

SUMMARIZATION OF MINUTES FOR THE BOARD OF PARK COMMISSIONERS

The Board of Park Commissioners held their monthly Board meeting on Thursday, March 10, 2022. 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. William Zielke, Board President, Mr. Justin Shurley, Vice President, Commissioner Mr. Cory Miller, and Mr. Richard Briley, Commissioner.

PARKS STAFF PRESENT: Steve McDaniel, Chuck Reddinger, Sandra Odisho, Steve Schuhmacher, Alec Johnson, Harlean Falls, Chad W. Shaw, Michael Gore, Robert Hines, Kathy Pargmann, Derek Veit, April McCampbell, and Nathaniel Cardelli.

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

1. **CALL TO ORDER:** Board President William Zielke welcomed all, and called the monthly Board meeting to order at 10:00 am.

2. **APPROVAL OF MINUTES:** Board Vice President Shurley moved, and Commissioner Miller seconded the motion of accepting the meeting minutes from Thursday, February 17, 2022, for approval as submitted. The motion was duly carried. The approved and signed minutes are on file.

3. **PAYROLL & COMMERCIAL VOUCHERS:** Manager Odisho requested the Board's approval of payroll and commercial vouchers. Included in the report are the number of full-time and part-time employees, for pay periods ending 02/04/21 and 02/18/21, account payables payment vouchers #3169 to #242 to #426, and the totals 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. Commissioner Miller moved and Commissioner Briley seconded the motion to approve the payroll and commercial vouchers ending **February 28, 2022**, with a Payroll Sub-Total of \$658,649.73. Account Payables Sub-Total \$681,309.49 and a **Grand Total of \$1,339,959.22**. The motion was duly carried. The signed February 2022 payroll and commercial voucher reports were approved and are on file.

4. **TRUST FUND DONATIONS:** Finance Manager Odisho navigated the Board members through a listing of the donors, amounts, purpose, along with donations, endowments, and grants received as of **February 2022**, was a total of **\$16,873.75**. Riverfront Development Reimbursements – English, Bonter \$50,000.00. Total Riverfront Development Reimbursements - \$50,000.00 and a Grand year-to-date Total including Riverfront Development of **\$223,252.78**. Commissioner Briley moved and Vice

President Shurley seconded the motion to approve all donations and grants reported for December and the year-to-date total. The motion was duly carried. The motion was duly carried.

5. **NON-REVERTING FUND:** Finance Manager, Odisho, directed the Board's attention to the Non-Reverting Capital and Operating Budgets for each cost center, with a brief discussion on the three Golf courses, Zoo, and the operations of (the riverboat) Sweet Breeze. Vice-President Shurley moved and Commissioner Miller seconded the motion to approve the Non-Reverting budgets for 2022. The motion was duly carried. On file is each budget as listed.

6. **PARK PRIORITIES:** Further information can be located at [Parks and Recreation Board Meeting \(viebit.com\)](http://Parks and Recreation Board Meeting (viebit.com))

Deputy Alec Johnson – Franke Park Renaissance Project, Riverfront Phase II-A and II-B, and the Fort Wayne Parks & Recreation Comprehensive Plan, with the hiring of a Consultant for a 13-month process.

Deputy Chuck Reddinger – Update on Seasonal Hiring Staff, working closely with the HR Department of the City. Adjusting wage rates for competitiveness lowest rate is \$10.00/hour.

Lead Marketing Manager Kathy Pargmann – The Marketing Team has been working closely with an Outreach and a Pop-Up committee to preclude the Job Fair to be held on Thursday, April 14, 2022, 4-7 pm, Psi Ote Pavilion (upper & lower) in Bob Arnold/Northside Park. Collective partnerships have been formulated, along with incentives and perks to attract additional Staff. Check the City's website for more information.

Manager of Athletics & Special Events Jason Smith – Foster Golf Course, six proposals were received, scored, narrowed down to 3, concluded with Hills Forrest Smith, International Golf Course Architects, who are proficient in flooding areas. Addressing other issues, concerning the historic value of the beautiful aged parkland.

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

A. 2022 Day Camp Brochure – Deputy Reddinger presented. Commissioner Miller moved and Vice President Shurley seconded the motion to approve the fee recommendations for the 2022 Summer Youth and Camp Programs Brochure, with direct mailings and Social Media; along with a directive to approve, change, and promote due to any pandemic issues. The motion was duly carried. On file is the brochure.

B. Lindenwood Nature Preserve Fees – Deputy Reddinger presented. Vice President Shurley moved and Commissioner Miller seconded the motion to approve the proposed rate of \$3/child/hour, a minimum of \$30/hour, a maximum of 5 free Teachers and Chaperones per guided group tour, and a \$25/hour campfire (Staff attended) rate. The motion was duly carried. On file are the new rates.

C. Kreager Farm Lease Agreement – Manager Odisho presented. Vice President Shurley moved and Commissioner Briley seconded the motion to approve a cash rent agreement between the Board and Thomas J. Hemsoth and Richard J. Hemsoth, to be paid in two installments for 2022,

2023, and 2024, with Tenants having liability for insurance at all times. The motion was duly carried. On file is the signed agreement.

D. *Swinney Homestead Agreement – Lead Marketing Manager Pargmann presented.*

Commissioner Miller moved and Commissioner Briley seconded the motion to approve the fifth amendment and extension with Settlers, Inc. The motion was duly carried. On file is the agreement.

E. *Norfolk & Southern Agreement – Deputy Schuhmacher presented.* Commissioner Miller moved and Commissioner Briley seconded the motion to accept the forty-year agreement, to affect 3 locations of railways involving parkland. The motion was duly carried. On file is the approved lease agreement.

F. *Foellinger-Freimann Botanical Conservatory Admission Promotion and Partnership - Manager Nathaniel Cardelli presented.* Commissioner Briley moved and Vice-President Shurley seconded the motion to approve a 3-day excursion pass with Fort Wayne Parks, Visit Fort Wayne, Fort (a 30% fee discount), Wayne Children’s Zoo, Science Central, and the Fort Wayne Museum of Art; at a rate of Adults (18+) - \$5.00 ad Youth (3-17) \$3.00. Effective April 1, 2022. The motion was duly carried. On file are the fee recommendations.

8. BIDS / CONTRACTS / CHANGE ORDER APPROVALS:

A. *2022 Purchase Vehicle & Equipment – Deputy Schuhmacher presented.* Vice President Shurley moved and Commissioner Briley seconded the motion to approve the 2022 vehicle purchase lease. The motion was duly carried. On file is the signed approval.

B. *Emerald Ash Borer Treatment – Superintendent Veit presented.* Commissioner Miller moved and Commissioner Briley moved to approve the bi-annual treatment of 6930 diameter inches (389 ash trees), entering into a contract with Davey Resource Group. The motion was duly carried. On file are the signed approval form and contract.

C. *Landscape Maintenance – Superintendent Shaw presented.* Vice President Shurley moved and Commissioner Miller seconded the motion to approve the contract with Lawnscape Land Management. The motion was duly carried. On file is the scope of work, one bid submitted, and the contract.

D. *Franke Park Drainage Project Change Order #1 – Superintendent Shaw presented.* Commissioner Briley moved and Vice President Shurley seconded the motion to approve a contract with Exterior Service, LLC, a collaborative with City Utilities. The motion was duly carried. On file is the approval form, signed, and the contract.

E. *Community Center Roof Improvements Phase II – Superintendent Gore presented.* Vice President Shurley moved and Commissioner Miller seconded the motion to approve the scope of work and contract with Dahm Brothers. The motion was duly carried. On file are the bid tabulation sheets, bid/quote tabulation, and contract.

F. *Historic Salomon Farm Park Rental Barn Project - Superintendent Gore presented.* Vice President Shurley moved and Commissioner Briley seconded the motion to approve the scope of work and a contract with Schenkel Construction. The motion was duly carried. On file are the approval form, contact, and bid tab sheet.

9. FORT WAYNE PARKS & RECREATION SHOWCASE – Deputy Director Steve Schuhmacher narrated a PowerPoint presentation. Very strategically highlighting the valuable and enlightening historical information, acreage, maps, monuments, signage, walking paths, connecting trails, with actual photos, improvements, and amenities of Franke Park, Franklin School Park, and Gren Park. For a complete review of the presentation and location of all parks listed go to: www.fortwayneparks.org

PUBLIC COMMENTS: There was no public input during this meeting.

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

- ◆ Preparing for a Foellinger Theatre announcement for schedule and ticket sells
- ◆ Focusing on hiring additional Staffing levels and the primary process
- ◆ Getting ready for an exciting spring, summer, and fall season
- ◆ Five positions have been posted on the City's website
- ◆ Working with a new pay/rental system – PayTrac
- ◆ Summer camp registrations begin on 3/21/22
- ◆ Foster Park Pavilion #3 project construction will begin in one month
- ◆ Kreager Park Taylor's Dream will close the playground for approximately one week
- ◆ Servicing mowers and equipment ready for mowing and athletic field maintenance
- ◆ Removed graffiti along the Rivergreenway
- ◆ Nathaniel Cardelli has been promoted to Manager of the Foellinger-Freimann Botanical Conservatory
- ◆ The "Big Top" showcase will remain for visits at the Botanical Conservatory through April
- ◆ Plans for the annual Mother's Day Plant Sale are continuing
- ◆ Job Fair – Thursday, April 14, 2022 – Psi Ote Pavilion – 4 – 7 pm
- ◆ Lynda Heavrin was featured in the "What's Blooming Podcast"
- ◆ Traning at all Golf Courses is completed with a staggered opening based on the weather conditions

COMMISSIONER'S COMMENTS: President Zielke thanked all in attendance.

There was no further business to come before the Board of Park Commissioners, on Thursday, March 10, 2022, in the City Council Discussion Chambers of Citizens Square (garden level) Room 30, 200 East Berry Street, Fort Wayne, IN 46802. At 11:24 am, the meeting was adjourned.

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

William Zielke, President

Justin Shurley, Vice-President

Cory Miller, Commissioner

Richard Briley, 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, March 10, 2022 meeting online:

<https://acpl.viebit.com/player.php?hash=tIEzaEVRZcsH>