



**CEDAR LAKE PARK AND RECREATION BOARD MEETING MINUTES**  
**Cedar Lake Town Hall, 7408 Constitution Avenue**  
**Thursday, May 26, 2022, at 6:00 pm**

**Call To Order:**

Ms. Sarah Miller called the Park Board Public Meeting to order at 7:01 pm on Thursday, May 26, 2022, with its members attending on-site. The Pledge of Allegiance was recited by all.

**Roll call:**

**Members Present:** Paul Rodriguez; Sarah Miller, Vice President; and Greg Marquardt. A quorum was obtained.

**Also present:** Ralph Miller, Council Member; Richard Sharpe, Council Member; Chris Salatas, Town Manager; Dale Gurgel, Crew Leader; David Austgen, Town Attorney; and Ashley Abernathy, Recording Secretary.

**Absent:** Dale Holsti, President; Jennifer Sandberg, Clerk-Treasurer; and Collen Schieben, Town Council Liaison.

**Presentations:**

**1. Lakeside Artists Guild**

Ms. Miller advised the meeting would start with a presentation by Lakeside Artists Guild.

Mr. Andrew Anderson gave a bit of history about the Lakeside Artists Guild and the Academy. They performed a musical series for the Town last year that included a series of five performances. He advised the Members that he would like to enter into a partnership with the Park Board to do performances on the Town Grounds from the Bandstand and for various events sponsored by the Park Board. He spoke about the free concerts they are lined up to do this summer for the Town. Mr. Anderson commented that he hopes to build the festival they started last year into something enduring. He advised that they would like to build a partnership with the Park Board and the Department of Parks and Recreation. He requested to have brackets put up on the Bandstand for mounting speakers.

Mr. Dominick Kortokrax discussed ways the Park Board could help in promoting the free concerts to the public and requested the Park Board recommend to the Town Council to waive the fees.

Mr. Anderson, Bassist, and Benton Wedge, Violinist, performed the *Star-Spangled Banner* for those present with Dominick Kortokrax singing the anthem. Mr. Carnahan advised that Mr. Kortokrax used to be on the Town Council.

Mr. Ralph Miller spoke in favor and support of the Lakeside Artists Guild and explained the fee for non-profit groups cover the cost of the use of the grounds.

Mr. Austgen recommended that representatives of the Board and Chris Salatas meet with Mr. Anderson and put together an outline of what the agreement would contain. Discussion ensued. Mr. Anderson and the Board agreed to meet as recommended by Mr. Austgen.

## **2. Sumac Engineering**

Ms. Miller advised the next item on the agenda would be a presentation by Sumac Engineering regarding the park pavilions and washrooms.

Mr. Jim O'Malley, Senior Project Manager, advised that they were retained approximately a year ago to start looking at a pavilion and restroom facilities at Bartlett-Wahlberg Park. They had been working with Tim Kubiak and Rick Eberly, former Town Manager, to develop the plans. It turned into a desire to see what could be done at some of the other parks. A bid set was put together for Woods of Cedar Creek, Kiwanis Park, Lynnsway Park, and Monastery Woods Park. In January, it was put out for bids, but no bids were received, likely due to an aggressive timeline and some language requiring the contactors to be registered agents with the State of Indiana.

Mr. O'Malley presented what they have thus far, describing what is proposed for the aforementioned parks and requested guidance from the Board on what to do next. The pavilions do not have electricity in them for the parks other than Bartlett-Wahlberg Park; however, provisions for electrical hookup in the future could be made. Since no bids were received, they looked at other options and there are purchasing programs, such as Sourcewell, and a manufacturer called Polygon that has bulk materials and installation directly.

Ms. Miller requested input from the Town Attorney and/or the Town Manager on a motion that they may need to put the project out to bid again, potentially. Mr. Austgen responded it sounds as if it needs to be done as a rebid. He asked what the money for the funding source would be and if there is an estimate for costs, preliminary to bidding going out for bid. Once those items are addressed, then it would need to go out to bid.

Mr. O'Malley explained that back before they did drawings for bid, they did a preliminary cost estimate, and it came in at about \$680,000 for all five parks, including the restrooms at Bartlett-Wahlberg Park.

Mr. Rodriguez asked if this would be something they would need to have a bond issuance. Mr. Austgen responded that there are Park Impact Fees, which is where a report from the Clerk-Treasurer what is committed would be beneficial. Mr. Rodriguez asked if anyone will look at it if it is put out to bid again. Mr. O'Malley stated eliminating that clause, which probably scared off a lot of the smaller contractors, as well as having a realistic timeline should help. Discussion ensued about lead times for materials is about 8 to 16 weeks.

Mr. Austgen advised that with the lead time, they are likely looking at fall or spring before going out to bid, so they have time to gather the needed information. Ms. Miller advised they will defer this to the next meeting and work on getting the details together.

Park Board  
May 26, 2022

Mr. O'Malley stated they would reach back out to suppliers for an update on lead times and will prepare and make any changes to the cost estimates from the bids earlier this year.

**Consent Agenda:**

**1. Approval of April 28, 2022, Public Meeting Minutes**

Ms. Miller stated the Consent Agenda was for the approval of the Minutes from the April 28, 2022, Public Meeting and entertained a motion for the same.

A motion was made by Mr. Rodriguez and seconded by Mr. Marquardt to approve the Minutes from the April 28, 2022, Public Meeting. The motion passed unanimously by roll-call vote:

Mr. Marquardt Aye  
Ms. Miller Aye  
Mr. Rodriguez Aye

**New Business:**

**1. Kiwanis Park – Paving the Parking Lot**

Ms. Miller stated the first order of New Business was to consider having Milestone pave the parking lot at Kiwanis Park using Park Impact Fees \$127,723; however, they are not going to do the curb and gutter. With that removed, the amount would be not to exceed \$110,183. Ms. Miller entertained a motion to send a favorable recommendation to the Town Council to pave the parking lot using Park Impact Fees.

A motion was made by Mr. Marquardt and seconded by Mr. Rodriguez to send a favorable recommendation to the Town Council to pave the parking lot at Kiwanis Park using Park Impact Fees to pay for the same. The motion passed unanimously by roll-call vote:

Mr. Marquardt Aye  
Ms. Miller Aye  
Mr. Rodriguez Aye

Mr. Austgen advised caution when utilizing Park Impact Fees and recommended getting more quotes for the project. Mr. Salatas responded that he will reach out to get additional quotes.

**2. Senior Activity Event at Cedar Lake Clubhouse**

Ms. Miller stated the next order of business was the first Senior Activity Event at the Cedar Lake Clubhouse on July 15, 2022, and explained how to sign up for the event.

A brief discussion ensued regarding the event and potential Town Staff and Council Members' presence. Ms. Miller entertained a motion for the event.

A motion was made by Mr. Marquardt and seconded by Mr. Rodriguez to approve hosting an event for Senior Citizens on Friday, July 15, 2022. The motion passed unanimously by roll-call vote:

Park Board  
May 26, 2022

Mr. Marquardt Aye  
Ms. Miller Aye  
Mr. Rodriguez Aye

### **3. Park Equipment Installation Fees**

Ms. Miller stated the next order of business was ratify the approval of Use of Park Impact Fees to pay for the park equipment installation and entertained a motion for the same.

A motion was made by Mr. Marquardt and seconded by Mr. Rodriguez to ratify approval of the use of Park Impact Fees to pay for the installation of park equipment by NuToys in the amount of \$58,800. The motion passed unanimously by roll-call vote:

Mr. Marquardt Aye  
Ms. Miller Aye  
Mr. Rodriguez Aye

### **4. Right-of-Way Survey Work for Founders Creek Trail**

Ms. Miller stated the next order of New Business was to consider using Park Impact Fees to pay for survey work for the proposed Founders Creek Trail. Ms. Miller stated that this has been a vision for a long time and part of the property does not belong to the Town and needs to be surveyed for the project to move forward.

Mr. Austgen advised that this has been vetted and checked off by Legal for the use of the Park Impact Fees. Mr. Salatas noted this will help us complete the path. There are less than a dozen parcels we need to acquire right of way from for the path. He explained how this will allow us to more competitively compete for grants.

A motion was made by Mr. Rodriguez and seconded by Mr. Marquardt to send a favorable recommendation to the Town Council to approve use of Park Impact Fees in the amount of \$9300 to pay for the right-of-way survey work for Founders Creek Trail. The motion passed unanimously by roll-call vote:

Mr. Marquardt Aye  
Ms. Miller Aye  
Mr. Rodriguez Aye

### **Project Updates:**

#### **1. Clerk-Treasurer's Fund Report**

Ms. Margaret Abernathy commented Ms. Sandberg had provided a written report and advised there had been no changes to the prior month's report and that they will have a full report at their next meeting. The Members briefly reviewed the written report.

## **2. Park Cleanup – June 14, 2022**

Ms. Miller advised they were contacted by Pastor Bill of the Cedar Lake Bethel Church, and he has a crew who wants to help clean up the Town's parks on June 14<sup>th</sup>; more details will follow.

## **3. Playground Improvements at Various Parks**

Mr. Gurgel advised the company will start installing playground equipment on June 2<sup>nd</sup> at Lynnsway and then do Monastery Woods North Park, the remaining two parks.

**Written Communication:** Mr. Salatas stated the Mr. Holsti asked him to make a couple of comments: Veridus was asked to provide a quote from Context Design, who presented at their first meeting, for services for Master Planning for Parks, and that will be presented to you for review and consideration. The land where the SDF is currently, there will be about 50 acres not utilized by that project that the Park Board can consider phasing of that park once you have a Master Plan to provide amenities, such as ball fields, that are underserved in the community. Lastly, budget season is coming up, and Mr. Holsti recommended that Park Board identify someone to be the liaison for the budget meetings. Mr. Rodriguez volunteered to be the liaison.

Mr. Austgen advised they will have an operating budget derived from tax dollars next fiscal year that they will oversee.

A motion was made by Mr. Marquardt and seconded by Ms. Miller to amend the agenda and appoint Paul Rodriguez as liaison for the budget process. The motion passed unanimously by roll-call vote:

Mr. Marquardt Aye  
Ms. Miller Aye  
Mr. Rodriguez Aye

**Public Comment:** Ms. Miller opened the floor up for Public Comment.

Brian Tiemens, 6814 W 142<sup>nd</sup> Place, Woods of Cedar Creek, spoke about the playground equipment and asked about the mulch and if there would be adult swings installed since senior citizens primarily live there. Mr. Gurgel responded it could be looked at in the future, but what was installed is only for the 2–5-year-old children. A request was made for a swing that isn't a toddler seat as it is hard to lift the older children into those seats. Mr. Gurgel agreed to see if that could be done. Mr. Tiemens asked if there is a bridge planned to go from the community behind, and he was informed there were no such plans at this time. Mr. Tiemens closed by stating he does not want to see port-a-potties there, the park looks great, and his grandchildren will enjoy it.

**Adjournment:** Ms. Miller adjourned the meeting at 8:04 p.m.

Park Board  
May 26, 2022

**TOWN OF CEDAR LAKE PARK BOARD**

---

Dale Holsti, Member

---

Greg Marquardt, Member

---

Sarah Miller, Member

---

Paul Rodriquez, Member

ATTEST:

---

Ashley C. Abernathy, Recording Secretary

*The Minutes of the Cedar Lake Redevelopment Commission Public Meeting are transcribed pursuant to IC 5-14-1*

*5-4(b), which states:*

*(b) As the meeting progresses, the following memoranda shall be kept:*

*(1) The date, time, and place of the meeting.*

*(2) The members of the governing body are recorded as either present or absent.*

*(3) The general substance of all matters proposed, discussed, or decided.*

*(4) A record of all votes taken, by individual members if there is a roll call.*

*(5) Any additional information required under IC 5-1.5-2-2.5.*

*Cedar Lake Park Board: Minutes of May 26, 2022*