

# ROCHESTER PARK & RECREATION BOARD MEETING MEETING MINUTES

**Date:** 9/8//2025

**Time:** 6:00PM

**Location:** 320 Main Street, Rochester, IN 46975

## 1. Call to Order

- Meeting called to order at 6:00pm.
- Pledge

## 2. Roll Call

- **Board Members Present:**
  - Kim Landis, President
  - Mitch Hayes, Board Member
  - Tammy Williams, Board Member (Sworn in by Mayor Odell)
- **Board Members Absent:**
  - Ed Richard, Vice President

## 3. Approval of Minutes from Previous Meeting

- Motion to approve minutes by Mitch Hayes
- Seconded by Kim Landis
- Motion: Carried

## 4. Reports

### Landon Notz/Duane Border - Park Supervisor and Maintenance

**Daily Duties:** Bathrooms / Mowing / Landscaping / Trash / Inspections / Maintenance, etc.

### Notable Tasks:

- Pool winterization completed; pool facility will be winterized in October
- Last day for splash pad operation is September 14th
- Park House at 329 W 13th Street is scheduled to be torn down in October

### City Park:

- Replaced broken toilet seat
- Power washed splash pad
- Painted tables, benches, pillars, entrance sign, etc.
- Replaced and painted boards on the wooden fence near the softball field
- Repaired running faucets in bathrooms
- Repaired bathroom door
- Replaced rotted wood in the park

### Boat Ramp:

- Painted wood fence and handrail

### Golf Course:

- Repaired/replaced broken toilets in the pro shop

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## **Pool:**

- Took down flag for the winter

## **Other:**

- Provided tables for the Nickel Plate Trail Festival
- Repaired sink at the Community Resource Center
- Repaired broken toilet at the Wellness Center

## **Duane - House Tear Down**

- Waiting on Nipsco - 4 to 6 weeks to get line disconnected and pulled out
- 1st Quote -Baker Excavators - \$15, 815
- 2nd Quote - \$16,950
- 3rd Quote - \$17,950

## **Park Paving**

- 2 part project under the Community Crossings Grant
- 1 - Repaving main to the railroad tracks & sidewalks (18th -24th of September)
- 2 - Start at the park

## **Pro-Shop**

- Carpet replace
- 2 quotes (Clays & House of Decor)

## **Budget**

- Discussion - In process

## **Oct 28th - Service Day**

- East Bathroom city park to paint
- Grant connect with Landon Notz for projects

## **Lindsay Barts - Summer Parks Program**

### **2025 Parks Program Report**

- Received 4 grants
- Analytics
- Attendance - 50 kids daily (Goal of 100)
- Budget
- Gave out 20 scholarships a week
- Survey - Excellence
- Statistics

## **Mural Installation**

- Needs to be mounted potentially on the Lakeview Park bathrooms
- Maintenance will handle the project

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## 2026 Parks Program Projection

- Met with Jana Vance
- Transportation to the Day Care after Parks Program (put into Park Program budget)

## Fundraiser Support

- Adult Prom idea (next Winter or Early Spring)
- Fundraising event with Parks Parents and who are already involved (Sub-committee)
- Friends of the Park idea (County Park) - Future idea
- Motion by Kim Landis.
- Motion second by Tammy.
- Motion: Carried

## Digital Wolf - Marketing Update

[Light Up the Park](#) - All info provided at next board Meeting

- Decide on dates - Opening Ceremony Dec 13th
- Confirm Details
- Sponsors & Vendors are free to decorate with collaboration of the Parks Department, and communication with Marketing
- Budget Details - Get quotes for printing & Lights

## Lori Simpson - City Pool Update

- Budget Update - \$41,506.00
- Card Fees- \$425 (1/3 of money collected were from Cards)
- Total attendance - 7,895
- Total Swimmers - 4,880
- 77 swim lessons

## 5. Old Business

### Pavilion Project at the City Pool

- Going a different route - because of budget change

### Electricity at Butterfly Garden & City Park

- Running 250 feet from bathroom
- Single 15 inch circuit
- Run underground - \$1,000 for wire cost

### Lights at the pool

- Bill Walsh - Schedule an appointment

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### **6. New Business**

#### **Rick Rupert**

- Bathrooms for Nickel Plate Trail
- Location Options (Septic, electric are already placed)
- Single Unisex Stall - Not heated (need to contact a plumber, foundation update)
- City can wave hook up fee
- City Council - extra funding through Board of Works (Approval by City Council)
- Rick to get new quotes
- Heat would be needed for hot water

#### **Trent & Kim - National Fitness Campaign**

- Exercise Equipment at the parks
- Yoga, band, ect
- Fitness Court
- Make signage

### **7. Adjournment**

- Motion to adjourn by Mitch Hayes
- Seconded by Kim Landis
- Motion: carried.

#### **Minutes submitted by:**

Jessica Shafer, Marketing Consultant

September 8, 2025, 7:20PM