

## SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

The **Board of Park Commissioners** held their monthly Board meeting on **Thursday, September 14, 2023, in the Wolf Family Learning Center, Salomon Farm Park, 817 W Dupont Road, Fort Wayne, IN 46825**

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

**PARKS STAFF PRESENT:** Steve McDaniel, Chuck Reddinger, Sandra Odisho, Steve Schuhmacher, Alec Johnson, Harlean Falls, Mike Gore, Chad W. Shaw, Kathy Pargmann, April McCampbell, Rob Hines, Derek Veit, Bethanie Shipman, Amanda Scherschel, Ava Gourley Nicholas Ventruella, Eden Lamb, Larry Hicks, Sandra Odisho, David Weadock, Alec Johnson, and Steve Schuhmacher.

***Others in attendance were:*** Dan Wire, Maumee Watershed Alliance, Peg Maginn, Duston Herdeen-WANE-TV, 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. **INTRODUCTION OF STAFF:** Deputy Director of Recreation, Chuck Reddinger, introduced Eden Lamb, Manager of Outdoor Recreation & Boating, and Eden introduced Larry Hicks, Supervisor of Salomon Farm Park, and Larry introduced Beth Shipman, Amanda Scherschel, Ava Gourley, Nicholas Venturella, and busy doing programming was DeAnna Harris, facilitating a Meet-N-Greet with the farm animals.
  
3. **APPROVAL OF MINUTES:** President Shurley called for approval of the minutes from the *Thursday, August 10, 2023* meeting. Vice President Miller 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.
  
4. **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 08/04/23 and 08/18/23 account payables payment vouchers #2478 to #2995. 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 two transfers from the Botanical Conservatory (TULP) Gift Shop to the (P270) Conservatory.

Vice President Miller moved and Commissioner Briley seconded the motion to approve the payroll and commercial vouchers ending **August 31, 2023**, with a Payroll Sub-Total of \$1,203,806.96. Account Payables Sub-Total \$3,588,019.83, and a **Grand Total** of **\$4,791,885.89**. The motion was duly carried. The signed August 2023 payroll and commercial voucher reports were approved and are on file.

5. **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 **August 2023**, which was a total of **\$44,446.00**. Noted was a donation from Community Development for the Harvester Neighborhood Trees. The year-to-date total is \$980,045.47. 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.
  
6. **PARK PRIORITIES:** Steve McDaniel directed the Board's attention to three Foster Park Golf Course sheets, the Master Plan, a Trail Board., and a Vision Board, which are on the Department Website, and were discussed with the Friends of Foster Park, and considered all Survey recommendations. There will be one additional Public Input meeting, on the Foster Park Golf Course Master Plan. Deputy Director Alec Johnson gave an update and narrated a video on the progress of the Franke Park Renaissance Project, as construction continues. Bluejacket is at the threshold of planning their holiday showcase **Fantasy of Lights** in Franke Park. [https://www.youtube.com/watch?v=5EXXwaV4B\\_Y](https://www.youtube.com/watch?v=5EXXwaV4B_Y) Deputy Johnson shared a formal request from Arts United to acquire property that is part of Freimann Square. The Department's Land Use Policy Committee met, to discuss and determine the next action steps and proposed recommendations involving the transfer of 0.17 acres of the Freimann Square property, adjacent to the Arts United Center. Furthermore, the Committee requested access to the east side of Freimann Square be maintained, from Main Street, down to Riverfront to Headwaters Park. A Public Comment session on the proposed transfer is scheduled for Thursday, October 12, 2023, at 10:00 a.m., at the McMillen Park Community Center, before the monthly Board meeting of the Fort Wayne Board of Park Commissioners. Notices of the Public Comments have been posted, comments will be reviewed by emailing [alec.johnson@cityoffortwayn.org](mailto:alec.johnson@cityoffortwayn.org), by calling Director Steve McDaniel, 260 427 6000, or by reviewing the proposed plans at 705 East Blvd., 46805. Invitations have been sent to attend the Riverfront Phase IIB, Press Conference, and the Groundbreaking is scheduled for September 20.
  
7. **AGREEMENTS / FEE / PROPERTY / RESOLUTION / POLICY / APPROVALS:** **Powell Park Property – Director Steve McDaniel** - Notified the Board, that the property is located at 2620 Weisser Park Avenue, at the corner of Weisser Park Avenue and Pontiac Street, in Wayne Township. This parcel of land is approximately 55 X 150 feet, approximately 179 acres, owned by HANDS, and donated to be maintained by Fort Wayne Parks and Recreation. Commissioner Briley moved and Commissioner Jauch seconded the motion to accept and approve the parcel of land, donated by the Housing and Neighborhood Development Service; on the conditions as stated by the Director of Fort Wayne Parks & Recreation Department. The motion was duly carried. On file is the legal

description, assessment value, park amenities, aerial mapping, and photos; as the first process (next steps to City Council) to complete a long-term process for parcels of land.

**Headwaters Park Fees – Deputy Chuck Reddinger**, presented to the Board fee schedule and increased rental fee recommendations. Commissioner Briley moved and Commissioner Jauch seconded the motion to approve fee increases for the Ice Skating Rink, the use of the Rothschild Pavion, the use of the Lincoln Financial Pavion, the Grassy Areas, the Ice Skating Rink, and various maintenance, hourly, daily, rental, repair, Concessions, group rentals, miscellaneous fees; along with giving the Deputy Director the authority to approve fees with written permission in the property now fully operated by the Fort Wayne Parks and Recreation Department, know as Headwaters Park for the 2023-2024 season. The motion was duly carried. On file are the park maps, fee recommendations, proposed fee schedule, and rental comparisons.

**8. BIDS / CONTRAC / CHANGE ORDER / APPROVALS:**

- A. **2023 Headwaters Park Leaf Cleanup – Landscape Supervisor, Eric Ummel** – Commissioner Briley moved and Commissioner Jauch seconded the motion to approve a contract with MJK Total Lawn Care for the cleanup and removal of leaf letter within and around the Headwaters Park areas. The motion was duly carried. On file is the signed Purchasing Approval Form, the estimated description of the scope of work, and the cost/contract and quote tabulation on file.
- B. **2023 Fall Tree Planting Contract – Superintendent, Derek Veit** – Vice President Miller moved and Commissioner Briley seconded the motion to approve the 2023 Fall Tree Planting Quest #8169529, in a contract with Shad Trees Unlimited. The motion was duly carried. On file are the contract, bid sheet, and signed approval form.
- C. **Packard Park Design and Construction Administration – Superintendent, Chad W. Shaw** – Vice President Miller moved and Commissioner Briley seconded the motion to approve a contract for construction administration for the Packard Park Redevelopment; entering into a contract with Anderson + Bohlander, LLC. The motion was duly carried. On file are the score tabulation sheet, contract, and scope of work.
- D. **2023 Playground Equipment Projects – Weadock** – The Board of Park Commissioners approved, individually, each of the ten contracted vendors connected with Project #2023052, Quest CDN NO. 8594828; contracts for the scope of work to include, the cost for playground equipment, the scope work, entering into contracts with the following vendors:

<u>Park</u>	<u>Selected Vendor</u>	<u>Approval</u>
<b>Foster Park</b>	Sinclair Recreation	
<b>Lawton Park</b>	Sinclair Recreation	
<b>McMillen Park</b>	Sinclair Recreation	Vice President

Miller moved and Commissioner Briley seconded the motion.

<b>Boone Park</b>	MidStates Recreation	
<b>Northside Park</b>	MidStates Recreation	Commissioner

Jauch moved and Vice President Miller seconded the motion.

<b>Kreager Park</b>	Recreation InSites	Commissioner
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Jauch moved and Commissioner Briley seconded the motion.

<b>Gren Park</b>	Miracle Playgrounds of Indiana	
<b>Kettler Park</b>	Miracle Playgrounds of Indiana	Vice President

Miller moved and Commissioner Briley seconded the motion.

<b>Tillman Park</b>	Snider Recreation	Commissioner
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Briley moved and Commissioner Jauch seconded the motion.

<b>Turpie Playlot</b>	Commercial Recreation Group	Commissioner
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Jauch moved and Commissioner Briley seconded the motion.

The motions were duly carried. On file are the summaries for all contracts, the scope of work, the bid tabulation sheets, pictural designs, evaluation forms, and the signed approval form for Purchasing.

- E. **Foellinger Freimann Botanical Conservatory Roof Project – Weadock** – Vice President Miller moved and Commissioner Jauch seconded the notion to approve the scope of work for the North Linkway Roof Replacement Project #2023043, Quest CDN No. 8611019; entering into a contract with Dahm Brothers. The motion was duly carried. On file is the scope of work, quote tabulation, contract, an aerial view of the project area, and signed Purchasing approval form.
- F. **McMillen Park Tennis Courts Change Order #1 and Headwaters Park Sidewalk Replacement Change Order #1 – Weadock** requested the Board’s approval to accept a deduction for both of the projects listed, on the original contract amount, with AG Sports Surfaces, LLC. And Shannon Concrete. Vice President Miller moved and Commissioner Briley seconded the motion to approve the credits (deductions) to both of

the original contracted amounts. The motion was duly carried. On file is the original contract, the scope of work, the change order, and the signed Purchasing Approval Form.

G. **Headwaters Park Sidewalks Change Order #1 – Weadock**- requested the Board’s approval for Project #2023003. Vice President Miller moved and Commissioner Briley seconded the motion to approve a credit to the original contract. The motion was duly carried. On file is the original contract, the scope of work, the change order, and the signed Purchasing Approval Form.

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](https://www.fortwayneparks.org/parks/parks-showcase.html) or <https://www.fortwayneparks.org/parks/parks-showcase.html>

**Lindenwood Nature Preserve** – established in 1969 – Size in Acres: 197.8, located at 600 Lindenwood Avenue, Fort Wayne, IN (*outside of the City Limits*), Amenities include 2 open shelters, a Splashpad, 2 playgrounds, pathways, and trails.

**Old Fort Park** – established in 1863, located at the intersection of Clay and Main Streets, size in acres .20, within walking distance of many Downtown attractions, is the City’s oldest park. Not too far from (*just to name a few*) the Fort Wayne Museum of Art, the Auer Building, Barr Street Market, Headwaters Park, Lawton Park, the Arts United Center, Freimann Square, and several apartment houses.

**Salomon Park** – located on 174.00 acres, at 817 West Dupont Road, open 6:00 am – 11:00 pm daily. Salomon Farm Park was launched in 1995 through the generous donation of land by Mr. Chris and Mrs. Maxine Salomon and their daughter Lynn Salomon, with a discussion and concept of the property, perhaps twenty years earlier; the potential of their beautiful landmark farm, becoming a historic working farm and park for others to experience. With the assistance and grateful acceptance of the Fort Wayne Board of Park Commissioners and the Parks and Recreation Department, the Salomon family's wishes have come true. Construction on the Wolf Family Learning Center began in 2000 and was completed in 2001. Salomon Farm Camp was introduced in the summer of 2002 and sold out in its first year, leading to the 4,000-square-foot expansion of the Wolf Family Learning Center in 2018. Other recent changes at Salomon Farm

Park include the Homestead dedication in 2019 and the renovation of the Salomon Farm Park Covered Bridge in 2020.

**PUBLIC COMMENTS:** **Mr. Dan Wire**, spoke on behalf of Maumee Watershed Alliance, with comments on the Rivercity Ventures Project. [dwire@maumeewatershedalliance.org](mailto:dwire@maumeewatershedalliance.org) **Ms. Peg Maginn** spoke in reference to the River City Ventures Project [maginn965@gmail.com](mailto:maginn965@gmail.com)

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

- ✦ As part of the Foellinger Foundations' 65<sup>th</sup> Anniversary, the Department was invited to participate in a Press Conference, awarding the Foellinger Freimann Botanical Conservatory and the Foellinger Theatre to share in a 1 million dollar grant, over 3 years
- ✦ We met with City Utilities to discuss their work in Foster Park, making the final piping system to the tunnel, and how it will impact park activities, users, our programs, and services.
- ✦ The Staff and Volunteers hosted McMillen Park Community Center, the 97<sup>th</sup> Year of the School Children's Flower & Vegetable Blue Ribbon Show.
- ✦ Johnny Appleseed Festival begins the weekend of September 16 and 17. Vacating the Campground and prepping the space
- ✦ The next scheduled Board of Parks & Recreation meeting will be held at the McMillen Park Community Center
- ✦ Preparing for the Department's first season to operate the Headwaters Park Ice Skating Rink
- ✦ First Vaccination Clinic at the Weisser Park Youth Center for FREE
- ✦ There are full-time positions open and available
- ✦ The Baker Tilly Compensation Study changes in salaries for City Employees, went into effect with the payroll ending August 12, 2023
- ✦ Texting is now a customer-supported option, for our pavilion rental key codes
- ✦ City Council Budget 2024 meeting is scheduled for September 21
- ✦ Pools are closed, and the Splashpad will be closed by October 8<sup>th</sup>, weather-dependent
- ✦ Brewer Park Construction documents are progressing with input led by our Planning and Development, as well as representative from the Brewer Park neighborhood
- ✦ Derek Veit is leading our Forestry division, with the implementation of a new educational tool to also increase morale and provide ongoing and progressive training, entitled; The Tree Care Academy.
- ✦ Approximately 4 tons of debris and honeysuckle have been removed from our rivers.

- ✦ The Riparian Management Crew along with 70 Volunteers, coordinated a successful Day of Caring.
- ✦ The current Botanical Conservatory showcase entitled; An Herban Garden is very popular and runs through November 12
- ✦ The Botanical Conservatory's website has been re-designed – New Look!
- ✦ Successful Press Conference at Bowser Park, as it is now our newest Legacy Park

✦ **COMMISSIONER'S COMMENTS:** Commissioner Briley mentioned representatives of Arts United had given a presentation to the Planning Commission, describing the area of Freimann.Square, which is a small strip of land, approximately the length of the west side of the Arts United building. Board President Shurley, mentioned his astonishment on the various species and the diversity of trees to be planted in Parks and Street trees as well. Board members participated in a tour of Salomon Farm Park.

There was no further business to come before the Board of Park Commissioners, on **Thursday, September 14, 2023,** in the Wolf Family Learning Center, Salomon Farm Park, 817 West Dupont Road, Fort Wayne, Indiana. At 11:52 a.m., the meeting was adjourned.

**CITY OF FORT WAYNE  
BOARD OF PARK COMMISSIONERS**

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**Justin Shurley, President**

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**Cory Miller, Vice President**

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**Richard Briley, Commissioner**

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**Jenna Jauch, Commissioner**

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**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 14, 2023** meeting online:**  
<https://acpl.viebit.com/player.php?hash=RoJhGBsxric3l77y#>