



**TOWN OF CEDAR LAKE PARK BOARD MEETING MINUTES**  
**Cedar Lake Town Hall, 7408 Constitution Avenue**  
**February 6, 2025, at 5:30 pm**

**CALL TO ORDER:**

Mr. Rodriguez called the Park Board Public Meeting to order on Thursday, February 6, 2025, at 5:30 pm, with its members attending on-site. The Pledge of Allegiance was recited by all.

**ROLL CALL:**

**Members Present:** Paul Rodriguez, Member; Dave Jostes, Member; Gayle Brannon, Member and Greg Marquardt, Member. A quorum was attained.

**Also present:** Mary Joan Dickson, Town Council Liaison; Julie Rivera, Town Council Liaison; Mindi Ray, Parks & Recreation Superintendent; Greg Wiesemann, Recreation Coordinator; and Sharon D'Apice, Administrative Assistant

**Absent:** Jeff Bunge, Town Manager and David Austgen, Town Attorney

**CONSENT AGENDA:**

- 1. Minutes:** January 2025 Meeting Minutes
- 2. Claims:** Parks & Rec General Fund: \$23,980.61; Park Impact Fee Fund: \$-; Parks & Rec Non-Reverting Fund: \$447.25; Clubhouse Non-Reverting Fund: \$6,617.31;  
Total Expenditures: \$31,045.17
- 3. Donations:** Fraternal Order of Eagles donated \$1,700 to the Kiwanis Dog Park for Improvements and Amenities. Boy Scout of America Troop 129 CO Brayden Denklau donated \$102.57.

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

Mr. Marquardt Aye  
Mrs. Brannon Aye  
Mr. Jostes Aye  
Mr. Rodriguez Aye

**OLD BUSINESS:**

**1. Park Maintenance Shop**

Mr. Rodriguez stated that the Park Maintenance Shop was deferred to the March meeting at last month's meeting per the January meeting minutes.

**2. Park Foundation**

Mr. Rodriguez stated that Mr. Austgen is not here tonight to give more direction. Some of the Park Foundation Members were at the Park Board meeting. Mrs. Samara handed out the January Park Foundation Report. Mrs. Samara stated that they had an election of officers Cheryl Parker is the President, Kathy Broomhead is the Secretary, Marie Samara is the Treasurer. They also reviewed the by-laws. The Park Foundation added Master Gardener Pam Howard and Native Plant Consultant Angie Mikolajczak to the Foundation. The Park Foundation is working on the Master Gardner's Grant.

Mr. Rodriguez stated that the question he has for Mr. Austgen was the number of members needed and if the new members need to be heard before Town Council for recommendation. Mr. Rodriguez asked that the new members fill out the application and return to the Parks Department. Once Town Council accepts the members, then Park Foundation can then amend the by-laws. Discussion ensued.

Mr. Jostes made a motion to add the Park Foundation report to the monthly agenda and Mrs. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye  
Mrs. Brannon Aye  
Mr. Jostes Aye  
Mr. Rodriguez Aye

**3. Founders Creek Trail**

Mr. Rodriguez stated that there are no updates.

Mrs. Brannon made a motion to defer discussion to the March Park Board meeting and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye  
Mrs. Brannon Aye  
Mr. Jostes Aye  
Mr. Rodriguez Aye

**4. Agents of Discovery**

Mr. Wiesemann wanted to know if there were any additional questions from the additional information that he emailed to the board. Mrs. Brannon stated that she went online and played one of the general public games. Mrs. Brannon stated that she can see how it could fit into the parks. Mr. Wiesemann stated that he would get a one-year subscription. Discussion ensued.

Mr. Jostes made a motion to move forward and purchase a one-year subscription to Agents of Discovery and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye  
Mrs. Brannon Aye  
Mr. Jostes Aye  
Mr. Rodriguez Aye

**NEW BUSINESS:**

**1. IPRA Membership**

Mrs. Brannon stated that Mrs. Ray renewed the membership and it includes one board member. Mrs. Brannon stated that others might be interested in the monthly newsletter and monthly Zoom Virtual Town Hall meeting for local parks to gather ideas. Mrs. Ray stated that she had just sat in on the Virtual Town Hall meeting and there were over thirty park professionals in the zoom meeting. The topics are anywhere from community gardens to problems in parks right now. Mrs. Ray stated that with the membership any board member can join the zoom meetings, sign up for the monthly newsletters and attend the conference. Discussion ensued.

**2. Discussion of Attorney Meeting Attendance**

Mr. Rodriguez stated that the Park Board would need to coordinate with Attorney Austgen if his attendance is needed at the monthly Park Board meeting. Mrs. Ray stated that she will reach out and see how much notice Attorney Austgen is requesting before he is needed at a meeting.

Mrs. Brannon made a motion to check agenda going forward to see if legal is needed at the meeting and Mrs. Ray will reach out and let Mr. Austgen know if he needs to attend and Mr. Jostes seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye  
Mrs. Brannon Aye  
Mr. Jostes Aye  
Mr. Rodriguez Aye

**3. 2025 Park Board Committees**

Mr. Rodriguez stated that the Parks Superintendent in general should have authority during projects without direct input from the Park Board on every single matter. Mrs. Ray would like input from the Park Board that represents the taxpayers. Mr. Rodriguez stated that to help guide Mrs. Ray he is proposing that there are two park sub-committees of two members each. The first sub-committee would be focused on programs and events. The second sub-committee would be focused on infrastructure and park space planning. Mrs. Ray would coordinate with the sub-committees on needs of their input. Mrs. Brannon and Mr. Jostes will be on the park space sub-committee. Mr. Rodriguez and Mr. Marquardt will be on the programs and events sub-committee. Discussion ensued.

Mr. Marquardt made a motion to approve the two sub-committees one which is a planning and infrastructure that is headed up by Gayle Brannon and David Jostes and a program and event committee headed up by Mr. Rodriguez and Mr. Marquardt and Mrs. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye  
Mrs. Brannon Aye  
Mr. Jostes Aye  
Mr. Rodriguez Aye

#### **4. Farmer's Market**

Mr. Rodriguez stated that he is looking for some guidance and clarification of responsibilities for the Farmer's Market for the 2025. He would like to know if the Parks Department is taking over contract negotiations and oversight of the Farmer's Market? Mr. Rodriguez also had questions if the Parks Department will be signing the contract with the Farmer's Market and would those funds come to the Parks Department in the form of a non-reverting account to maintain Town Grounds. Mrs. Dickson stated that the Town Council will approve the contract this year and direct the Parks Department on what is expected. Next year, the Farmer's Market will be given to the Parks Department. Discussion ensued.

Mr. Jostes made a motion to defer discussion to the March Park Board meeting and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye  
Mrs. Brannon Aye  
Mr. Jostes Aye  
Mr. Rodriguez Aye

### **REPORTS:**

#### **1. Superintendent's Report**

Mrs. Ray updated the board that the three shelter projects and gazebo will be installed in the spring. The first project will be the Lion's Den remodel which will be reroofed and the rewinding of the columns and eaves. The second project will be the installation of the Bartlett Wahlberg 20 x 36 Gothic Arched Pavilion. The third project will be the installation of the Kiwanis Park 20 x 36 Open Truss Shelter. These projects were from funds encumbered from last year. The last facility installed will be the Gazebo that came down on Town Grounds. Mrs. Dickson stated that the new location for the Gazebo will be at the Northeast side. The electricity will come from the Summerfest box.

Mrs. Ray also updated the board that she has been working on the community garden project for Town Grounds. Mrs. Ray is looking for volunteers for the community garden. Discussion ensued.

#### **2. Recreation Coordinator's Report**

Mr. Wiesemann updated the board that the new fitness class has 11 total participants.

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Mr. Wiesemann thanked Cheryl and Scott from the Friends of the Friary for the presentation at the last Senior Gathering.

Spring Soccer registration begins Monday, February 10th and ends Wednesday, February 19th.

Easter Egg Hunt donation letters have been sent out.

There will be a quarterly Blood Drive at the Clubhouse, the first one will be held on Wednesday, February 12th, 12:30 pm to 5:30 pm.

The Rain Barrel fundraiser ends March 2<sup>nd</sup>.

### **3. Maintenance Report**

Mrs. Ray updated the board that the Parks Department is now taking care of the flags at town spaces.

**WRITTEN COMMUNICATION:** None.

**PUBLIC COMMENT:** Marie Samara, 13324 Morse Street, wanted to know if there's more programs than soccer for kids. Ms. Samara asked about adult soccer or softball. Mr. Wiesemann stated that the softball fields are owned by a non-profit and not managed by the department. Mr. Wiesemann stated that he is looking to bring an art instructor for art classes. Mrs. Samara also inquired about having more than one BINGO for seniors in a month.

**ADJOURNMENT** Mr. Marquardt made a motion to adjourn the meeting at 6:30 pm and Mrs. Brannon seconded the motion. The next meeting is scheduled for March 6, 2025 at 5:30 pm.

**TOWN OF CEDAR LAKE PARK BOARD**

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Paul Rodriguez, President

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Dave Jostes, Vice-President

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Gayle Brannon, Member

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Greg Marquardt, Member

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.*