

ROCHESTER PARK & RECREATION BOARD MEETING MEETING MINUTES

Date: 9/14/2026

Time: 6:00 PM

Location: 320 Main Street, Rochester, IN 46975

1. Call to Order

- Meeting called to order at 6:00 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 made by:** Ed Richard
- **Second:** Tammy Williams
- **Result:** All in Favor. Motion Carried.

3. New Business

1. Neveah - Hammock Project (Eagle Project)

- a. The project raised \$600 and secured a location at the end of April. There have been delays in ordering materials and difficulty securing volunteers. The posts have been installed, and the signs are expected to arrive in 3–5 weeks.
- b. Additional posts for other hammocks are available, but the department would need to order the hammocks if it wants them to remain in place longer. The cost of purchasing enough hammocks is expected to be less than \$1,000. Hammocks measuring 12–13 feet would be a suitable length.
- c. Ed recommends purchasing three hammocks to start and testing them at Lakeside Park before expanding the project. Add locking carabiner for the hammocks.
- d. Hammock Ordering
 - i. Kim will donate the first one
 - ii. Trent will donate the second
 - iii. Ed will donate the 3rd

2. Letty McKee

- a. **First Christian Church** - First Christian Church will be participating in Service Sunday on September 20 by volunteering in the community. One of the service sites will be City Park, where volunteers will help pick up sticks, rake, and complete general cleanup.
- b. Landon from Maintenance can coordinate with Letty to discuss the process and organize the work.

3. Trent, Gary & Beth - Budget

- a. **PlayPros Financing Options:**
Ask PlayPros about available financing options, including payment plans based on the selected term. Confirm whether there is a prepayment penalty and whether longer terms offer lower interest rates.
- b. **Capital Expenses and Long-Term Planning:**
Review the capital expenses anticipated for the parks and determine what the

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department can realistically afford as part of a long-term strategy. Projected revenue is approximately \$1.3 million, although the amount has not yet been finalized, and there is concern that the department may not receive the full amount.

c. Potential Grant Opportunity:

Gather more information from Trent Odell about a possible grant intended to support park improvements, potentially providing up to \$1 million in funding.

d. Decision-Making Process:

Beth, Gary, and Trent should discuss and evaluate the options before a final decision is made. The decision should be based on the completed budget and the department's overall financial position.

e. Budget Timeline:

The 2027 budget is expected to be completed by November 1.
December settlement.

4. Highschool Service Day

- a. has a service day on October 8th - talk with Jana and landon to possible coordinate
- b. One thing last year was help clean up the park
- c. Lindsay will reach out about service day

5. PlayPros

- a. Possibly do projects in phases to cut cost down
- b. Sprig
- c. We-Go-Round - Braun ability logo on the side piece
- d. Rendering provided of requested selections from previous meeting
- e. Swings - wood fiber
- f. Tree top Shades
- g. All in cost - with park doing some of the side work - \$360K
 - i. Add permanent benches to the rendering and quote

6. Jaycee

- a. Renaming the Park - Unity Park suggestion

4. Reports:

a. Lindsay Barts

i. Summer Parks Program

- 1. Harvest Garden Gathering - Sept 23rd. From 5 to 7 at the community garden. Invited the women's giving circle and worked with Fulton County.
- 2. Parade went well - good junior leaders show up
- 3. NICF, Women's giving circle - now giving to the program, creating an annual report of the kids doing everything.
- 4. Indiana Arts Commission - sponsored a coloring booking to go along with the mural going up by Bill Shewman, Trial of Death project. Ready for print and distribution at the time of the parks program next year and all the kids will get it. Publish it beyond with revenue sources for those not a part of the parks program. Working with the FCPL.

ii. Friends of the Park

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1. Friends of the Park meets on the first Saturday of each month and organizes projects and activities throughout the year. The last meeting was September 5, and the next meeting is scheduled for October 3.
2. The group discussed pickleball projects, including addressing standing water at the City Pool courts, as well as recruiting volunteers for Light Up the Park.
3. **Pickleball Projects:**
The Pickleball Board would like to help with court renovations and explore the possibility of relocating the courts to City Park. By October 3, the group plans to meet with Duane to discuss ideas for improvements at Fansler Park and City Park.
 - a. 1 court may be up to \$16K dollars - more details will be figured out by the next board meeting.
 - b. **Grant Opportunities:**
Explore potential grant opportunities to help fund these projects and move them forward.

b. Landon – City Park Update

i. City Pool

1. Drained and working on winterizing
2. Fixed up the window on the shop
3. Planted Grass

ii. Jaycee Park

1. Doggie station is in and still needs set up
2. Bike rack is on order
3. Power comes in after the services is installed and inspected
4. Splash pad is open until the end of september

iii. Pavilion by B&K - by the course

1. Rotted poles - replaced this week

iv. Wellness Center

1. Replaced faucets

c. Jessica Shafer - Marketing Update

- i. **NICF** - Did not receive grant. I do believe because it was the end of the year and we still don't have the total budget available for Fansler. I will need this number before moving on to any other funding.
- ii. Sent **Google Analytics** by Email - Traffic is in the green aside from the website. With the pool being closed traffic is less.
- iii. Spent some time **backing up files**. The Google account is almost full. Deleted old emails that are no longer relevant or need to relate back to.
- iv. **Light Up the Park**
 1. Need approval on the flyer, details, time, advertising materials, sub-committee.
 2. Have the park board be the decorators this year and just ask for volunteers.
 3. Donations can be mailed or dropped off at City Hall. Checks written out to Rochester Park Board, memo: Light Up the Park.
 4. Start advertising publicly after the next board meeting. September is too soon.
 5. **Advertising** - Shoppers, Radio, Socials, Website, Email Newsletter, Create an RTC Ad (TV Ad format)
- v. **Taking online donations**

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1. Same format as the pool and summer program
2. Create a template and bring to next meeting, speak with Beth

5. Old Business:

- N/A

7. Next Meeting Date:

- October 12th at 6:00PM

8. Adjournment

- **Motion made by:** Tammy at 8:00PM
- **Seconded by:** Ed
- **Result** .All in favor. Motion carried.

Minutes submitted by:

Jessica Shafer: Secretary and Marketing Consultant

September 14, 2026