



**TOWN OF CEDAR LAKE PARK BOARD MEETING MINUTES**  
**Cedar Lake Town Hall, 7408 Constitution Avenue**  
**July 18, 2024, at 5:30 pm**

**Call To Order:**

Mr. Holsti called the Park Board Public Meeting to order on Thursday, July 18, 2024, at 5:30 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

**Presentation:**

Brayden Denklau updated the board that he has received donations and will buy the supplies needed for his Eagle Scout project. The project should be completed in the next two to four weeks. Brayden will get in contact with Mrs. Ray to set up an install date.

**Consent Agenda:**

- 1. Minutes:** June 6, 2024 Meeting
- 2. Claims:** Parks & Rec General Fund: \$8,051.87; Park Impact Fee Fund: \$44,221.47; Park & Rec Non-Reverting Fund: \$1,130.00; Clubhouse Non-Reverting Fund: \$793.91  
Total Expenditures: \$54,197.25

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

Let the record reflect Town Manager, Jeff Bunge is present.

**OLD BUSINESS:**

**1. Park Foundation**

Mr. Holsti stated that there are two applications for the Park Foundation. Park Foundation applications are available at Town Hall.

Mr. Rodriguez made a motion to defer discussion of Park Foundation 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

**2. Park Maintenance Shop**

Mr. Holsti stated that the FBI shop rendering is just a cost estimate for a Maintenance Shop. Mrs. Ray stated that there is a need for a Park Maintenance shop. The cost estimate is just the shell of a pole barn style building. Discussion ensued.

Mr. Rodriguez made a motion to defer discussion of the park maintenance shop to the September 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

**3. Town Grounds Use and Management by Parks Department**

Mr. Holsti stated that there will need to be more conversation between the Town Council and the Park Board. Mr. Rodriguez stated there should be a work session for the Park Board and the Town Council. Discussion ensued.

Mrs. Miller made a motion to defer discussion of Town Grounds Use and Management by Parks Department to the September 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

#### **4. Hanover Park Guardrail**

Mrs. Ray stated that Hanover Park Guardrail project was approved in a past park board meeting to go around the perimeter of the parking lot space. Mrs. Ray also stated that it was paused for internal conversations. Discussion ensued.

Mrs. Miller made a motion to move forward with the Hanover Park Guardrail project 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. Parks and Recreation Facility Permit and Clubhouse Rental Information**

Mrs. Ray stated that in a previous meeting the Park Board chose to adopt the updated Facility Permit. It was originally adopted by ordinance so the Park Board had to formally adopt it in a meeting by resolution. The two major changes on the Facility Permit, is now including a \$75 alcohol permit for those that are wanting to rent the clubhouse with alcohol and an additional \$300 alcohol security deposit in addition to the \$200 rental security deposit. This item will be put in front of the Town Council for adoption and then attorney Austgen's office posts the schedule fee changes. The Park's Department will be able to start using that new contract after these actions have taken place.

Mr. Rodriguez made a motion to move forward with the Facility Rental Permit Application 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

#### **6. Vendor Agreements & Procedures**

Mrs. Ray stated these agreements are for alcohol vendors and regular vendors for when there is an event that the parks department is hosting. Discussion ensued.

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Mr. Marquardt made a motion to accept the Vendor Agreements & Procedures 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

#### **7. Resolution No. 2024-02-PB**

Mr. Rodriguez read Resolution No. 2024-02-PB by title only. A RESOLUTION OF THE DEPARTMENT OF PARKS AND RECREATIONS OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, ADOPTING A REVISED FACILITY PERMIT APPLICATION AND REVISING FACILITY RENTAL FEES WITHIN THE MUNICIPAL CORPORATE LIMITS OF THE TOWN OF CEDAR LAKE, AND ALL MATTERS RELATED THERETO.

Mr. Rodriguez made a motion to send Resolution No. 2024-02-PB to the Town Council 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

#### **8. Resolution No. 2024-03-PB**

Mr. Rodriguez read Resolution No. 2024-04-PB by title only. A RESOLUTION OF THE DEPARTMENT OF PARKS AND RECREATION OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, RECOMMEND AMENDMENT TO THE TOWN CODE REGARDING ACCESS OF DOMESTIC AND FARM ANIMALS TO PARK PROPERTY BELONGING TO THE TOWN OF CEDAR LAKE, AND ALL MATTERS RELATED THERETO.

Mr. Marquardt made a motion to send Resolution No. 2024-03-PB to the Town Council 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

#### **9. Resolution No. 2024-04-PB**

Mr. Rodriguez read Resolution No. 2024-04-PB by title only. A RESOLUTION OF THE DEPARTMENT OF PARKS AND RECREATION OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, RECOMMENDING AMENDMENT TO THE TOWN CODE REGARDING USE OF METAL DETECTORS IN TOWN PARKS, AND ALL MATTERS RELATED THERETO.

Mr. Marquardt made a motion to send Resolution No. 2024-04-PB to the Town Council 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

**10. Resolution No. 2024-05-PB**

Mr. Rodriguez read Resolution No. 2024-05-PB by title only. A RESOLUTION OF THE DEPARTMENT OF PARKS AND RECREATIONS OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, RECOMMENDING AMENDMENT TO THE TOWN CODE REGARDING USAGE OF MOTORIZED VEHICLES IN OR UPON PARK PROPERTY BELONGING TO THE TOWN OF CEDAR LAKE, AND ALL MATTERS RELATED THERETO.

Mrs. Miller made a motion to send Resolution No. 2024-05-PB to the Town Council 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

**11. Resolution No. 2024-06-PB**

Mr. Rodriguez read Resolution No. 2024-06-PB by title only. A RESOLUTION OF THE DEPARTMENT OF PARKS AND RECREATIONS OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, RECOMMENDING AMENDMENT TO THE TOWN CODE REGARDING USAGE OF SWIMMING AREAS LOCATED ON PROPERTY BELONGING TO THE TOWN OF CEDAR LAKE, AND ALL MATTERS RELATED THERETO.

Mr. Rodriguez made a motion to send Resolution No. 2024-06-PB to the Town Council 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

**12. Context Design 5-Year Master Plan**

Mrs. Ray updated the board that 350 surveys have been taken and that once the survey closes the results will be given to the Park Board and the Steering Committee.

Mr. Rodriguez made a motion to defer to September 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

**NEW BUSINESS:**

**1. Kiwanis Dog Park Fence**

Mr. Holsti stated that there has been feedback about the small dog park and the gaps in the fence. To replace the fence, would be \$9,241. Discussion ensued.

Mr. Rodriguez made a motion to defer discussion of Kiwanis Dog Park fence 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

**2. Dog Park Re-Evaluation of Rules**

Mrs. Ray stated that members are having large dogs in the small dog side and the members with small dogs are unhappy with the large dogs there. The rules as written and are stated are small dogs 26 pounds and under are on the small side and large dogs 26 pounds and over are on the large dog side. Complaints have been brought to the park office. Discussion ensued. Mr. Holsti discussed allowing small dogs to enter the large dog area at the risk of the owner for a trial period.

Mr. Rodriguez made a motion to use a trial period to allow small dogs on the large dog side at the owner's risk for a trial period of three months effective August 1<sup>st</sup> 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 Security Cameras**

Mr. Holsti stated that on the Fourth of July the park staff found the park garage door forced open. Cabinets were open, nothing was identified as missing. The bottom part of the door was flexed in and there were pry marks on the door jam. Photos were submitted to the Police Department and a police report was written. There are no cameras on the maintenance shop, the pool house and the park office. To cover the front and back of the park office, the man door in the park shop and the pool house will be around \$2,600.

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Mr. Rodriguez made a motion to accept the quote for security cameras on Town Grounds to cover the park buildings not to exceed \$3,500 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 stated that the agenda topics consumed her time and has nothing more to report at this time.

**2. Recreation Coordinator's Report**

Mr. Wiesemann updated the board that the Easy Does it Fitness class is on hold until August. Challenger sports went really well even though it was extremely hot. Fall soccer registration is going on now until July 24th.

Mr. Wiesemann also updated the board that the Lakeside Artist Guild has a concert on July 28<sup>th</sup>.

The art and paint class has been retired.

The Blood Drive was well attended. There were 20 donations collected.

The next Movies in the Park is, "Trolls the Band is Back Together" on July 26<sup>th</sup>.

**NEW FALL PROGRAMMING:**

Nature Photo Contest starting on July 22<sup>nd</sup> to August 22<sup>nd</sup>

Make Slime with Parks on September 18<sup>th</sup> at 5:30pm-7:00pm, the cost is \$5 for residents and \$7 for non-resident at the Clubhouse.

Nerf Battles (14-17) on September 21<sup>st</sup> at 1:00 pm-2:00 pm, \$5 for residents and \$7 non-residents on Town Grounds

Nerf Battles (10-13) on September 28<sup>th</sup> at 1:00 pm-2:00 pm, \$5 for residents and \$7 non-residents on Town Grounds

Nerf Battles (6-9) on October 5<sup>th</sup> at 1:00 pm-2:00 pm, \$5 for residents and \$7 non-residents on Town Grounds

**WRITTEN COMMUNICATION:**

Summerfest Committee sent an email thanking the Parks Department for their assistance and participation with Summerfest. Santa on the truck was a hit. Summerfest is looking forward to having the parks department involved next year.

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Mr. Holsti will like to give some recognition to Lynn Kubal who had to step aside from teaching the paint classes unexpectedly. The paint classes were really well received and the Park Board really appreciated her participation.

Mr. Holsti stated that on Sunday, July 21<sup>st</sup>, he submitted his resignation as Park Board President and member effective July 19<sup>th</sup>.

**Public Comment:**

James Cummings 3451 West 140<sup>th</sup> Court, asked for more sand at the dog park.

**Adjournment** Mr. Rodriguez made a motion to adjourn the meeting at 7:05 pm and Mrs. Miller seconded the motion. The next meeting currently is scheduled for August 1, 2024 at 5:30 pm.



**TOWN OF CEDAR LAKE PARK BOARD**

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Dale Holsti, President

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Greg Marquardt, Member

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Sarah Miller, Member

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Paul Rodriguez, Vice-President

ATTEST:

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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.*