



CEDAR LAKE PARK AND RECREATION BOARD MEETING MINUTES
Cedar Lake Town Hall, 7408 Constitution Avenue
April 6, 2023, at 6:00 pm

Call To Order:

Ms. Miller called the Park Board Public Meeting to order on Thursday, April 6, 2023, at 6:02 pm, with its members attending on-site. The Pledge of Allegiance was recited by all.

Roll Call:

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

Members Present Via Zoom: None.

Also present: Chris Salatas, Town Manager; Ralph Miller, Richard Sharpe, Town Council Members and Hope Tauber, Recreation Coordinator.

Absent: Dale Holsti, President; Jennifer Sandberg, Clerk-Treasurer

Presentation: Andy Anderson with Lakeside Artists' Guild

Mr. Andy Anderson, Lakeside Artists' Guild commented he is starting the fundraising efforts for their 3rd Annual Concert Series in our parks. (The donor packet and dates were handed out.) We did five concerts last year from July to Labor Day. We fundraise the money to pay the musicians to perform on stage. We present to the public and accept donations to help pay for the cost. This year we are presenting some outside artists and would like to expand and have more diversity. Discussion ensued regarding the different bands that will perform this summer. We are hoping for a partnership so we do not have to raise the venue fees which include rental fees, signage and security which comes to \$3,000 for the whole summer. We are hoping the Park Board can help out with this cost and can be part of the summer series and have it grow into something bigger. Each year we are trying to get more variety and more regular shows. We would like to create something like an arts festival to create beauty in the community and in our parks.

Ms. Miller thanked Mr. Anderson for coming to the meeting and she likes the expansions that were added to the list. We are trying to see what we can do with the Park Board and a Partnership. A contract would be through the Council.

Consent Agenda:

1. **March 2, 2023 Meeting Minutes**
2. **Claims: Parks & Rec General Fund: \$105,758.41; Park Impact Fee Fund: \$14,370.00; Parks & Rec Non-Reverting Fund: \$1,251.05; Clubhouse Non-Reverting Fund: \$3,229.96 Total Expenditures: \$124,609.42**
3. **Donations: Spring Soccer Sponsorships In-Kind Donations in the amount of \$150 each sponsorship: Froggie Latin Kitchen; Action Plumbing; Peoples Bank; Strack and Van Til; Lighthouse Restaurant**

Mr. Marquardt made a motion to approve the Consent Agenda and Mr. Rodriguez seconded the motion. The motion was passed unanimously by roll-call vote.

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

Old Business:

1. **Consider Garden Landscaping Project at Park of the Red Cedars (Town Complex) Lakefront, Bartlett-Wahlberg Park, and North Park**

Ms. Miller stated we had a work session and this is still under discussion and we should defer.

Mr. Rodriguez made a motion to defer this item to the next meeting and amend the agenda to form a two-person sub-committee to review the Landscaping Project and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

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

New Business:

1. **Approval of Bid Award for Parks Projects (Recommendation to Town Council)**

Ms. Miller stated there are a lot of factors to look into and we just received one bid and we need to review it for completeness.

Mr. Rodriguez made a motion to defer this item for 30-60 days and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

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

2. Approval of New Programs: Wine Tours; Cub Tours; Garden Tours; Field Museum Bus Trip; Craft Club; Card Club; Blue Fox Fitness Senior Fitness Class; Beach Glass Jewelry Making; Senior Mixer with Dancing, Birds of Prey Educational Program with Humane Indiana, Craft Show.

Ms. Tauber stated Ms. Julie Zasada from Lassens Museum would like to partner and do a field trip to the Field Museum. We would take a 14-passenger bus using Chicago Safari. The charge would be \$48 per person and the Field Museum is waiving the fees to get in and the parking is free. The date would be Monday, September 25, 2023. If we do not have ten people signed up by September 1, 2023, we would have to cancel so we do not lose money on it. I would like to use Chicago Safari Trips and Tours for other services in the future, as well. A winery tour in Michigan, cubs' game and a garden tour would be something the community would like to see. The seniors discussed programs, such as, a Card Club, Craft Club and Senior Mixer night with music and dancing. These programs can be almost free for us to do. Refreshments can be purchased or they can bring their own. Ms. Diane DiNino from Blue Fox Fitness would like to have an exercise class for seniors twice a week for four weeks and the cost would be \$40 and would take place at Blue Fox Fitness and I would not have to be there for each class. The Parks Department would promote the program and I would handle sign ups. A presentation at the Senior Social will be held on May 5, 2023 on staying active. Ms. DiNino and I would also like to partner and do a program for children either in the summer or fall for staying active and playing outside. We do not have the title for the program or plans for it yet. Discussion ensued. I have been in contact with Ms. Nicole Harmen, Director of Wildlife Rehabilitation and Education Center with Humane Indiana and she can do a program about Birds of Prey. She would bring an owl to view and educate on birds of prey. I would like the presentation be with the Kids Art Class on April 21, 2023. The cost would be \$175 for the presentation. She can do another all-ages presentation on Birds of Prey. I would like to do this presentation in May or June. I would like to do a Beach Glass Jewelry Making Class at the Lion's Den Shelter on the beach. The supplies would be \$30. I took a class on how to make beach glass jewelry and I can teach the class and charge \$3.00 per person. I would like to do a craft show in September at the Clubhouse and craft vendors can set up inside and we can have a couple of food trucks outside.

Mr. Bill Hillegonds from Bethel Church would like to do a project with the youth group or partner with the parks. I can be there to guide them, but they were looking for something to do. They can paint, garden, work at the dog park; they are willing to work.

Ms. Miller commented she likes all of these ideas and we can add this to our fee structure for events. Mr. Salatas commented if those aren't outlined within the existing fee structure, one will have to be created and added into it and recommendation would have to come from the Park Board to the Council for their adoption. If the Park staff can identify those programs, we can identify those programs that are not outlined already in the fee structure and have one created for those that aren't and bring it back to the Park Board or send it directly to the Council.

Mr. Rodriguez commented the Field Museum bus trip is a Monday and is this geared for kids or adults. Ms. Tauber responded adults. The Blue Fox Fitness senior fitness class is \$40 and we would be promoting it but do you know what the actual cost is per month. Ms. Tauber commented the membership is \$55 a month. The senior fitness class is twice a week for four weeks. Discussion ensued. Mr. Rodriguez asked if there is a cancellation policy for the birds of prey presentation. Ms. Tauber commented she will find out.

Mr. Rodriguez made a motion to approve these new programs with the fee structure being examined and forwarded for Council review and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

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

3. Authorization to Obtain Quotes for ADA Swings for Parks Out of Capital Improvement Funds.

Mr. Salatas stated this would be the Park Board's desire and authorization to allow the staff to get quotes for this product. These quotes will be brought back to the Park Board. How many swings are the Park Board interested in looking at or are we just getting a quote. Ms. Tauber commented we want two ability swings.

Ms. Miller commented we want to provide ADA compliant equipment and opportunities for those with disabilities to enjoy.

Mr. Rodriguez made a motion to seek quotes and Mr. Marquardt seconded the motion. The motion was passed unanimously by a roll-call vote.

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

4. Approval to Hire Soccer Referees.

Ms. Tauber commented she interviewed for this position and there are three teen girls that play soccer and one of them refereed for the Lowell Parks Department. All three will be fantastic and their references were great. A fourth person will be a fill in when one of the girls cannot make it. Discussion ensued.

Mr. Marquardt asked if the three girls will be sufficient. Ms. Tauber responded in the affirmative and a background check will be done.

Mr. Rodriguez made a motion to hire the soccer referees and Mr. Marquardt seconded the motion. The motion was passed unanimously by a roll-call vote.

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

5. Consider Having Parks & Rec Representation at the Chamber of Commerce Business Showcase

Mr. Salatas stated we are a member of the Chamber of Commerce and we are at the Sponsorship level so this gives us a booth at the Business Showcase. The Parks and Rec Department last year was allowed the booth that the Town has and we would like to offer that again to the Parks Department so they can communicate to the community what we have to offer.

Mr. Rodriguez made a motion to consider having representation by the Parks Department at the Showcase and Mr. Marquardt seconded the motion. The motion was passed unanimously by a roll-call vote.

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

6. Approval to Obtain Quotes for Porta-Potties for Parks

Mr. Salatas stated this is similar to the ADA swings and this was an item done last year and it was to obtain quotes for Porta-Potties for the parks and locations and the number needed. This will be brought back to the Board for a decision.

Ms. Miller commented it would be good to have bathroom options while we wait on this process.

Mr. Rodriguez made a motion to approve of obtaining quotes for Porta-Potties for the Parks and Mr. Marquardt seconded the motion. The motion was passed unanimously by a roll-call vote.

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

7. Discussion Item Potawatomi Park Dog Waste, Signage and Fines

Ms. Tauber commented she had some calls about a lot of dog waste that Potawatomi Park has. They are asking for signage at the park. I'm not sure how it would work if people were fined. Discussion ensued.

Ms. Miller thanked that the community brought this to our attention and we ordered garbage cans for the park so that should help. We can look into getting a sign if it continues to be a problem.

Mr. Rodriguez asked if we have waste bags available. Mr. Salatas commented we do not want to install waste bag containers at this park so it is not an area to encourage people to walk dogs there because of its location, but we will have Public Works create a sign and have the Ordinance reviewed for it.

Mr. Marquardt made a motion to look into adding signage at Potawatomi Park and Mr. Rodriguez seconded the motion. The motion was passed unanimously by a roll-call vote.

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

8. Discussion of Midwest Training Proposal to Waive Registration Fees to Cedar Lake Residents

Ms. Tauber commented she has been in contact with Midwest Training and they used to have a Partnership with us and they would like to put in our quarterly newsletter that they will waive the registration fees of Cedar Lake residents. Ms. Margaret Abernathy stated she would need to send me a written proposal letter and their policy on this. Discussion ensued.

Mr. Rodriguez made a motion to defer this item until there is additional information regarding the Midwest Training proposal and Mr. Marquardt seconded the motion. The motion was passed unanimously by a roll-call vote.

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

9. Approval to Purchase First Aid Equipment for Soccer Program in the Amount of \$66.23.

Ms. Tauber commented each of the coach's received a first aid kit but these would be something to have on hand in case a child twists their ankle or something like that. The first aid equipment would be gauze, splints, shears to cut and a package of instant cold packs.

Mr. Rodriguez made a motion to approve the additional first aid equipment in the amount of \$66.23 and Mr. Marquardt seconded the motion. The motion was passed unanimously by a roll-call vote.

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

Reports:

1. Clerk Treasurer's Report

Mr. Salatas commented the budget is at 22% consumed use. This is good for going into April.

2. Recreation Coordinator's Report

Ms. Tauber reported on the past month's programs and the attendance. Since the last Park Board Meeting we had the Rec Desk training and this is the online sign-up system that we will be putting in place soon. We had Stem Club, Senior Social, Soccer Coach's Meeting, Bingo, interviews with soccer referees, Adult Paint Class, Clean the Parks Program, Gardening 101 Class, Kids Art Class, Easter Egg Hunt, and another Stem Club and we have four more volunteers to help with programs. The new trash cans are in storage, Public Works put the soccer goals together, lines are striped, soccer shirts are here and the referees are ready to be hired. The Senior Social is on April 12th, Bingo is April 17th, Webinar on April 18th, regarding ADA accessibility for parks and events, Adult Paint Class is on April 20th, Rain Barrel Pickup Event is on April 21st and Business Showcase at Hanover High School is on Saturday, April 22nd, Kids Art Class is on April 25th, the first soccer game is April 29th and Stem Club is Monday, May 1st.

Written Communications: none was had.

Public Comment: Ms. Miller announced they hired a Superintendent and she will be formally introduced at the May meeting.

Ms. Pamela Davenport, 13035 Schubert Street, commented I am enjoying all of the things the Park Board is doing. What are we going to do for the pre-teens and teenagers as far as activities to keep them busy and out of trouble. Ms. Miller commented it is coming. We have more staff and we have a budget and we will be considering the teenagers.

Adjournment: Mr. Rodriguez made a motion to adjourn the meeting and Mr. Marquardt seconded the motion. The meeting adjourned at 6:39 pm. The next meeting will be May 4, 2023.

TOWN OF CEDAR LAKE PARK AND RECREATION BOARD

Dale Holsti, Member

Greg Marquardt, Member

Sarah Miller, Member

Paul Rodriguez, Member

ATTEST:

Cheryl Hajduk, Recording Secretary

The Minutes of the Cedar Lake Plan Commission Meeting are transcribed pursuant to IC 5-14-15-4(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 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 section 3.5 or 3.6 of this chapter or any other statute that authorizes a governing body to conduct a meeting using an electronic means of communication.

Cedar Lake Redevelopment Commission: Minutes of April 6, 2023