



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

CALL TO ORDER:

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

ROLL CALL:

Members Present: Paul Rodriguez, President; David Jostes, Vice-President; Gayle Brannon, Member and Greg Marquardt, Member. A quorum was attained.

Also present: Mindi Ray, Parks & Recreation Superintendent; Greg Wiesemann, Recreation Coordinator; Sharon D'Apice, Administrative Assistant

ABSENT: Julie Rivera Town Council Liaison; Benjamin Eldridge, Town Manager and David Austgen, Town Attorney

CONSENT AGENDA:

1. **Minutes** October 2nd Meeting Minutes and Work Session Minutes
2. **Claims:** Parks & Rec General Fund: \$10,745.92; Park Impact Fee Fund: \$-; Parks & Rec Non-Reverting Fund: \$1,881.31; Clubhouse Non-Reverting Fund: \$3,689.10; Total Expenditures: \$16,316.33
3. **Donations:** Cedar Lake Stormwater Board members, Jostes & Glynn, The Sandbar Grill, Kevin Toth Hanover Township Trustee, Jennifer Sandberg and Faith Church Cedar Lake all donated candy for Trunk or Treat; Family Express Corporation donated 12 cases of water for Trunk or Treat; Gayle Brannon donated bagged snacks & coffee candy for the senior gathering; and Jimmy John's of Cedar Lake donated free sandwich cards for the Soccer Coaches and donated sandwiches for the Parks team; Debbie Szymborski donated a Christmas apron with a pot holder for a Bingo prize; Kathleen Broomhead donated food and snacks and seven gift cards for the October 27th Senior Bingo. Aron Schuhre State Farm Agency donated \$2,324.98 for two Spruce trees on Town Grounds.

Mr. Jostes 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. Jostes Aye

Mr. Rodriguez Aye

OLD BUSINESS:

1. Founders Creek Trail

Mrs. Ray updated the board that The Founders Creek Trail project was deferred to the January 2026 Town Council meeting, allowing additional coordination between the ERC and NIRPC before issuing a Request for Proposal. Mr. Eldridge is now ERC-certified, and will oversee the project's next steps, ensuring administrative alignment and compliance

Mr. Jostes made a motion to defer the Founders Creek Trail to the January 2026 meeting and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

2. Recreation Impact Fee Study

Mr. Rodriguez updated that the board that unanimously selected the V3 firm for the Recreation Impact Fee Study, and that V3 will build the report from scratch, providing a more accurate basis for ordinance updates and clearer guidance on fund usage. Mr. Rodriguez also stated that although this will introduce a six-month collection lag due to ordinance expiration and re-adoption, the trade-off is a stronger, long-term funding strategy aligned with the current building moratorium. This decision reflects a strategic choice to invest upfront in quality analysis to guide capital projects and fee structures through 2030.

Ms. Brannon made a motion to approve the V3 Proposal and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

NEW BUSINESS:

1. Ordinance 1512 (Recreation Fees)

Mr. Rodriguez updated the board this is updated for soccer head coaches and assistant coaches to receive a full refund of one players registration fee upon completion of the season.

Mr. Jostes made a recommendation to Town Council to accept the Ordinance 1512 and Ms. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

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2. Committees Appointments (Tree Board and Recreation Impact Fee Study Advisory Board)

Mr. Jostes made a motion to defer Committee Appointments to the December meeting and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

Mr. Rodriguez made a motion to amend the agenda to discuss the recommendation of a Town employee to be on the Tree Board to Town Council and Mr. Jostes seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

3. Cliff Wroe, Town Employee Recommended to Sit on Tree Committee

Mr. Rodriguez stated that he would like to make a recommendation to Town Council to have Cliff Wroe to sit on the Tree Committee.

Mr. Jostes made a motion to make a recommendation to Town Council to have Cliff Wroe sit on the Tree Committee and Ms. Brannon seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

Mr. Rodriguez made a motion to amend the agenda to discuss taking on one a tree clearing and stump grinding project at Cedar Crest Park to the agenda and Mr. Jostes seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

4. Tree Clearing and Stump Grinding Project at Cedar Crest Park

Mr. Jostes made a motion to encumber \$9,500 to remove the eight diseased trees and 18 stumps at Cedar Crest Park if it cannot get done this season it's encumbered for next year and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

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Mr. Marquardt Aye
Ms. Brannon Aye
Mr. Jostes Aye
Mr. Rodriguez Aye

DISCUSSION:

1. Yoga and Senior Fitness Agreements for 2026

The 2026 Fitness Instructor Agreements were approved, including continuation of senior fitness classes twice weekly and the reinstatement of Yoga classes in the summer and early fall with a new nominal fee to improve attendance accountability.

2. Clubhouse Well and Storage Shed

Mr. Rodriguez updated the board that Ms. Brannon mentioned that the Clubhouse wellhouse was in disrepair. Mrs. Ray did some investigation in with the Maintenance Foreman. The pumps would have to be removed and the wells decommissioned. Discussion ensued.

Mrs. Ray stated that there is a big project coming up in Cedar Crest Park and the Capital Outlays could be used for that project. Discussion ensued.

Mrs. Ray stated that eight more trees and eighteen stumps need to be removed from Cedar Crest Park.

3. Park Office Hours of Operation

Mr. Rodriguez stated that the Park Office Hours will not change.

4. Lynnsway Shelter Placement and Sizes

Mr. Rodriguez stated that the Shelter placement option one would be the best option since it is close to the sidewalk and has better access. Discussion ensued.

REPORTS:

1. Superintendent's Report

Mrs. Ray updated the board that the Trunk or Treat event was a phenomenal event. This years addition of the hayride was a big hit. Mrs. Ray thanked the community for their very generous donations. The Parks Team did a great job with the planning and executing with the community at the event.

Mrs. Ray stated that seven trees have been planted at Kiwanis Park. Lynnsway Park will receive nine new trees into the park system and Woods of Cedar Creek will be receiving five trees. Thanks to Aron Schuhreke State Farm Town Grounds will receive two nine-foot Norway Spruces. Two trees have also been donated to be planted at Potawatomi Park from Nick Yukon, our Polk Street neighbor. A tree was also donated from the Dickson family to be planted at Meyer Manor Park.

Mrs. Ray also stated that the Parks Department along with board member Gayle Brannon will be attending the Indiana Parks and Recreation Conference in Muncie.

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2. Recreation Coordinator's Report

Mr. Wiesemann thanked Kathy Broomhead for the donation of food and gift cards for the senior bingo. There were thirty-one seniors at the November Bingo.

The Parks Department hosted the Dog Costume Contest at the Farmer's Market.

The new launch of the Agents of Discovery had 180 plays.

Mr. Wiesemann updated the board that there were nine more vendors participating in Trunk or Treat than last year. He also than thanked everyone for the Trunk or Treat donations.

Santa is visiting the Monastery Clubhouse on December 7th.

3. Maintenance Report

Mrs. Ray updated the board that the park crew was very instrumental in helping out with the Trunk or Treat event.

Mrs. Ray also updated the board that the crew has installed Welcome signs in the parks and a message board was installed at Bartlett Wahlberg Park.

4. Park Foundation Report

Ms. Sumara updated the board that the last Park Foundation meeting was October 6th. Jeff Bungee is a new member of the Foundation. Ms. Sumara also updated the board that they added two more board members, and she is now the Vice-President. Jeannie Biehl is the treasurer and Jill Kane is Director of Communications.

Master Gardeners Grant is completed. The fall planting and mulch was completed. Discussion ensued.

WRITTEN COMMUNICATION:

An email from Nolan Scott stated that he is still interested in a Fishing Club and stated that he had secured an individual who will be able to run the fishing club. Mr. Scott also stated that he knows at least a dozen people that would take part in the club.

Mrs. Ray stated that Mr. Wiesemann has been working on this in house.

PUBLIC COMMENT:

Dr. Christina Weber Roble, 7308 136th Place, stated that she had concerns about the community. She stated that she would like to see walking paths as she is not currently driving right now. Dr. Roble was also looking to see what programming there is for teenagers. Mr. Rodriguez let Dr. Weber know about the Chamber of Commerce Parade of Lights, and that Santa is visiting the Clubhouse. Mr. Wiesemann let her know about the art classes at the clubhouse.

Marie Sumara, 13318 Morse Street, stated that she was at Senior Bingo and some of the women want to know if Greg could stay until 2:00 pm so that they can socialize and that they would like sandwiches. This is their only social time.

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Kathleen Broomhead, 14351 W. 135th Avenue, wanted to know to know more information on the digital sign. Mrs. Ray stated that the Parks Department applied for the grant, they will reach out in the month of November.

Mrs. Broomhead also wanted to know what was going on with the Park Shop. Mr. Rodriguez stated that the Park Board was looking for a long-term solution.

Vince 7308 136th Place, was wondering where the town sees the community growing development wise. Mr. Rodriguez directed Vince to attend a Town Council meeting.

ADJOURNMENT Mr. Rodriguez made a motion to adjourn the meeting at 6:46 pm and Ms. Brannon seconded the motion. The next meeting is scheduled for December 4, 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.*