staff continues to work with the design team. The Lawton Park Pedestrian/Old Railroad Bridge is still closed, as construction and renovations continue. The Mechanic Street Bridge is scheduled to be completed late this Spring.

6. **AGREEMENTS / FEES/ RESOLUTIONS / POLICY APPROVALS:**

- A. **Travel Program Refund Amendment (Bus Trips Only) - Reddinger-** The Refund Policy (Bus Trips Only), is designed to ensure fairness to both the participants and the Department by clearly outlining the conditions under which refunds will be issued. Each Commissioner approved as seen in the following final vote tally. Commissioners Briley moved and Commissioner Jauch seconded the motion to approve. The motion was duly carried. On file is the proposal with additional information. The tally was recorded and passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

- B. **Fort Wayne Outfitters Agreement - Reddinger** An Amended and Extended license agreement was presented to the Board for approval. On file are the terms of the Memorandum of Understanding, between the Board of Park Commissioners and the Outfitters and Bike Depot, LLC, and the signed MOU, as the exclusive Kayak rental vendor. Commissioner Briley moved and Commissioner Jauch seconded the motion.

The motion was duly carried. On file is the signed MOU, the tally was recorded and passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

C. Spring (March/April/May) 2025 Fun Times Brochure Fee Recommendations – Reddinger Vice President Miller moved and Commissioner Briley seconded the motion to approve the 2025 Spring Fun Times Brochure, programs, services, related fees, camps, and events, including Foster, McMillen, and Shoaff Park Golf Courses. The motion was duly carried. On file is the 2025 Spring Fun Times Brochure, the tally was recorded and passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

D. Buckner Park Stormwater Easement – Shaw Commissioner Briley moved and Vice President Miller seconded the motion to approve, and accept the terms of the temporary construction easement in Buckner Park, aka The Coop, 6218 Bass Road, Fort Wayne, IN 46818; with the signing of the agreement between the Board of Park Commissioners and Hurley Holding Company, LLC. The motion was duly carried. On file are the terms of the Stormwater Drainage Easement Agreement, the site utility plans, legal description, the signed project summary, and the recorded tally (Commissioner Jauch did abstain), was passed

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch			X

E. *MOU Bluffton Road Bridge Improvements (2) – Shaw* Commissioner Jauch moved and Commissioner Briley seconded the motion to approve, and accept the terms of the scope of work, terms and conditions of the memorandum of Understanding between the Division of Public Works and through the Board of Public Works, and the Parks and Recreation Department by its Board of Park Commissioners; regarding the Bluffton Road bridge improvements over the St. Marys river in Indian Village Park, including a temporary public easement construction request. The motion was duly carried. On file are the terms of the defined signed MOU, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

7. **BIDS / CONTRACT / CHANGE ORDER APPROVALS:**

Packard Playground Safety Surfacing– Shaw Commissioner Briley moved and Commissioner Jauch seconded the motion to approve the entering into a contract with Forever Lawn, Northeast Indiana, through the Sourcewell Cooperative Purchasing program. The motion was duly carried. On file are the scope of work, the terms of the contract, worksheet, signed project approval summary form, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

2025 Various Parks Improvements Paving Projects – Schuhmacher– Commissioner Jauch moved and Commissioner Briley seconded the motion to approve a contract with T-E Incorporated, for pavement infrastructure improvements, with the park system, for the parking lot and trail work at Kettler, Kreager, Lawton, McMillen, McCormick, Memorial Park, and the St. Joe Rivergreenway trail. The motion was duly carried. On file are the scope of work, the terms of the contract, bid tabulation sheet, signed project approval summary form, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		

Jauch	X		
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Community Center Parking Gate System Project: 2025004 – Schuhmacher

Commissioner Briley moved and Commissioner Jauch seconded the motion to approve, entering into a contract with FlashParking, Inc., for the scope of work, with a two-year standard warranty, utilizing the OMNIA Partners for cooperative purchase of the parking lot control gate system. The motion was duly carried. On file are the scope of work, the terms of the contract, facility quote sheets, signed project approval summary form, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

2025 Pavement & Trail Renovation Project #2025005 Quest No.: 9499904 – Schuhmacher

Commissioner Jauch moved and Commissioner Briley seconded the motion to approve the scope of work, entering to a contract with Asphalt Authority. The motion was duly carried. On file are the scope of work, the terms of the contract, bid tabulation sheet, signed project approval summary form, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

Brewer Park Safety Surfacing Project: 2024049 – Schuhmacher

Commissioner Briley moved and Commissioner Jauch seconded the motion to approve, entering into a contract with Forever Lawn of Northeast Indiana. The motion was duly carried. On file are the scope of work, the terms of the contract, the Sourcewell Pricing worksheet, signed project approval summary form, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

Franke Park Renaissance Project: 221007 P O Number: 21121168 Change Order #3 - Schuhmacher

Commissioner Briley moved and Commissioner Jauch seconded the motion to approve the an

additional amount to the original contract with Design Collaborative, to increase the net amount, as a result of permitting, for the Franke Park Renaissance -Phase One project. The motion was duly carried. On file are the scope of work, the terms of the original contract, the change order #3t, signed project approval summary form, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

Riverfront Phase IIb Construction Management Change Order #2 Project: 2024030 P O Number: 24800046 - Schuhmacher Commissioner Briley moved and Commissioner Jauch seconded the motion to approve, change order #2 with Hagerman Group as the construction manager for the Riverfront Phase IIb Construction Management Contract, reducing the project amount; as a result of various engineering and design changes to the project, significant savings were incurred and as a result funds will be returned to the Riverfront Bond Fund. The motion was duly carried. On file are the scope of work, the original contract, signed project approval summary form, and the recorded tally as passed.

Final Vote Tally			
	In Favor	Against	Abstain
Shurley	X		
Miller	X		
Briley	X		
Jauch	X		

PARKS AND RECREATION HISTORY AND HIGHLIGHTS – Schuhmacher

The following *Parks history and highlights* can be found at www.fortwayneparks.org
Roosevelt Park - 1.5 acres established in 1919 0 – the Park is named in honor of the 36th President of the United States, located east of the intersection of Main Street and Camp Allen Drive, next to the St. Marys River
https://www.fortwayneparks.org/index.php?option=com_content&view=article&id=329:roosevelt-park&catid=38&Itemid=3

Wells Street Park - Size in acres: .11, located at 401 Wells Street and the intersection of Wells & Third Streets. The land was donated in 1976 by the FWFD, formerly home of Fort Wayne Fire Station No 6.
<https://www.fortwayneparks.org/parks/38-parks/park-page-links/345-wells-street.html>

Vesey Park – 15.4 acres – Established in 1914 – located near the Centlivre Apartments, at Irvington Drive and Eastbrook Drive.
<https://www.fortwayneparks.org/38-parks/park-page-links/336-vesey-park.html>

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

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

- + Several submissions on Parks & Recreation will be included in the presentation of the Mayor Sharon Tucker's State of the City Address, scheduled for Noon on February 19th
- + We and several other departments are working with a Consultant on the Master Plan of our rivers
- + The future of the 3 Rivers Festival is in the decision process of a change for 2025, with plans for two other groups to host a multi-day festival for 2025
- + Headwaters Ice Skating Rink is going well, with planned activities
- + The Golf Courses will be opening soon, with Spring and Summer employment
- + We are still hiring, and many job opportunities for those age 16 years and older, are listed at www.fortwayneparks.org
- + We are now fully utilizing the new Payroll system, implemented by Sandra Odisho, and maintained by our Payroll Clerk, Tiffany Krizo
- + A variety of five weekend concerts at the Foellinger Outdoor Theatre have been scheduled so far
- + The open-house for the newly built McMillen Family Pavilion in Franke Park, was well attended, resulting in 23 reservations for 2025
- + The weather has the Grounds Crew meeting various challenges with a new leader, Robert "Rob" Schenkel, with nine years of experience, promoted from within
- + Our Maintenance Tech is busy with renovations at the Administrative Office, with a new Media Room, kitchenette, and moving offices
- + New to Planning and Development is Stacy Lee Haviland, from the City Utilities Division, and will be the Superintendent of Planning and the Botanical Conservatory
- + From the Right-A-Way Department, Camille Schuelke replaces retired Lynda Heavrin
- + Starting the interview process for a new Downtown Gardner
- + Will hire 1 full-time position in the Riparian division
- + KayeC Jones will travel to Oregon as a Keynote Speaker, to share here Riparian work on our rivers
- + The Street Removal Project has begun, and most of the Team has attended training
- + The holiday exhibit in the Botanical Conservatory went very well, and the new exhibit began on January 11th and will run through to April 6
- + Our Department will have a booth at the Home and Garden Show
- + Conjure Coffee has exited the space at the Foellinger-Freimann Botanical Conservatory
- + We are monitoring requests for pavilions that allow alcohol

- ✚ Winterval was a weekend success
- ✚ Submitting grant applications for LSA, as we continue to look for new sponsors for various events and projects
- ✚ The next scheduled meeting for the Board of Park Commissioners will be on Thursday, March 13, 2025, at 10:00 am – Citizens Square, Ste.030, 200 E Berry Street, Fort Wayne, IN 46802.

COMMISSIONER'S COMMENTS: Board President Shurley acknowledged the hard work of the Parks Staff, Rob Hines, and the Community for the donations and contributions to the Trust Fund. Commissioners Jauch and Briley echoed their amazement of what the Staff has accomplished. Commissioner Briley welcomed all the new Staff members. Vice President thanked all for accommodating him in a manner that allowed his attendance during the meeting. Board President Shurley and the Commissioners wished all a Happy New Year, as well as Happy Valentine's Day.

No further business was to come before the Board of Park Commissioners, on Thursday, February 13, 2025, in the Kessler Room of the Foellinger Freimann Botanical Conservatory, 1100 South Calhoun Street, Fort Wayne, IN 46802. At 11:16 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, December 12, 2024 meeting online:
<https://acpl.viebit.com/watch?hash=SM1KdoFmK1TMwGnE>