

ROCHESTER PARK & RECREATION BOARD MEETING MEETING MINUTES

Date:3/9/2026

Time: 6:00PM

Location: 320 Main Street, Rochester, IN 46975

1. Call to Order

- Meeting called to order at 6:00pm by Kim Landis
- Pledge

2. Roll Call - Board Members Present:

- Kim Landis, President
- Ed Richard, Vice President
- Mitch Hayes, Board Member
- Tammy Williams, Board Member

Approval of Minutes from Previous Meeting

- **Motion:** To approve the minutes, made by Ed Richard
- **Second:** Mitch Hayes
- **Result:** Motion Carried

3. Speak Presentations

Guest Speaker 1: Kenzie Bradly (Not in attendance)

- Sand volleyball Park
- Board do some research on the proper sand (Screen sifted)

4. Reports

Lee Cutting - Golf

- No needs or request at this point
- Getting High School and Outing schedules ready for 2026
- Club car coming on Wednesday 3/11 to check out broke down carts and get them fixed
- 2026 Liquor license filled out and ready to be sent to ATC office (Waiting on Beth to sign the liability)

Anthony - Golf

K-9 for Goose Control:

- Discussion was held regarding purchasing a trained working dog to help control geese and ducks at the golf course. The estimated cost is \$6,500 for a dog approximately 1–2 years old with a working lifespan of about 10 years. The dog would work off leash to move geese off the property without harming them. Annual upkeep is estimated at \$1,500, with insurance costing about \$360 per year. An outdoor shelter would be built, and the dog could be kept at the shop or with the handler. Anthony would serve as the primary handler, with up to three or four additional handlers if needed. The dog could also assist with geese control near the park lake area. Previously, \$2,500 was spent to remove 28 geese. One goose can eat about two square feet of grass per day.
- Tammy motions to accept the K-9 for the Golf Course. Mitch second. All in Favor: Motion Carried.

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Equipment Maintenance:

- Staff completed equipment maintenance in January and February. The department is considering purchasing used equipment in the \$15,000–\$20,000 range. The rough mower is about 10 years old and may need replacement soon (estimated \$40,000), though this could be postponed to next year's budget. The fairway mower is currently in good condition.
- Previous approval of \$100,000 was given for equipment purchases. If the purchase fits within the budget and a good deal becomes available, it can be brought to the Board of Works or the Park Board for approval.

Duane - Maintenance

- Starting the part time season employees next week.
- Bathrooms - once we are past 10 days below freezing days, the bathrooms will be reopened
- Landon has new picnic tables put together and out.

Jessica - Marketing Update

HOUR INCREASE

Ed Richard made a motion to increase Jessica's hours from 5 hours a week to 8 hours a week. Tammy Williams Seconded the motion. Motion carried.

GRANTS

Township Grant

Awarded the Township from NICF grant for \$2,500 specially being used for updates at Jaycee Park.

Impact Grant Application Due March 12th

BRANDING

- Purchased Rochestercitypool.com that the pool can now use to direct towards the website instead of rochesterparkandrecreation.com/swim
- Purchased summerparksprogram.com that the pool can now use to direct towards the website instead of www.rochesterparkandrecreation.com/summer-parks-program
- Better branding format

SWING FOR THE PARK FUNDRAISER

- Approval on information and application
- March will be prepping the marketing on the website, creating flyers, press releases, an email proposal, collecting teams and businesses from last year, and social media content.
- Outreach begins by the next board meeting. End of March/early April
- The event spreadsheet will keep track of Teams, Hole Sponsor List, Raffle Donations, Volunteers
- Next meeting discuss games and volunteer positions

Press Release Distribution

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- Shoppers Guide - quote needed
- Radio Stations - quote needed
- Socials: Facebook, Instagram, LinkedIn, Google
- Website and Email Newsletter

SUMMER PARKS PROGRAM

- Creating Designs and social media content
- Promoting registration

5. Old Business

Kim,

Budget Amount from Beth

- \$300,000 allocated for the new playground.
- Restroom project: The board approved using up to \$50,000 within the budget for the restroom.
- ADA sidewalks: Two sidewalks are planned, one to the restroom and one connecting within the park. The rough estimate for both is \$8,000.
- The dog waste station and grill were previously approved by the board.
- Additional lighting is needed to support the security camera system.

Restroom Bids Received

- **Conner Construction:** \$72,000
- **Larry Cheese Construction:** \$45,260 (within the \$50,000 budget, including plumbing and the full project).
- This was put on hold to review bid comparison.

Restroom Specifications

- Split face block exterior similar to Lakeside Park
- Dark brown metal roof
- Metal doors
- Brick/block walls
- Three interior walls
- Urinal, hand soap dispenser, and hand dryer
- Drain added
- ADA compliant
- Plumbing quotes have been received
- Block layers will be used for construction
- Color selections have already been approved

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Pool Fees, Vote Pool Manager, and Assistant

- Ran an ad for pool positions, with the application deadline on Friday, March 6. The board discussed the hiring process and reviewed all applications. Phone interviews were conducted on March 8, and three candidates were selected for the Manager position and three for the Assistant Manager position.
- **Manager Recommendation:** Lori Simpson received three votes in favor. Ed made a motion to accept the recommendation. Tammy seconded the motion. Motion carried.
- **Assistant Manager Recommendation:** Jacob Freeman received three votes in favor. Tammy made a motion to accept the recommendation. Ed seconded the motion. Motion carried.
- **Pool Pass Rates:** \$40 for a family pass, \$45 for an individual pass, and \$5 for a daily pass. Mitch made a motion to keep the current pricing. Ed seconded the motion. Motion carried.

Brice, Play Pros

Brice Sheets placed the order to keep the project on schedule. He submitted the files as if proceeding with the turf and EWF option, and will have the work redone if the project switches to all EWF. The playground equipment was ordered with turf and mulch as the base, and he will update the blueprint if that changes. Turf has an estimated lifespan of 15 to 20 years, is ADA compliant, and would reduce maintenance because the chips would not need to be replenished or redistributed. Concerns were noted that mulch can shift and may not provide adequate coverage over time. Turf was also discussed as a potentially safer option.

The Mayor recently spoke with 6th grade students about the parks, and many of them expressed interest in seeing new playground equipment.

The board discussed two options:

1. Playground equipment with turf safety surfacing
2. Playground equipment with engineered wood fiber

A motion was made by Ed to approve the playground equipment with engineered wood fiber in its entirety. Tammy seconded the motion. The vote was redacted due to confusion.

A new motion was made by Ed to decide between turf and wood chips within two weeks after reviewing the safety and service aspects of each option. Mitch seconded the motion. All were in favor. Motion carried.

6. New Business

- None

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7. Public Comment

- Time for community members to share their thoughts or concerns

8. Next Meeting Date - April 13, 2026

9. Adjournment

- Motion made to adjourn by Ed Richard
- Seconded by Kim Landis
- Motion carried or denied: carried.

Minutes submitted by:

Jessica Shafer, Marketing Consultant

March 9, 2026 at 8:20PM