



TOWN OF CEDAR LAKE PARK BOARD MEETING MINUTES
Cedar Lake Town Hall, 7408 Constitution Avenue
June 6, 2024, at 5:30 pm

Call To Order:

Mr. Holsti called the Park Board Public Meeting to order on Thursday, June 6, 2024, at 5:37 pm, with its members attending on-site. The Pledge of Allegiance was recited by all.

Roll Call:

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

Also present: Mindi Ray, Parks & Recreation Superintendent; David Austgen, Town Attorney; Mary Joan Dickson, Town Council Liaison; Jeff Bunge Town Manager; Greg Wiesemann, Recreation Coordinator; and Sharon D'Apice, Administrative Assistant

Absent: Julie Rivera, Town Council Liaison

Consent Agenda:

- 1. Minutes:** May 2, 2024 Meeting
- 2. Claims:** Parks & Rec General Fund: \$60,912.76; Park Impact Fee Fund: \$13,165.04; Parks & Rec Non-Reverting Fund: \$1,036.19; Clubhouse Non-Reverting Fund: \$5,899.99
Total Expenditures: \$81,013.98
- 3. Donations:** Tastee Top Grill, Vito's Italian Ice, DeMotte State Bank and Brian & Lynn Kubal donated \$500 for Movies in the Park; Lakefront Solutions LLC, Jostes & Glynn LLP and Cedar Lake Fraternal Order of Eagles donated \$250 for Movies in the Park; Morkes Chocolates and Cedar Lake Farmer's Market donated \$100 for Movies in the Park. Casey's General Store donated 18 Free Large Pizza Coupons for our Soccer Coaches and four \$25 gift cards. Summerfest donated 2 Baskets, Raul Garcia donated 3 cases of chocolate bars and Barb Buhle donated a patriotic wreath for bingo prizes.

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

Mr. Holsti stated that he had a conversation with Jennifer Sandberg in regards to the Sunrise Pier and Lift Services and she stated that the Parks Department only pays for the install of the non-emergency services piers. The Parks Department also paid for repairs to some damaged panels. Mr. Holsti's stated that the

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expense will be taken out of the Park's Departments general fund budget yearly. Mr. Holsti's only request of Mrs. Sandberg was to notify the department head of any additional charges.

Mr. Marquardt Aye

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

OLD BUSINESS:

1. Park Foundation

Mr. Holsti stated that the Town Council needs to put the members in place, with the recommendation from the Park Board. Mr. Holsti sent over a recommendation for a board member. Mrs. Dickson stated that she is not familiar with the By-laws for the Park Foundation. Mr. Holsti stated that the By-laws state that the appointments have to come from the Town Council and they can change the by-laws to give the Park Board the authority to reinstate. Mr. Holsti stated that the by-laws indicate you have to have a President, Secretary and a Treasurer. Mr. Rodriguez stated that you need 3 members and a liaison.

Mrs. Miller made a motion to defer discussion of Park Foundation establishment to the next Park Board meeting and Mr. Rodriguez seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

2. Park Maintenance Shop

Mrs. Ray stated that this item will need to be deferred to the next Park Board meeting. Mrs. Ray also stated that this item will need to be discussed during the Executive Session to see if this would be able to be built using the Park Impact Fees.

Mrs. Miller made a motion to defer discussion of the park maintenance shop to the next Park Board meeting and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

3. Town Grounds Use and Management by Parks Department

Mrs. Ray stated that there is a list of items that need to be addressed and figure out the agreement that Mr. Austgen had referred to in the May Park Board meeting. The Executive Session will be held on June 25th in regards to these details.

Mr. Rodriguez made a motion to defer discussion of Town Grounds Use and Management by Parks Department to the next meeting and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Mrs. Miller Aye
Mr. Rodriguez Aye
Mr. Holsti Aye

4. Hanover Park Parking Issues

Mrs. Ray stated that there is a need to make a permanent barricade since there are issues of people parking in the grass and up against neighbor's fences and yards. Mrs. Ray stated is this something that should be done now or choosing to defer this to when the department is master planning? Discussion ensued.

Mr. Rodriguez made a motion to select option number two with an amount not to exceed \$18,500 and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Mrs. Miller Aye
Mr. Rodriguez Aye
Mr. Holsti Aye

5. Context Design 5 Year Master Plan

Mrs. Ray updated the board that the June 11th public engagement meeting at 6:30 pm to discuss the master plan has been moved to the Monastery Clubhouse. Notices were sent out to the newspapers, posted at Town hall and to those involved and on social media.

Mrs. Ray also updated the board that on June 12th at the Cedar Lake Farmer's Market will be the first public engagement opportunity as a pop-up event. Mr. Wiesemann and the engineering firm will be joining her. Mrs. Ray stated that she plans on having the children paint rocks for the Kindness Garden while interacting with the parents.

Mrs. Ray stated that the engineering firm reached out and said that 115 surveys were completed within the first 24 hours. Discussion ensued.

Mr. Rodriguez made a motion to defer discussion to the next park board meeting and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

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Mr. Marquardt Aye

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

6. Eagle Scout Project Update

Mrs. Ray updated the board that Brendan was looking for information as to where the placement for the "Take a Stick, Leave a Stick" would be located and how it would be installed. Mr. Holsti stated that placement and installation should be handled by the park staff. Mr. Holsti's only request is that the "Take a Stick, Leave a Stick Library" would be concreted in. Discussion ensued.

7. Parks and Recreation Facility Permit and Clubhouse Rental Information

Mrs. Ray stated that the facility permits needed to be updated since the Park's Department is now responsible for the rental of the clubhouse and shelters. The clubhouse and shelter rental calendar has also changed. The Parks Department only books within the calendar year, starting on November 1st reservations for January and February of that next year begin, and on January 1st the remainder of the calendar opens up. The new verbiage added to the facility permit in regards to alcohol states, "that if alcohol is found and you have not gone through the proper steps to have alcohol at your event the security deposit will now be held." An alcohol permit fee in the amount of \$75 has been added to the rental facility permit. There is also verbiage that now states that the rental may be subjected to a special events permit. These documents need to be adopted effective as of today. Discussion ensued.

Mr. Rodriguez made a Motion to Adopt the Facility Rental Permit Application and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

New Business:

1. Beach Rules

Mrs. Ray stated that there have been calls with concerns of patrons not following the beach rules. Mrs. Ray updated the board that the Cedar Lake Police Department informed her that since the beach rules were never adopted by ordinance, they cannot be enforced by them. Mrs. Ray stated that the new art piece at the beach has become a playground for the community. She asked if the board would like some consideration about the art piece and how it should be respected. Mrs. Ray also stated that the park board would like to make a recommendation to the town council to adopt these rules by ordinance so that they will be enforceable from our Police Department. Mr. Holsti stated that the art piece was purchased with a grant and park impact fees. Discussion ensued. Mr. Holsti stated that if an ordinance was put in place it would have to be the enforceable things. Mr. Rodriguez stated items three through six of the Beach

Rules are the only things that could be considered enforceable. Mrs. Ray stated that the recommendation could also be left open to the council to add any additional items to the rules including pier rules.

Mr. Rodriguez made a motion to recommend to the Town Council to adopt a resolution for the Beach Rules items three through six on the current beach rules and in addition to pier rules that Mrs. Ray will work on that for the next park board meeting and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

Reports:

1. Superintendent's Report

Mrs. Ray updated the board that the dog park currently has 95 members. The Kiwanis playground surfacing has been completed. The parks department has been in contact with Emberley Smiles and the communication board was almost ready to go to production. Once the sign has been installed, we will have a Grand Re-Opening Ribbon Cutting Ceremony. The Kiwanis park cameras have been installed.

Mrs. Ray updated the board that two seasonal staff have been hired for the season.

Mrs. Ray thanked the board for the purchase a 2024 Jeep Compass Sport from James CDJR of Cedar Lake for the parks department.

Mrs. Ray stated that it was brought to her attention to give the opportunity to the Town Council liaisons the chance to speak. The Parks Department will add Town Council Reports to future agenda.

Mr. Holsti stated for the boards knowledge they received \$500 of Tourism Funds from the Town Council.

Mrs. Ray also stated that the shelter fees in the Town Council have been deferred to the next Council meeting.

Mr. Holsti stated that he would like Mr. Kubiak to start presenting some options for the Parks Department Shop by the next meeting. Discussion ensued.

2. Recreation Coordinator's Report

Mr. Wiesemann updated the board that there will be a community engagement at La Dilla on Thursday, June 27th at 4pm to talk parks.

Mr. Wiesemann also updated the board that ten rain barrels have been purchased to date. The first Parks Department blood drive had 19 people that donated.

Mr. Wiesemann stated that the parks department has been working on fall programming, getting movies in the park ready and preparing for the Lakeside Artist Guild.

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Adjournment Mr. Rodriuez made a motion to adjourn the meeting at 6:55 pm and Mrs. Miller seconded the motion. The next meeting currently is scheduled for August 1, 2024 at 5:30 pm, if a July meeting it will be posted per State Statute.

TOWN OF CEDAR LAKE PARK BOARD

Dale Holsti, President

Greg Marquardt, Member

Sarah Miller, Member

Paul Rodriguez, Vice-President

ATTEST:

Sharon D'Apice, Recording Secretary

These minutes 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 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.