



## CEDAR LAKE PARK AND RECREATION BOARD MEETING MINUTES

Cedar Lake Town Hall  
7408 Constitution Avenue  
Thursday, October 27, 2022

### **Call to Order:**

Mr. Dale Holsti called the Park Board Meeting to order at 6:00 p.m. on Thursday, October 27, 2022,

With its' members attending on-site. The Pledge of Allegiance was recited by all.

### **Roll call:**

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

**Also present:** Chris Salatas, Town Manager; Jennifer Sandberg, Clerk Treasurer; David Austgen, Town Attorney; Colleen Schieben, Town Council Liaison; and Hope Tauber Recreation Coordinator. The record will reflect that Mr. Richard Sharpe and Mr. Ralph Miller were also in attendance.

**Presentation:** Recreation Coordinator, Hope Tauber spoke of the programs that she has implemented and programs that she would like to offer. Mr. Austgen asked if a Park Board report could be made at each Park Board meeting. A Park Board report will be put on the agenda each month under project updates.

### **Consent Agenda:**

#### **1. Approval of September 22, 2022 Meeting Minutes**

Mr. Holsti asked if there were any questions on the minutes and entertained a motion for the approval of the September 22, 2022 Meeting Minutes; a motion was made by Mr. Rodriguez and seconded by Mr. Marquardt to approve the same. Motion passed unanimously by roll-call vote. Was passed unanimously by roll-call vote:

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **Old Business:**

#### **1. Capital Improvement Project**

Mr. Holsti stated an update about pickle ball courts. Court of Sport is a company that will be in contact. Pickle ball is a rising sport that most people can play from kids to seniors. It would be a good thing to have for the community. We already have survey work done. We have talked in emails about a tennis camp in the summer with Hanover Central High School. Mr. Holsti looked for a motion to defer this discussion to the November meeting.

Ms. Miller made a motion to defer discussion to the November meeting and Mr. Rodriguez seconded the motion. The motion was passed by a unanimous roll-call vote:

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

## **2. Dog Park Equipment and Amenities**

Ms. Miller stated that there is a nice option that includes: obstacles, benches, and two pet waste stations for both sides, large dog and small dog fields. Each side will have similar equipment. There is a quote for the dollar amount of \$34,950 for option #4. Mr. Austgen asked if there were other quotes and if they were comparable. Ms. Miller stated that there were other quotes with comparable prices and that this company will install, so the installation makes this quote the best option. Mr. Rodriguez said that having it professionally installed would be optimal. Mr. Rodriguez stated that there will need to be a policy and a fee structure. Mr. Austgen was asked if this would fall under the Park impact fees and he stated that it would. Mr. Holsti asked if the electric has been installed and Mr. Salatas stated yes everything is running smoothly, everything will be ready for installation in March or April. Mr. Holsti requested a motion to award the contract to Kinetic with the Park Impact Fees. Mr. Marquardt motioned to award the contract to the most responsible bidder, which is Kinetic, for the amount of \$34,950. Mr. Rodriguez seconded the motion.

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

## **New Business:**

### **1. Ratifying October Park Activities**

Ms. Tauber had set up activities that were not presented in a previous meeting. Mr. Rodriguez motioned for them to be approved and Mr. Marquardt seconded the motion. The motion was passed in a unanimous roll-call vote:

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **2. The approval of agenda items 2, 3, 4, 5, 6, and 8 for one vote.**

Ms. Miller made a motion to combine agenda items 2, 3, 4, 5, 6, and 8 for approval and Mr. Rodriguez seconded the motion. The motion was passed unanimously by roll-call vote:

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **3. A budget of \$500 is needed for refreshments at the events for the rest of the year.**

A motion was made by Mr. Rodriguez to approve the budget of \$500 for refreshments for the upcoming events. The motion was seconded by Ms. Miller. The motion was passed unanimously by roll-call vote.

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **4. Upcoming Programs to be offered to the community**

Ms. Tauber spoke of the programs that she would like to implement. She gave the dates and times. Mr. Austgen was asked for the record that BINGO could be played without a gambling license because there is no fee and no cash prizes. He stated that was correct. Ms. Tauber stated how the painting classes work, discussed the fees involved, and stated the dates and times of the next paint classes. Ms. Tauber talked about the Clean the Parks Day on November 20<sup>th</sup>. Ms. Schieben asked if we would provide garbage bags, and stated that we could get them from Public Works. Mr. Holsti asked if we could get a blanket approval of the activities that we have discussed, Mr. Austgen stated that was correct. Ms. Tauber spoke about the STEM club program, how the supplies can be obtained with little to no cost. The dates and times of the programs were given. The North West Indiana Solid Waste Municipal District will be a resource for both supplies and also to present a program. Ms. Tauber spoke about the meeting that she had with Harry Preste and Sarah Moore on the program that he would like to present in the Town Council Chambers. The ideas and concepts of the program were discussed and the date and time of the program was stated as Saturday, January 14<sup>th</sup> from 2:00-4:00 PM. Mr. Holsti entertained a motion for these programs to be approved. Mr. Rodriguez made a motion to approve and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **5. Agenda Item #7 Soccer League Costs, and Fees**

Mr. Holsti spoke of the steps that the Park Board and the Recreation Coordinator has taken to get the Parks Soccer Program put back together. Ms. Tauber spoke about the quotes that she had gotten for both shirts and new goals and nets. She itemized the other costs of the program and itemized how much money could be expected from registration and how to off-set the difference with sponsorships from businesses. The estimates were made based on having 12 teams with 12 children on each team. The cost of the program could change if we get more or less children registered. It was decided that the Soccer program would have teams from preschool through 5<sup>th</sup> grade. The timeline of the program was discussed. The first game would be April 29, 2023 and would end June 10, 2023 for a six week program. One practice a week and games played on Saturdays. Mr. Holsti stated that the town grounds would need to get rolled to smooth out the ground. Public Works would do that before the ground freezes. Mr. Marquardt posed the question of when we will start to introduce the program to the community. Mr. Holsti stated that we would begin putting it out to the public very soon. A motion was made by Ms. Miller to purchase the goals and nets not to exceed \$8,000. Mr. Rodriguez seconded the motion to purchase the goals and nets. The motion was passed unanimously by roll-call vote.

Mr. Rodriquez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

## **6. Agenda Item #9 Park Board Meeting Dates**

The November Park Board Meeting date conflicts with Thanksgiving, the date would need to be changed to November 17, 2023. A request was made to change the Park Board Meetings in 2023 to the first Thursday of each month. Mr. Rodriguez made a motion to approve the change of dates in the Park Board meetings for November 2022 and for the meetings in the year of 2023. Mr. Marquardt seconded the motion to approve. The motion was passed unanimously by roll-call vote.

Mr. Rodriquez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **Project updates:**

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

The reports were from end of August through October 27, 2023. The expenditure reports out of the park impact fees contained miscellaneous items from Public Works for things such as: electrical work, fencing for the Dog Park, and stone for a walkway at Kiwanis Park. The expenditures were \$34,437.61. The fund balance is just over 1.2 million in park impact funds. Capital Improvements included playground equipment from last year Kiwanis improvements and improvements to the Clubhouse are completed and the mulch has been purchased and completed. Founder's Creek survey work is done. The paving and striping at Kiwanis Park is wrapping up now. The paving final pay request will be on the Council's agenda. There was still twelve hundred for striping. We are waiting on final pay requests for the fencing project here at Town Hall. There was a small change order for the fencing at the Dog Park. FBI needs to get their final invoices, they should be received by council's second meeting for November. The water fountain has been ordered. Light poles at Kiwanis Park and the electrical is mostly done. There was also a report for the Non-Reverting Fund. The expenses from that were name tags for Senior Programs and reimbursement to Mr. Marquardt for Senior Social Refreshments. The other expense that comes out of the Non-Reverting Fund is the pay for the Exercise Instructor. It was set up that way before this Park Board was formed, in 2015. It was the Clerk Treasurer's recommendation that her payroll move over to the actual operating budget, once the Park Department is established.

#### **2. Senior Social Update**

Ms. Tauber noted that Stretch Lab was going to be at the next Senior Social and that there were 13 participants signed up. Mr. Holsti noted that this next Senior Social was set up to be in the evening because some of the seniors requested that, as some still work. Mr. Holsti spoke of the Park Survey responses and the greatest response to "What amenities would you like to see?" was at 41% for a Splash Pad. For the questions "What expectations do you have of your Park Department?" the greatest response was clean parks.

### **Written Communication:**

Two Thank-you letters from Mr. Holsti will be sent out by Ms. Tauber. One letter is for SIP Coffeehouse for their contribution of coffee for the Senior Socials and one letter is for Mr. Giordano of The Eagles for their donation of five thousand dollars.

**Public Comments:**

None was had.

**Adjournment:**

A motion for adjournment was made by Ms. Miller and Mr. Marquardt seconded the motion. Mr. Holsti adjourned the meeting at 7:22 PM.

Park Board

October 27, 2022

TOWN OF CEDAR LAKE PARK BOARD

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Dale Holsti, Member

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Greg Marquardt, Member

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Sarah Miller, Member

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Paul Rodriguez, Member

ATTEST:

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Hope Tauber, Recording Secretary/Recreation Coordinator

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 October 27, 2022