



Kendallville Park and Recreation Department

211 Iddings Street Kendallville, Indiana 46755

Phone (260)347-1064

BOARD MEETING MINUTES

August 9, 2021

6:30PM

Present: Kevin Jansen, President; Dave Button; Dennis Nartker; Tracy Tipton, Jen Blackman, Dawn McGahen, Park Director. Also, present Diane Peachy, Ron Witham Skatepark Advocates, Dave Lange Building Inspector and Bob Crosby.

Public Comments: None were given.

Minutes of the July 12, 2021 meeting were approved as presented. (Tipton, Button)

Claims were reviewed and approved as presented. (Blackman, Tipton)

Directors Report: Highlights

1. Received the Statement of Activity from the Community Foundation of Noble County. Our KORC Endowment Fund is in good shape.
2. The budget meeting with the finance committee went well. Our 2022 budget appears to be solid.
3. The maintenance staff has cleaned up around the Veteran's Memorial after the weeds got pretty tall. It was discussed that since this is on park grounds and a reflection of the park that we try and keep it trimmed and cleaned.
4. I am working with the Tree Commission on securing a grant to purchase trees for the city. The park will also benefit and receive trees which will replace some that we have lost during storms.
5. The Extreme Tour was held at the KORC Sunday night. The police department received noise complaints. It was discussed that if we have it on site next year that the hours be earlier in the day.
6. Discussed when to request a certificate of liability for events utilizing park facilities. It was decided, after recommendation from Bill Lear from Stewart, Brimmer and Lear, that events/activities not park sponsored that are open to the public would need a certificate of liability.
7. There was discussion on fundraising for Phase II endowment and the need to start soon. Board members were asked to help solicit funds from individuals and businesses.
8. The board was asked to help with a contract and guidelines for the use of the mobile stage. Doug Atz, the City of Kendallville's attorney, was contacted about paying staff who move and stay with the stage. He is looking into different scenarios regarding this.

Maintenance Report: Highlights

1. Continued spraying of herbicide, approximately 40 gallons total.
2. Helped with Fourth of July setup and cleanup.
3. Cleaned up a large tree that came down on the north side of Sunset Park.
4. Replaced 5 broken boards at the bridge over the ditch.
5. Continued to grade parking lots, campground roads and groom the beaches. Also had 20 tons of limestone delivered to place in washed out areas.
6. Completed mower repair. Fixed two broken wheel brackets.
7. Replaced water pump, thermostat and alternator belt on the tractor.
8. Removed 9 small dead trees from the park and the complex. Also removed a Hawthorne tree near the duck pond.
9. Trimmed weeds and bushes at Briedert Park.
10. Cleaned the retention ponds at the ORC.
11. Helped the Street Department plant trees on Main Street.
12. Helped setup and take down the mobile stage for two concerts. Also working on repairing a hydraulic leak on the stage.



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13. Repaired leaks at the daycamp drinking fountain and Sunset Park, which also created a large water bill.
14. General string trimming and assisted the Street Department with string trimming at the cemetery.

Kendallville Outdoor Recreation Complex Update:

1. Working on a list of expectations regarding contracts and concession inventory options.
2. Repaired several irrigation leaks and sprinkler heads.
3. Finished KGSL leagues and hosted tournament for A & B leagues.
4. Began working on 2022 schedule and looking at hosting a men's slow pitch world series in 2022.
5. Hosted Wahoo Finale, girls fastpitch softball tournament and USSSA boy's tournament.
6. Repaired mower and performed basic maintenance on equipment.
7. Continued ball field grooming, spraying of weeds, setup of fields and mowing.

Recreation Update:

1. Summer daycamp ended and was a good summer. The Cole Center Family YMCA Board changed their meeting time to do a daycamp tour which was well received. They were able to see the activities of the day and talk to campers about what they liked.
2. We hosted two concerts in the park and they were well received. Hopefully we will have a couple more this fall if we can get the hydraulic jack on the stage fixed.
3. The BBQ Cookoff is scheduled for August 28, 2021. The number of entries is down and the uprise of COVID could change if the event is held.
4. The Crew Youth Center has rented the new disc golf course for a fundraising tournament. They asked about having a food truck which was decided that they weren't allowed at this time until we can figure out permitting.
5. The Park Department will be hosting an ICE student this year. He will work with the maintenance crew learning several different life skills.
6. The WIFI at the campground has been well received and credit card payments are over \$11,000.

Acceptance of Donations: (Button, Nartker)

- ❖ 55 Gallon Barrels (10)
 - Kendallville Iron & Metal, Inc – valued at \$100.00
- ❖ General Use
 - Family of Pat Hoover – \$500.00

Board Input:

Dennis would like to have the disc golf representatives come to the next meeting to discuss the course.

Tracy discussed setting fees and making sure they include long term maintenance of facilities.

Dave would like to recognize both outgoing Park Director Jim Pankop and outgoing Board Member Tom Jansen.

Kevin would like to have the group think about people who might be awarded Friend of the Park.

The meeting was adjourned at 7:41PM