



TOWN OF CEDAR LAKE PARK BOARD MEETING MINUTES
Cedar Lake Town Hall, 7408 Constitution Avenue
July 17, 2025, at 5:30 pm

CALL TO ORDER:

Mr. Rodriguez called the Park Board Public Meeting to order on Thursday, July 17, 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, President; Gayle Brannon, Member and Greg Marquardt, Member. A quorum was attained.

Also present: Julie Rivera Town Council Liaison; Benjamin Eldridge, Town Manager; David Austgen, Town Attorney; Mindi Ray, Parks & Recreation Superintendent; Greg Wiesemann, Recreation Coordinator; and Sharon D'Apice, Administrative Assistant and Josh Banhart, Maintenance Foreman

Absent: David Jostes, Vice-President

CONSENT AGENDA:

1. **Minutes** June Meeting Minutes
2. **Claims:** Parks & Rec General Fund: \$98,378.08; Park Impact Fee Fund: \$10,000; Parks & Rec Non-Reverting Fund: \$5,991.13; Clubhouse Non-Reverting Fund: \$5,729.10; Total Expenditures: \$120,098.31
3. **Donations:** Mindi Ray donated 2 cases of water and 2- 8 packs of Gatorade for the Parks Team. Cedar Lake Police Department donated their Great Northern Popcorn Machine for the park programs and events.

Ms. Brannon 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
Ms. Brannon Aye
Mr. Rodriguez Aye

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Ms. Brannon made a motion to amend the agenda to add the adoption of the Master Plan Resolution 2025-04-PB and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Rodriguez read the Resolution No. 2025-04-PB by title only.

Mr. Marquardt made a motion to adopt the Master Plan Resolution 2025-04 PB and Ms. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

OLD BUSINESS:

1. Founders Creek Trail

Mrs. Ray stated that a memo has been sent to the Town Council for a recommendation to begin the preliminary engineering to solicit the request for proposals. Mr. Eldridge stated that the ERC (Employee in Responsible Charge) meeting is going to be on July 30th.

Mr. Marquardt made a motion to defer the Founders Creek Trail to the August meeting and Ms. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

2. Park Maintenance Shop

Mr. Rodriguez stated that the Infrastructure and Planning committee met regarding the Park Maintenance Shop. Mrs. Ray stated that she is hopeful that the engineering report will be ready for the August meeting.

Mr. Marquardt made a motion to defer the Park Maintenance Shop to the August meeting and Ms. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

3. Park Maintenance Truck

Mr. Rodriguez stated that at the last meeting the Park Board had approved the purchase of a truck not to exceed \$30,000. It was decided that the used truck would need a warranty and that price would now be \$34,000. In the meeting materials there is a 2024 Ram truck from James Chrysler Dodge Jeep and Ram that has a total cost of \$37,477 and that includes the warranty and has rebates. Discussion ensued.

Mr. Marquardt made a motion to defer the Parks Maintenance Truck to the August meeting and Ms. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

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Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

NEW BUSINESS:

1. Fall Event (Recommendation to Town Council to serve beer, wine and mixed drinks)

Mr. Rodriguez stated that the Parks Department is hosting a 21 and over bands, food and drink event on Town Grounds. This is a recommendation to Town Council to serve beer, wine and mixed drinks. Recommendations have been made in the past to Town Council to serve beer, wine and other spirits.

Ms. Brannon made a motion to recommend to Town Council to serve beer, wine and other spirits for the fall event and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

2. Alcohol Vender Agreement

Mr. Rodriguez stated that this Vendor Agreement is with Bugaboos.

Ms. Brannon made a motion to ratify the Vendor Agreement and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

3. Vendor Agreement Fall Event

Mr. Rodriguez stated that this Vendor Agreement is with Rockology Chicago.

Mr. Marquardt made a motion to ratify the Vendor Agreement and Ms. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

4. Vendor Agreement Fall Event

Mr. Rodriguez stated that this Vendor Agreement is with Head Honchos.

Ms. Brannon made a motion to ratify the Vendor Agreement and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Ms. Brannon Aye

Mr. Rodriguez Aye

DISCUSSION:

1. Parks on Call

Mrs. Ray thanked the Town Council for the ability to bring on-call to the Parks Department. Mrs. Ray also thanked the IT Department for setting up everything. On-call will work by when a call is placed to the Park Office after hours it will revert to a voicemail system that will alert the Superintendent. Mrs. Ray will review the voicemail messages and make sure it is qualifying as a safety concern or rental concern. Mrs. Ray will then dispatch the on-call crew member to address the issue.

REPORTS:

1. Superintendent's Report

Mrs. Ray updated the board that shelter at Kiwanis is complete and the crew will add picnic tables and garbage cans and start renting once the grass has been established.

Mrs. Ray also updated the board that Bartlett Wahlberg is under construction with the installation of a shelter. The shelter at Bartlett Wahlberg will not be a rented shelter.

The crew is busy with special projects and improvements.

The Recreation Programs and Events Newsletter for July to December 2025 has been distributed to the community.

Mrs. Ray stated that there was an item that was advertised incorrectly in the newsletter and wanted the public to know. January and February of 2026 rental dates will open on November 3, 2025. March through December of 2026 rental dates will open on January 5, 2026.

2. Recreation Coordinator's Report

Mr. Wiesemann updated the board that the Fit and Active Class has 22 participants for the month of July.

The next Senior Gathering will be the Senior Picnic on August 4th at the Lion's Den Shelter. Bingo will also be played after lunch.

Soccer sign-ups have started. The four- to five-year-old division has been filled. The six- to eight-year-old division has seventeen available spots. The nine- to eleven-year-old division has seventeen children signed up. Soccer practice begins on August 25th and soccer games begin on September 13th.

Monsters, Inc. is the next movies in the park on Friday, July 18th. Thanks to Cliff for the updates to the screen.

The next two Farmer's Markets will have park programs. On July 23rd there will be snowball fights and Nerf Battles on July 30th from 5:30pm-6:30pm

There are two more Yoga Classes left for this summer. The sign-ups have been great but attendance has been low.

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Agents of Discovery was released on July 16th and the first person came in for their prizes for finishing the three challenges.

Lakeside Artist Guild has another summer concert tonight at 6:30pm.

The Shipshewana trip has four people away from the minimum, and the registration ends on July 30th.

The Parks Department took first place in the Summerfest Parade for the Best Non-Profit.

3. Maintenance Report

Mr. Banhart updated the board that the crew completed the landscaping behind Town Hall at the old Gazebo site. The next project will be the installation of a sidewalk at that site. The new Gazebo area has also been landscaped. The next project is to have the sidewalk resealed.

4. Town Council

Mrs. Rivera stated that she is excited about the attendance for all programs.

5. Park Foundation Report

Mrs. Parker stated that everything is posted on the attached sheet for their Fall Festival.

WRITTEN COMMUNICATION: None

PUBLIC COMMENT:

Doug Machalk, 7105 W. 133rd Place, brought to the board's attention about a piece of property that the Town owns in the Shades subdivision, the address is 7105 W. 134th Avenue. Mr. Machalk was wondering if that could be a park space. The property is about 100 feet long by 50 feet wide. The neighborhood has a lot of young families with children. Mr. Malchalk also stated that he spoke with other residents in the neighborhood and they would like a swing set and a place for the neighborhood to gather.

Mr. Rodriguez stated that the Park Board will look into that piece of land and see if the Town has plans for that property. Mr. Rodriguez also stated that he would need to see if it fits into our master plan. He also thanked Mr. Machalk for bring that to the Park Boards attention.

Cheryl Parker, 7227 W. 136th Court, stated some communities have sponsorships for vehicles to help with the cost.

Mrs. Parker also stated that she has heard there is a lack of parks on the west side of town. Mrs. Parker also stated that she believes that is what the Park Foundation is for. She also stated that she would like to look into grants for 2026. Before she does that she would need to see what the Park Board has in mind for projects. The grants are very specific for what you apply for. Discussion ensued.

Kathleen Broomhead, 14351 W. 135th Avenue, wanted to know if the Fall Festival was for the whole community. Mr. Rodriguez stated that it is a 21 and over event. Mr. Rodriguez also stated that they are trying to have events and programs for all ages. Discussion ensued.

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Mr. Rodriguez noted that immediately after the August 7th meeting there will be a public Work Session that anyone can attend that will discuss demolition and improvements to the property that was purchased next to Potawatomi Park.

ADJOURNMENT Mr. Marquardt made a motion to adjourn the meeting at 6:21 pm and Ms. Brannon seconded the motion. The next meeting is scheduled for August 7, 2025 at 5:30 pm.

TOWN OF CEDAR LAKE PARK BOARD

Paul Rodriguez, President

Dave Jostes, Vice-President

Gayle Brannon, Member

Greg Marquardt, Member

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.