



City of Kendallville, Indiana

# Park & Recreation 5-Year Master Plan

2019-2024







## Kendallville Park and Recreation Department

### MASTER PLAN: 2019-2024

September 10, 2018

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Dr. Thomas Jansen, Vice President

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## INTRODUCTION

Parks and open space play a key role in the quality of life in an area. They can provide residents with the opportunity to be physically active, can improve nearby property values, and can offer locations for relaxation and social interactions. They should be considered urban necessities, not civic frills. As budgets tighten, the maintenance and expansion of these valuable resources become increasingly difficult. The proper allocation of resources will be necessary to see the perpetuation of these assets.

The Kendallville Park and Recreation Department Five-Year Park Master Plan aims to build upon the successes of the previous plan completed in 2013. This document is intended to provide short and long term guidance to the Park Department's staff in the development and stewardship of the parks, trails, recreation facilities, and programs. Long term sustainability depends on prioritized decision-making, identification of core services, and the maximized use of resources.

The Park and Recreation Master Plan is divided into four major components: *Who are we?* *What do we want?* *What can we do?* and *How can we do it?*

*Who are we?* provides a brief history of the Park and Recreation Department, an overview of the area's characteristics and settings, and a review of its existing services and facilities.

*What do we want?* is a compilation of stakeholder input, key person interviews, and public participation. This segment drives the entire focus of the plan. It assimilates the concerns and comments of the community into a cohesive vision.

*What can we do?* offers solutions. After a thorough analysis of the system, any amenity deficiencies will be addressed in this section.

*How can we do it?* outlines various long and short range expanded implementation strategies. This chapter details the duties, partnerships, and funding models needed to achieve specific community visions. It is a valuable reference for park staff, city and county officials, park boards, and community stakeholders alike.





## Chapter One: Who are we?

This Chapter provides a brief history of the Park and Recreation Department, an overview of the area's characteristics and settings, and a review of its existing services and facilities.

At the end of this chapter, the reader should have an understanding of the existing conditions upon which the remainder of this document is based.

The topics covered in this section are:

**Definition of the Planning Area**

**Natural Features and Landscape**

**Man made, History and Culture Features**

**Socio-Economic Factors**

**Mission and Goals**

**The Park Board/Department**

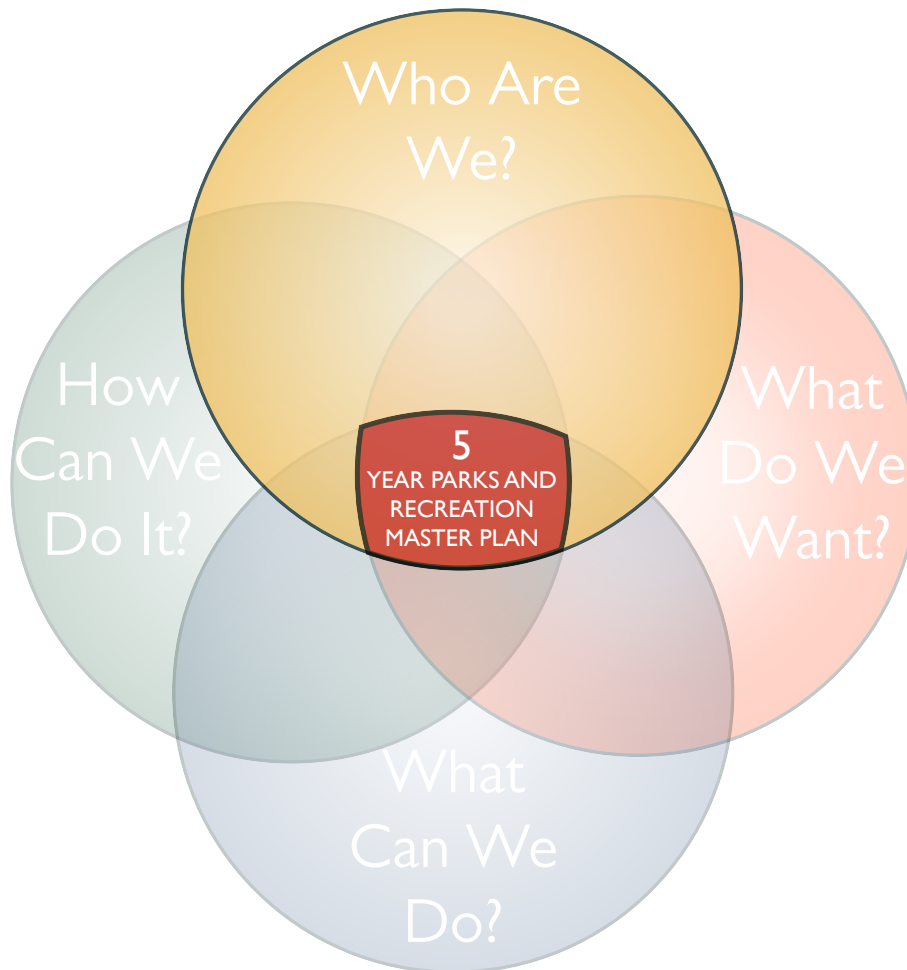
**Budgets**

**ADA Accessibility Compliance**

**Assets**

**Public Facilities**

**Private Facilities**



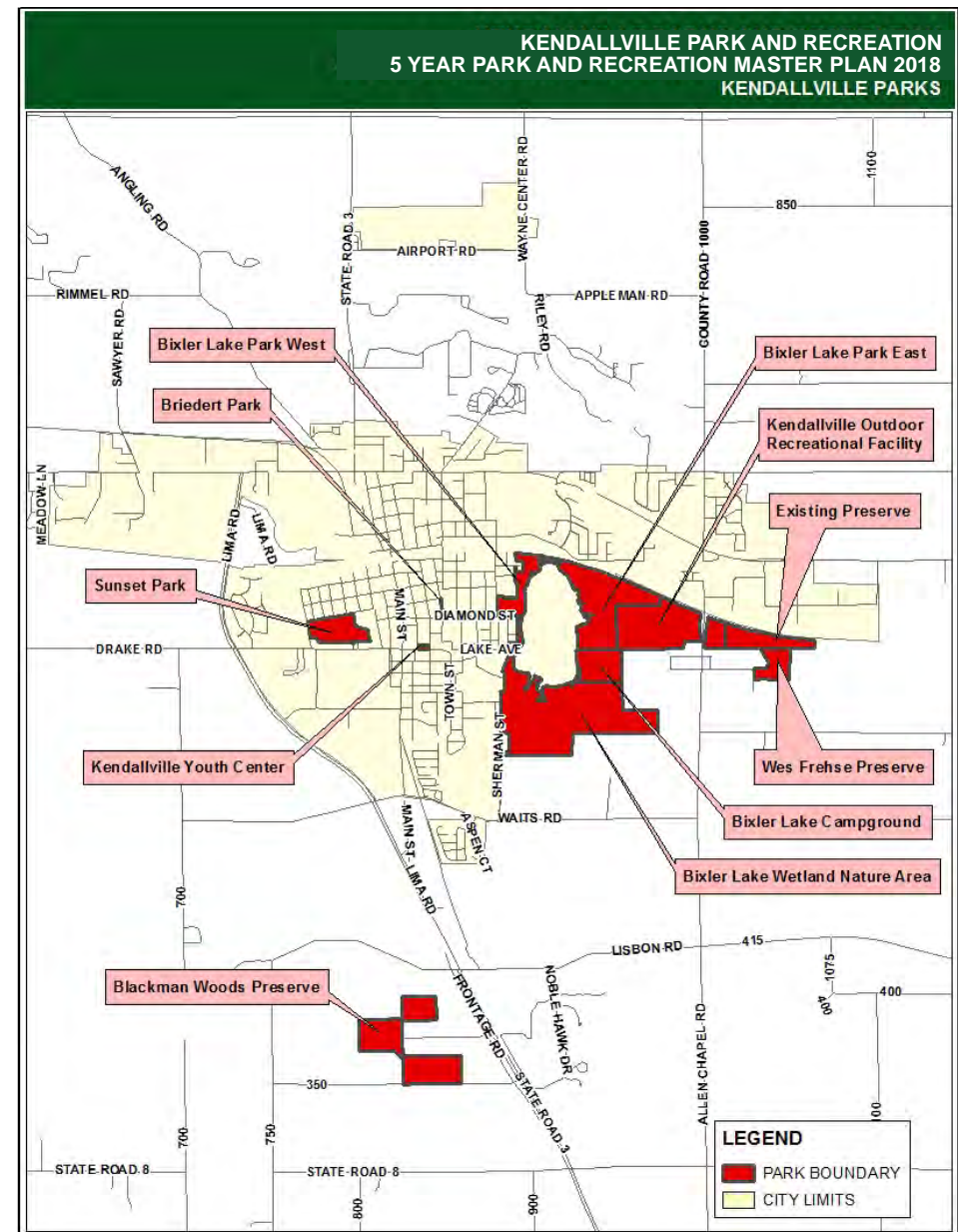


## DEFINITION OF THE PLANNING AREA

The planning area for the Kendallville Park and Recreation Department (KPRD) is the same as the City of Kendallville's planning jurisdiction. Per the City of Kendallville Comprehensive Plan, dated 03/31/2010, the planning jurisdiction includes both land within the City's corporate limits and "approximately two (2) miles of unincorporated lands around the perimeter of the city".

The service area includes park land within the City of Kendallville's limits and Blackman Woods Preserve, located southwest of the City boundary.

Past public input and user surveys have indicated that Kendallville has a significant and important adjacent community and rural user population. Even if those users do not contribute directly to the taxes gathered that support recreation, KPRD remains committed to making its facilities and services available to anyone.





## NATURAL FEATURES AND LANDSCAPE

### Topography

Kendallville is located within the Indiana region known as the Upper Great Lakes Plain. This region covers the Southern half of Michigan, Northwestern Ohio, Northern Indiana, Northern Illinois, Southern Wisconsin, Southeastern Minnesota, and Northeastern Iowa. Glacial moraines and dissected plateaus are characteristics of the topography (McNab and Avers 1994).

### Vegetation

The natural vegetation types that are found within this region include broadleaf forests, oak savannas and a variety of prairie communities. Almost half of the area is currently covered by corn or soybean agriculture and more than a quarter of the area is devoted to pasture, hay and mixed crops. The park department is always agreeable to learn of potential land acquisition within their planning jurisdiction that has significant wildlife and vegetative importance, such as Blackman Woods Preserve, to protect them for future generations.

Over the last decade, the City of Kendallville has been aggressive in identifying, removing, and replacing trees infected with Emerald Ash Borer. More than 100 trees were removed in the city right-of-way and manicured park areas. Replacement trees were paid for by donations and matching grants through IDNR.

### Climate

Kendallville is subject to conditions of all four seasons. The area typically receives approximately 39 inches of rain per year and approximately 31 inches of snow. The temperatures within the region range from an average high of 84 degrees in July to a low of 17 degrees in January. (bestplaces.net)

### Soils/Geology

Kendallville soils consist of very deep, well drained soils formed in as much as 18 inches of Loess and the underlying out wash and loamy till. These soils are on moraines, kames, eskers, and out wash terraces. Most slopes

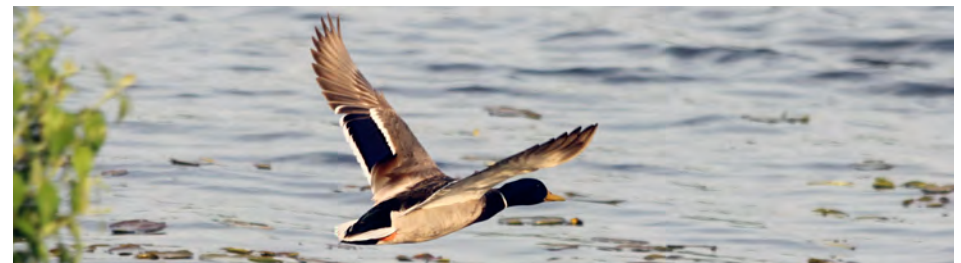
in this area range from 0 to 40 percent. They tend to be well draining with a seasonal high water table being greater than 6 feet. (USDA - Dept. of Natural Resources Conservation Service)

### Water Resources

The City of Kendallville is located in the St. Joseph watershed where surface waters flow into Lake Michigan through the Bixler Lake Ditch, Round Lake, Henderson Lake, and other small tributaries.

The following is a snapshot of the various water bodies in Kendallville:

- Bixler Lake – 117 acres; stocked lake with fishing access. This lake has a long history of providing water activities throughout the year including swimming, boating, fishing and, on occasion, ice skating in the winter. The lake is mostly accessible except for the south portion where the lake meets up with a large wetland. In 2017, through the help of the DNR, an ADA boat ramp was installed near the fishing pier on the southwest side of the lake. An additional grant was received to dredge the fishing channel on the north side of the lake.
- Bixler Lake Ditch – this ditch flows from Bixler Lake and heads west near downtown Kendallville. Low lying areas along the course of this ditch are prone to flooding.
- Round Lake – located on the northern edge of Kendallville, is partially surrounded by lake front housing. Approximately half of the banks of this lake are either wooded or wetlands.
- Henderson Lake - Located in the northwest corner of Kendallville this water body receives incoming water from Bixler Lake Ditch. The Kendallville wastewater treatment plant is located southeast of the lake and the plant's effluent is directed into this lake.





## MAN MADE, HISTORICAL AND CULTURAL FEATURES

### Transportation Links

Kendallville sits in the northeastern corner of Noble County and is approximately 11 miles west of the US Highway 6 / I-69 interchange. US Highway 6 runs east/west through the City and is just north of the downtown area. State Road 3, running north/south, is along the western boundary of the City. Kendallville is approximately 20 miles south of the Indiana Toll Road and is also located 25 miles from Ft. Wayne via either I-69 or State Road 3 and nearly equidistant from Indianapolis and Chicago.

### Kendallville Park Development History

In 1833, Daniel Bixler settled near the eastern shore of Bixler Lake, then called East Lake, and paid the government \$1.25 per acre at the U.S. Land Office in Ft. Wayne. By 1860, early settlers had designated about 175 acres as parkland including much of what is now the City's residential area from west of Main Street to the shores of Bixler Lake. Covenants included that the land be used "as a place of public resort" and that "all trees be protected." The 12th Indiana Calvary, recruited entirely in Kendallville, bivouacked in the new park during the Civil War during 1863, the year of the City's incorporation. Bixler Lake had long been known as the "town's swimmin' hole" to its 1000 residents, but in 1865, William Mitchell agreed to erect a pier and two diving towers, one for men and one for women.

In time, the "parkland" was put to other uses including an icehouse and brewery on the lake's shores and other areas were used for recreation including the Noble County Fairgrounds, which opened in 1883 with a large track for horse races. The east side of Bixler Lake, known as Sherman Park, became a popular destination after the 1891 introduction of a series of ferryboats. A resort was built, drawing large crowds with live music and refreshments.

In 1913, the town council approved a Boy Scout plan to construct a bathing beach and bathhouse south of the waterworks plant on the west shore. In the 1920's, the City began to purchase lake front parcels as they became available to protect its water supply. A 120-acre plot was purchased in

1943 for \$8,500, about \$70 per acre, and the following year a one-acre shoreline purchase completed the City's acquisition.

In 1946, they hired the first recreation supervisor. In the 1950's, Mayor Milnar extended the park facilities along the southern shore. The first Board of Recreation was created by City ordinance on July 22, 1953.

In 1955, the Youth Center at 211 Iddings Street was dedicated after the Kendallville Athletic Club had outgrown their quarters on the third floor of the downtown Mitchell Building. When the club reorganized to accommodate all city youth, its name was changed to the Kendallville Foundation for Youth. The whole city united in its efforts to complete the new building project on land provided by the Levin family. Initial average attendance was 1000 each week! The first Executive Director was Robert Miller followed by William Kelly, 1956-58; James Bonohoom, 1958-63; Donald Peck, 1962-66; and Larry Rose, 1965-71, all under the supervision of the Foundation for Youth Board.

In the mid-1960's, the Kendallville Kiwanis Club began an ambitious three year development program on Bixler Lake's east side which included an access road, campground, picnic area, duck pond, and shore improvements. Club members were responsible for the project fundraising and physical labor involved in the park's development.



## KENDALLVILLE PARK AND RECREATION - 5-YEAR MASTER PARK PLAN

The Kendallville Park and Recreation Department was re-established by City Ordinance #491 in 1966. Larry Rose became the Director. The first Park and Recreation Board consisted of President Robert Probst, Secretary Mrs. Robert Riehm, Elmer Swartz, Frank Kirschner and Jim Thrapp. Shortly after, the board leased the Youth Center from the Foundation for Youth and assumed the duties of providing municipal recreational activities there.

William Wood, 1971-74, the second Park Director, was named Executive Director of the newly formed Cole Center Family YMCA. William Hanna, 1974-79; James Goodwin, 1979 to 2010; and James Pankop, 2011 to present, complete the list of Department Directors.

When 21.8 acres of open space became available on the City's west side in 1971, a group of civic-minded individuals led by Mayor Paul Gilliland purchased it for a public park. This area, south of Rush Street and east of Weston Avenue, was later named Sunset Park, and its development began in 1976 under the Park Department's leadership.

In May 1984, the 75-acre Bixler Lake Wetlands Nature Area opened to the public. The facility included an open-air nature center, trails, waterfowl nesting areas and wildlife observation platforms south and east of the lake. Central Soya of Fort Wayne donated 16 acres of undeveloped land on the park's northeast boundary in 1988. In August 1989, the park board announced a \$50,000 fund-raising campaign to purchase 20 to 100 acres of the lake's east and south side watershed for an open space buffer. Four parcels totaling 59 acres were added to the park system in 1994, bringing the total to over 360 acres of land.

Improvements to the park system in the 1990's included a half-mile paved walking path, accessible upgrades to facilities, improved play areas, new fishing pier and boat launch. The 1998 Bixler Lake Park was expanded with the purchase of 89 acres for the Kendallville Outdoor Recreational Complex (KORC) and the donation of 27 acres. In 2000, the Park Board purchased 40 acres adjacent to Bixler Lake Park and the Mid-American Windmill Museum. Those land acquisitions brought the total park land to 516 acres.

The park continued to grow and improve throughout the next decade. After a 6 year successful fund raising campaign and the establishment of the Kendallville Outdoor Recreation Complex Endowment Fund, groundbreaking for the Outdoor Recreation Complex began in 2002. The grand opening of Phase 1 of the Complex was August 1, 2006 and full use of the facility began in the Spring of 2007.

Additional Park land was acquired through several generous donations. In 2004, Dr. Thomas Koerner and Dr. John Thompson donated 18.3 acres of land adjacent to the Bixler Lake Wetland Nature Area. The department received 18.6 acres in 2005 from the Russell Frehse estate. The property abuts park land east of CR 1000 and was named the Wes Frehse Preserve. Warren Blackman donated over 80 acres of prime woodlands in 2006. The facility, known as Blackman Woods Preserve, is located southwest of the City. This brings the total acreage of the Park to 633.5 acres.

In 2006, the Kendallville Park and Recreation Department Endowment Fund was established through the Noble County Community Foundation. In 2008, a Non-Reverting Capital Fund was established.

A successful 2.38 million dollar funding campaign for Phase 2 of the KORC was started in the fall of 2016, with construction beginning in 2017. Amenities included in Phase 2 contain: Little League-size baseball fields, three-quarter-size soccer field, new entrance sign, parking lot paving, and paved sidewalks connecting the soccer fields and pinwheels.

Other improvements to the park system since the adoption of the previous master plan include:

- City sewer services extended to campground.
- Dredging of fishing channel and cleanup of duck pond.
- Installation of a new ADA accessible boat ramp with funding through IDNR
- Replacement of old play structures with ADA accessible playgrounds on Bixler West.
- A completely new Rotary Pavilion at the KORC.
- Extension of sidewalk nearly 1,400 linear feet connecting the north side of Bixler Lake and Bixler East.



## SOCIO-ECONOMIC FACTORS

### Population

The following statistics are based on data from the U.S. Census Bureau, Census 2016 and 2017, unless otherwise noted. The tables reflect data from 2016, the most current year for which this level of data is available.

According to the U.S. Census Bureau in 2017, Kendallville has a population of 9,848. A majority of this population is classified as white with a very small percentile being non-white.

The table to the right indicates that Kendallville's percentage of both children between the ages of 0-7 are higher than the State of Indiana and adults between the ages of 45-64 are lower than the state average.

### Education

The number of adults in the City of Kendallville that are 25 years or over with less than a 9th grade education is nearly the same that of the State average. The average of those that received a Bachelor's degree or higher is slightly less than that of the statewide percentage. The remaining City education percentiles are very similar to the Indiana education statistics.

Based on Kendallville's growth patterns, it is estimated that by 2020 the community will have roughly the same population of around 9,850. This is based on the relatively little change in population during the years since the last U.S. Census in 2010, in which Kendallville had a population of 9,862.

### Income

The City has a higher percentage of residents with an income of less than \$75,000. The table at the right indicates that the State has a higher percentage of household incomes of \$75,000 and greater. Kendallville has a greater percentage of residents below the poverty level than does the State. Therefore, it is important that the City of Kendallville Park and Recreation continues to provide quality affordable programming options for the community.

Total Population	6,589,578	9,852
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Population (Percent)	Indiana	Kendallville
Under 5 years	6.4	8.5
5 to 7 years	17.6	18.2
18 to 24 years	10.1	8.3
25 to 44 years	25.3	28.1
45 to 64 years	26.3	21.0
Older than 65 years	14.3	16.0

Race (Percent)	Indiana	Kendallville
American Ind. or Alaskan Native Alone	0.2	0.2
Asian Alone	2.0	1.1
Black Alone	9.2	0.9
Native Hawaiian and Other Pac. Isl. Alone	0.0	0.0
White Alone	84.0	95.7
Two or More Race Groups	2.2	1.9
Hispanic or Latino	6.5	5.6

Education-25 years and older (Percent)	Indiana	Kendallville
Less than 9th Grade	3.9	3.9
9th to 12th Grade, No Diploma	8.0	9.9
High School Graduate (incl. equiv.)	34.2	39.3
Some College, No Degree	20.8	22.1
Associate Degree	8.4	10.6
Bachelor's Degree	15.7	10.1
Graduate or Professional Degree	8.9	4.1

U.S. Census Bureau, Census 2016

### Housing

Kendallville has a slightly lower vacant housing rate than the State of Indiana. The City also has a higher percentage of renter-occupied housing units compared to the State figures.

It is notable that over the last 5 years, population growth has remained the same while poverty has risen to over 20% in the community. This lack of growth has a direct and negative impact on the local tax base, ultimately putting added funding pressure on the park department.

Fortunately, park and recreation departments can have an active role in improving economic development in their communities - Kendallville being no different. According to a recent study conducted in 2018 by the National Recreation and Park Association on the role that parks and recreation play in economic development, communities that invest in providing a high quality of life often attract highly skilled workers. This in turn attracts employers, thereby leading to greater investment in jobs and a cycle of positive growth.

While it may be difficult to track the full extent of their reach, the Kendallville Park and Recreation Department is actively working to better the quality of life for both city and county residents through the multitude of park amenities and recreational programs offered. This effort is most prominently displayed at the Kendallville Outdoor Recreation Complex. In 2017 alone, over 20 weekend events were held. This is in addition to the numerous leagues held throughout the spring, summer, and fall. All of this work has led to a notable increase in patronage at the Bixler Lake Campground. Furthermore, it has a direct and positive impact on boosting the local economy through hotel stays and restaurant visits.



Photo: [www.kendallville-in.org/](http://www.kendallville-in.org/)

Household Income (Percent)	Indiana	Kendallville
Less than \$10,000	7.4	11.8
\$10,000 to \$14,999	5.3	4.5
\$15,000 to \$24,999	12.2	20.9
\$25,000 to \$34,999	11.2	10.4
\$35,000 to \$49,999	12.2	18.4
\$50,000 to \$74,999	19.7	19.3
\$75,000 to \$99,999	14.4	7.3
\$100,000 to \$149,999	12.3	6.1
\$150,000 to \$199,999	3.0	0.8
\$200,000 or more	2.3	0.5

Poverty (Percent)	Indiana	Kendallville
Percent of population below poverty	14.1	22.9

Housing Units (Percent)	Indiana	Kendallville
Owner-occupied housing units	61.0	54.5
Renter-occupied housing units	27.8	37.3
Vacant housing units	11.3	8.4

U.S. Census Bureau, Census 2016

Nonetheless, the park department's efforts to better the quality of life in Kendallville can be further strengthened through the continued cultivation of partnerships within and out of the community. The partnership with the Cole Center Family YMCA for the Summer Day Camp is one recent example of collaborating to strengthen the program offered and expand their reach. Identifying and pursuing future partnerships will help to highlight the benefits of the park department and likely lead to strong advocacy of the department's significance.

It often takes time to foster these networks of collaboration, yet it can be a critical component of promoting a high quality of life and attracting future residents and businesses to the community.



## MISSION AND GOALS

### MISSION STATEMENT

*The Kendallville Park and Recreation Department shall strive to provide the highest quality parks and facilities; to preserve and protect open spaces and natural areas; and to offer leisure services which will enhance the well being of our community.*

## GOALS

### Kendallville Park and Recreation will strive to:

- Identify and provide diverse and affordable leisure services that can lead a customer to a satisfying recreational experience
- Promote the environmental health by adopting sustainable policies and management practices in areas of conservation and environmental management to benefit the Kendallville community
- Promote the health and well-being of City residents
- Offer recreational programs and amenities that are accessible to all regardless of age, race, income or ability
- Maintain park facilities in an efficient manner, to provide a clean and orderly appearance and a safe environment, with minimal interruption to our users
- Provide efficient and effective administration and management to ensure a well-balanced park system
- Develop and maintain a board and staff of qualified personnel to meet the needs of the department and to provide professional training for growth and development
- Operate the department in a financially efficient manner



## THE PARK BOARD / DEPARTMENT

The original Park Department was established under the provisions of Section 201, Chapter 311, Article II of the Acts of the General Assembly of the State of Indiana for 1965. In 1966, the Kendallville Park and Recreation Department was re-established under the current provisions of Indiana Code 36-10, Chapter 3. Four members of the Park and Recreation Board are subject to appointment by the Mayor. The appointments are four-year terms and in staggered succession so two terms should not expire in the same year. There shall be no more than two of one political party serving under appointment. The other voting members include one representative from the Library Board and School Board, accounting for the six-member board.

### THE KENDALLVILLE PARK AND RECREATION BOARD

#### Current Kendallville Park Board:

- Kevin Jansen, President
- Dr. Thomas Jansen, Vice President
- Dave Button
- Dave Desper
- Dennis Nartker

The Kendallville Park and Recreation Board meets regularly on the second Monday of each month at 6:30 p.m. at the Kendallville Youth Center. The public is welcome and encouraged to attend.

#### Park Board Function

The primary function of the Kendallville Park Board is to establish and implement policies and objectives for effective administration and implementation of the park and recreation projects, activities and programs. In addition, it is the responsibility of the Kendallville Park and Recreation Board within the framework of the Indiana Park and Recreation Law - I.C. 36-10-3 to:

1. Evaluate the department's activities to assure that its policies and objectives are being carried out.
2. Select and support the Park Director whose primary responsibility is to administer, implement and supervise the park and recreation employees and programs.
3. Work with the Park Director in the development of a sound financial plan and preparation of an annual budget that will enable follow-through on that plan.
4. Secure adequate budget support.
5. Authorize payment of bills and claims.
6. Inform the public and City administration about the significance and needs for open space, facilities and programs.
7. Provide liaison between other community agencies to assure coordination with and support from these agencies.
8. Encourage citizen involvement and support through various community and private organizations.





The duties of the Kendallville Park and Recreation Board as outlined by Indiana Code 36-10-3-10 include:

1. Exercise general supervision of and make roles for the department.
2. Establish rules governing the use of the park and recreation facilities by the public.
3. Provide police protection for its property and activities either by requesting assistance from the state, municipal, or county police authorities, or by having specified employees deputized as police officers; the deputized employees, however, are not eligible for police pension benefits or other emoluments of police officers.
4. Appoint the necessary administrative officers of the department and fix their duties.
5. Establish standards and qualifications for the appointment of all personnel and approve their appointments without regard to politics.
6. Make recommendations and an annual report to the executive and fiscal body of the unit concerning the operation of the board and the status of park and recreation programs in the district.
7. Prepare and submit an annual budget in the same manner as other executive departments of the unit.
8. Appoint a member of the board to serve on another kind of board or commission, whenever a statute allows a park and recreation member to do this.

## THE KENDALLVILLE PARK AND RECREATION DEPARTMENT

### Current Kendallville Park and Recreation Department

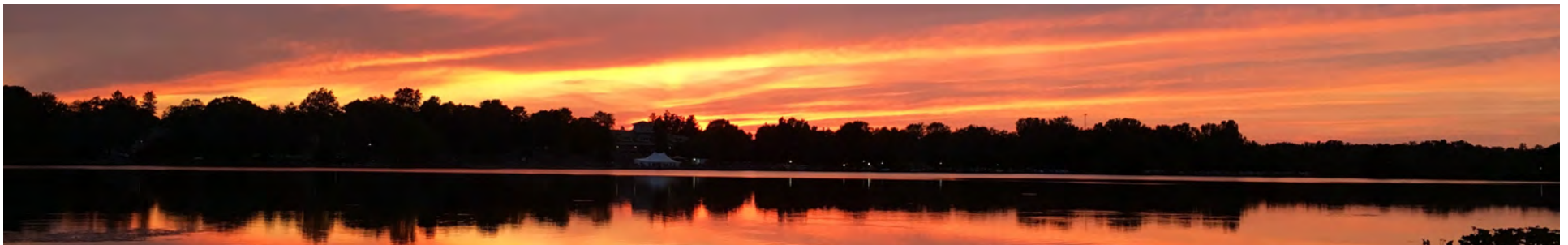
- Jim Pankop, Park Director / Facilities Manager
- Brett Slone - Sports Complex Manager / Maintenance Supervisor
- Steve Donovan, Maintenance
- Susan Crosby, Office Manager
- Dawn McGahen, Recreation Director

Since the completion of the last master plan in 2013, the Recreation Director became a full-time position. The department currently employs five full-time personnel, six part-time personnel, and forty five seasonal personnel.

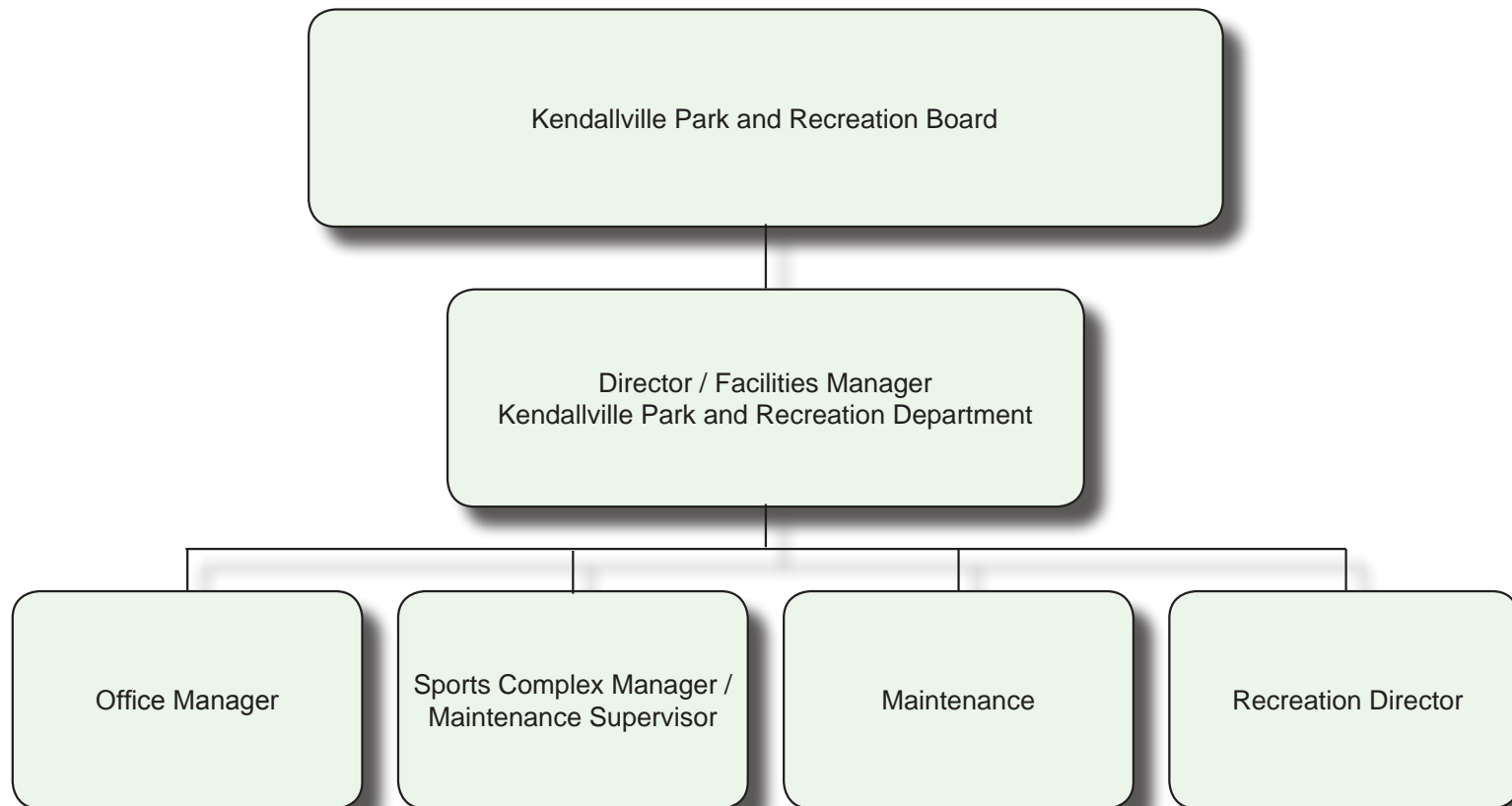
Due to the size of the park facilities, the department receives additional support from many volunteer organizations.

At this time, the Kendallville Park and Recreation Department is operating under the guidance of a 5-Year Parks and Recreation Master Plan. The last adopted Master Park Plan document was completed in April, 2013.

As of this 5-Year Master Park Plan, Kendallville is served by approximately 634 acres of public open space and the 117 acre Bixler Lake.



THE KENDALLVILLE PARK AND RECREATION DEPARTMENT





## BUDGETS

### Fiscal Resources

The history of the Park and Recreation Department budgets, amount of indebtedness, sources of revenue other than council appropriations, and the general City attitude toward funding, expanding facilities and programs, all add important information to the master plan process. It is essential that an action plan be established that recognizes the financial constraints of the City and the Park and Recreation Department. Every proposal made should have a reasonable source or method of funding to turn it into a reality.

The present budget configuration of the department is comprised of a general fund account. In addition, there is a gift fund account, a non-reverting operating fund and a non-reverting capital fund. Presently, the Kendallville Park and Recreation Department has no outstanding bond debt.

### Fiscal Planning

Sound fiscal planning with public funds is the responsibility of a Park and Recreation Board. In Kendallville, as with other communities in the State, the stress of budget restraints can be felt. It is crucial that every dollar received is utilized to the maximum benefit of the residents of Kendallville. Proper fiscal planning requires the scrutiny of each program, facility, operations, and expense while attempting to increase revenue.

Park and recreation departments, over the past 25-years, have been heading toward charging more fees to generate additional revenue. Today, there are only a few major departments that do not have some type of revenue producing activity within their program. It has been found that these departments have enhanced their level of service. To achieve this, park and recreation departments have to reevaluate and possibly modify several of their traditional policies and practices.

A review of the past revenue is helpful when projecting future needs. The Kendallville Park and Recreation Department is fortunate to have several funding sources to draw upon. An analysis of the previous years indicates

a fairly consistent level of funding. However, the park department must continually look for additional sources for funding.

REVENUE SUMMARY	2013	2014
General Property Tax	\$313,995.72	\$332,121.75
Bank - Building Loan	\$1,519.15	\$1,370.36
Auto - Air Excise Tax	\$16,534.87	\$17,837.13
Certified Shares	\$111,358.32	\$119,850.12
CVET	\$491.90	\$1,282.34
Interest	\$85.69	\$626.69
Youth Center Rental	\$4,374.35	\$4,279.40
Pavilion Rental	\$3,760.00	\$3,645.00
Admissions	\$4,644.00	\$5,642.00
Campground	\$33,497.89	\$35,508.44
Campground Tax	\$0	\$1,256.61
Concessions	\$1,401.80	\$1,219.09
Skate Night	\$1,208.00	\$1,148.00
Preschool	\$13,388.25	\$11,971.10
Rental - Kayak	\$440.00	\$524.00
Rental - Sunset Diamond	\$80.00	\$0.00
Wayne Township	\$8,500.00	\$7,500.00
Reimbursements	\$44.94	\$576.58
Summer Programs	\$11,551.89	\$13,045.00
Miscellaneous	\$12,228.60	\$8,089.05
<b>Total</b>	<b>\$539,105.37</b>	<b>\$567,492.66</b>

REVENUE SUMMARY	2015	2016	2017
General Property Tax	\$333,622.33	\$344,623.62	\$358,389.80
Bank - Building Loan	\$1,454.88	\$1,571.74	\$1,413.53
Auto - Air Excise Tax	\$17,865.70	\$18,287.07	\$21,276.35
Certified Shares	\$124,123.20	\$141,650.54	\$143,318.77
CVET	\$947.80	\$846.04	\$819.86
Interest	\$946.61	\$1,079.25	\$1,504.70
Youth Center Rental	\$6,609.00	\$6,342.50	\$4,847.50
Pavilion Rental	\$3,935.00	\$3,675.00	\$3,355.00
Admissions	\$5,412.00	\$5,511.00	\$5,657.00
Campground	\$27,690.43	\$38,794.32	\$46,510.87
Campground & Kayak Tax	\$1,521.49	\$2,412.99	\$2,803.56
Concessions	\$932.66	\$1,427.80	\$1,895.14
Skate Night	\$887.40	\$1,272.66	\$1,393.00
Preschool	\$13,842.00	\$13,942.50	\$12,966.00
Rental - Kayak	\$494.01	\$207.82	\$170.14
Rental - Sunset Diamond	\$0.00	\$0.00	\$0.00
Wayne Township	\$12,500.00	\$7,500.00	\$7,500.00
Reimbursements	\$0	\$0.00	\$0.00
Summer Programs	\$16,105.00	\$16,470.00	\$20,800.00
Miscellaneous	\$21,239.00	\$20,877.76	\$20,798.40
<b>Total</b>	<b>\$590,129.44</b>	<b>\$626,492.61</b>	<b>\$654,699.62</b>

BUDGETS	
2017 Budget	\$618,647.00
Projected 2019 Budget	\$685,550.95



**BUDGET REVIEW**

A review of past budgets, revenues, and expenses is necessary to project future budgets, projects, and costs.

EXPENDITURES	2013		2014		2015	
Personal Services	Appropriated	Disbursed	Appropriated	Disbursed	Appropriated	Disbursed
Salary Regular	\$89,400.00	\$97,371.30	\$126,136.00	\$129,210.00	\$128,236.00	\$131,306.16
Salary Full-time	\$105,530.00	\$69,759.34	\$82,331.00	\$71,589.64	\$85,431.00	\$72,340.30
Salary Temporary	\$105,501.00	\$103,535.19	\$98,000.00	\$91,684.31	\$98,000.00	\$102,248.41
Social Security	\$23,000.00	\$20,467.86	\$23,942.00	\$22,056.16	\$24,340.00	\$22,823.41
Retirement	\$20,000.00	\$21,152.24	\$24,077.00	\$23,289.07	\$24,659.00	\$23,576.91
Health Insurance	\$27,000.00	\$20,000.00	\$27,000.00	\$20,000.00	\$30,000.00	\$27,500.00
Park Incentive	\$7,200.00	\$7,477.81	\$7,500.00	\$7,448.64	\$7,650.00	\$7,522.71
Park Per Diem	\$1,800.00	\$681.84	\$1,800.00	\$1,625.00	\$1,800.00	\$1,775.00
Park Longevity	\$2,800.00	\$2,880.00	\$3,080.00	\$3,080.00	\$3,280.00	\$3,280.00

2016		2017	
Appropriated	Disbursed	Appropriated	Disbursed
\$128,236.00	\$134,089.83	\$130,932.00	\$137,075.12
\$85,431.00	\$73,552.45	\$87,541.00	\$76,247.86
\$98,000.00	\$108,867.39	\$109,000.00	\$111,934.44
\$24,340.00	\$23,326.31	\$25,549.00	\$24,090.81
\$24,659.00	\$23,984.65	\$25,197.00	\$23,644.02
\$30,000.00	\$27,500.00	\$33,000.00	\$42,000.00
\$7,650.00	\$7,681.42	\$7,750.00	\$7,693.82
\$1,800.00	\$1,725.00	\$1,800.00	\$1,675.00
\$3,280.00	\$3,440.00	\$5,410.00	\$9,000.00

Supplies	Appropriated	Disbursed	Appropriated	Disbursed	Appropriated	Disbursed
Park Clothing	\$1,200.00	\$1,376.78	\$2,000.00	\$1,506.72	\$2,000.00	\$2,481.62
Office Supplies	\$1,800.00	\$1,750.00	\$1,800.00	\$1,174.28	\$1,800.00	\$1,216.10
Garage & Motor	\$15,550.00	\$11,591.10	\$15,550.00	\$12,787.18	\$16,000.00	\$9,270.14
Repair Parts	\$4,500.00	\$5,364.55	\$4,500.00	\$4,454.50	\$5,000.00	\$5,971.61
Materials	\$13,300.00	\$9,144.00	\$13,300.00	\$9,064.45	\$13,500.00	\$9,531.75
Other Supplies	\$7,700.00	\$4,678.22	\$7,700.00	\$5,214.07	\$7,700.00	\$6,275.46
Chemicals	\$2,500.00	\$369.99	\$2,500.00	\$438.00	\$2,500.00	\$681.50

Appropriated	Disbursed	Appropriated	Disbursed
\$2,000.00	\$1,985.96	\$2,000.00	\$1,999.92
\$1,800.00	\$1,804.35	\$1,800.00	\$1,986.12
\$16,000.00	\$7,642.38	\$16,000.00	\$8,302.08
\$5,000.00	\$4,770.64	\$5,500.00	\$5,446.89
\$13,500.00	\$28,341.62	\$14,000.00	\$14,234.29
\$7,700.00	\$7,260.47	\$7,700.00	\$6,910.02
\$2,500.00	\$757.00	\$2,500.00	\$1,815.70

Other Services and Charges	Appropriated	Disbursed	Appropriated	Disbursed	Appropriated	Disbursed
Youth Center Concessions	\$550.00	\$1,273.51	\$800.00	\$820.59	\$1,000.00	\$344.64
Contractual Agreements	\$19,500.00	\$20,738.93	\$19,500.00	\$24,783.32	\$19,500.00	\$22,381.61
Class Training	\$400.00	\$225.00	\$400.00	\$380.00	\$400.00	\$300.00
Park Physical	\$100.00	\$26.74	\$100.00	\$0.00	\$100.00	\$0.00

Appropriated	Disbursed	Appropriated	Disbursed
\$1000.00	\$482.22	\$1,000.00	\$1,431.66
\$19,500.00	\$28,127.45	\$19,500.00	\$30,084.85
\$400.00	\$255.00	\$400.00	\$190.00
\$100.00	\$0.00	\$100.00	\$0.00

**KENDALLVILLE PARK AND RECREATION - 5-YEAR MASTER PARK PLAN**

EXPENDITURES	2013		2014		2015	
Park Postage	\$400.00	\$225.00	\$400.00	\$273.66	\$400.00	\$360.46
Park Travel	\$100.00	\$0.00	\$100.00	\$226.52	\$100.00	\$50.31
Telephone	\$2,000.00	\$1,918.28	\$2,000	\$1,916.83	\$2,000.00	\$1,954.90
Cell Phone	\$2,000.00	\$2,077.86	\$2,000	\$2,142.45	\$2,000.00	\$1,789.85
Internet	\$420.00	\$419.40	\$420.00	\$419.40	\$420.00	\$419.40
Other Charges	\$100.00	\$111.88	\$200.00	\$0.00	\$200.00	\$15.00
Printing & Advertising	\$2,700.00	\$1,679.28	\$2,700.00	\$2,158.34	\$2,700.00	\$1,600.55
Insurance/Bond	\$18,000.00	\$15,509.00	\$18,000.00	\$17,349.00	\$18,000.00	\$17,752.00
Electric	\$12,000.00	\$12,136.63	\$12,000.00	\$11,315.61	\$12,500.00	\$11,758.54
Heat	\$5,100.00	\$3,723.84	\$5,100	\$4,575.53	\$5,500.00	\$3,586.09
Water/Sewage	\$3,500.00	\$2,604.86	\$3,500.00	\$2,231.73	\$3,500.00	\$2,623.42
Contractual, Repairs	\$21,000.00	\$22,939.74	\$21,000.00	\$2,236.83	\$21,000.00	\$4,615.84
Contractual, Hauling	\$2,200.00	\$1,522.99	\$2,200.00	\$1,586.43	\$2,750.00	\$1,578.51
Rentals	\$500.00	\$1,288.25	\$500.00	\$580.15	\$1000.00	\$862.50
Dues & Subscriptions	\$1,000.00	\$767.95	\$1,000.00	\$626.95	\$1,000.00	\$816.00
Gross Tax	\$4,500.00	\$8,055.77	\$4,500.00	\$2,297.56	\$4,500.00	\$2,358.94

2016		2017	
\$400.00	\$300.31	\$400.00	\$262.45
\$100.00	\$89.74	\$100.00	\$61.15
\$2,000	\$1,414.25	\$2,000.00	\$1,149.48
\$2,000	\$1,637.48	\$2,000.00	\$1,600.97
\$420.00	\$509.35	\$420.00	\$419.40
\$200.00	\$15.00	\$200.00	\$94.10
\$2,700.00	\$2,598.25	\$2,700.00	\$2,597.36
\$18,000.00	\$19,168.00	\$18,950.00	\$19,355.00
\$12,500.00	\$13,156.53	\$12,500.00	\$12,871.77
\$5,500.00	\$2,376.03	\$6,000.00	\$2,737.73
\$3,500.00	\$3,101.19	\$3,500.00	\$2,462.68
\$21,000.00	\$7,711.88	\$21,000.00	\$12,204.88
\$2,750.00	\$1,607.27	\$3,000.00	\$1,749.06
\$1000.00	\$937.17	\$1,000.00	\$12,144.65
\$1,000.00	\$1004.85	\$1,000.00	\$371.15
\$4,500.00	\$3,167.62	\$4,500.00	\$3,678.74

Equipment and Misc. Appropriations	Appropriated	Disbursed	Appropriated	Disbursed	Appropriated	Disbursed
Equipment	\$12,500.00	\$17,963.82	\$13,500.00	\$30,945.39	\$15,000.00	\$7,937.76
Improvements	\$16,321.00	\$15,288.29	\$16,344.00	\$726.75	\$17,500.00	\$2,170.71
Misc Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$106.44
Misc Adjustment	\$500.00	\$501.00	\$500.00	\$285.00	\$397.00	\$5,385.00

Appropriated	Disbursed	Appropriated	Disbursed
\$15,000.00	\$48,942.53	\$20,000.00	\$6,626.83
\$17,500.00	\$12,150.96	\$22,500.00	\$32,202.31
\$0.00	\$0.00	\$0.00	\$0.00
\$397.00	\$425.00	\$198.00	\$450.00

<b>Total Expenditures</b>	<b>\$554,172.00</b>	<b>\$508,610.89</b>	<b>\$567,980.00</b>	<b>\$513,130.06</b>	<b>\$583,363.00</b>	<b>\$518,569.56</b>
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<b>\$583,363.00</b>	<b>\$605,907.55</b>	<b>\$618,647.00</b>	<b>\$618,802.31</b>
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## DEPARTMENT-GENERATED INCOME

Park General Fund	2010	2011	2012
Campground	\$28,103.39	\$24,505.07	\$22,687.24
Campground Tax	\$0.00	\$0.00	\$0.00
Concession - Youth Center	\$1,055.37	\$986.00	\$1,253.80
Kayak	\$0.00	\$157.01	\$428.69
Preschool	\$7,737.00	\$12,195.25	\$12,503.80
Park Admission	\$5,163.00	\$5,341.00	\$5,334.00
Part-time Recreation Director	\$0.00	\$6,000.00	\$2,500.00
Reimbursements	\$37.45	\$74.66	\$2,054.00
Rental - Pavilions	\$3,220.00	\$3,415.00	\$3,680.00
Rental - Softball	\$400.00	\$300.00	\$285.00
Rental - Youth Center	\$8,015.00	\$7,640.00	\$7,120.60
Skate Night Admissions	\$885.00	\$826.00	\$1,183.00
Summer Park Programs	\$5,120.00	\$6,185.00	\$6,667.50
Wayne Township	\$7,500.00	\$7,500.00	\$7,500.00
Interest	\$4.38	\$92.52	\$215.27
Miscellaneous	\$13,003.08	\$689.00	\$18.00
<b>Total</b>	<b>\$80,243.67</b>	<b>\$75,906.51</b>	<b>\$73,430.90</b>

Park Non-Reverting Fund	2010	2011	2012
Adventure Day Camp	\$0.00	\$0.00	\$120.00
Big Bubble Workshop	\$0.00	\$30.00	\$0.00
Big Ride	\$405.00	\$405.00	\$252.00
Body Toning	\$1,497.00	\$1,520.00	\$1,688.00
Chess	\$0.00	\$7.50	\$0.00
Christmas Elf'd & Drive-Thru	\$0.00	\$0.00	\$105.00
DEKKO Grant (PT Rec Director)	\$0.00	\$4,000.00	\$5,000.00
Fall Festival	\$0.00	\$2,235.05	\$4,964.25
Fine Art Painting	\$1,995.00	\$795.00	\$1,195.00
Fourth of July Festival	\$0.00	\$363.40	\$317.40

2013	2014	2015	2016	2017
\$33,497.89	\$35,508.44	\$27,690.43	\$38,794.32	\$46,510.87
\$0.00	\$1,256.61	\$1,521.49	\$2,412.99	\$2,803.56
\$1,401.80	\$1,219.09	\$932.66	\$1,427.80	\$1,895.14
\$440.00	\$524.00	\$494.01	\$207.82	\$170.14
\$13,388.25	\$11,971.10	\$13,842.00	\$13,942.50	\$12,966.00
\$4,644.00	\$5,642.00	\$5,412.00	\$5,511.00	\$5,657.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$44.94	\$576.58	\$0.00	\$0.00	\$0.00
\$3,760.00	\$3,645.00	\$3,935.00	\$3,675.00	\$3,355.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$4,374.35	\$4,279.40	\$6,609.00	\$6,342.50	\$4,847.50
\$1,208.00	\$1,148.00	\$887.00	\$1,272.66	\$1,393.00
\$11,551.89	\$13,045.00	\$16,105.00	\$16,470.00	\$20,080.00
\$8,500.00	\$7,500.00	\$12,500.00	\$7,500.00	\$7,500.00
\$85.69	\$626.69	\$946.61	\$1,079.25	\$1,504.70
\$80.00	\$8,089.05	\$21,239.93	\$20,877.76	\$20,798.40
<b>\$82,976.81</b>	<b>\$95,030.96</b>	<b>\$112,115.53</b>	<b>\$119,513.60</b>	<b>\$129,481.31</b>

2013	2014	2015	2016	2017
\$0.00	\$0.00	\$0.00	Didn't Have	Didn't Have
Didn't Have	Didn't Have	Didn't Have	Didn't Have	Didn't Have
\$300.00	\$225.00	\$0.00	Didn't Have	Didn't Have
\$838.00	\$0.00	\$0.00	Didn't Have	Didn't Have
Didn't Have	Didn't Have	Didn't Have	Didn't Have	Didn't Have
\$115.00	\$0.00	\$300.00	\$0.00	\$0.00
\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
\$5,292.00	\$5,720.00	\$7,081.00	Didn't Have	Didn't Have
\$3,645.00	\$2,150.00	\$2,710.00	\$3,215.00	\$2,920.00
Didn't Have	\$925.25	\$701.75	\$100.00	\$50.00

## KENDALLVILLE PARK AND RECREATION - 5-YEAR MASTER PARK PLAN

	2010	2011	2012
Garden Plots	\$95.00	\$285.00	\$285.00
Genealogy	\$0.00	\$375.00	\$45.00
Gymnastics	\$1,341.00	\$2,085.00	\$2,226.00
Kids Triathlon	\$0.00	\$0.00	\$3,905.00
Memory Lantern	\$0.00	\$0.00	\$705.00
Miscellaneous	\$0.00	\$0.00	\$0.00
Mother's Day Run	\$0.00	\$468.00	\$493.00
Ping Pong Tourney	\$0.00	\$22.75	\$30.00
Second Time Around	\$677.50	\$630.75	\$677.50
Soccer Camp	\$150.00	\$0.00	\$0.00
Tennis Instruction	\$756.00	\$516.00	\$720.00
Trail of Terror	Didn't Have	Didn't Have	Didn't Have
Triathlon	\$0.00	\$500.00	\$700.00
Wings & Wheel BBQ Booth	Didn't Have	Didn't Have	Didn't Have
Yoga	\$725.00	\$638.00	\$498.00
Interest	\$4.00	\$6.69	\$15.72
<b>Total</b>	<b>\$7,645.50</b>	<b>\$14,883.14</b>	<b>\$23,941.87</b>
Special Funds	2010	2011	2012
Beyer	\$2,000.00	\$1,500.00	\$4,000.00
Cole Foundation	\$7,200.00	\$0.00	\$24,643.00
Donation	\$10,702.07	\$10,295.96	\$17,664.41
Wetland Nature Area	\$0.00	\$0.00	\$0.00
Interest	\$28.34	\$27.78	\$36.52
<b>Total</b>	<b>\$19,930.41</b>	<b>\$11,823.74</b>	<b>\$46,343.93</b>

<b>Sports Complex</b>	<b>\$89,075.21</b>	<b>\$88,604.66</b>	<b>\$87,671.50</b>
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<b>Total Income</b>	<b>\$196,894.78</b>	<b>\$191,218.05</b>	<b>\$231,388.20</b>
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2013	2014	2015	2016	2017
\$285.00	\$285.00	\$240.00	\$235.00	\$195.00
\$0.00	\$0.00	\$0.00	Didn't Have	Didn't Have
\$3,766.00	\$2,232.00	\$2,685.00	\$3,801.00	\$3,747.00
\$3,769.00	\$4,050.00	\$1,205.00	\$530.00	\$125.00
\$1,295.00	\$0.00	\$15.00	Didn't Have	Didn't Have
\$0.00	\$27.00	\$168.00	\$0.00	\$0.00
\$660.51	\$638.35	\$167.94	Didn't Have	Didn't Have
\$0.00	\$23.25	\$0.00	\$0.00	\$0.00
\$844.75	\$806.50	\$717.75	\$746.25	\$691.75
\$0.00	\$0.00	\$0.00	Didn't Have	Didn't Have
\$828.00	\$828.00	\$864.00	\$720.00	\$540.00
Didn't Have	Didn't Have	Didn't Have	\$8,010.00	\$5,139.00
\$700.00	\$756.34	\$900.00	\$900.00	\$900.00
Didn't Have	Didn't Have	Didn't Have	\$818.88	\$794.60
\$290.00	\$891.00	\$375.00	Didn't Have	Didn't Have
\$28.74	\$81.99	\$112.63	\$133.38	\$185.78
<b>\$31,021.95</b>	<b>\$19,913.61</b>	<b>\$18,243.07</b>	<b>\$20,791.51</b>	<b>\$17,978.13</b>
2013	2014	2015	2016	2017
\$3,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00
\$0.00	\$48,298.00	\$0.00	\$0.00	\$0.00
\$15,881.79	\$89,530.93	\$133,903.95	\$115,168.60	\$1,352,337.82
\$450.00	\$0.00	\$0.00	\$0.00	\$0.00
\$101.45	\$138.23	\$275.08	\$182.25	\$2,490.35
<b>\$19,433.24</b>	<b>\$142,967.16</b>	<b>\$134,179.03</b>	<b>\$115,350.85</b>	<b>\$1,354,828.17</b>

<b>\$113,352.49</b>	<b>\$132,842.12</b>	<b>\$123,316.37</b>	<b>\$130,041.34</b>	<b>\$107,152.76</b>
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<b>\$246,784.49</b>	<b>\$390,753.85</b>	<b>\$387,854.00</b>	<b>\$385,697.30</b>	<b>\$1,609,440.37</b>
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Kendallville Outdoor Recreation Complex Endowment Fund	
Ending Fund Balance (2018)	\$782,955.90
Spendable Balance - 2018	\$221,819.07

Kendallville Park and Recreation Department Endowment Fund	
Ending Fund Balance (2018)	\$70,629.66
Spendable Balance - 2018	\$51,062.62





## ADA ACCESSIBILITY COMPLIANCE

The Americans with Disabilities Act (ADA) was passed by Congress and signed into law by the President of the United States on July 26, 1990. This legislation extends civil rights protections to people with disabilities and prohibits discrimination on the basis of disability in all aspects of employment, in accessing public services such as transportation and recreation, and guaranteeing access to public accommodations, commercial facilities, and telecommunications.

According to the 2016 American Community Survey (by the U.S. Census Bureau), approximately 18.6% of the population in Kendallville has a mental or physical disability. The following are the breakdowns per age group:

- Under Age 18: 236 residents or 8.9% of the population
- Ages 18-64: 942 residents or 16.5% of the population
- Ages 65 and older: 650 residents or 44.9% of the population

In order to meet the recreational needs of park and recreation visitors and guests with disabilities, it is the goal of the Kendallville Park and Recreation Department to offer barrier-free programs, services and facilities that are inclusive of all users whenever financially and physically feasible.

A portion of the park interviews conducted by the staff was dedicated to ADA compliance. The ADA-specific questions posed were in regards to: parking, access routes from parking lots to parks, curb cuts, ramps, handrails, drinking fountains, restrooms, playground equipment, playground surface, and surface depth. Evaluation criteria were developed to determine the areas within the park system that needed the most attention.

### ADA SELF EVALUATION AND TRANSITION PLAN

The Americans with Disabilities Act of 1990 (as amended) dictates comprehensive civil rights protections to individuals with disabilities. In particular, it prohibits the discrimination of individuals with disabilities in relation to programs, services, or activities offered by local and state governments.

The City of Kendallville is currently implementing an ADA compliance

transition plan with the Americans with Disabilities Act in all physical and non-physical aspects. The park system's buildings, facilities, and sites are currently being evaluated to determine what currently meets ADA requirements and those that need to be brought up to ADA and Universal Design Standards. When new construction or renovation work takes place, ADA and Universal Design guidelines are to be incorporated into the project.

On April 2, 2012, the City of Kendallville passed Resolution #953 to adopt the Americans with Disabilities Act requirement to identify an ADA Coordinator and Grievance Procedures. As part of the resolution, the City is currently working on their ADA Transition Plan. In addition, to be eligible for future Federal/State funding assistance, the City of Kendallville is also working to complete an ADA Self-Evaluation for both buildings and facilities. A copy of the resolution and the grievance procedures are included within the Appendix.

### ADA Compliance Goal:

The Kendallville Park and Recreation Department is committed to providing facilities and activities for people of all abilities and will respond with reasonable and acceptable accommodations should someone believe that accessible accommodations are not being provided.

### COMMITMENT IN ACTION

As part of the ongoing commitment to meeting their ADA Compliance Goal, the park department completed numerous tasks for the benefit of improved accessibility. Playground audits were completed on all of the existing play structures. As a result, 3 outdated play structures were replaced with new ADA compliant playgrounds during the past five years. This includes a playground with a ramp integrated into the design located in the upper park. Monthly playground inspections remain an integral component of the park department's maintenance.

The park department has also made a concerted effort to improve connectivity within parks by installing paved sidewalks. Nearly 1,400 linear feet of added concrete sidewalk now connects Bixler Lake East with the sidewalk along the north side of Bixler Lake. In 2017, 460 linear feet of

sidewalk was poured to connect the west beach to the Jansen Pavilion. Material for this project was funded through a Walkability Grant through Y-USA. In addition to sidewalks, two (2) gravel parking lots were paved and painted with ADA striping.

**ADA Compliance Officer:**  
 Scott Derby  
 234 South Main Street  
 Kendallville, Indiana 46755  
 1-260-347-2152  
[engineering@kendallville-in.org](mailto:engineering@kendallville-in.org)

Furthermore, as part of the Youth Center building renovations, the main entrance was widened and doors were replaced to create an ADA accessible entrance.

## ASSETS

The following pages inventory the assets within the City's planning jurisdiction (public and private facilities). Each park inventory is accompanied by a brief description of the park, a listing of the park's amenities and facilities, a park profile, a map showing the park, a vicinity map, and its proximity to trails, wetlands, and floodplains. This review will enable a more thorough analysis in the *What can we do?* portion of this document.

Park descriptions and profiles are based on input from the staff, key person interviews, as well as comments from the public survey.

The Park and Recreation Department staff was responsible for gathering this information by completing an inventory sheet for each facility. All conditional ratings are subject to the knowledge and opinions of the staff.

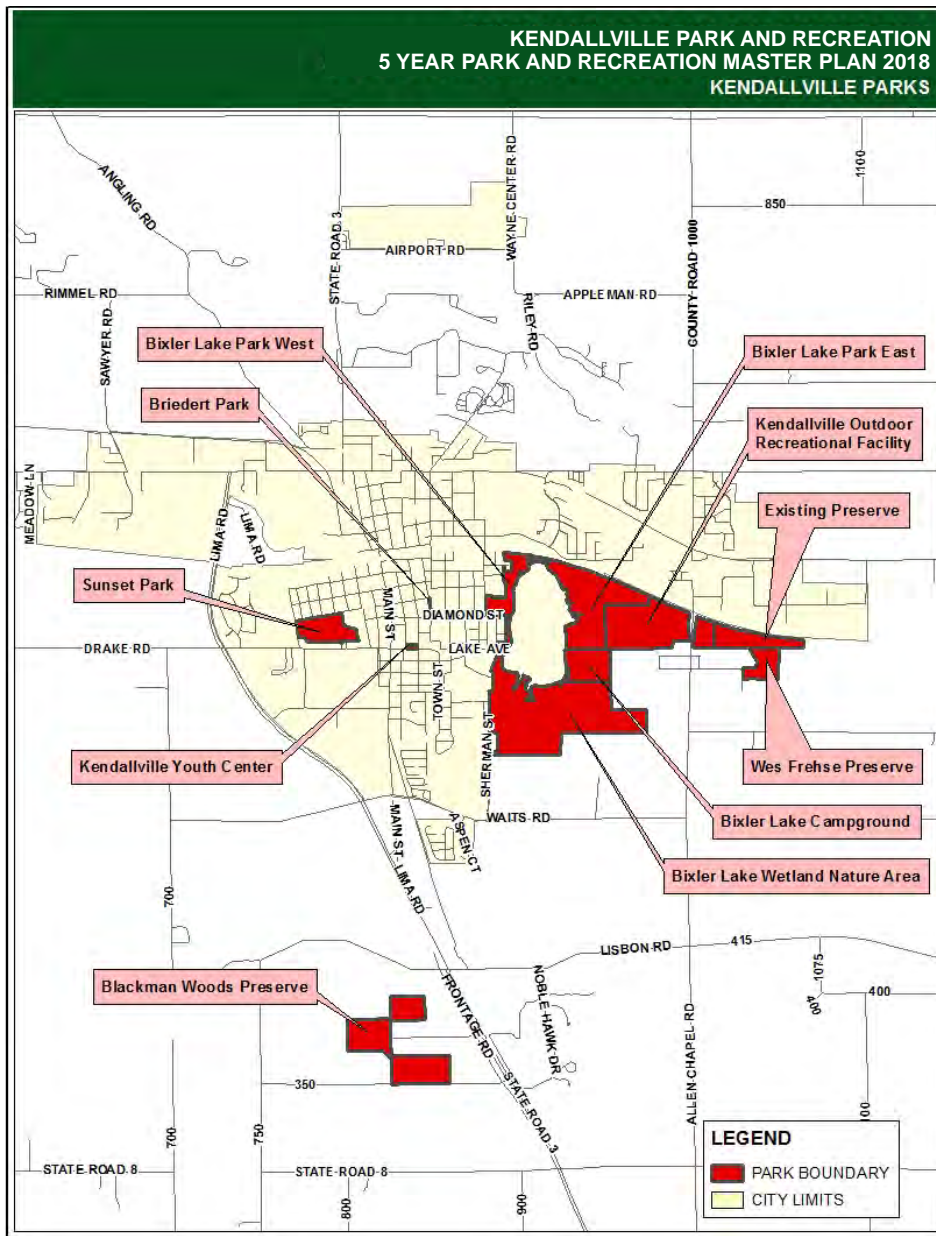
The asset inventory is divided into the following categories:

- Public Facilities
- Kendallville Private Facilities

Managed Assets	
Kendallville Youth Center	\$163,200
Parks - 633 acres	\$6,486,771
Ballfields	\$1,042,100
Pavilions, Restrooms, and Concessions	\$691,805
Maintenance and Storage Buildings	\$131,640
Maintenance Vehicles	\$100,000
Maintenance Mowers	\$60,000
Maintenance Tractors and Equipment	\$268,790
Playgrounds and Site Amenities	\$175,900
Portable Stage	\$200,000
<b>Total:</b>	<b>\$9,320,206</b>







## KENDALLVILLE PUBLIC FACILITIES

Compared to most communities the size of Kendallville, the City provides it's citizens a large park system. With over 630 total acres providing everything from ballfields to a wetland nature area, the City's park system provides a large offering of park amenities and activities.

For this 5-Year Park Master Plan, Bixler Lake Park, which is approximately 530 acres including the 117 acre Bixler Lake, has been divided into four sections to make the park inventory and analysis easier to understand.

The following is a list of the park assets: Bixler Lake West, Bixler Lake East, Bixler Lake Campground, Bixler Lake Wetland Nature Area, Kendallville Outdoor Recreation Complex, Sunset Park, Kendallville Youth Center, Briedert Park, Wes Frehse Preserve, and Blackman Woods Preserve.





## BIXLER LAKE WEST

### General Description:

Bixler Lake West is approximately 29 acres in size and consists primarily of passive recreation uses including fishing piers, playgrounds, picnic shelters, and a beach. The park also contains tennis courts and a nine-hole disc golf course.

Being adjacent to Downtown Kendallville, this portion of Bixler Lake Park is heavily used due to its convenient location.

### Strengths and Liabilities

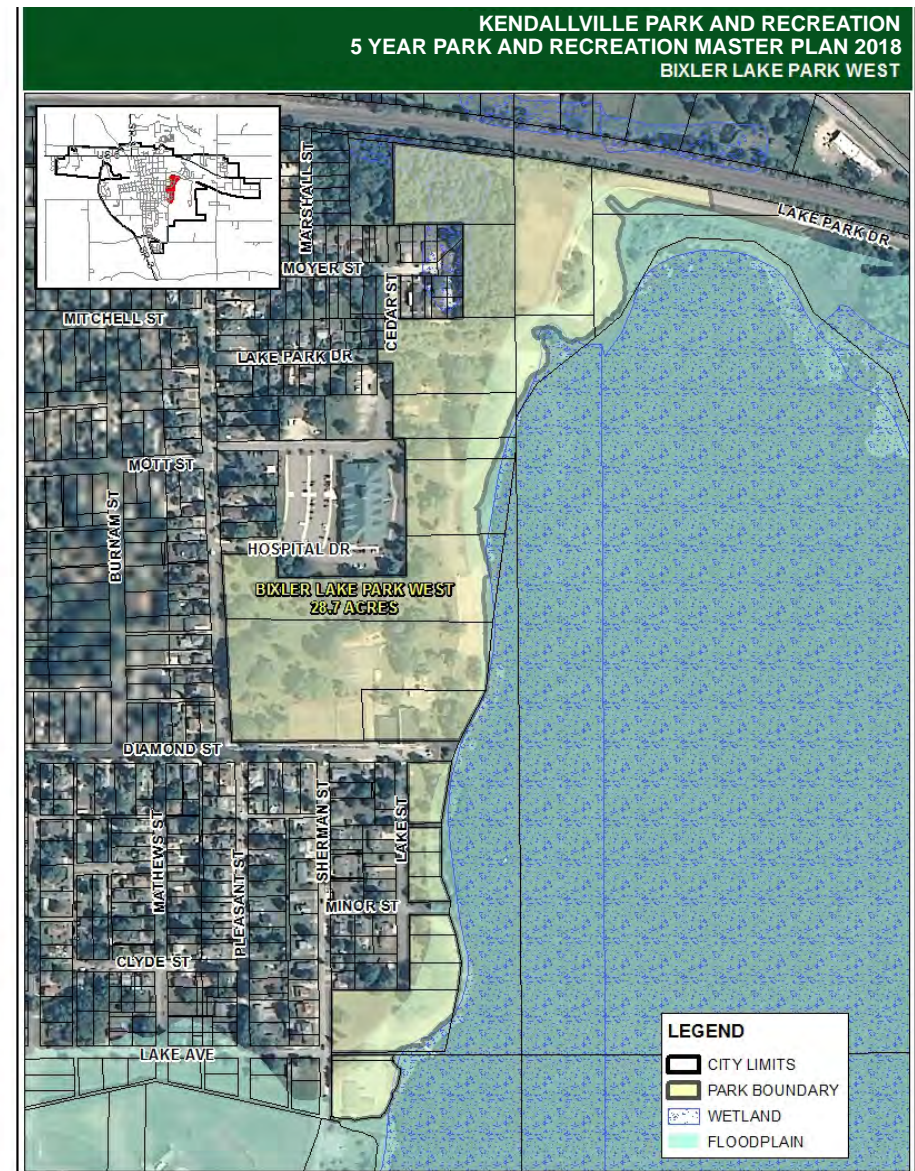
#### Strengths:

- Accessible to the town
- Nine-hole disc golf course
- Fishing piers and new boat ramp through DNR
- Beach
- Includes necessary park amenities
- ADA accessible playground
- Newly dredged fishing channel through DNR Lake and River Enhancement grant

#### Liabilities:

- Pavilions are vandalized
- Basketball court is a local hangout
- Steep slopes from western portion of the park and library to the waterfront

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	X
Soccer Field	
Tennis Courts	X
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	X
Slides	X
Play Structures	X
Exercise Equipment	
Boat Launch/Marina	X
Beach	X
Grill	X
Picnic Table	X
Pavilion	X
Restroom	X
Concession Stand	X
Disc Golf	X
Campsite/Cabin	
Benches/Seating	X
Drinking Fountain	X
Other	
PARK PROFILE	
Use	Passive and Active
Usage	Heavy
Category	Regional Park
Park Condition	Fair/Excellent
ADA Rating	Fair





## BIXLER LAKE EAST

### General Description:

Bixler Lake East offers 84 acres of passive recreation and natural areas. It is located in the northeast corner of Bixler Lake Park.

This section of the park consists of an archery range, a passive park, nine-hole disc golf course, playgrounds, a beach with a concession stand and wetlands.

### Strengths and Liabilities

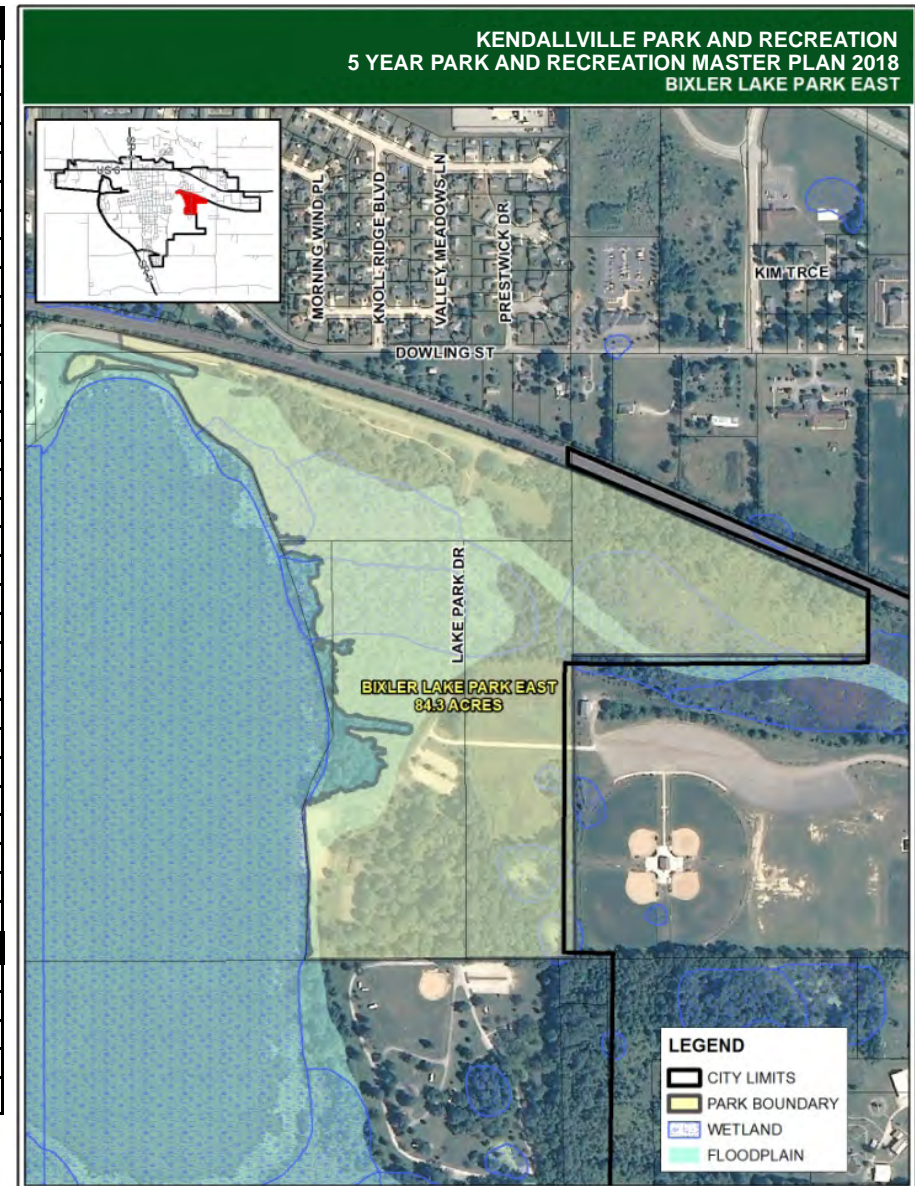
#### Strengths:

- Good parking
- Large picnic area
- Beach with restrooms building
- Wooded and wetland areas
- 9-hole disc golf course
- Archery range, joint use with school program
- Newly updated playstructure
- On City sewer & water utilities

#### Liabilities:

- Outdated bathrooms
- Electrical problems
- Poor lighting
- Pathways not ADA compliant
- Disc golf course runs through picnic and playground areas

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	X
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	X
Running/Walking	
Football Field	
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	X
Merry-go-round	
Climbing Equipment	
Swings	X
Slides	X
Play Structures	X
Exercise Equipment	
Boat Launch/Marina	
Beach	X
Grill	X
Picnic Table	X
Pavilion	X
Restroom	X
Concession Stand	X
Disk Golf	X
Campsite/Cabin	
Benches/Seating	X
Drinking Fountain	
Other	
PARK PROFILE	
Use	Active
Usage	Heavy
Category	Regional Park
Park Condition	Fair/Excellent
ADA Rating	Poor



## BIXLER LAKE CAMPGROUND

### General Description:

This campground consists of both tent and RV camp sites that provide a significant revenue source for the Kendallville Park and Recreation Department.

Future plans are to construct permanent spaces for the larger RV vehicles within the area of the existing softball field.

### Strengths and Liabilities

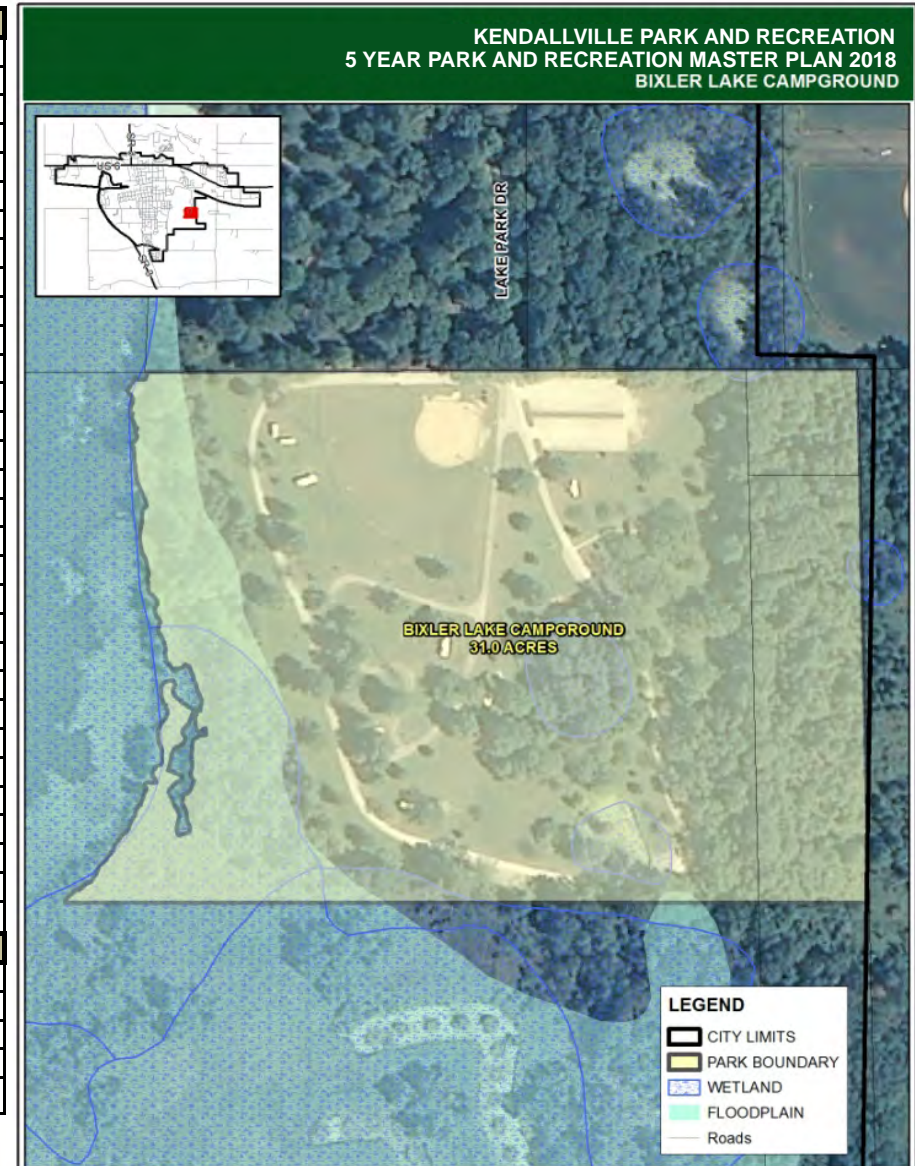
#### Strengths:

- Revenue opportunities
- Small community offering campground options
- Considered a destination spot
- Centrally located to sports complex, nature preserve, and adjacent to lake
- On City sewer & water utilities
- Kayak Rental
- Aerated duck pond with weed control
- Utilized for numerous recreational programs year round

#### Liabilities:

- Electrical problems
- No fishing/boat access

AMENITIES/FACILITIES	
Baseball Diamond	X
Basketball Hoop	
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	X
Merry-go-round	X
Climbing Equipment	
Swings	X
Slides	
Play Structures	X
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	X
Picnic Table	X
Pavilion	X
Restroom	X
Concession Stand	
Bleachers	X
Campsite/Cabin	X
Benches/Seating	
Drinking Fountain	X
Other	X
PARK PROFILE	
Use	Passive and Active
Usage	Moderate
Category	Regional Park
Park Condition	Fair
ADA Rating	Poor





## BIXLER LAKE WETLAND NATURE AREA

### General Description:

The Bixler Lake Wetland Nature Area is approximately 180 acres in size and is located south of Bixler Lake. A walking trail provides access from the east side of Bixler Lake Park to the west connecting it to Sherman Street.

### Strengths and Liabilities

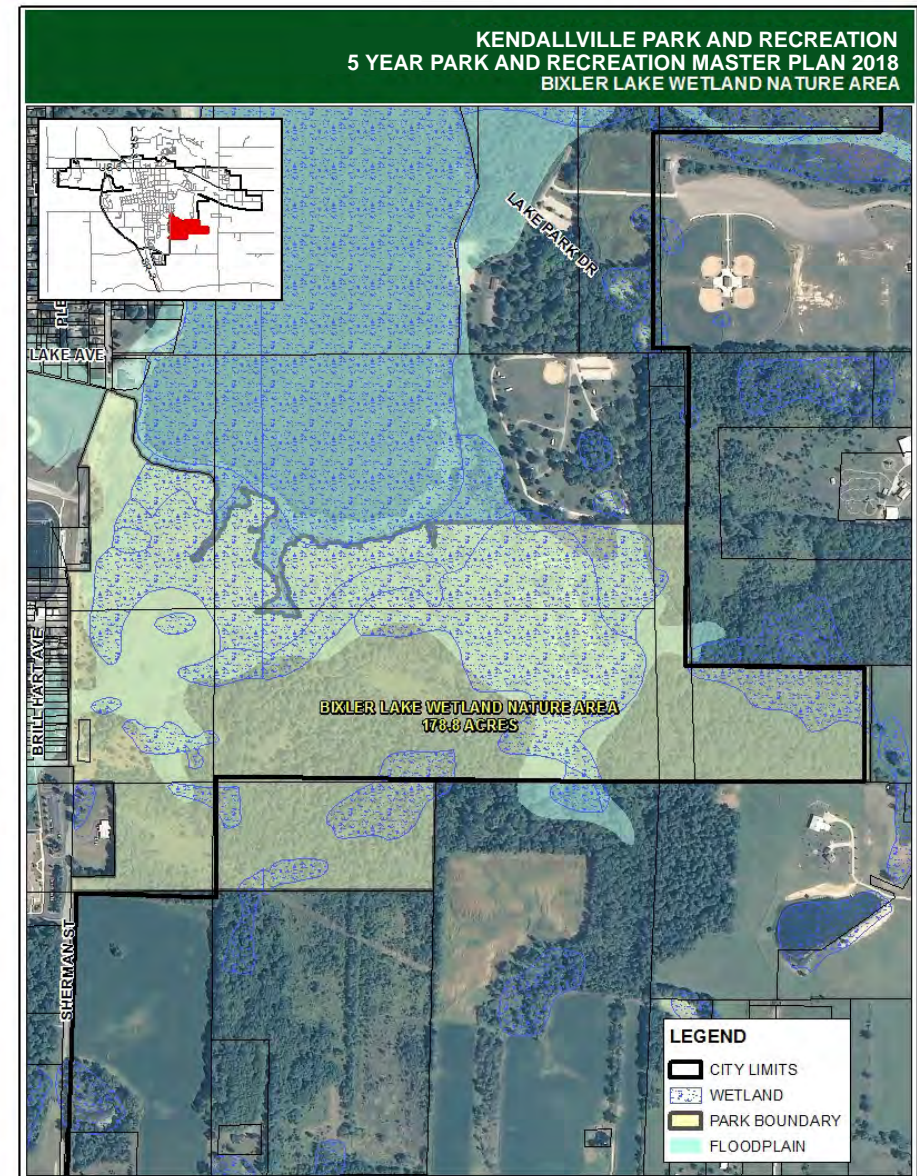
#### Strengths:

- Walking trail to Bixler Lake West Park
- Interpretive signage
- Observation overlooks

#### Liabilities:

- Area attracts a large amount of geese
- Noxious weed issues
- ADA accessibility issues due to mulched pathway
- Parking is limited
- Signage needs updated

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	
Play Structures	
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	X
Picnic Table	X
Pavilion	X
Restroom	
Concession Stand	
Bleachers	
Campsite/Cabin	
Benches/Seating	X
Drinking Fountain	
Other	X
PARK PROFILE	
Use	Passive
Usage	Moderate
Category	Regional Park
Park Condition	Fair/Excellent
ADA Rating	Poor





## KENDALLVILLE OUTDOOR RECREATION COMPLEX

### General Description:

The Kendallville Outdoor Recreation Complex provides active use sports facilities including baseball and softball fields, soccer fields, basketball, shuffleboard, horse shoe pits, and a playground.

In 2006, the Kendallville Outdoor Recreation Complex Foundation was established to provide funding for ongoing maintenance and future improvements.

### Strengths and Liabilities

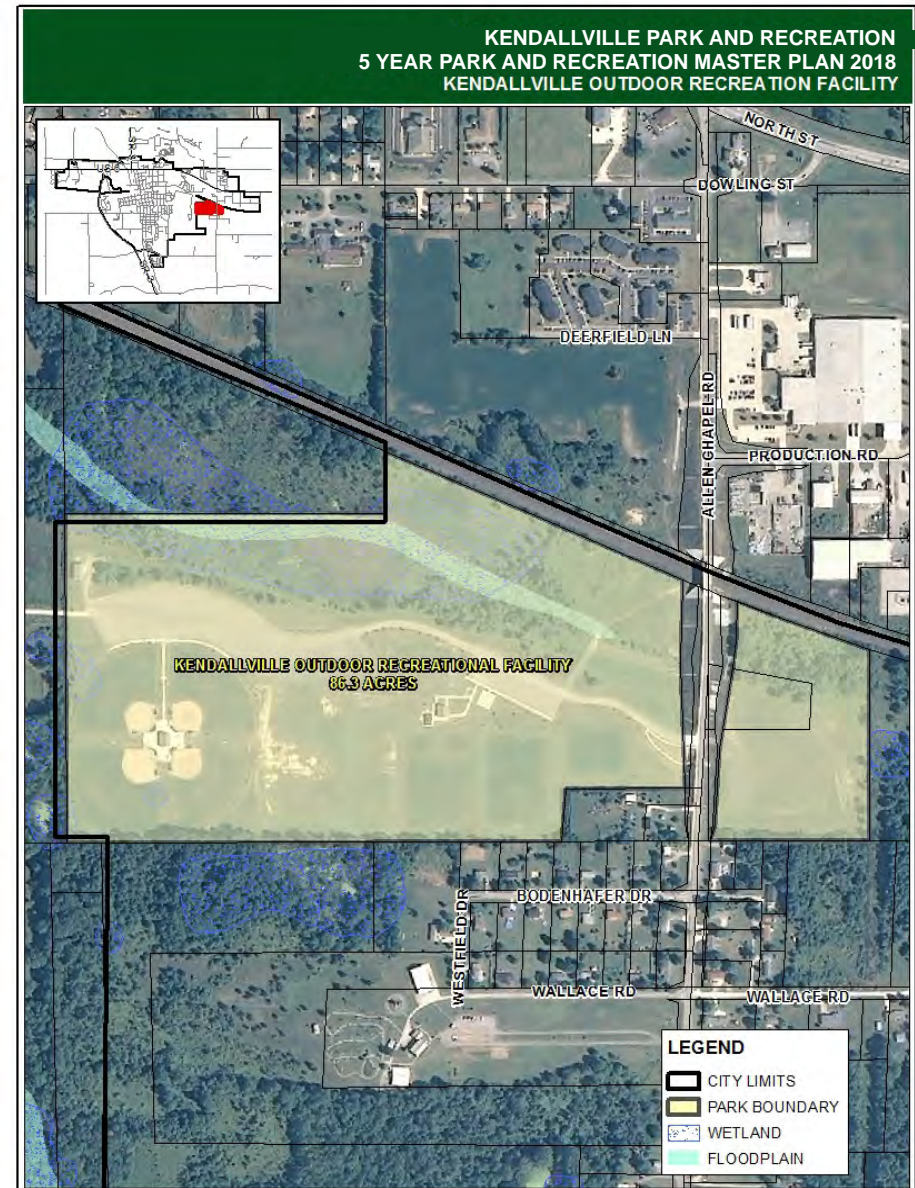
#### Strengths:

- One of the newest parks
- ADA accessible
- Revenue generator
- Has a Foundation
- Final phase to be completed in 2019
- Regional attraction
- Connection to Fishing Line Trail and future trail connection to Bixler Lake Park

#### Liabilities:

- Heavy iron in irrigation water

AMENITIES/FACILITIES	
Baseball Diamond	X
Basketball Hoop	X
Soccer Field	X
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	X
Obstacle Course	
Gymnasium	
Horseshoe Pit	X
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	X
Play Structures	X
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	X
Pavilion	X
Restroom	X
Concession Stand	X
Bleachers	X
Campsite/Cabin	
Benches/Seating	X
Drinking Fountain	X
Other	X
PARK PROFILE	
Use	Active
Usage	Heavy
Category	Regional Park
Park Condition	Fair/Excellent
ADA Rating	Fair



## SUNSET PARK

### General Description:

This 27-acre park, located on the west side of Kendallville, offers both active and passive park uses including ballfields, soccer fields, shuffle board courts, community gardens, picnic pavilions, and playground equipment.

Bixler Lake Ditch flows through the park from east to west and, due to the topography, is prone to flooding.

### Strengths and Liabilities

#### Strengths:

- Adjacent to neighborhood developments and new East Noble Middle School
- Serves west side of Kendallville
- Offers both active and passive park uses
- Playground relatively new
- Community garden area is provided at minimal cost

#### Liabilities:

- Park is prone to flooding
- Northern ballfields are in a low area and are prone to flooding
- Low areas within park retain water
- While playground, restrooms, and parking lot is ADA accessible, the remainder of the park is not
- Park is not connected to adjacent streets via sidewalks

AMENITIES/FACILITIES	
Baseball Diamond	X
Basketball Hoop	X
Soccer Field	X
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	
Football Field	X
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	X
Play Structures	X
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	X
Picnic Table	X
Pavilion	X
Restroom	X
Concession Stand	X
Bleachers	X
Campsite/Cabin	
Benches/Seating	X
Drinking Fountain	X
Other	X
PARK PROFILE	
Use	Passive and Active
Usage	Moderate
Category	Community Park
Park Condition	Fair
ADA Rating	Fair





## KENDALLVILLE YOUTH CENTER

### General Description:

The Kendallville Youth Center houses both the Kendallville Parks Department offices and indoor park programming. The large community center room provides programming opportunities such as roller skating, and gymnastics.

After residents voiced their support for Park offices staying at the Kendallville Youth Center during the last master plan, the Park Department is committed to staying in their current location for the foreseeable future. Several building updates have been completed, including new roofing, siding, and renovated offices.

### Strengths and Liabilities

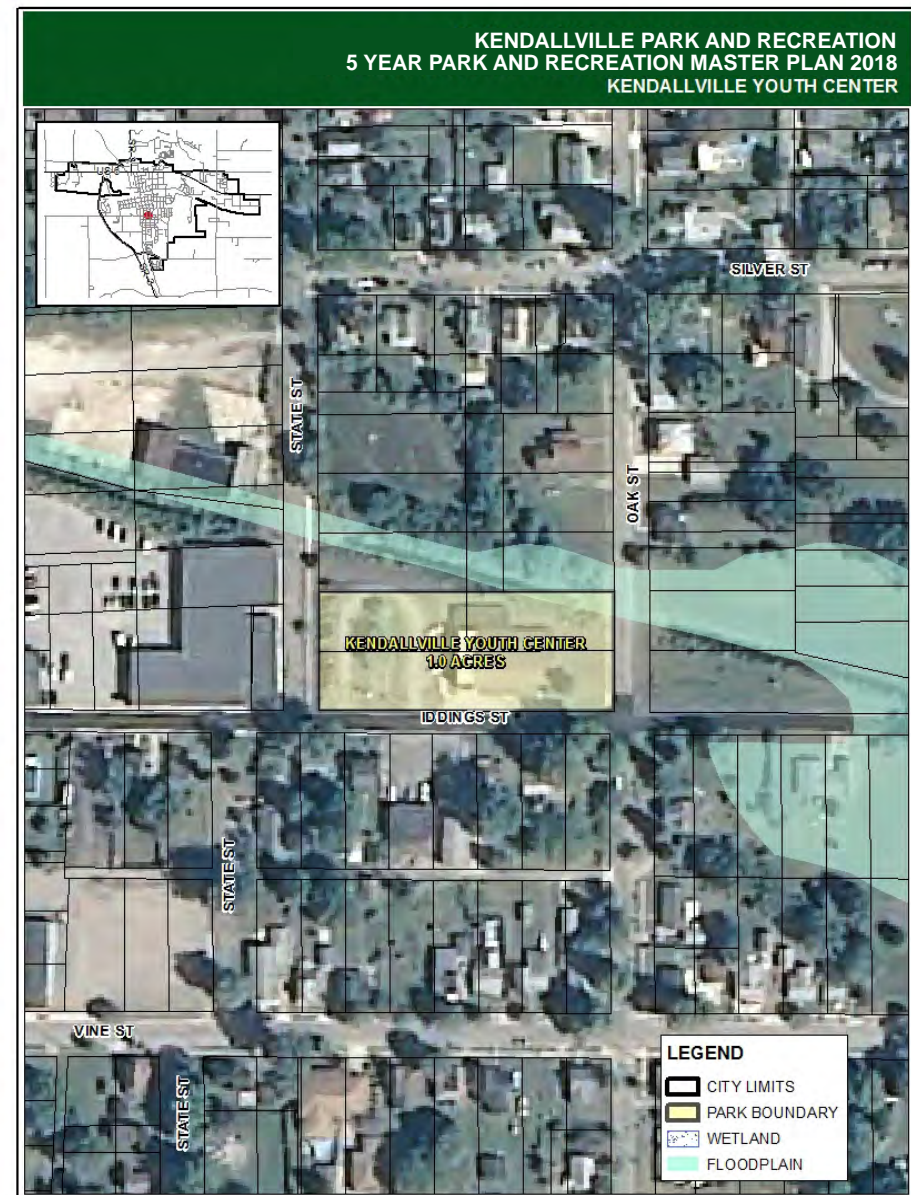
#### Strengths:

- Facility houses Kendallville Park Department and indoor park programs
- Indoor programs such as roller skating, gymnastics, and preschool are offered
- Recent building renovations

#### Liabilities:

- Building requires a lot of maintenance

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	
Football Field	
Obstacle Course	
Gymnasium	X
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	
Play Structures	
Exercise Equipment	X
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	X
Concession Stand	X
Bleachers	
Campsite/Cabin	
Benches/Seating	X
Drinking Fountain	X
Other	
PARK PROFILE	
Use	Active
Usage	Moderate
Category	City Facility
Park Condition	Poor
ADA Rating	Fair



# BRIEDERT PARK

## General Description:

Briedert Park is a small, passive park that is located between three streets. Due to the extremely small size of this park, it has limited value. Briedert Park contains a school bell and planting beds.

## Strengths and Liabilities

### Strengths:

- Small park contains old high school bell
- The park also contains a time capsule

### Liabilities:

- Due to the size and location of the park, it provides limited benefits to the overall level of service for the residents of Kendallville
- Requires on-going maintenance

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	
Football Field	
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	
Play Structures	
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	
Concession Stand	
Bleachers	
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	
Other	X
PARK PROFILE	
Use	Passive
Usage	Low
Category	Mini-Park
Park Condition	Fair
ADA Rating	Poor





## WES FREHSE PRESERVE

### General Description:

In 2005, the Kendallville Park Department received 18.6 acres from the Russell Frehse estate. This property, known as the Wes Frehse Preserve, abuts the east property line of the Kendallville Outdoor Sports Complex practice fields.

### Strengths and Liabilities

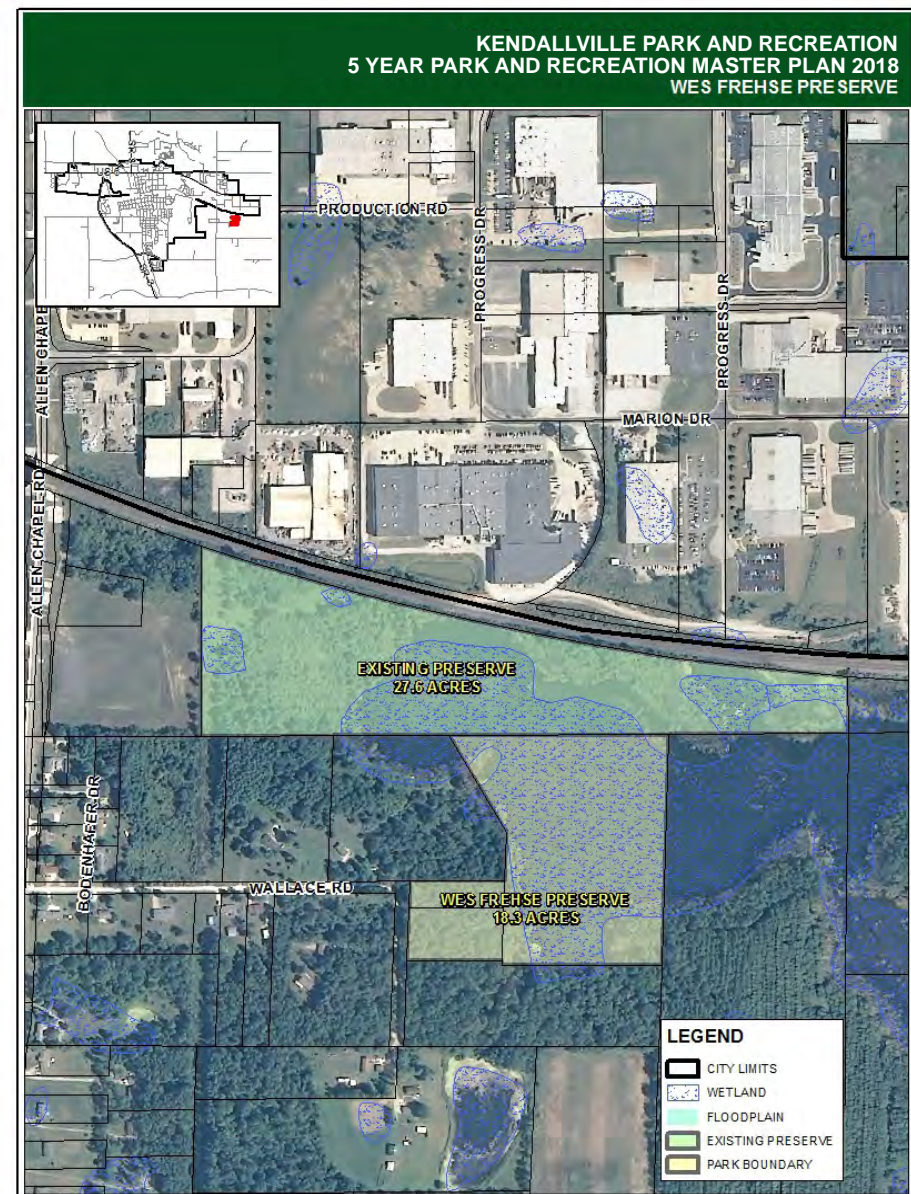
#### Strengths:

- Property gifted to the City as a preserve
- Vegetation and water bodies will be preserved for many years

#### Liabilities:

- Park has limited access
- Pond becomes stagnant during summer months

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	
Football Field	
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	
Play Structures	
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	
Concession Stand	
Bleachers	
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	
Other	
PARK PROFILE	
Use	Passive
Usage	Low
Category	Preserve
Park Condition	Fair
ADA Rating	Poor





## BLACKMAN WOODS PRESERVE

### General Description:

The City of Kendallville's most recent park land acquisition was in 2006 when Warren Blackman donated over 80 acres of prime woodlands. The facility, known as Blackman Woods Preserve, is located southwest of the City, west of State Road 3.

### Strengths and Liabilities

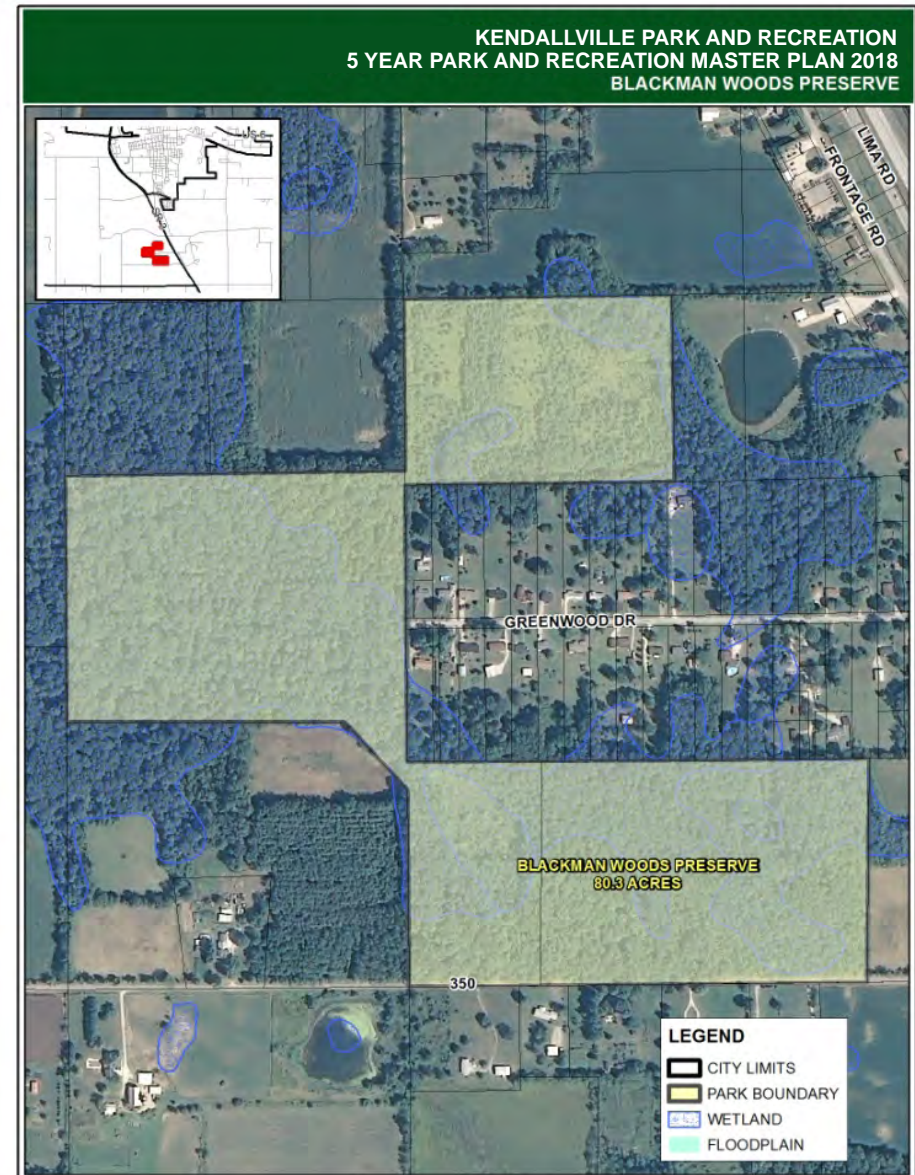
#### Strengths:

- Property was gifted to the City
- Heavily vegetated
- Adjacent to neighborhood development

#### Liabilities:

- Outside of City limits
- Limited pedestrian access with no defined trails

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	
Obstacle Course	
Gymnasium	
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	
Play Structures	
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	
Concession Stand	
Bleachers	
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	
Other	
PARK PROFILE	
Use	Passive
Usage	Low
Category	Preserve
Park Condition	Fair
ADA Rating	n/a



## KENDALLVILLE TRAILS

According to the Northeast Indiana Regional Coordination Council (NIRCC) regional Bicycle-Pedestrian Transportation Plan, there are several existing and proposed trails within and surrounding Kendallville.

One of the newest trails in the area is the Fishing Line Trail, spearheaded by Noble Trails, a local organization comprised of citizens who live in Noble County. Constructed on former railroad right-of-way, the first 1.25 mile section was completed in 2016, with several more sections completed or currently under development (see adjacent figure). This trail will connect Kendallville to Rome City and provide access to the Gene Stratton-Porter State Historic Site. Future plans propose extending this trail to the east side of Kendallville and connecting to the Kendallville Outdoor Sports Complex.

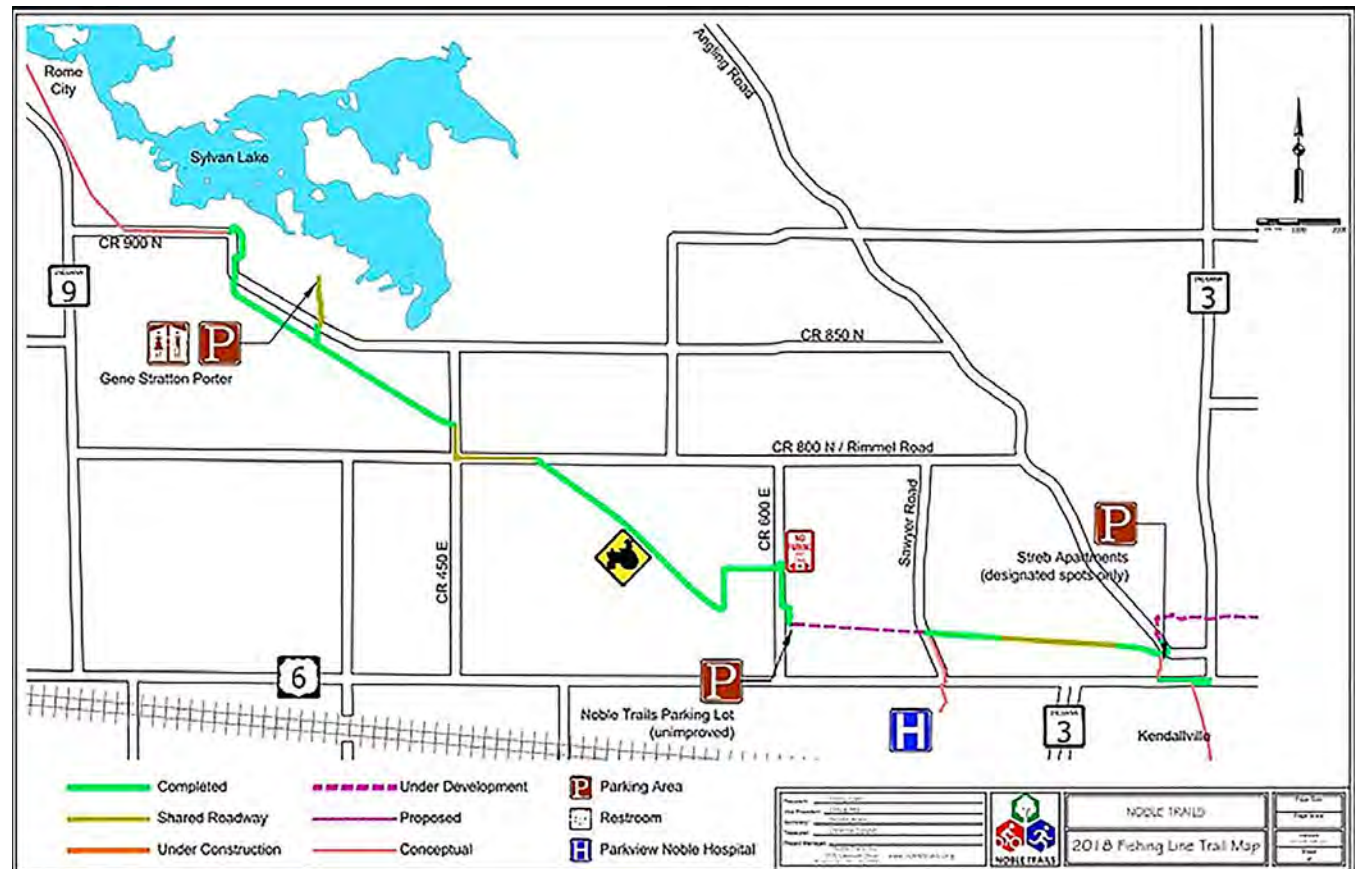
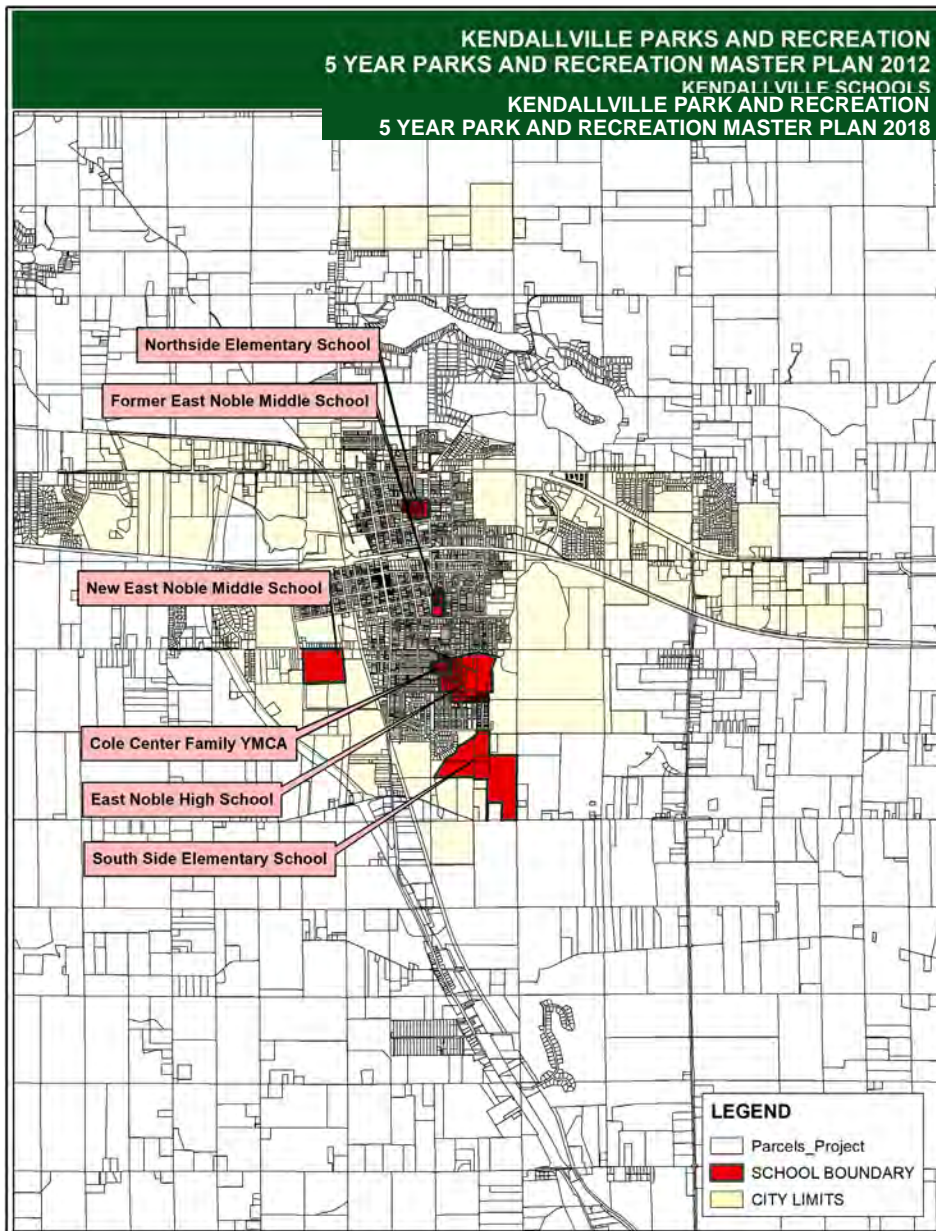


Figure: Nobletrails.org

An existing trail within Bixler Lake park is currently developed along the east, west, and north banks of the lake. Future plans are to further extend the trail along the east side and to connect to the Kendallville Outdoor Sports Complex and to the Bixler Lake Wetland Nature trail. This extension will be beneficial in connecting to a larger regional network of trails, such as the Fishing Line Trail discussed above and others planned by the NIRCC.

The City is consistently improving its internal pedestrian circulation system and looking into ways in which to provide safer pedestrian connections to each of the neighborhood and regional parks.





## KENDALLVILLE SCHOOLS AND PRIVATE FACILITIES

Schools and Private facilities within or surrounding the City of Kendallville are as follows:

### East Noble School Corporation

- The East Noble School Corporation schools within the City of Kendallville are: East Noble High School, East Noble Middle School, North Side Elementary, and South Side Elementary.
- Currently, East Noble School Corporation uses Bixler Lake East for cross country meets and the Kendallville Outdoor Recreation Complex for soccer practices.

### Private Facilities

- Cole Center Family YMCA, the facility offers an indoor pool, gymnasium, racquetball courts, and fitness center.
- The park department is in regular communication with private entities about the usage of park facilities and programming.

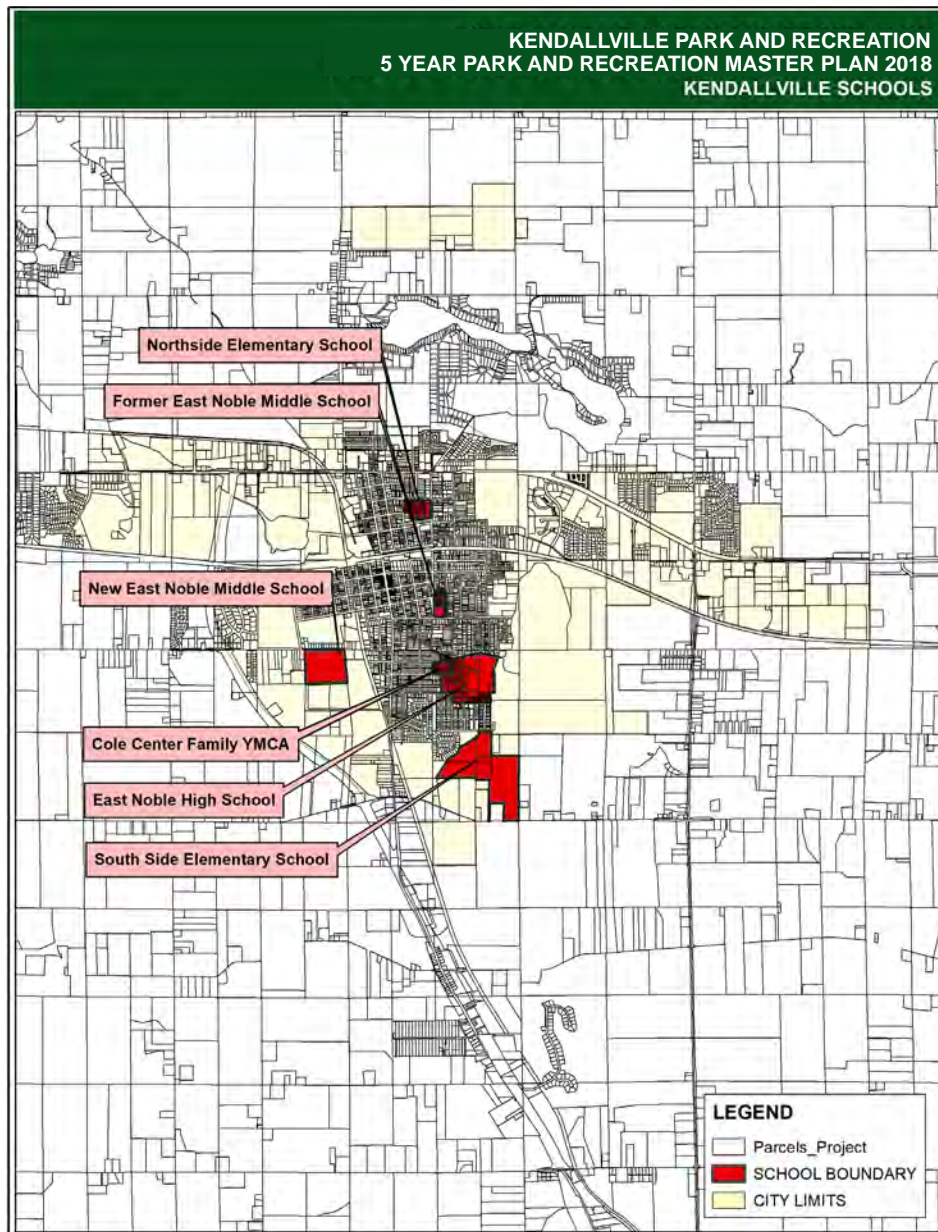
### IDNR State Sites and Facilities

- Chain O'Lakes State Park, located off State Road 9, south of Albion, offers camping, picnic grounds, hiking trails, cross-country skiing, a nature center and boat rentals.
- Edna W. Spurgeon Woodlawn Preserve, an IDNR State Nature Preserve, is located northeast of Ligonier.
- Gene Stratton-Porter State Historic Site, located on the shores of Sylvan Lake in Rome City, is the home of author and nature photographer Gene Stratton-Porter.

### Other Sites and Facilities

- Merry Lea Environment Center is the 1,150 acre environmental learning center of Goshen College. The site's fields, forests, bogs and meadows on the west side of High Lake offers hiking, bird watching, plant studies, cross-country skiing, group visits, programs and annual festivals.
- 5 area golf courses are available to Kendallville, Albion and Rome City.
- Over 100 lakes are in Noble County.
- (2) ACRES Land Trust Preserves: Detering Nature Preserve and Lonidaw. Both are located north of Kendallville City limits.





## EAST NOBLE SCHOOL CORPORATION

Per the Noble County Answer Book, 2003, East Noble School Corporation is the largest of the four school corporations in Noble County, Indiana, covering the eastern third of the county. It includes the areas of Orange, Wayne, Allen and Swan Townships, and serves to educate the children located in the cities and towns of Rome City, Brimfield, Kendallville, Avilla, LaOtto and Wolcottville.

The schools located within the City of Kendallville are East Noble High School, East Noble Middle School, North Side Elementary School, and South Side Elementary School.

Currently, East Noble School Corporation uses Bixler Lake East for cross country meets and the Kendallville Outdoor Recreation Complex for soccer practices. However, the park department is in steady contact with the school corporation regarding the use of park facilities.

A possible consideration for the City to pursue in the future may be a legal joint-use agreement with the school corporation. A joint-use agreement is a formal contract typically established between two government entities, that creates provisions for shared use of public property. In such an agreement, each entity would maintain priority usage of their facilities for their own programming needs, with requests from the other entity being secondary. Additionally, maintenance responsibilities and liability costs incurred can be shared between the two entities, often decreasing expenses for each.

Establishing a joint-use agreement allows for a unified approach in maximizing the use of facilities, encouraging cooperative community partnerships, and providing recreational opportunities in pursuit of a higher quality of life.

Source: <https://changelabsolutions.org/publications/model-JUAs-national>

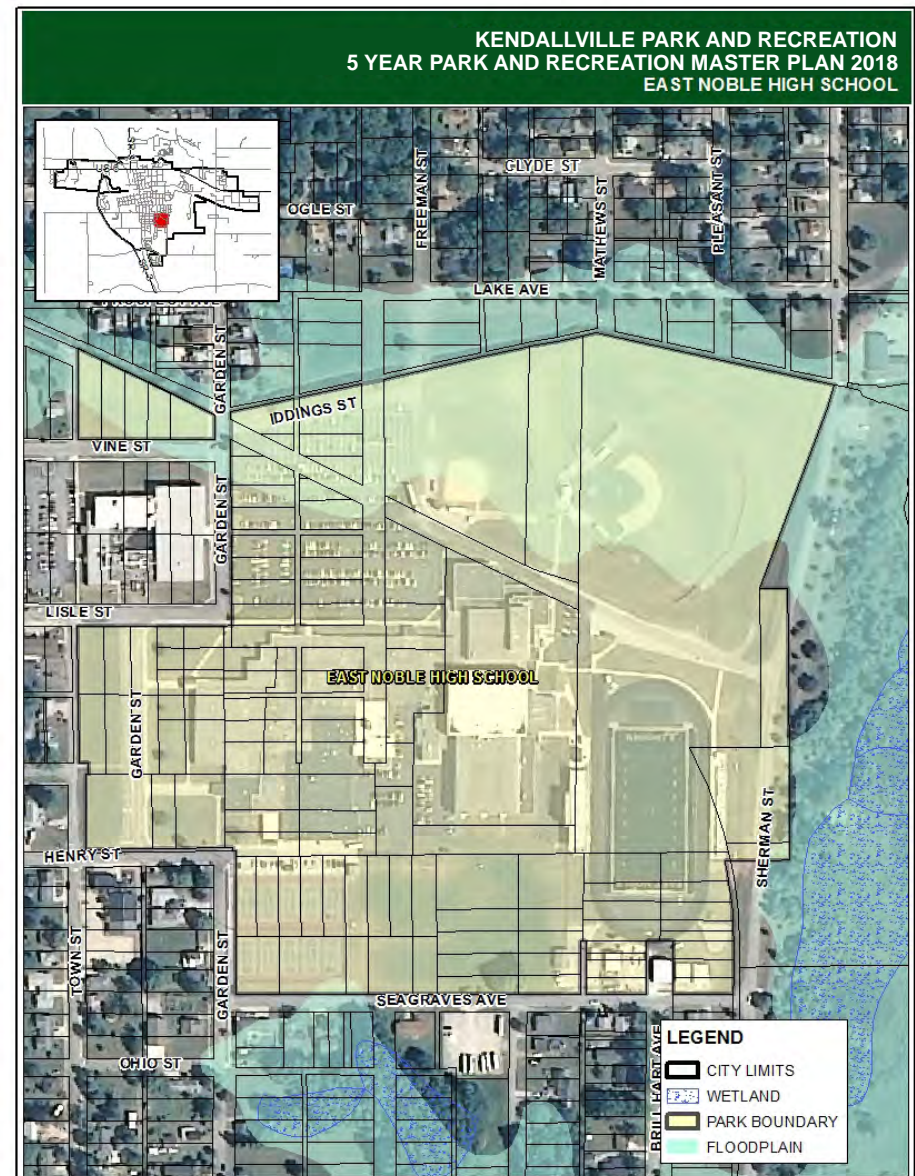
## EAST NOBLE HIGH SCHOOL

### General Description:

East Noble High School is located between the western edge of Bixler Lake Park and the Cole Center Family YMCA. The high school campus includes two ball diamonds, ten tennis courts, a football field, and several practice fields.

The high school also has several gymnasiums that accompany the 1,020 seat Cole Auditorium. They are used for school and civic performances including the Gaslight Theater Group and the annual Community Concert series.

AMENITIES/FACILITIES	
Baseball Diamond	X
Basketball Hoop	X
Soccer Field	X
Tennis Courts	X
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	X
Obstacle Course	
Gymnasium	X
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	
Play Structures	
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	X
Concession Stand	X
Bleachers	X
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	
Other	X



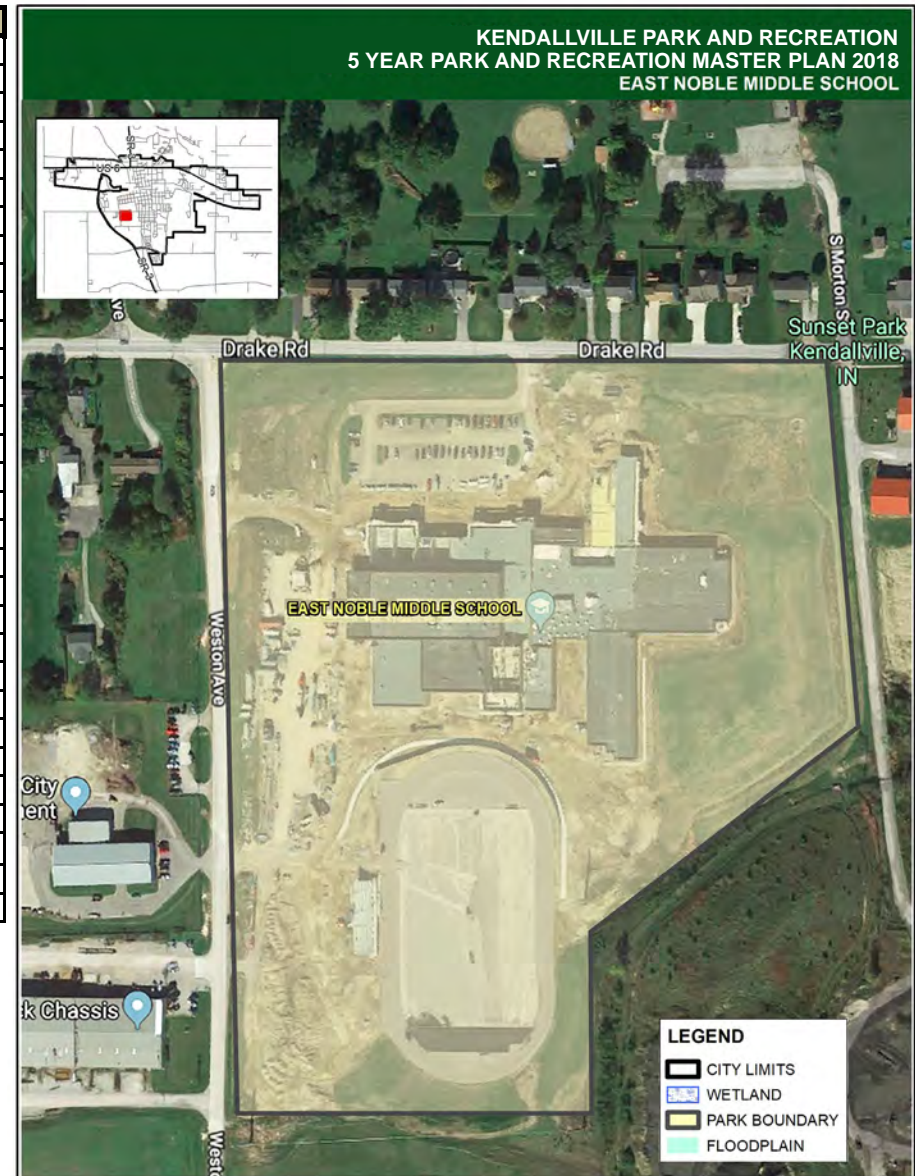


## EAST NOBLE MIDDLE SCHOOL

### General Description:

East Noble Middle School is newly constructed building campus located on the west side of Kendallville, across from Sunset Park. The campus, although new, is limited in outdoor open space. There is one artificial turf field that will be used for football and soccer, but there is a lack of practice fields. Additionally, there is a new gymnasium and outdoor track.

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	
Soccer Field	X
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	X
Obstacle Course	
Gymnasium	X
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	
Swings	
Slides	
Play Structures	
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	X
Concession Stand	X
Bleachers	X
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	
Other	X



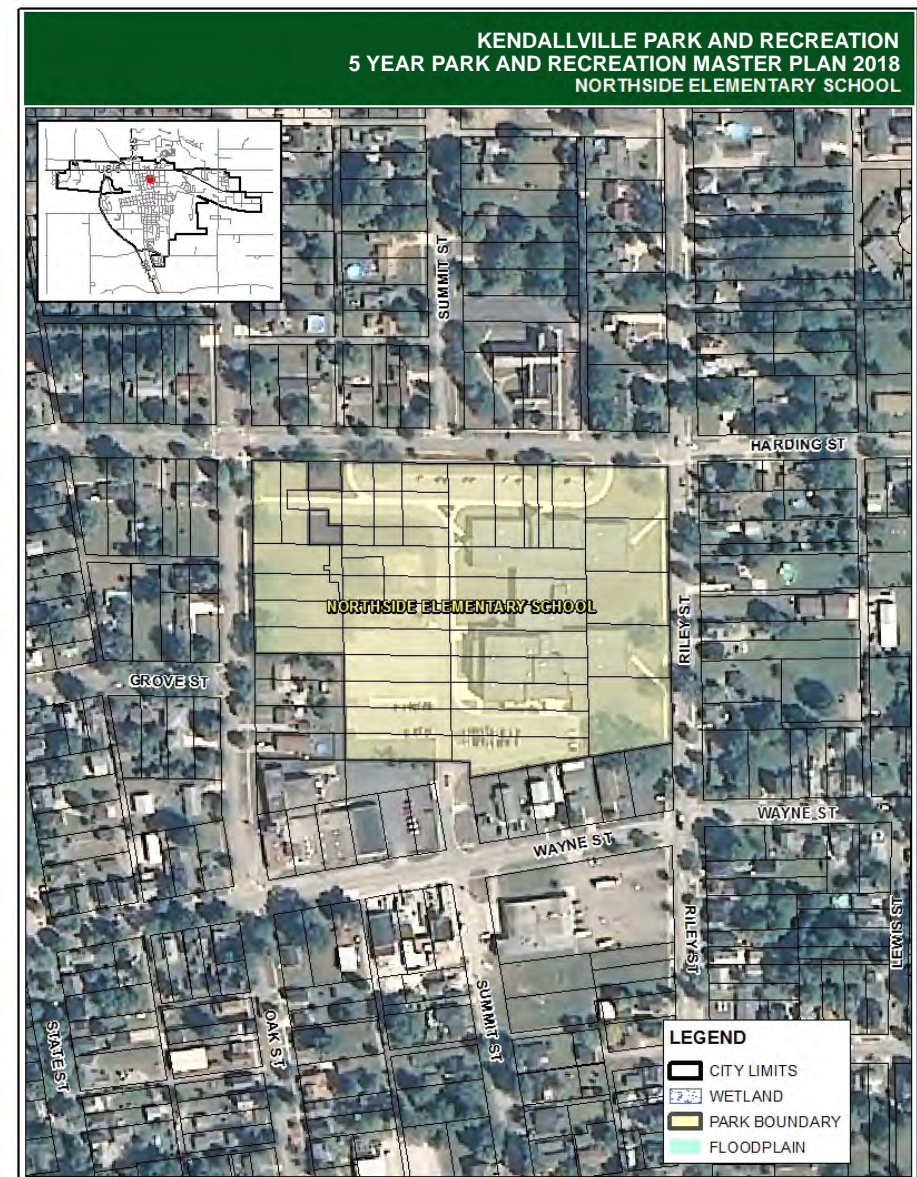


## NORTH SIDE ELEMENTARY SCHOOL

### General Description:

North Side Elementary School is located on the north side of Kendallville. The school grounds consist of a playground, walkways, basketball courts and open space.

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	X
Soccer Field	
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	
Football Field	
Obstacle Course	
Gymnasium	X
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	X
Swings	X
Slides	X
Play Structures	X
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	X
Concession Stand	
Bleachers	X
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	
Other	X



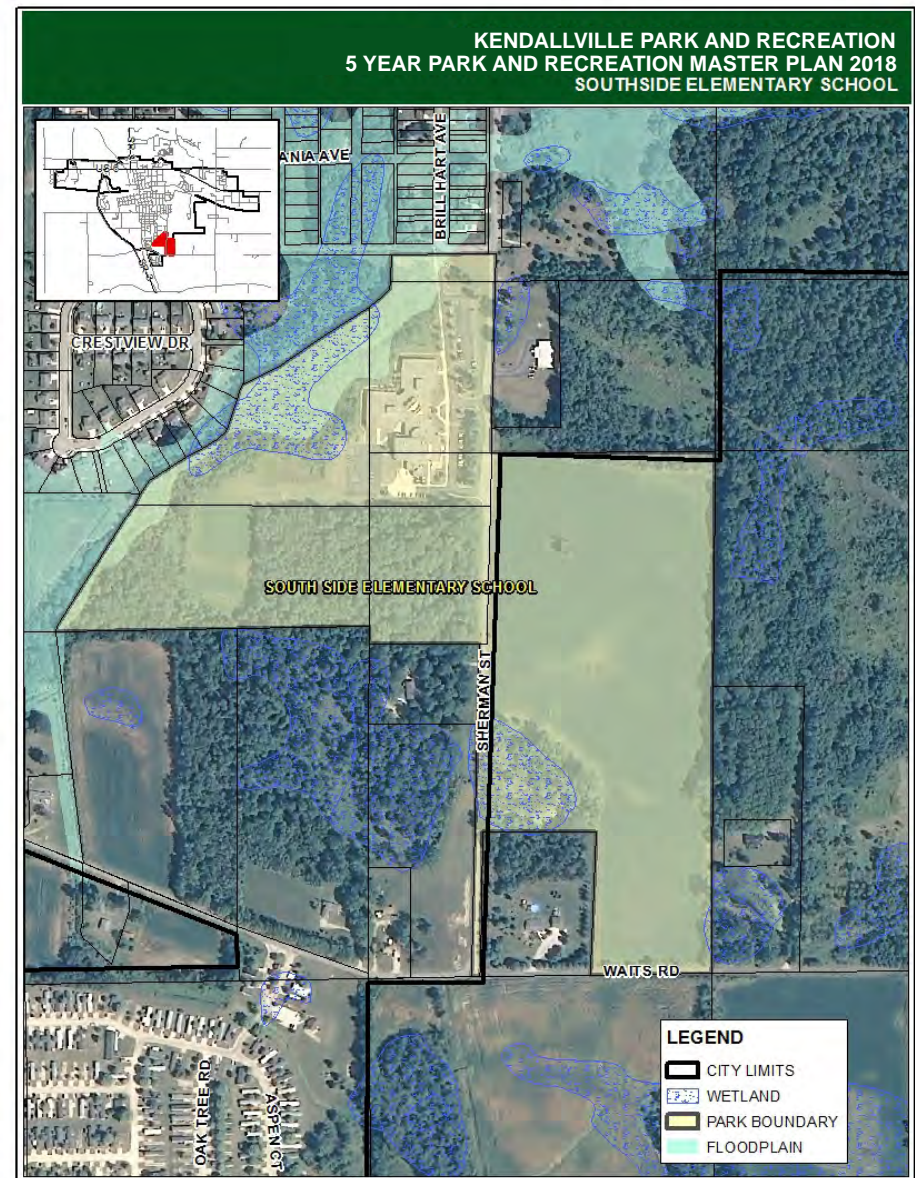
## SOUTH SIDE ELEMENTARY SCHOOL

### General Description:

South Side Elementary School is located near the south end of Kendallville. It is southwest of the Bixler Lake Nature Wetland area and west of Sherman Street.

The school campus offers soccer fields, a playground and basketball courts. There is a trail north of the school that provides a pedestrian connection between the school and the neighborhood development to the west.

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	X
Soccer Field	X
Tennis Courts	
Swimming Pool	
Volleyball Court	
Running/Walking	X
Football Field	
Obstacle Course	
Gymnasium	X
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	X
Swings	X
Slides	X
Play Structures	X
Exercise Equipment	
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	X
Concession Stand	
Bleachers	X
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	
Other	X





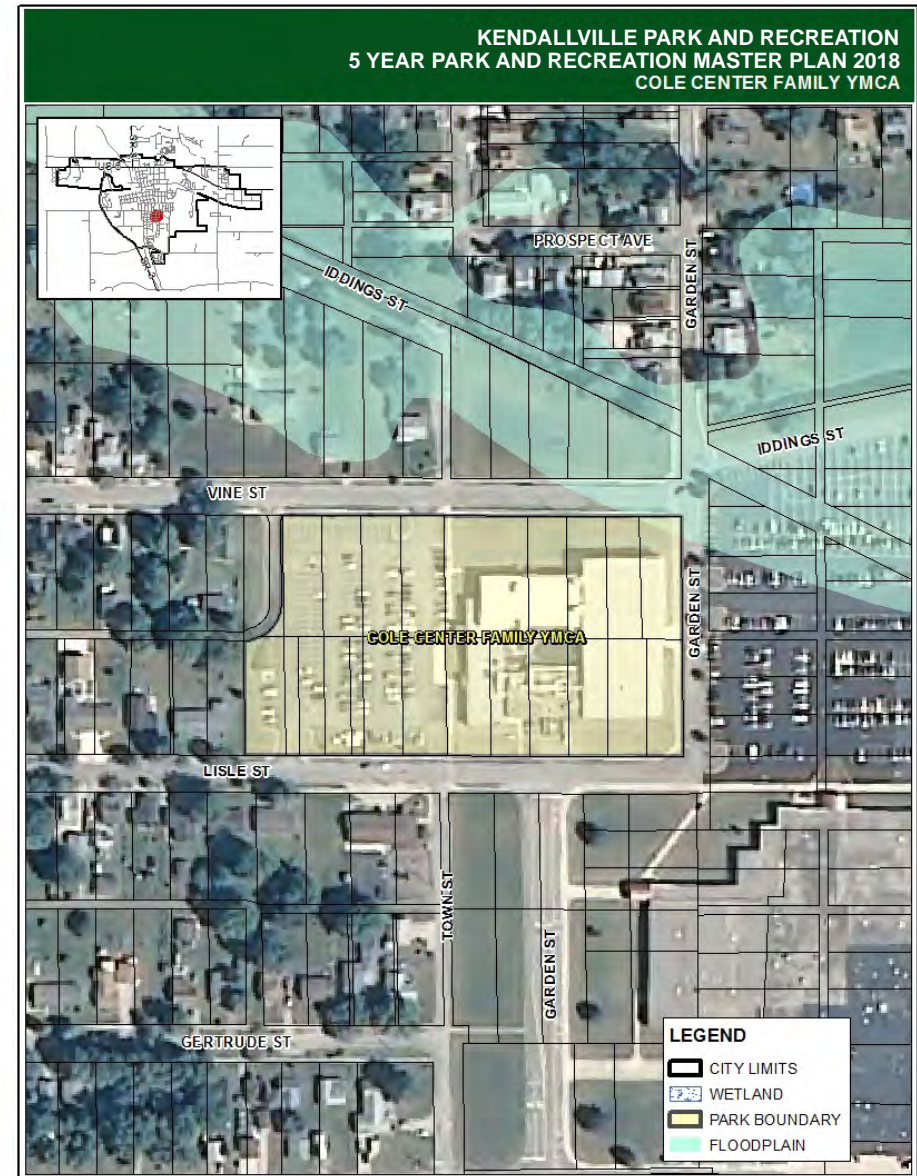
## COLE CENTER FAMILY YMCA

### General Description:

The Cole Center Family YMCA is located west of the East Noble High School and provides indoor program activities typical of most YMCA facilities.

There are no outdoor fields or facilities offered.

AMENITIES/FACILITIES	
Baseball Diamond	
Basketball Hoop	X
Soccer Field	
Tennis Courts	
Swimming Pool	X
Volleyball Court	X
Running/Walking	X
Football Field	
Obstacle Course	
Gymnasium	X
Horseshoe Pit	
Teeter Totter	
Spring Rocker	
Merry-go-round	
Climbing Equipment	X
Swings	
Slides	
Play Structures	
Exercise Equipment	X
Boat Launch/Marina	
Beach	
Grill	
Picnic Table	
Pavilion	
Restroom	X
Concession Stand	
Bleachers	X
Campsite/Cabin	
Benches/Seating	
Drinking Fountain	X
Other	X





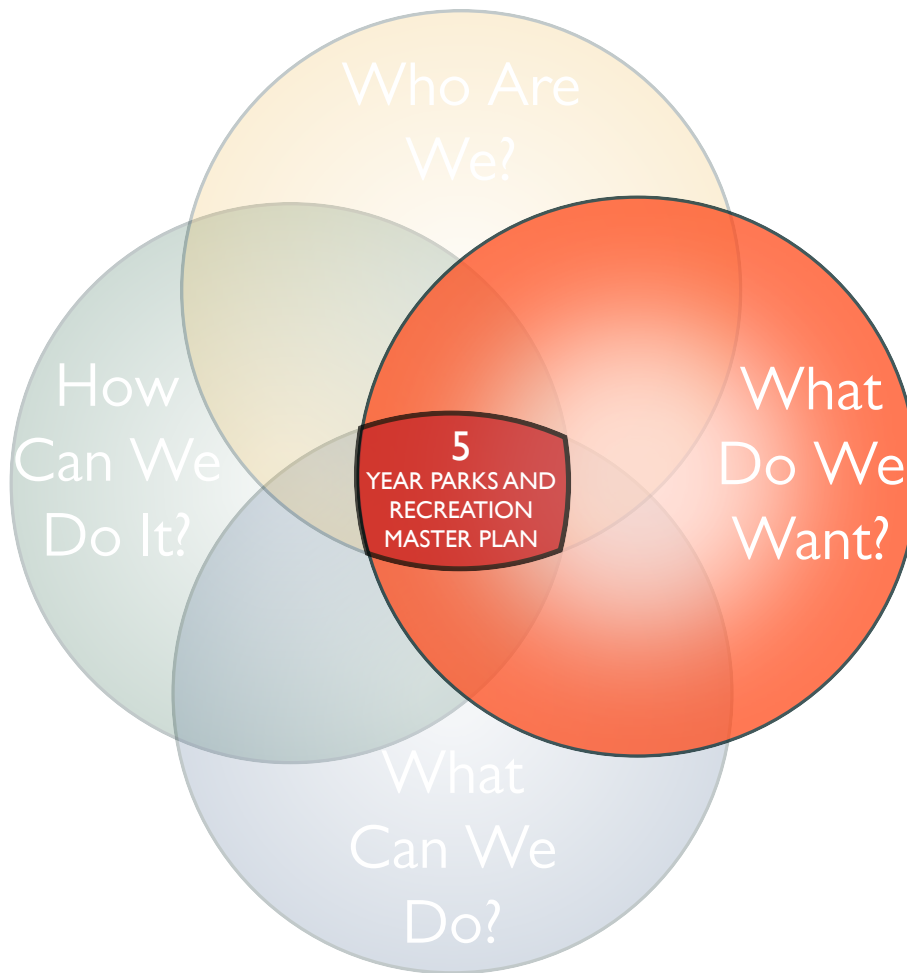
## ***Chapter 2: What do we want?***

is a compilation of stakeholder input, key person interviews, and public participation. This segment drives the entire focus of the plan. It assimilates the concerns and comments of the community into a cohesive vision that can then be addressed.

The topics covered in this section are:

**Community Input**

**Goals and Priorities**



## PUBLIC PARTICIPATION

### Public Input Overview

Community input was gathered from a variety of sources. These include both a Random Survey and Non-Random Survey.

### Random Survey

A random, twenty-eight question survey was administered online as well as in hardcopy form. The survey was divided into four categories: General Information, Park Facilities/Amenities, Park Programming, and Park Accessibility.

The survey was advertised in the KPC News-Sun newspaper, through a radio interview on 95.5 FM - Hawk Sports Talk and on both the City's and Park Department's websites. The online survey link was posted on the City of Kendallville's main website as well as on the Kendallville Park Department's website and Facebook page. Hard copies of the survey were also provided at the various City offices including the Mayor's and Parks Department offices.

The survey opened for public input on March 2, 2018 and was closed on April 6, 2018.

In total, 378 responses were received from both the hardcopy and online surveys. This is a significant increase in response rate compared to 5 years ago, with only 98 responses. Approximately 63% of the respondents were Kendallville residents. The remainder resided outside of City limits, but within Noble County.

Of these 378 responses received, only 56 were collected from the hardcopy format. This corroborates the Department's recent experiences, in which



social media has become their best method of advertising.

### Random Sample Final Results

The following section reports on the answers to the 28 items from the survey questionnaire. A copy of the survey and its results can be found in the appendix.

- Over 60% of the respondents live within Kendallville city limits.
- When it comes to the methods of how the Kendallville Park Department should communicate about upcoming news and events the top two effective means are through the newspaper and social media (i.e. Facebook and Twitter).
- During the summer months (May to September), most of the respondents visit the parks 2 to 3 times a week. While during the winter months (October to April), the respondents visit the parks once a month.
- Most use the parks for walking, playground equipment, and wildlife viewing.
- The top five most important park activities were listed as baseball, camping, boating/kayaking, nature center/education, and bike trails/BMX.
- Most felt that a splash pad / water playground should be added to the park system.
- Over 70% support a "bike friendly" street campaign.
- The Park Department facilities, amenities, and programs were rated as "generally good" and well organized.
- Approximately 35% of the respondents rarely attend park programs.
- Over 69% felt that the Park Department should make it a high priority to provide programming for Elementary Kids (6-12 years).
- 82% of respondents feel the Parks and Recreation Department should secure additional land for future park opportunities.
- The top five most important park programs that should be provided are sports leagues, fishing events, cultural arts programs, sport instructional programs, and sport tournaments.
- A majority of the respondents would like to see an increase in



advertisement and public awareness regarding park programming including the Kendallville Summer Daycamp.

- Most said that Kendallville should be active in environmental issues and education.
- Over half of the respondents feel that Kendallville should add additional fees for improved parks or park activities, if improvements exceed park funding budget.
- Lack of parking is seen as the greatest hindrance to usage of the parks.
- Nearly 60% of the respondents support the City using a park bond for the development, renovation, and operation of parks and facilities.



### Public Meeting Results

A public meeting was held on May 14, 2018 at 6:00 p.m. at the Kendallville Youth Center. Kendallville residents had the opportunity to share their thoughts, desires and concerns regarding the Kendallville Park and Recreation Department as well as their amenities. The meeting was announced in the KPC News-Sun newspaper two weeks in advance and also on the day of the meeting. The date and time of the meeting was also advertised on the previously mentioned websites.

In total, four members of the public attended the meeting. Also in attendance were representatives of the project team (Jones Petrie Rafinski) and four Park Board members.

Those in attendance were presented with a brief introduction to the master planning process. The results from the public survey, conducted by the project team, were summarized and presented to the group for validation, with key takeaways from the survey following. Those in attendance agreed that the goals and philosophy of the master plan appeared to still meet the park department's purpose.

The meeting was followed by an open discussion led by the project team. In addition to taking questions and comments from the audience, the project team also reviewed the next steps going forward with the project, including:

- Conducting Key Person interviews
- Reviewing Park Programming, Amenity Inventory, and current and projected Level of Service (LOS)
- Updating the needed Goals and Objectives for the Park Systems
- Refining the priorities and funding models to effectively maintain existing facilities and provide efficient funding for future development

Three themes were identified during the public discussion and are as follows:

**Developing a splash pad/ water playground areas**

**Addressing public safety concerns by using traffic control measures**

**Advancement and Promotion of exercise and educational/ environmental programs**

## Non-Random Survey

After input from the random survey was gathered and organized, the Master Plan Steering Committee provided JPR with a list of over 30 residents to be interviewed as part of the key person (stakeholder) interviews. Selected individuals represented a wide variety of professions and reflected a high level of community involvement. These included, but were not limited to, public sector workers, little league coaches, key school administrators, charitable foundations directors, county tourist and area trail coordinators and more.

JPR made phone calls and sent emails to all of individuals listed and made contact with 25 people. Three questions were developed to validate information collected from the random survey and to induce additional comment.

1. What do you see as the strengths of the Kendallville Park and Recreation Department?
2. What do you identify as the weaknesses of the Kendallville Park and Recreation Department?
3. What changes or ideas for improvements do you think the Kendallville Park and Recreation Department should pursue?

Results of these discussions were compiled and presented to the steering committee. These interviews were then compared with the random survey.

## Non-Random Survey Takeaways

### Strengths:

- Strong leadership of park board, staff, and park director.
- Facilities are well maintained.
- There is a wide range of programming offered for community.

### Weaknesses:

- Marketing of the department's programming, achievements, and all they do for the community needs improvement.
- There was a general consensus that the park department is understaffed, particularly the maintenance staff.

### Ideas:

- Continue examining ways to promote the use of Bixler Lake and the west terraces.
- There should be a continued effort to establish partnerships with other organizations in the community.
- Several people voiced interest in a splash pad.
- Continue exploring ways to improve connectivity within the community.

## Board Approval

On September 10, the monthly Park Board meeting was held at the Kendallville Youth Center at 6:30 p.m., and the final 5-Year Park Master Plan was presented and approved by the Board. The meeting was advertised per usual on the City website.





## GOALS AND PRIORITIES

Throughout the planning process, seven meetings were held with the steering committee. During these meetings, a range of topics were examined. These topics included:

- Identifying successes of the previous plan (completed tasks)
- Reviewing park inventory
- Examining and revising random survey questions
- Assessing results of random and non-random survey
- Evaluating and revising goals and priorities based on survey results

These meetings, in combination with the public input survey, park inventories, and key person interviews helped identify the essential issues the Kendallville Park and Recreation Department should address. These issues are broken down by park and prioritized according to significance of need.

The top priorities have been identified and will be incorporated in the five year action plan. Other issues that may not feasibly be accomplished in the short term have been identified as long term or future development.

All issues, whether short or long term, have been listed to help provide direction for future planning efforts.

### Bixler Lake West

- 2 Continue to inspect and audit existing playground and remove or replace outdated equipment
- 1 Review ADA access to playground and structures
- 2 Redesign existing terraces on Bixler Lake West to be more accommodating for future performances and events.
- 2 Develop a complete pedestrian pathway along Bixler Lake
- 1 Repair and resurface existing tennis courts
- 2 Review recently installed disc course; look into the possibility of adding an additional nine holes
- 1 Renovate and repair Rotary Pavilion

### Priority Listing

- 1 = Top concern - to be implemented within the next five years.
- 2 = Secondary concern - to be implemented after top concerns are completed.
- 3 = Long range concerns - to be considered for implementation beyond 10 years.

### Top Priorities

- 1 Develop Splash Pad in Kendallville Outdoor Recreation Complex
- 1 Develop bike routes and improve community wide connectivity
- 1 Improve accessibility throughout the park system
- 1 Campground expansion and improvements
- 1 Resurface tennis courts

### Administration

- 1 Maximize programming use at the Youth Center and continue to provide affordable programs
- 1 Hire (1) new full time Maintenance Staff
- 1 Increase budget for seasonal help

### Bixler Lake East

- 2 Continue to inspect and audit existing playground and remove or replace outdated equipment
- 1 Review ADA access to playground and structures
- 1 Extend pathway from northern end of Bixler Lake to the Bixler Lake Wetland Nature Area and into the Kendallville Outdoor Recreation Complex
- 3 Develop a trail connection between Bixler Lake Park and the Mid-America Windmill Museum
- 2 Enhance existing disc golf course with new signage
- 1 Review and replace old existing play equipment and playground that meets current playground safety requirements and is ADA compliant
- 1 Renovate and repair Kiwanis and Pownall Pavilions

### **Bixler Lake Campground**

- 2 Continue to inspect and audit existing playground and remove or replace outdated equipment
- 1 Review ADA access to playground and structures
- 1 Remove existing softball complex and develop new RV camping sites and review interior vehicular flow
- 1 Update electrical system
- 1 Construct a fire place for the Lions Pavilion

### **Bixler Lake Wetland Nature Area**

- 1 Review condition and ADA compliance of wildlife overlook structures
- 2 Replace wood mulch path with an ADA accessible surface
- 1 Continue to monitor condition of duck pond determine best methods for removing noxious weeds
- 2 Install interpretative educational information along trail system
- 1 Expand environmental education programs offered to the public and school system
- 2 Develop a passive nature center near the entrance of the nature trail
- 3 Elevated boardwalk through wetlands

### **Kendallville Outdoor Recreation Complex**

- 2 Continue to inspect and audit existing playground and remove or replace outdated equipment
- 1 Review ADA access to playground and structures
- 2 Continue to expand facilities and programs
- 1 Expand the use of the complex to include regional softball tournaments through all baseball and softball organizations
- 1 Develop a splash pad
- 2 Install electric pedestals along north side of parking lot

### **Sunset Park**

- 2 Continue to inspect and audit existing playground and remove or replace outdated equipment
- 1 Review ADA access to playground and structures

- 2 Provide an ADA accessible pathway within the park and provide connection points to the adjacent neighborhoods
- 2 Replace the existing pedestrian bridge with one that meets ADA guidelines
- 3 Protect the Bixler Lake Ditch stream bank from erosion and enhance with native plantings
- 2 Develop a pedestrian connection between Sunset Park and Bixler Lake Park along Bixler Lake Ditch
- 3 Review shuffleboard courts

### **Kendallville Youth Center**

- 1 Provide an action plan to ensure building is compliant with current ADA guidelines
- 1 Expand affordable program options
- 1 Continue to update and repair Youth Center Building

### **Wes Frehse Preserve**

- 2 Periodically review existing vegetation and eradicate invasive species
- 3 Encourage the use of the property as a nature area with a passive trail system

### **Blackman Woods Preserve**

- 1 Develop site improvements to eliminate the use of motorized vehicles within the preserve
- 1 Encourage the use of the property as a nature area with a passive trail system
- 1 Review ADA requirement for existing parking lot



### ***Chapter 3: What can we do?***

offers solutions. After a thorough analysis of the system, any amenity deficiencies will be addressed in this section.

The topics covered in this section are:

**Current Trends**

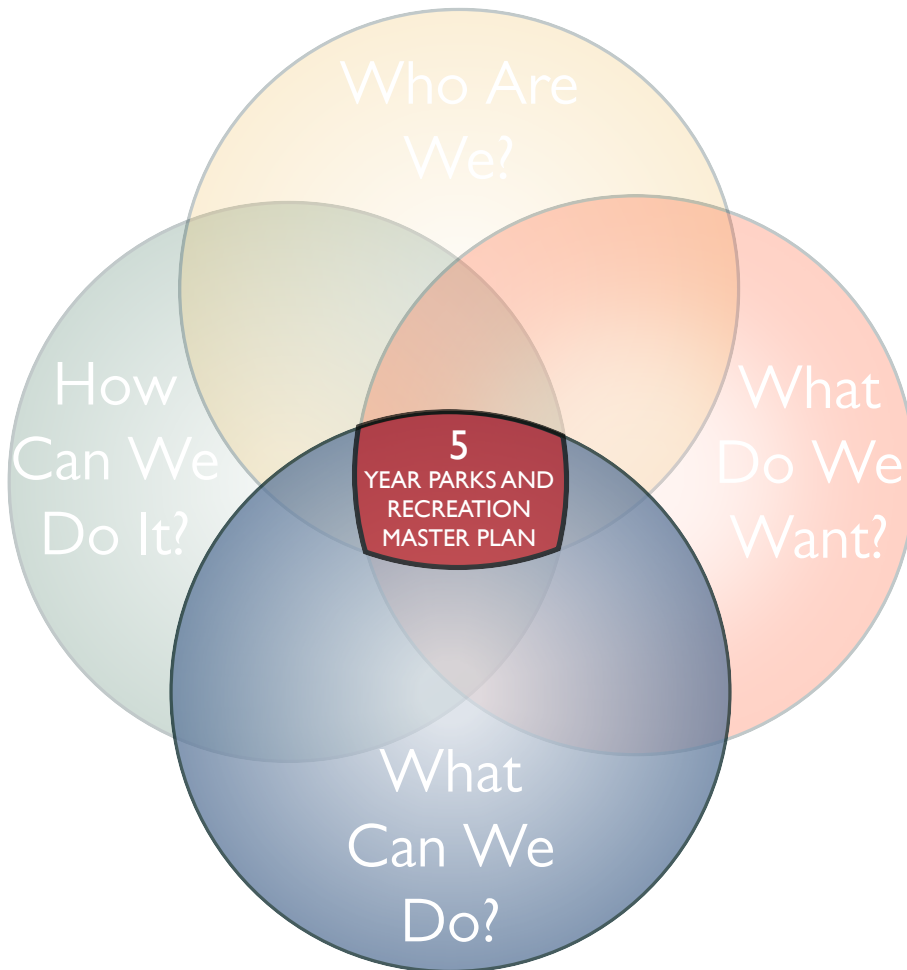
**Level of Service Analysis**

**Maintenance and Safety**

**Planning Effort**

**Marketing and Communications**

**Future Park Development**



## CURRENT TRENDS

Current trends throughout the United States are focusing on activities that incorporate both fitness and wellness programs. Participation in these activities has been increasing over the last 10 years. It has been documented that as people age they become more health conscious and pay closer attention to their overall health and fitness.

Recreational activities such as walking, swimming, aerobic exercising, hiking, and cycling are among the top fifteen activities cited by the National Sporting Goods Association and the National Recreation and Park Association.

The National Sporting Goods Association (NSGA) conducts an annual study of sports participation. The survey listed the activities (table at top right) per million participants. Per NSGA, a participant is defined as someone seven years of age or older who participates in a sport more than once within a year for all sports.

The current Indiana Statewide Outdoor Recreation Plan 2016-2020 (SCORP) evaluates the State of Indiana's park and recreation needs on a statewide basis and identifies the top fifteen recreational activities based on participation (table at bottom right).

For the most part, the national and statewide trends are reflected in Kendallville. Walking trails, nature areas, and multi-generational program needs were discussed during the public meeting, public survey, and key person interviews.



Top 15 Activities & Sports by Participation		
Activity	Total Participation in Millions	Percent Change 2015-2017
Exercise Walking	106.3	35.4%
Exercising with Equipment	56.3	31.8%
Swimming	46.3	30.3%
Aerobic Exercising	45.1	26.4%
Running/Jogging	44.5	22.1%
Hiking	42.0	14.8%
Camping (Vacation/Overnight)	40.1	13.2%
Work-Out at Gym/Fitness Studio	36.6	12.7%
Bicycle Riding	36.0	11.4%
Bowling	35.2	9.7%
Baseball	22.5	9.3%
Tennis	17.2	6.2%
Football (Tackle)	10.3	3.7%
Kayaking	7.3	2.5%
Soccer	4.9	2.1%

National Sporting Goods Association (NSGA)

Top 10 Activities - Activity Trends in Indiana	
Activity	Percent based on respondents
Hiking/ Walking/ Jogging	87.4%
Camping	65.4%
Fishing	61.2%
Swimming	60.7%
Canoeing, Kayaking, Paddle sports	57.8%
Bicycling	55.9%
Hunting	51.3%
Fairs/ Festivals, Outdoor concerts	46.7%
Boating, Water skiing, Sailing	45.2%
Off-road Motorized Use	38.2%

SCORP 2016-2020



## LEVEL OF SERVICE ANALYSIS

### Level of Service Analysis - NRPA Standards

Level of Service (LOS) is usually defined in Park and Recreation Master Plans as the capacity of system components and facilities to meet the needs of the public. The traditional method of measuring LOS often calls upon the National Recreation and Parks Association (NRPA) Standards. This methodology, which was developed in the 1980's, is typically based on providing a set number of facilities or acres per 1,000 people. It has been discovered that this method does not provide an accurate depiction of needs of the community since each community has varied demographics, and both physical and fiscal conditions. Based on the Indiana Statewide Comprehensive Outdoor Recreation Plan (SCORP), NPRA standards began to shift from this population ratio method to a Level of Service system of recommendations.

Since the population ratio method has been used extensively in the past, this plan also refers to these historic comparisons for population-based components.

Park Name	Owner	Acreage	Public/Private	Park Category
Bixler Lake Park	Kendallville	530	Public	Regional Park
Kendallville Outdoor Recreation Complex	Kendallville	86	Public	Regional Park
Sunset Park	Kendallville	27	Public	Community Park
Kendallville Youth Center	Kendallville	1	Public	City Facility
Briedert Park	Kendallville	0.2	Public	Mini Park
Wes Frehse Preserve	Kendallville	18.3	Public	Preserve
Blackman Woods Preserve	Kendallville	80	Public	Preserve

### Level of Service Analysis - Service Areas

For this analysis, the standard LOS was set at the National Recreation and Park Association's (NRPA) guidelines recommendation of a total of 6.25 to 10.5 acres of open space per 1000 population.

The Kendallville Park and Recreation Department total public park acreage is approximately 633. Private parks, parks within adjacent communities, public school properties and other facilities that provide recreational programs not owned by the City have not been included in this analysis, but do contribute to the quality of life of the residents of Kendallville.

Currently, the City of Kendallville far exceeds this requirement by providing 633 acres of park land and facilities.

### Level of Service Analysis - Facilities

#### Park Facilities

Approximately 28% of the survey participants visit a Kendallville park 2 or 3 times a week during summer months. Most use the parks for the playgrounds, trails, and nature walks. When asked what facilities should be added, the top request was for a splash pad / water playground.

These results support the findings to the question "How do you feel about adding or improving the following facilities in the Kendallville park system?" the top three responses were nature center, boardwalk through wetlands, and splash pad.

Overall, the parks facilities and amenities were rated as "generally good".

#### RV Campground

The Bixler Lake Campground is one of the largest revenue generators for the Kendallville Park Department. Since the completion of the previous master plan, the park department extended the City's sewer services to

the campground and replaced the outdated septic system. In addition the existing electrical system is inadequate in providing the proper electrical services to campers including the larger RVs. In an attempt to collect additional revenue that can be used to fund future park department improvements, the park department is looking to expand the campground into the adjacent an adjacent softball field. Due to the expansion of Phase 2 at the Kendallville Outdoor Recreation Complex, this softball field will no longer be necessary. This expansion project would provide designated camp sites to accommodate the larger RVs. Each site would have sewer, water and electrical connections.

## Park Play Equipment

The majority of the Department's park play equipment was recently replaced over the last 5 years, during the implementation of the previous park master plan. The exceptions to this being the playgrounds installed

**Level-of-Service (LOS)** standards are measures of the minimum amount of a public facility which must be provided to meet that community's basic needs and expectations. LOS measures are typically expressed as ratios of facility capacity to the number of users. They are used to measure whether existing facilities and services are adequate to serve its citizens, or whether there are deficiencies that should be corrected. They also serve as yardsticks to measure whether existing capacity is adequate to handle new development, or to determine what facility improvements will be required to avoid overloading existing facilities. As the community grows in population, LOS assures that facilities and services will keep pace with that growth.

at Sunset Park, Kendallville Outdoor Recreation Complex, and part of the Tot Lot playground located near the Jansen Pavilion. There were two (2) ADA compliant swing seats added to the Tot Lot playground. Regulations and standards are constantly evolving as safety and accessibility become increasingly emphasized. Refer to the Maintenance and Safety component of this chapter for further information.

## Level of Service Analysis - Connectivity

### Bike Programs

Currently, there is no community "Bicycle-Friendly Campaign". This type of program requires the coordination between multiple agencies and can be done in conjunction with a Safe Routes to School program. Successful implementation will not only make bike riding safer, it will help to increase the level of fitness of community residents, especially with children.

### Trail Connectivity

Trails and bike routes, along with sidewalks, form a network of connectivity. These interconnected, non-motorized trails are quickly becoming quality of life issues in most communities. A Connectivity Plan can outline a series of well planned trails, bike routes, and sidewalks and can help with phasing, funding, and implementation.

With the success and completion of several sections of the Fishing Line Trail between Kendallville and Rome City, there is a growing appreciation for the benefits of these trail connections. Future plans, according to Noble Trails, propose extending this trail to the east side of Kendallville and connecting to the Kendallville Outdoor Sports Complex. This presents an opportunity for the Kendallville Park Department to examine potential connections between the City trails and other area trails, and how the Park Department can best market themselves as a regional draw.



## Level of Service Analysis - Existing Components

According to the table below, the Kendallville Park and Recreation Department will not need to add any additional facilities in 2018 in order to maintain their current level of service for recreation components. This is based on projected limited population growth.

Capacity Levels of Service for Community Recreation Components																					
		Baseball Fields	Basketball Hoops	Boat Launches	Football Fields	Campsites Cabins	Concessions	Disk Golf	Gyms/ Auditoriums	Nature Centers	Pavilions/ Gazebos	Playgrounds	Beach	Splash Pad	Restrooms	Shuffleboard Courts	Sledding	Soccer Fields	Tennis Courts	Volleyball Courts	Tracks
Inventory																					
City Facilities (Public and Private)		15	10	2	1	80	6	2	1	0	7	5	2	0	6	10	0	5	3	2	0
Schools Facilities		0	6	0	1	0	0	0	0	0	0	2	0	0	0	0	0	4	10	0	2
Total		15	16	2	2	80	6	2	1	0	7	7	2	0	6	10	0	9	13	2	2
Current Ratio Per Population																					
Current City Population	9848.0																				
Current Ratio per 1000 Population		1.52	1.62	0.20	0.20	8.12	0.61	0.20	0.10	0.00	0.71	0.71	0.20	0.00	0.61	1.02	0.00	0.91	1.32	0.20	0.20
Population per component		656.53	615.50	4924.00	4924.00	123.10	1641.33	4924.00	9848.00	0.00	1406.86	1406.86	4924.00	0.00	1641.33	984.80	0.00	1094.22	757.54	4924.00	4924.00
Projected Ratio Per Population																					
Estimated 2019 City Population	9850.0																				
Total # needed to maintain current ratio of all existing facilities at projected population		15.00	16.00	2.00	2.00	80.02	6.00	2.00	1.00	0.00	7.00	7.00	2.00	0.00	6.00	10.00	0.00	9.00	13.00	2.00	2.00
Number that should be added to achieve current ratio at projected population		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



## Level of Service Analysis - Park Programming

A key focus of the Park and Recreation Department for the next five years is the development and growth of recreational programming in the community. Residents have a wide variety of program opportunities that are offered by several groups and organizations. While it has been noted that there are times where duplication of services are offered by both the park department and private entities, the responses from the public input sessions and survey have indicated that these programs should remain since they provide an affordable option.

Special emphasis on offered programs includes the arts, fitness and appreciation of our native environment. Organized sports are conducted in conjunction with the Kendallville Youth Softball and Baseball Associations, Noble Area Soccer Association, the Kendallville Adult Softball Association and the Sunset Shuffleboard Club.

The use of artistic skills to create handmade objects is an integral part of Kendallville's heritage and one which can provide individual satisfaction. In support of this, numerous instructional programs are conducted each year.

Fitness and exercise is also emphasized with programs including indoor winter walking, beach volleyball leagues, and roller-skating instructional classes. Gymnastics instruction, table tennis tournaments and tennis lessons for youth and adults round out the fitness offerings.

Teaching the values and excitement of nature fits well with the park system's extensive natural resources. Topics for their environmental educational programming include spring wildflower identification and cooking with herbs. Numerous school classes visit the park to discuss diverse subjects; from beekeeping to the values of wetlands and wildlife habitat.

Other recreation opportunities include the following:



- Polar Bear Plunge
- Ping Pong Tournament
- Night time Easter Egg Hunt
- Pitch, Hit and Run
- Memory Lantern Launch
- Mother's Day Run
- Stargazing
- North vs. South Water Fight
- July 4th Celebration
- Kid City
- Kids Triathlon
- Zombie Walk
- Trail of Terror
- Kendallville Christmas Parade
- Community Christmas Greetings
- You Have been Elfed

Any new programs must be need driven and diverse to attract various age groups, interests and income levels. New programs should be for school-age children and special populations, as identified in the public survey.

Nearly 54% of respondents rate the activities and programs as generally good and 53% state that the programs are fun and well organized.

Some were completely unaware of these activities. Better marketing and communications can help to rectify this matter. Please see the Marketing and Communications portion of this chapter.



## Level of Service Analysis - Park Programming Continued

The park department has worked tirelessly over the last decade to manage facilities, strengthen recreation leagues and promote the Kendallville Outdoor Recreation Complex as a regional draw. Over 98% of respondents in the random survey rated the KORC and facilities as either consistently high quality or generally good. This was reciprocated in the key person interviews as one of the overall strengths of the park department.

In just 2017, over 20 weekend events were held including baseball and softball tournaments, and charity fundraisers. In addition to weekend tournaments, the KORC is responsible for organizing numerous recreation leagues that include soccer, baseball, and softball for youth and adults. The following is a list of all the leagues the KORC is home to.

- EN Youth Baseball
- Kendallville Girls Softball League
- Kendallville Titans (traveling baseball)
- Kendallville Heat (traveling softball)
- Cole Center YMCA Ragball, T-ball, soccer and football leagues
- Nasa, St. John's Luthern School and EN Middle School soccer
- EN Middle School Cross Country
- EN High School boys and girls summer soccer leagues
- Mens and CoED Slow-pitch softball leagues - summer and fall

Besides recreation leagues, the park department provides a safe and inviting environment where people can utilize the basketball courts, playground, running trails, and pavilion. In the future, the KORC will also serve as a destination along the regional Fishing Line Trail discussed on page 33 of this document.

With Phase 2 of the complex under construction and scheduled to be completed in 2019, the next 5 years are sure to be even busier.



## Level of Service Analysis - Accessibility

### Service Areas

There are a number of physical barriers which could impact the level of service of a park. One of which is the accessibility of the park to the public as defined by its service area. The NRPA suggests that service areas should be based on park classification.

The classification of parks and recreational areas provide a valuable guideline in maintaining proportionate user-oriented space within the City while providing for variation in the designation of that space. General descriptions of the four main types of Kendallville parks are described below:

The classifications for the parks are based more on functionality rather than the suggested acreage limits. The criteria below were used to categorize the parks for this analysis.

1. Mini Parks:
  - a. Specialized facilities that serve a concentrated or limited population, or specific group, such as senior citizens.
  - b. Size: less than 5 acres.
  - c. Service area: ¼ mile.
2. Community Parks:
  - a. Recreation areas containing picnic facilities, regulation playfields/ play courts, playground, and open land, and school and county parks.
  - b. Size: 6 to 30 acres.
  - c. Service area: 1 mile.
3. Regional Parks:
  - a. Recreational and natural areas whose primary purpose is to make public space available to nature activities and education. Such activities include hiking, camping, observing, biking, outdoor

- theaters and events, and environmental education.
- b. Size: approximately 50 acres or greater.
- c. Service area: 2 miles.

4. Preserves:
  - a. Land set aside to remain natural areas
  - b. Size: unlimited acres.
  - c. Service area: 1 mile.

The City appears to have ample coverage of park services areas due largely to Bixler Lake Park. However, because US Hwy 6 is a major barrier, it would be beneficial for the City to acquire additional land for the development of a neighborhood park somewhere north of US Hwy 6.

### Barriers

Physical barriers, like highways, railroads, and natural features, can also decrease the LOS. US Hwy 6, which is an east-west highway, divides the northern portion of Kendallville's city limits from the remaining portion of the city. In addition, a Norfolk Southern railroad runs along an east-west route just north of the downtown area. While there are several pedestrian crossings along US Hwy 6 and the rail line they both act as barriers limiting pedestrian access to the City's park system.

Adhering to the seven Principles of Universal Design (equitable use, flexibility in use, simple and intuitive use, perceptible information, tolerance for error, low physical effort, and size and space for approach and use) will also help to increase the accessibility of the department's facilities and programming.

There is no “one size fits all” for level of service. There are guidelines available. However, it should be based on community needs rather than national standards. Based on the above review, the Parks and Recreation Department is providing a high level of services with respect to its acreages, amenities, and programming

### LEVEL OF SERVICE GOAL

Facilitate the development of a well-balanced system of parks that includes active and passive recreational opportunities to meet a variety of needs for individuals, as well as groups of all ages and abilities.

### LEVEL OF SERVICE STRATEGIES

Conduct safety inspections of all equipment to determine compliancy issues and potential safety hazards.

Review existing facilities for ADA compliance and develop a plan to bring any deficiencies up to current code.

Apply the Principles of Universal Design to future designs, programs, and marketing strategies.

Re-calculate the LOS components of this plan annually to maintain a suitable level of service.

Pursue providing parks and amenities to serve all areas of the community and increase pedestrian safety crossing on physical barriers limiting access to services.

Review the existing condition of the parks and provide necessary upgrades or enhancements to improve the user’s experience and enjoyment.

Expand available affordable programs and enhance existing programming to better fit community needs, current trends and targeted age groups.

Improve marketing to the community through all forms of media.

Assist applicable agencies with the completion and expansion of the trail systems. Utilize the Indiana Trailway Plan for any state initiatives.

Initiate a Bicycle-Friendly Campaign by establishing a committee of representatives from the street, police, zoning, parks and recreation departments as well as the school system to establish routes, educational training, and implementation.

Create a Connectivity Plan that incorporates all modes of non-motorized methods of travel that will help to further their use and safety.





## MAINTENANCE

In many instances, the image of a community is based on how well its parks and facilities are maintained. Parks are known to be the front door to many communities and the first impression to visitors and guests is critical. Kendallville is fortunate to have a beautiful and unique park system.

Effective park maintenance requires planning, organization, schedules, and capital. There must be a sound, basic understanding of the purpose, goals, and objectives of park maintenance in order to operate at top efficiency.

Based on observations and discussions with the park director, staff, and key person interviews, the park department's maintenance staff does an excellent job with the resources available. The level of maintenance for Kendallville, as established by the National Recreation and Park Association, is currently at Maintenance Mode II and Mode III (see the Appendix for the tasks associated with the different Modes). This is considered an acceptable operating standard for municipal parks and recreation systems of this size. However, with the nearly completed expansion of Phase 2 at the KORC, and the fact that the department is still operating below peak staffing numbers, there is a need to hire an additional maintenance personnel in the near future. This will allow the park director and facility manager positions to be separated and better allow the maintenance staff to deliver on all elements of park maintenance.

Currently, the Department has some maintenance standards in place, but there is no system-wide approach. Maintenance standards should be documented and tracked for compliance based on desired outcomes. These include documenting maintenance tasks that have been completed and the time it took to complete the work. The documentation and implementation of standards should be made a priority for the coming budget year. Creating a maintenance system that includes a work order system and establishes performance measures tied to written maintenance standards will help to develop staffing needs and equipment

requirements. Additionally, as equipment and facilities continue to age, maintenance will become increasingly important and must be dealt with pro-actively rather than reactively.

### Maintenance and Operations Management

Mode I - State of the art maintenance applied to a high quality diverse landscape. Usually associated with high traffic urban areas such as public squares, malls, governmental grounds or high visitation parks.

Mode II - High level maintenance associated with well developed park areas with reasonably high visitation.

Mode III - Moderate level maintenance associated with locations with moderate to low levels of development, moderate to low levels of visitation or with agencies that, because of budget restrictions, can't afford a high intensity of maintenance.

Mode IV - Moderately low level usually associated with low level of development, low visitation, undeveloped areas or remote parks.

Mode V - High visitation natural areas usually associated with large urban or regional parks. Size and user frequency may dictate resident maintenance staff. Road, pathway or trail systems relatively well developed. Other facilities at strategic locations such as entries, trail heads, building complexes and parking lots.

Mode VI - Minimum maintenance low level visitation natural area or large urban parks which are undeveloped.

CAPRA Maintenance Standards and Guidelines

### SAFETY

Based on the park inventory, discussions with staff, input gathered from the key person interviews, and public input from the survey, numerous park components are in need of being audited to determine if they need to be updated or removed. It is critical that a thorough inspection of all park equipment is conducted to determine if the various park elements meet current standards for playground safety. Prioritizing and following through with the needed maintenance and or replacement will help to reduce the potential for any liability claims against the City.

This list of items should be used as a guide in terms of regular maintenance and overall review of needed maintenance, safety inspections, and audits.

### MAINTENANCE AND SAFETY GOAL

To increase the level of maintenance at existing park sites in order to preserve and improve their aesthetics and usability for area residents and to provide safe and reliable facilities and equipment.

### MAINTENANCE AND SAFETY STRATEGIES

Conduct a playground safety audit for all parks and playground equipment to identify equipment that either shall be removed immediately (i.e. swing gate play equipment) or updated to remove the potential for either hanging or entanglement actions, or identify items that need general maintenance (i.e. replacement of the “S” hooks for swings).

Conduct frequent and annual inspections of all play areas to determine compliancy issues, identify potential safety hazards, and maintain a maintenance schedule record.

Develop a department maintenance program that creates a work order system to address capital, personnel, scheduling, and task assignments for all maintenance needs. Update annually.

Maintain a clean, orderly appearance at all times by following the regulations established in the maintenance program.

Repair or replace damaged facilities and equipment as quickly as possible. Conduct regular audits to perform preventative maintenance in order to achieve optimum life from facilities and equipment.

Develop and maintain quality staff by providing in-service training and continuing education.

Enhance existing park facilities by incorporating the safest and newest amenities available while maintaining the environmental integrity of the site.

Have at least one full time staff obtain their Certified Playground Safety Inspector certification and insure that it remains current.

Identify goals and objectives for park maintenance operations that will help direct the department to become more effective.



### PLANNING EFFORT

Developing this plan with the direction of the City in mind will help to maximize its success. Supporting the City's Comprehensive Plan and other planning documents and in turn having this document approved by the governing bodies will serve to expedite its implementation.

Many of strategies are actionable through the Park Department with the support of the City.

### PLANNING EFFORT GOAL

Incorporate the action items of this plan in to the City's annual work plans to achieve the recommendations of this plan and to enhance effectiveness of staff effort.

### PLANNING EFFORT STRATEGIES

Recommend to the City and Council the adoption and implementation of the 5-Year Parks Master Plan.

Assign responsibilities and time frames, and allocate resources necessary to complete each action identified.

Coordinate 5-Year Parks Master Plan recommendations with other City departments.

Assure that all levels of staff are informed and are set up to work together to implement the recommendations and strategies of the plan.

### PLANNING EFFORT IMPLEMENTATION

The City should develop and utilize a 5-Year Parks and Recreational Master Plan. The City should continue to utilize this document in the procurement of Department of Natural Resources grant funds.

The City should continue updating the Parks and Recreation Master Plan every five years.

The City, in conjunction with the Parks and Recreation Department, should continue to ensure that the acquisition of any park land be conducted so that each neighborhood should have convenient and safe access to park and recreation.

The City should continue to research and implement opportunities such as scholarship programs and commercial sponsorships to assist all youth, regardless of income or background, in the participation of recreation activities.

The City should continue ensuring that parks, including the banks of all creeks and lakes, offer natural areas and preserve for quiet enjoyment and educational interpretation in addition to active use areas.

The City should continue to promote increased partnerships between the public school system and the Parks and Recreation Department.

The City should continue to promote the recreational use of Bixler Lake in tourism brochures and publications.

The City should continue to encourage joint sponsorship of a bike route sys-



### MARKETING

Marketing is an essential tool for any organization. A proper marketing strategy will help define your objectives, products (i.e. programs and amenities), target markets, promotional direction, advertising campaign, and most effective method of communication. The proper execution of this plan should increase visibility, boost participation in park activities and leagues, and create an awareness of department needs and issues.

A majority of Kendallville's population is between the ages of 0 and 34. Addressing the needs of this age group will require considerations on the types of programs and park amenities offered to encourage increased usage.

Targeting this demographic will in turn deal with activities for children of all ages. For example, a family-oriented activity could include movie night at the recreation center for teens or after school programs for pre-teens.

Based on input gathered from the survey and public meeting, it was mentioned that many people were not aware that certain programs existed or were being held. It is important that the park department expand their marketing efforts to ensure that the residents of Kendallville are made aware of the services offered.

Furthermore, a primary takeaway collected during key person interviews was the the need for the park department to better advocate for the use of Bixler Lake. This begins with counteracting the perception of poor water quality in the lake by promoting the natural buffers of the adjacent wetlands and emphasizing the role of being the headwater for the Bixler Lake Ditch, eventually leading to the Elkhart River.

Utilizing the techniques discussed in the next section, Communications, will help to promote this change in programming and create awareness.

### COMMUNICATIONS

Over 80% of the survey respondents cited social media as a primary source of park information, the newspaper as a distant second, with the radio and the park website as the next effective methods of information dissemination.

Based on input during the public meeting and interviews, the park department should increase it's utilization of both social media campaigns and the newspaper to distribute information about upcoming park events and programs.

In addition, utilizing local radio and school fliers papers can help to hit target markets.

Saturating the community with park programming and activities through a coordinated multimedia blitz will help to re-energize the department and its direction.



## FUTURE PARK DEVELOPMENT

### Bixler Lake Park

Bixler Lake Park is the largest of Kendallville's parks. As noted in the park profile, it has over 530 acres with Bixler Lake being approximately 117 acres. This park consists of both active and passive park uses including playgrounds, trails, wetlands, beaches, and campgrounds. With the development of the final sections of the pedestrian pathway, utilization of a new portable stage, new signage for a passive nature center, and expansion of the campground, this park will continue to be a destination park as well as a revenue generator for the park department.

### Sunset Park

Sunset Park is the second largest park in the City. This park also provides both active and passive park uses including baseball fields, soccer fields, basketball courts, a playground, shuffleboard, and a community garden. Bixler Lake Ditch bisects the park and offers a possible environmental component that the park department could incorporate.

With the newly constructed East Noble Middle School across the street, there is a great potential for Sunset Park to serve an even more integral role for the west side of Kendallville. Discussions with school administrators revealed the school corporation could be interested in using the park for practice facilities or outdoor classrooms in the future. This is due to the limited green space available on the school campus.

As the park department continues searching for ways to improve ADA access in their parks, future plans include looking at the development of a new bridge over Bixler Lake Ditch and connections. Additionally, the park department will assist in looking for a suitable location for a skate park if continued interest is voiced in the community.



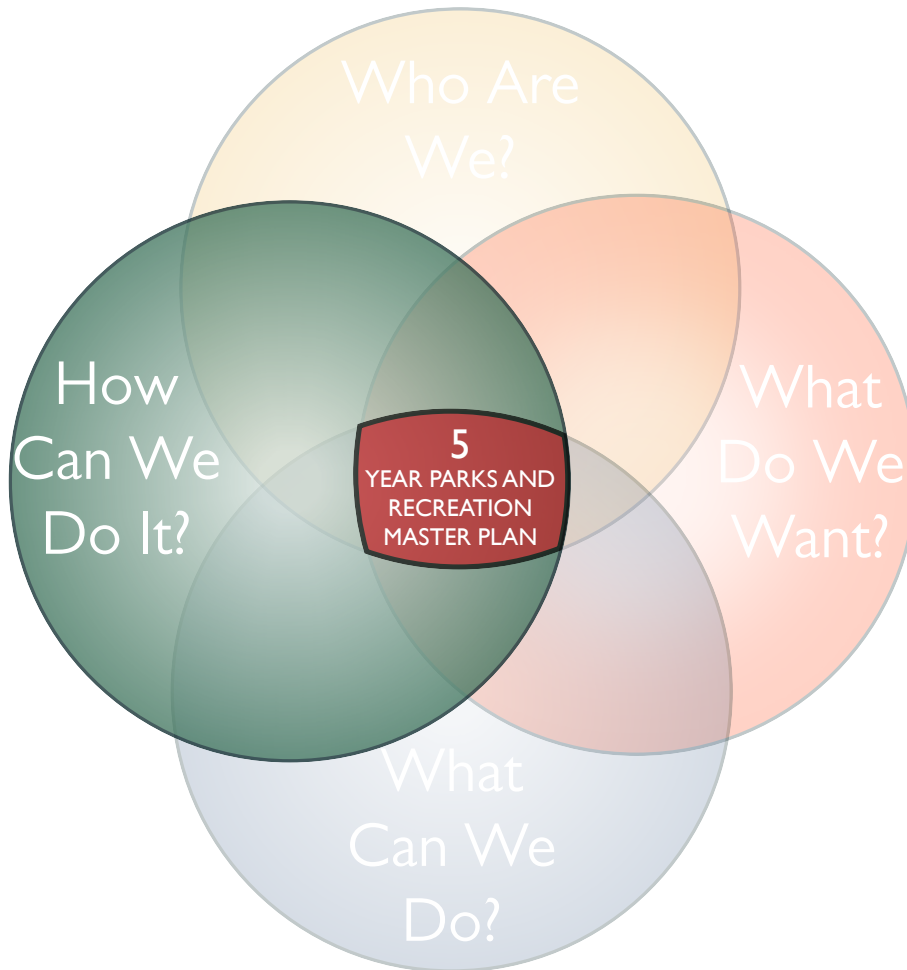
Bixler Lake East - Campground



Sunset Park

## Chapter 4: How can we do it?

outlines various long and short range expanded implementation strategies. This chapter details the duties, partnerships, and funding models needed to achieve specific community visions. It is a valuable reference for park staff, city and county officials, park boards, and community stakeholders alike.



### Local Funding Opportunities

#### Financing Tools

#### Grant Options

#### Implementation Strategies



### LOCAL FUNDING OPPORTUNITIES

As with many communities, Kendallville faces the challenge of finding funding for the variety of programs and facilities needed and expected by the community. Overcoming these limitations and constraints requires the use of various funding sources available. Below are descriptions of the possible resources accessible to the Kendallville Park and Recreation Department for implementing programs and developing recreational facilities.

#### **Parks and Recreation General Budget**

Annual tax allocations from the General City Tax Levy, Auto- Air Excise Tax and other local funding could be utilized for both staffing and financing capital improvements within the Park and Recreation Department. However, general tax dollars may be limited or unavailable for extensive capital improvements.

#### **Non-Reverting Account Funds**

Monies collected from certain fees and rentals can be placed in one of two non-reverting accounts. Funds are available from the Non-Reverting Operating Account to offset operation costs from administration of programs within the Park and Recreation Department. Funds from the Non-Reverting Capital Account are available for capital improvements in the Park and Recreation Department.

#### **Gifts and Donations Fund**

Donations of money, land and time are important resources to any Park and Recreation Department. Donations are important from the point that they can be used to match grants from other sources.

#### **Lease Purchase**

This is a traditional mechanism used to finance capital projects including equipment and vehicles. City Council must annually levy a tax payable from property taxes sufficient to pay lease rentals; except that the levy may be reduced any year to the extent other money is pledged or available for the payment of the lease rentals (I.C. 36-10-1).

#### **Cumulative Capital Improvement Funds**

The Park and Recreation Law (36-10-3-20) allows money to be placed in a fund for the purposes of acquiring land or making specific capital improvements. The Park and Recreation Department can also make requests to the City Council for funds from the general city CCI Fund for specific projects. (Note: A CCI Fund cannot be established if a Recreational Impact Fee is in place).

#### **Recreational Impact Fees**

In 1991, the Indiana General Assembly passed an impact fee bill that created an alternative funding mechanism for infrastructure improvements in fast growing areas. The essence of the legislation was to allow local governments the option of passing onto new residents the costs of building the new infrastructure expected by those same residents.

### **Street and Road Funds**

The City of Kendallville receives a designated amount from the State of Indiana for public road improvements. Park drives and parking lots are for public use and funds from this account could be appropriated to parks by the City Council.

### **County Economic Development Income Tax (CEDIT)**

The CEDIT is an income tax specifically for roads and road improvement projects.

### **General Obligation Bond**

General obligation bonds, which are retired by tax money, provide a funding source for implementation of large-scale projects. The Kendallville Park and Recreation Board's bonding power cannot be in excess of two percent (2%) of the assessed valuation of the taxing district. Hearings must be held and approval is required by the City Council.

## FINANCING TOOLS

Type of Financing	Description	Who pays?	Where can the funds be used?	Time Duration
Bond-General Obligation	Loan taken out by a city or county against the value of the taxable property	City or county through taxes paid by property owners	Park, open space, and recreation: acquisition and capital improvements	Bonds are typically issued for 15, 20 or 30 years
Bond-Revenue	Loan paid from the proceeds of a tax levied for the use of a specific public project, or with the proceeds of fees charged to those who use the facility that the bonds finance	City or county through taxes paid by general population or user of a service	Park, open space, and recreation: acquisition and capital improvements	Bonds are typically issued for 15, 20 or 30 years
Income Tax	Tax on individual income	Individual taxpayers	Park: acquisition, maintenance, and capital improvements	Ongoing
Mitigation	Developer set aside of land	Developers of a project	Wetlands and natural areas: acquisition and protection	One-time cost to developer
Park Impact Fee	One-time fee to off-set costs of infrastructure caused by new development	Developers of a project	Park, open space, and recreation: acquisition and development	One-time cost to developer
Property Tax	Tax on real property	Commercial and residential property owners	Park, open space, and recreation: maintenance, operations, and capital improvements	Tax ongoing or increased for a defined time period
Real Estate Transfer Tax	Tax on the sale of property	Sometimes the seller, sometimes the buyer	Park and open space: acquisition (proceeds are often deposited into land banks)	One-time cost to home seller or buyer
Sales & Use Tax	Tax on the sale of goods or services	Purchase of goods or services	Park, open space, and recreation: maintenance, operations, acquisition, and capital improvements	Tax ongoing or increased for a defined time period
Special Assessment District	Separate units of government that manage specific resources within defined boundaries	Residents of the district through property taxes, user fees, or bonds	Park, open space, and recreation: maintenance, operations, acquisition, and capital improvements	Tax ongoing or increased for a defined time period
User Fee	Fee that covers the cost of a service	Anyone who chooses to take advantage of a service	Park, open space, and recreation: maintenance and operations	One-time cost to user
Tax Increment Financing	Financing mechanism used to stimulate economic development in a blighted area	Property owners when redevelopment results in increased property values	Park: acquisition and capital improvements	Typically for a duration of 20 to 30 years.



## GRANT OPTIONS

### **Congestion Mitigation/Air Quality Improvement Program (CMAQ)**

In 1990, Congress amended the Clean Air Act to accelerate America's efforts to attain the National Ambient Air Quality Standards (NAAQS). The amendments required further reductions in the amount of permissible tailpipe emissions, initiated more stringent control measures in areas that still failed to attain the NAAQS (nonattainment areas), and provided for a stronger, more rigorous linkage between transportation and air quality planning. The following year, Congress adopted the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991. This law authorized the Congestion Mitigation and Air Quality Improvement Program to provide funding for surface transportation and other related projects that contribute to air quality improvements and congestion mitigation. The CAA amendments, ISTEA and the CMAQ program together were intended to realign the focus of transportation planning toward a more inclusive, environmentally-sensitive, and multimodal approach to address transportation problems. The CMAQ program, continued in SAFETEA-LU at a total funding level of \$8.6 billion through 2009, provides a flexible funding source to State and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act. The main goal of the CMAQ Program is to fund transportation projects that reduce emissions in non-attainment and maintenance areas.

### **Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)**

On August 10, 2005, the President signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users. With guaranteed funding for highways, highway safety, and public transportation, SAFETEA-LU represents the largest surface transportation investment in our Nation's history. The two landmark bills that brought surface transportation into the 21st century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21)—shaped the highway program to meet the Nation's changing transportation needs. SAFETEA-LU builds on this firm foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

SAFETEA-LU continues the TEA-21 concept of guaranteed funding, keyed to Highway Trust Fund (Highway Account) receipts.

### **Safe Routes to School**

This program enables and encourages primary and secondary school children to walk and bicycle to school. Both infrastructure-related and behavioral projects will be geared toward providing a safe, appealing environment for walking and biking that will improve the quality of our children's lives and support national health objectives by reducing traffic, fuel consumption, and air pollution in the vicinity of schools.

### **Indiana Heritage Trust**

The Indiana Heritage Trust was established in 1992 to ensure that Indiana's rich natural heritage would be preserved and enhanced for present and future generations. The purpose of the Indiana Heritage Trust Program (IHT) is to acquire state interests in real property that are examples of outstanding natural resources and habitats that have historical or archaeological significance, or provide areas for conservation, recreation, protection or restoration of native biological diversity within the State of Indiana. The use of the power of eminent domain to carry out its purposes is expressly prohibited. The Indiana Heritage Trust buys land from willing sellers to protect Indiana's rich natural heritage for wildlife habitat and recreation. General Assembly appropriations, Environmental License Plate sales, and additional donations are the three ways we've been able to protect over 45,000 acres since the program's inception.

### **Lake and River Enhancement Program (LARE) - IDNR Division of Fish & Wildlife**

The Lake and River Enhancement Program (LARE) goal is to ensure the continued viability of public-access lakes and streams by utilizing a watershed approach to reduce non-point source sediment and nutrient pollution of Indiana's and adjacent states' surface waters to a level that meets or surpasses state water quality standards. To accomplish this goal, the LARE Program provides technical and financial assistance for qualifying projects.

Approved grant funding may be used for one or more of the following purposes:

1. Investigations to determine what problems are affecting a lake(s) or a stream segment.
2. Evaluation of identified problems and effective action recommendations to resolve those problems.
3. Cost-sharing with land users in a watershed above upstream from a project lake or stream for installation or application of sediment and nutrient reducing practices on their land.
4. Matching federal funds for qualifying projects.
5. Watershed management plan development.
6. Feasibility studies to define appropriate lake and stream remediation measures.
7. Engineering designs and construction of remedial measures.
8. Water monitoring of public lakes.

The LARE program will cost-share up to 80 percent on approved watershed land treatment practices. As of August 2011, the previous suspension LARE Grant awards have limited the number grants for sediment removal, watershed land treatment, biological, engineering, and construction projects starting in August 2011.

### **Urban Forest Conservation Grants (UFC) - IDNR Division of Forestry**

The Urban Forest Conservation (UFC) Grants are intended to help communities develop long term programs to manage their urban forests. Grantees may conduct any project that helps to improve and protect trees and other associated natural resources in urban areas. Community projects that target program development, planning and education are emphasized. Projects funded in the past include activities such as conducting tree inventories, developing tree maintenance and planting plans, writing tree ordinances, conducting programs to train municipal employees and the public, purchase or development of publications, books and videos, hiring consultants or city foresters, etc. Certified Tree Cities may spend up to 20% of the grant funds on demonstration tree planting projects. Local municipalities, not-for-profit organizations, and state agencies are eligible to apply for \$2,000 to \$20,000.

### Historic Preservation Fund - IDNR Division of Historic Preservation and Archaeology

- Type of funds: Federal Program occurrence; Annual Total funds available: Variable
- Maximum grant award: Variable, usually \$50,000
- Matching share ratios: 50% federal / 50% local for most projects
- 70% federal / 30% local for survey projects
- Length of program: 15 months
- Eligible applicants:
- Municipal government entities
- Educational institutions
- Not-for-profit organizations with 501(c)(3) status

### Project categories: Architectural and Historical, Archaeological, and Acquisition and Development (Rehabilitation).

Each year, the DHPA receives funding under the Historic Preservation Fund (HPF) Program, which is administered by the U.S. Department of the Interior, National Park Service. The HPF Program helps to promote historic preservation and archaeology in Indiana by providing assistance to projects that will aid the state in meeting its goals for cultural resource management. Of Indiana's annual HPF allotment, about 85% is set aside to fund a matching grant program and cooperative agreements to foster important preservation and archaeology activities, such as co-sponsorship of the annual Cornelius O'Brien Conference on Historic Preservation. The remainder of this funding pays for office interns, Archaeology Month and Preservation Week programs, printing and mailing of the Division's newsletter and other public education materials, and the purchase of necessary office equipment for the Division. Under the HPF matching grants program, grant awards are made in three project categories. When applying for grant funds, applicants must be certain to request and complete the appropriate application packet for their project category.

**Architectural and Historical projects** include: historic sites and structures surveys for cities and counties; survey publication and printing; National Register nominations for eligible historic districts; public education programs and materials relating to preservation, such as workshops, training events, publications, and brochures; feasibility studies, architectural and engineering plans, and specifications for the rehabilitation and/or adaptive reuse of National Register-listed properties; historic structure reports for National Register-listed properties; and historic context studies with National Register nominations for specific types of historic resources.

**Archaeological projects** include: survey, testing, and research focused on specific geographic areas or cultural groups; National Register nominations for individual or multiple archaeological sites; and public education programs and materials relating to archaeology, such as workshops, training events, public and mock digs, publications, and brochures.

**Acquisition and Development** projects include the preservation, rehabilitation, restoration, and acquisition of National Register-listed properties. This category is often referred to as "bricks and mortar money," and is used to help save buildings and structures that are severely threatened or endangered. *Note that properties not listed in the National Register are not eligible to receive federal HPF funds.*



## HOW CAN WE DO IT?

Grant Program	Uses	Funding Source	% Match	Min/Max Amount	Grant Rounds	Eligibility
Recreational Trails Program (RTP)	Applications may include land acquisition and/or development, maintenance, and ethics education of multi-use trails.	Federal	80/20	\$10,000-150,000	Applications due by May 1st	Units of Governments and 501(c)(3) not-for-profits
Land & Water Conservation Fund (LWCF)	Applications may consist of land acquisition and/or outdoor recreation facility construction or renovation.	Federal	50/50	\$10,000-200,000	Applications due by June 1st	Park Board & 5- Year Park and Recreation Master Plan
Shooting Range	Application may consist of development (not purchase) of rifle, handgun, shotgun, and archery opportunities	Federal	75/25	\$10,000-\$100,000	Applications due by December 29th	Units of Governments and Not-for-profit corporations

### OTHER FUNDING SOURCES

Below are a few funding options that are available to the Kendallville Park and Recreation Department/Board that should be investigated.

- Private Foundations
- “Take Pride in America” Volunteer Program
- Indiana Committee for the Humanities
- Indiana Arts Committee
- Indiana Department of Aging and Community Services
- Environmental Education Act, U.S. Department of Health and Human Services
- Governor’s Voluntary Action Program
- Indiana Federal Property Program
- Indiana Department of Commerce
- Economic Development Administration
- Department of Education
- Experience Works
- President’s Council on Physical Fitness and Sports
- Army Corps of Engineers
- Armed Services
- The Nature Conservancy
- Acres, Inc.
- The Trust for Public Land
- Fish America Foundation
- Memorial Giving
- Deferred Giving
- Capital Fund Drive Campaign



## IMPLEMENTATION STRATEGIES

Priorities	Target Year	Tasks	Estimated Costs	Funding Source	Partnerships
Level of Service		<b>Park Land Acquisition</b> <ul style="list-style-type: none"> <li>□ Acquire new property in underserved areas within the City for new park development</li> <li>□ Increase pedestrian safety crossing on physical barriers limiting access to amenities, such as highways.</li> <li>□ Acquire property within the downtown area to develop a pocket park that enhances the viability of businesses and festivals</li> </ul> <b>ADA Accessibility</b> <ul style="list-style-type: none"> <li>□ Document past and future ADA improvements</li> <li>□ Utilize City's Accessibility Self-Evaluation and Transition Plans</li> <li>□ Modify Self-Evaluation and Transition Plan as needed</li> <li>□ Incorporate plan into capital improvement budget</li> </ul> <b>Park Programming</b> <ul style="list-style-type: none"> <li>□ Review current programming and tailor to target market</li> <li>□ Ensure programs are available to all, regardless of income levels</li> <li>□ Determine appropriate and affordable fees as a possible revenue generator</li> </ul>	N/A \$25,000 - \$45,000 N/A In-house Costs N/A	General Funds Park Impact Fees	City of Kendallville Developers Business Owners
Playground Safety and Maintenance		<ul style="list-style-type: none"> <li>□ Ensure that there is a Certified Playground Safety Inspector (CPSI)</li> <li>□ Conduct audit of playgrounds throughout City of Kendallville</li> <li>□ Remove/replace all outdated and dangerous play equipment</li> <li>□ Conduct frequent and annual inspections</li> <li>□ Conduct maintenance of playgrounds</li> <li>□ Develop department Maintenance Programs</li> <li>□ Update Maintenance Program annually</li> </ul>	In-house Costs	General Funds	City of Kendallville
Trails/Bike Routes		<ul style="list-style-type: none"> <li>□ Develop City-wide trail/bike system Master Plan</li> <li>□ Expand trail/bike system</li> <li>□ Ensure compatibility with proposed regional trail system</li> <li>□ Inventory existing bike route signage and install additional signs</li> <li>□ Initiate Bike Safety campaign</li> </ul>	\$10,000 - \$20,000 \$500 - \$1,000/sign	General Funds RTP	DNR Noble County NIRCC
Marketing and Communications		<ul style="list-style-type: none"> <li>□ Develop marketing plan and strategy</li> <li>□ Initiate media campaign to promote park system and programs</li> <li>□ Keep residents informed of parks and recreation news with continual updates</li> <li>□ Utilize all forms of media bases including social media formats</li> <li>□ Update park entrance signage</li> </ul>	N/A	General Funds Sponsorships	Other municipal agencies Schools Newspapers Radio stations



Priorities	Target Year	Tasks	Estimated Costs	Funding Source	Partnerships
Park Development		<b>Bixler Park West</b> <ul style="list-style-type: none"> <li>Extend dedicated pedestrian path (+/- 1,200 LFT)</li> <li>Replace and update fishing pier</li> <li>Repair and resurface existing tennis courts</li> <li>Renovate and repair restrooms</li> <li>Renovate and repair Rotary Pavilion</li> <li>Construct building for Summer Day Camp</li> <li>Replace stone parking lot with asphalt pavement</li> </ul>	\$100,000 - \$175,000 \$25,000 - \$50,000 \$100,000 \$50,000 - \$125,000 \$80,000 - \$100,000 \$250,000	General Funds LWCF Private Funds Park Foundation Contributions	DNR City of Kendallville Leagues
		<b>Bixler Park East</b> <ul style="list-style-type: none"> <li>Extend pedestrian path from north end to campground</li> <li>Provide pedestrian connections from the new pathway to the Kendallville Outdoor Recreation Complex</li> <li>Renovate existing disc golf course (signage)</li> <li>Repair and renovate restrooms</li> <li>Install traffic calming measures for vehicular traffic</li> <li>Renovate and upgrade Kiwanis Pavilion</li> <li>Renovate and upgrade Pownall Pavilion</li> <li>Construct a fireplace at Lions Pavilion</li> <li>Replace stone parking lot with asphalt pavement</li> </ul>	\$225,000 / mile \$225,000 \$25,000 \$50,000 - \$125,000 \$50,000 \$80,000 - \$100,000 \$80,000 - \$100,000 \$40,000		
		<b>Bixler Lake Campground</b> <ul style="list-style-type: none"> <li>Develop new RV campground</li> <li>Update electrical system - expand grove area to accomodate (6) full hook-up site w/ 50 amp service</li> </ul>	\$750,000 \$120,000-\$150,000		
		<b>Bixler Lake Wetland Nature Area</b> <ul style="list-style-type: none"> <li>Design and construct elevated boardwalk through wetland</li> <li>Construct ADA accessible pathway through nature area</li> <li>Install new interpretative signage throughout nature area</li> </ul>	N/A \$225,000 / mile \$2,500 / sign		
		<b>Kendallville Outdoor Recreation Complex</b> <ul style="list-style-type: none"> <li>Finish inside of the maintenance building</li> <li>Splash Pad</li> <li>Set up maintenance/replacement fund for large capital expense items</li> </ul>	\$60,000 \$250,000 N/A		
		<b>Sunset Park</b> <ul style="list-style-type: none"> <li>Construct a new skateboard park</li> <li>Develop Park Master Plan</li> <li>Provide an ADA accessible pathway around park</li> <li>Replace the existing bridge over Bixler Lake Ditch with one that meets ADA requirements</li> <li>Move softball diamonds east to where the fields are</li> <li>Renovate and repair Sunset Pavilion</li> </ul>	\$150,000 - \$350,000 \$25,000 - \$45,000 \$225,000 / mile \$90,000 \$200,000 \$80,000-\$100,000		

## KENDALLVILLE PARK AND RECREATION - 5-YEAR MASTER PARK PLAN

***APPENDIX***

**Parks and Master Plan Resolution to Adopt Plan**

**ADA Resolutions**

**Section 504 Compliance Form**

**Request for Eligibility - Land and Water Conservation Fund**

**Resolution #953 - ADA Coordinator and Grievance Procedure**

**ADA Grievance Procedures**

**Maintenance and Operations Management Modes**

**Results of Public Input Survey**

**Park Conceptual Plans**



KENDALLVILLE PARK AND RECREATION BOARD

211 Iddings Street  
Kendallville, Indiana 46755  
RESOLUTION 01 - 01

2018-2023 Park and Recreation Master Plan

WHEREAS, the Kendallville Park and Recreation Board is aware of the park and recreation needs of the residents of the City of Kendallville, and

WHEREAS, the Kendallville Park and Recreation Board is desirous of providing aesthetic and functional park and recreation facilities and programs to the residents of the City of Kendallville to meet their needs, and

WHEREAS, the Kendallville Park and Recreation Board realizes the importance of sound planning in order to meet the needs of its residents, and

WHEREAS, the Kendallville Park and Recreation Board is continually aware of the value and importance of leisure opportunities, recreational programs and facilities for the future of the Kendallville Park and Recreation Department and its programs, and to the residents of the City of Kendallville,

NOW THEREFORE BE IT RESOLVED THAT THE KENDALLVILLE PARKS AND RECREATION BOARD, by unanimous declaration, does adopt the Kendallville Park and Recreation Master Plan 2018 to 2023 as its official plan for the growth and development of parks and recreation opportunities in Kendallville, Indiana over the next five years. The Kendallville Park and Recreation Board is committed to an annual review and update of the goals and objectives of this Master Plan.

Adopted and signed the 10<sup>th</sup> day of September-"Two Thousand and Eighteen.

KENDALLVILLE PARK AND RECREATION BOARD

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

Attested:   
\_\_\_\_\_  
Park Director



## KENDALLVILLE PARK AND RECREATION BOARD

211 Iddings Street  
Kendallville, Indiana 46755

**RESOLUTION 01-02**  
**Americans with Disabilities Act**

WHEREAS, the Kendallville Park and Recreation Board is aware of the Americans with Disabilities Act of 1990 (Public Law 101-336), and


WHEREAS, the Kendallville Park and Recreation Board desires to provide the highest level of accessibility possible and feasible for persons with visual, hearing, mobility, and mental impairments, consistent with the obligation to conserve park resources and preserve the quality of the park and recreation experiences for everyone.

NOW THEREFORE BE IT RESOLVED THAT THE KENDALLVILLE PARK AND RECREATION BOARD, will comply with the Americans with Disabilities Act of 1990 and will make every effort, including a self evaluation of its policies and practices, to ensure that all services, programs, and activities of the Department, or its contractors, will provide the highest level of accessibility possible; and

BE IT RESOLVED by the Kendallville Park and Recreation Board that the Board designates the City of Kendallville designated ADA Compliance Officer to act on behalf of the Board in resolving complaints and grievances pertaining to this Act.

Adopted and signed the 10<sup>th</sup> day of September, Two Thousand and Eighteen.

## KENDALLVILLE PARK AND RECREATION BOARD


  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

Attested:   
\_\_\_\_\_  
Park Director

**KENDALLVILLE PARK AND RECREATION BOARD**

211 Iddings Street  
Kendallville, Indiana 46755

**Assurance of Compliance Section  
504 of the Rehabilitation Act of 1973**

The Kendallville Park and Recreation Board has received and read the guidelines for compliance with Section 504 of the Rehabilitation Act of 1973 issued by the United States Department of the Interior and will comply with these guidelines and the Act.



\_\_\_\_\_  
President



\_\_\_\_\_  
Park Director

Attested:

Date: 9/10/2018

## REQUEST FOR ELIGIBILITY Land and Water Conservation Fund

We hereby request eligibility to participate in the Federal Land and Water Conservation Fund Program administered by the Indiana Department of Natural Resources.


Kendallville Park and Recreation Department  
211 Iddings Street  
Kendallville, Indiana 46755  
Telephone (219) 347-1064  
FAX (219) 347-7045

The Kendallville Park and Recreation Board was established under the provisions of Section 201, Chapter 311, Article II of the Acts of the General Assembly of the State of Indiana for 1965. In 1982, the Kendallville Parks and Recreation Department was established under the current provisions of Indiana Code 36-10. A copy of the ordinance is enclosed in this Master Plan. This Act empowers the Board to plan, construct, operate and maintain recreation and park facilities.


By virtue of the powers vested in our Board by the Indiana General Assembly we agree, if approved, to abide by all applicable State and Federal laws and the provisions outlined in the Guidelines for Local Agencies participating in the Land and Water Conservation Fund Program.

Adopted and signed the 10<sup>th</sup> day of SEPTEMBER, Two Thousand and Eighteen.

### KENDALLVILLE PARK AND RECREATION BOARD

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

Attested:  
  
\_\_\_\_\_  
Park Director



**Resolution #953****A RESOLUTION OF THE CITY OF KENDALLVILLE, INDIANA****ADOPTING THE AMERICANS WITH DISABILITIES ACT (ADA)  
COORDINATOR AND PROCEDURES**

WHEREAS, the federal government enacted the Americans with Disabilities Act of 1990 (ADA) to prevent discrimination of the physically and mentally disabled relating to employment and access to public facilities.; and

WHEREAS, in compliance with Title II of the ADA the City of Kendallville (the "City") shall adopt a grievance procedure for resolving complaints alleging violation of Title II of the ADA and publish notice regarding the ADA requirements and accommodations; and

WHEREAS, in compliance with Title II of the ADA the City shall name an ADA Coordinator.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Kendallville that:

**SECTION I**

**Scott Derby** is hereby designated as the ADA Coordinator for the City.

**SECTION II**

The Notice under the Americans with Disabilities Act, a copy of which is attached hereto, is adopted as the "City of Kendallville Notice Under the Americans with Disabilities Act".

**SECTION III**

The City of Kendallville "ADA Grievance Procedure under the Americans with Disabilities Act", a copy of which is attached hereto, is adopted as the grievance procedure for addressing complaints alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by the City of Kendallville.

**SECTION IV**

In compliance with Federal and State laws as set forth above, the Common Council resolves to post the required information regarding the ADA Coordinator, "Notice under the Americans with Disabilities Act", and the "City of Kendallville Grievance Procedure under the Americans with Disabilities Act" on the City website and at such other locations as may be determined from time to time.

**SECTION V**

The express or implied repeal or amendment by this Resolution of any other Resolution or part of any other Resolution does not affect any rights or liabilities accrued, penalties incurred or procedures begun prior to the effective date of this Resolution. Those rights, liabilities, and proceedings are continued, and penalties shall be imposed and enforced under the repealed or amended Resolution as if this Resolution had not been adopted.

SECTION VI

No part of this Resolution shall be interpreted to conflict with any local, state or federal laws, and all reasonable efforts should be made to harmonize same. Should any section or part thereof of this Resolution be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Resolution as a whole, or any other portion thereof other than that portion so declared to be invalid, and for this purpose the provisions of this Resolution are hereby declared to be severable.

SECTION VII

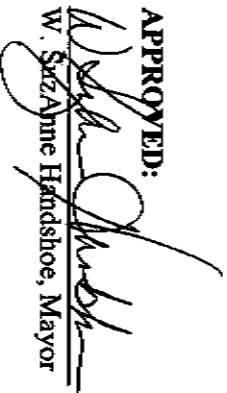
This Resolution shall become effective upon promulgation according to law.

BE IT HEREBY RESOLVED THIS 3rd DAY OF April, 2012.

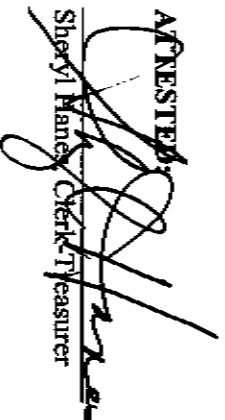
PASSED by the Common Council of the City of Kendallville, Indiana this 3rd day of April, 2012.

	YEA	NAY	ABSTAIN	ABSENT
Regan Ford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Larry Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Dazey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Max Franklin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
April Waters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPROVED:

  
W. SuzAnne Handshoe, Mayor

ATTEST:

  
Sheryl Nancy Clerk-Treasurer

## ~ CITY OF KENDALLVILLE ~ GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the **City of Kendallville**. The City's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

**Scott Derby**  
**ADA Coordinator, Engineering Administrator**  
**234 South Main Street, Kendallville, IN 46755**

Within 15 calendar days after receipt of the complaint, **Scott Derby** or his designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, **Scott Derby** or his designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the **City of Kendallville** and offer options for substantive resolution of the complaint.

If the response by **Scott Derby** or designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the **Board of Public Works and Safety**.

Within 30 calendar days after receipt of the appeal, the **Board of Public Works and Safety** will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the **Board of Public Works and Safety** will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by **Scott Derby** or his designee, appeals to the **Board of Public Works and Safety**, and responses from these two offices will be retained by the **City of Kendallville** for at least three years.



## MAINTENANCE AND OPERATIONS MANAGEMENT

The National Recreation and Park Association has developed a rating card for required maintenance based on the level of use and visibility of the various types of parks (i.e. Regional Park, Community Park, Pocket Park, etc.). This rating contains five maintenance mode levels which are defined as follows.

### Mode I

State of the art maintenance applied to a high quality diverse landscape; usually associated with high traffic urban areas such as public squares, malls, governmental grounds or high visitation parks.

1. Turf care - Grass height maintained according to species and variety of grass. Mowed at least once every five working days but may be as often as once every three working days. Aeration as required, not less than four times per year. Reseeding or sodding as needed. Weed control should be practiced so that no more than one percent of the surface has weeds present.

2. Fertilizer - Adequate fertilization applied to plant species according to their optimum requirements. Application rates and times should ensure an even supply of nutrients for the entire year. Nitrogen, phosphorus and potassium percentages should follow local recommendations from your County Extension Service. Trees, shrubs and flowers should be fertilized according to their individual requirements of nutrients for optimum growth. Unusually long or short growing seasons may modify the chart slightly.

3. Irrigation - Sprinkler irrigated. Electric automatic commonly used. Some manual systems could be considered adequate under plentiful rainfall circumstances and adequate staffing. Frequency of use follows rainfall, temperature, seasonal length and demands of plant material.

4. Litter control - Minimum of once per day, 7 days per week. Extremely high visitation may increase the frequency. Receptacles should be plentiful enough to hold all trash generated between servicing without normally overflowing.

5. Pruning - Frequency dictated primarily by species and variety of trees and shrubs. Length of growing season and design concept also a controlling factor as are clipped hedges versus natural style. Timing usually scheduled to coincide with low demand periods or to take

advantage of special growing characteristics such as low demand periods or to take advantage of special growing characteristics such as pruning after flowering.

6. Disease and Insect Control - Control program may use any of three philosophies: 1.) Preventative; a scheduled chemical or cultural program designed to prevent significant damage. 2.) Corrective; application of chemical or mechanical controls designed to eliminate observed problems. 3.) Integrated pest management; withholding any controls until such time as pests demonstrate damage to plant materials or become a demonstrated irritant in the case of flies, mosquitoes, gnats, etc. At this maintenance level the controlling objective is to not have the public notice any problems. It is anticipated at Mode I that problems will either be prevented or observed at a very early stage and corrected immediately.

7. Snow removal - Snow removal starts the same day as accumulations of ½ inch are present. At no time will snow be permitted to cover transportation or parking surfaces longer than noon of the day after the snow stops. Applications of snow melting compound and/or gravel are appropriate to reduce the danger of injury due to falls.

8. Lighting - Maintenance should preserve the original design. Damaged systems should be repaired as quickly as they are discovered. Bulb replacement should be done during the first working day after the outage is reported.

9. Surfaces - Sweeping, cleaning and washing of surfaces needs to be done so that at no time does an accumulation of sand, dirt and leaves distract from the looks or safety of the area. Repainting or restaining of structures should occur when weather or wear deteriorate the appearance of the covering. Wood surfaces requiring oiling should be done a minimum of four times per year. Stains to surfaces should be taken off within five working days. Graffiti should be washed off or painted over the next working day after application.

10. Repairs - Repairs to all elements of the design should be done immediately upon discovery provided replacement parts and technicians are available to accomplish the job. When disruption to the public might be major and the repair not critical, repairs may be postponed to a time period which is least disruptive.

11. Inspection - Inspections of this area should be done daily by a member

of staff.

12. Floral plantings - Normally extensive or unusual floral plantings are part of the design. These may include ground level beds, planters or hanging baskets. Often multiple plantings are scheduled, usually at least two blooming cycles per year. Some designs may call for a more frequent rotation of bloom. Maximum care of watering, fertilizing, disease control, disbudding and weeding is necessary. Weeding flowers and shrubs is done a minimum of once per week. The desired standard is essentially weed free.

13. Rest rooms - Not always a part of the design but where required will normally receive no less than once per day servicing. Especially high traffic areas may require multiple servicing or a person assigned as attendant.

14. Special features - Features such as fountains, drinking fountains, sculptures, speaker systems, structural art, flag poles or parking and crowd control devices may be part of the integral design. Maintenance requirements can vary drastically but for this mode it should be of the highest possible order.

## **Mode II**

High level maintenance – associated with well developed park areas with reasonably high visitation.

1. Turf care - Grass cut once every five working days. Aeration as required but not less than two times per year. Reseeding or sodding when bare spots are present. Weed control practiced when weeds present visible problem or when weeds represent 5 percent of the turf surface. Some preemergent products may be utilized at this level.

2. Fertilizer - Adequate fertilizer level to ensure that all plant materials are healthy and growing vigorously. Amounts depend on species, length of growing season, soils and rainfall. Distribution should ensure an even supply of nutrients for the entire year. Nitrogen, phosphorus and potassium percentage should follow local recommendations from the County Extension Service. Trees, shrubs and flowers should receive fertilizer levels to ensure optimum growth.

3. Irrigation - Some type of irrigation system available. Frequency of use follows rainfall, temperature, seasonal length, and demands of plant material.

4. Litter control - Minimum of once per day, five days a week. Off-site movement of trash dependent on size of containers and use by the public. High use may dictate once per day cleaning or more. Containers are serviced.

5. Pruning - Usually done at least once per season unless species planted dictate more frequent attention. Sculptured hedges or high growth species may dictate a more frequent requirement than most trees and shrubs in natural growth style plantings.

6. Disease and Insect Control - Usually done when disease or insects are inflicting noticeable damage, reducing vigor of plant materials or could be considered a bother to the public. Some preventative measures may be utilized such as systemic chemical treatments. Cultural prevention of disease problems can reduce time spent in this category. Some minor problems may be tolerated at this level.

7. Snow removal - Snow removed by noon the day following snowfall. Gravel or snow melt may be utilized to reduce ice accumulation.

8. Lighting - Replacement or repair of fixtures when observed or reported as not working.

9. Surfaces - Should be cleaned, repaired, repainted or replaced when appearance has noticeably deteriorated.

10. Repairs - Should be done whenever safety, function, or bad appearance is in question.

11. Inspection - Inspection by some staff member at least once a day when regular staff is scheduled.

12. Floral planting - Some sort of floral plantings present. Normally no more complex than two rotations of bloom per year. Care cycle usually at least once per week except watering may be more frequent. Health and vigor dictate cycle of fertilization and disease control. Beds essentially kept weed free.

13. Rest rooms - When present should be maintained at least once per day as long as they are open to public use. High use may dictate two servicings or more per day. Servicing period should ensure an adequate supply of paper and that rest rooms are reasonably clean and free from bad odors.

14. Special features - Should be maintained for safety, function and high quality appearance as per established design.

**Mode III**

Moderate level maintenance – associated with locations with moderate to low levels of development, moderate to low levels of visitation or with agencies that because of budget restrictions can't afford a higher intensity of maintenance.

1. Turf care - Cut once every 10 working days. Normally not aerated unless turf quality indicates a need or in anticipation of an application of fertilizer. Reseeding or resodding done only when major bare spots appear. Weed control measures normally used when 50 percent of small areas is weed infested or general turf quality low in 15 percent or more of the surface area.
2. Fertilizer - Applied only when turf vigor seems to be low. Low level application done on a once per year basis. Rate suggested is one-half the level recommended for species and variety.
3. Irrigation - Dependent on climate. Rainfall locations above 25 inches a year usually rely on natural rainfall with the possible addition of portable irrigation during periods of drought. Dry climates below 25 inches normally have some form of supplemental irrigation. When irrigation is automatic a demand schedule is programmed. Where manual servicing is required two to three times per week operation would be the norm.
4. Litter control - Minimum service of two to three times per week. High use may dictate higher levels during warm season.
5. Pruning - When required for health or reasonable appearance. With most tree and shrub species this would not be more frequent than once every two or three years.
6. Disease and Insect Control - Done only on epidemic or serious complaint basis. Control measures may be put into effect when the health or survival of the plant material is threatened or where public's comfort is concerned.
7. Snow removal - Snow removal done based on local law requirements but generally accomplished by the day following snowfall. Some crosswalks or surfaces may not be cleared at all.
8. Lighting - Replacement or repair of fixtures when report filed or when noticed by employees.
9. Surfaces - Cleaned on complaint basis. Repaired or replaced as budget allows.
10. Repairs - Should be done whenever safety or function is in question.

11. Inspection - Once per week.
12. Floral planting - Only perennials or flowering trees or shrubs.
13. Rest rooms - When present, serviced a minimum of 5 times per week. Seldom more than once each day.
14. Special features - Minimum allowable maintenance for features present with function and safety in mind.

**MODE IV**

Moderately low level – usually associated with low level of development, low visitation, undeveloped areas or remote parks.

1. Turf care - Low frequency mowing schedule based on species. Low growing grasses may not be mowed. High grasses may receive periodic mowing to aid public use or reduce fire danger. Weed control limited to legal requirements of noxious weeds.
2. Fertilizer - Not fertilized.
3. Irrigation - No irrigation.
4. Litter control - Once per week or less. Complaint may increase level above one servicing.
5. Pruning - No regular trimming. Safety or damage from weather may dictate actual work schedule.
6. Disease and Insect Control - None except where epidemic and epidemic condition threatens resource or public.
7. Snow removal - None except where major access ways or active parking areas dictate the need for removal.
8. Lighting - Replacement on complaint or employee discovery.
9. Surfaces - Replaced or repaired when safety is a concern and when budget is available.
10. Repairs - Should be done when safety or function is in question.
11. Inspection - Once per month.
12. Floral plantings - None, may have wildflowers, perennials, flowering trees or shrubs in place.
13. Rest rooms - When present, five times per week.
14. Special features - Minimum maintenance to allow safe use.

**Mode V**

High visitation natural areas – usually associated with large urban or



regional parks. Size and user frequency may dictate resident maintenance staff. Road, pathway or trail systems relatively well developed. Other facilities at strategic locations such as entries, trail heads, building complexes and parking lots.

1. Turf care - Normally not mowed but grassed parking lots, approaches to buildings or road shoulders, may be cut to reduce fire danger. Weed control on noxious weeds.
2. Fertilizer - None.
3. Irrigation - None.
4. Litter control - Based on visitation, may be more than once per day if crowds dictate that level.
5. Pruning - Only done for safety.
6. Disease and Insect Control - Done only to ensure safety or when problem seriously discourages public use.
7. Snow removal - One day service on roads and parking areas.
8. Lighting - Replaced on complaint or when noticed by employees.
9. Surfaces - Cleaned on complaint. Repaired or replaced when budget will permit.
10. Repairs - Done when safety or function impaired. Should have same year service on poor appearance.
11. Inspection - Once per day when staff is available.
12. Floral planting - None introduced except at special locations such as interpretive buildings, headquarters, etc. Once per week service on these designs. Flowering trees and shrubs, wildflowers, present but demand no regular maintenance.
13. Rest rooms - Frequency geared to visitor level. Once a day is the common routine but for some locations and reasons frequency may be more often.
14. Special features - Repaired whenever safety or function are a concern. Appearance corrected in the current budget year.

#### **Mode VI**

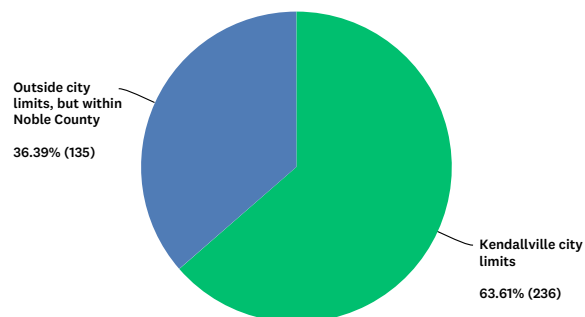
Minimum maintenance level – low visitation natural area or large urban parks that are undeveloped.

1. Turf areas - Not mowed. Weed control only if legal requirements demand it.

2. Fertilizer - Not fertilized.
3. Irrigation - No irrigation.
4. Litter control - On demand or complaint basis.
5. Pruning - No pruning unless safety is involved.
6. Disease and Insect Control - No control except in epidemic or safety situations.
7. Snow removal - Snow removal only on strategic roads and parking lots. Accomplished within two days after snow stops.
8. Lighting - Replacement on complaint basis.
9. Surfaces - Serviced when safety is consideration.
10. Repairs - Should be done when safety or function is in question.
11. Inspection - Once per month.
12. Floral plantings - None.
13. Rest rooms - Service based on need.
14. Special features - Service based on lowest acceptable frequency for feature. Safety and function interruption a concern when either seem significant.

## 1. Do you live within:

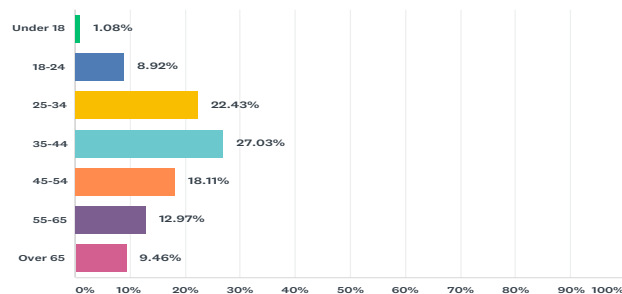
Answered: 371 Skipped: 5



ANSWER CHOICES	RESPONSES	
Kendallville city limits	63.61%	236
Outside city limits, but within Noble County	36.39%	135
TOTAL		371

## 2. What is your age?

Answered: 370 Skipped: 6



ANSWER CHOICES	RESPONSES	
Under 18	1.08%	4
18-24	8.92%	33
25-34	22.43%	83
35-44	27.03%	100
45-54	18.11%	67
55-65	12.97%	48
Over 65	9.46%	35
TOTAL		370

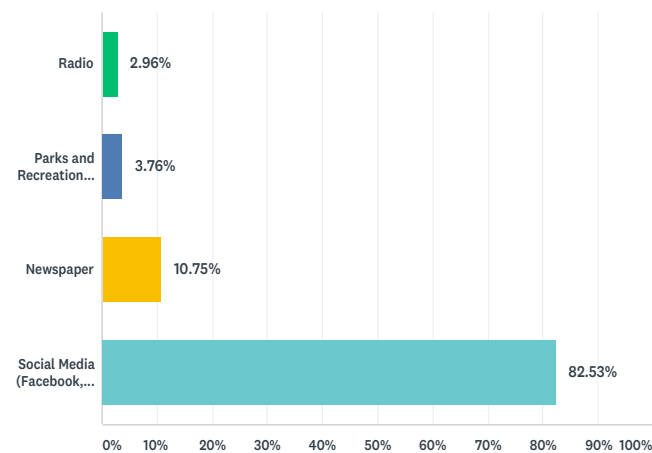
## 3. How many people live in your household?

Answered: 374 Skipped: 2

ANSWER CHOICES	RESPONSES	
Adults (18 years +)	99.20%	371
Children (high school)	41.18%	154
Children (middle school)	35.56%	133
Children (elementary)	53.74%	201

## 4. What is the best method to keep you informed of the Kendallville Parks and Recreation Department's programs and activities?

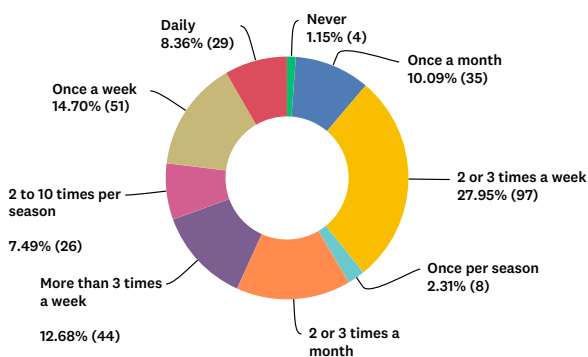
Answered: 372 Skipped: 4



ANSWER CHOICES	RESPONSES	
Radio	2.96%	11
Parks and Recreation website	3.76%	14
Newspaper	10.75%	40
Social Media (Facebook, Twitter, etc.)	82.53%	307
TOTAL		372

5. On average, how often do member of your household use the City of Kendallville parks during the spring and summer months (May to September)?

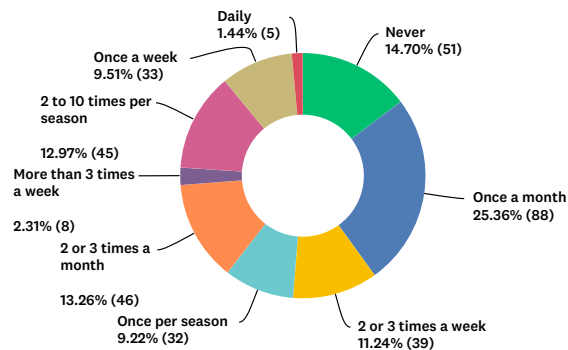
Answered: 347 Skipped: 29



ANSWER CHOICES	RESPONSES	
Never	1.15%	4
Once a month	10.09%	35
2 or 3 times a week	27.95%	97
Once per season	2.31%	8
2 or 3 times a month	15.27%	53
More than 3 times a week	12.68%	44
2 to 10 times per season	7.49%	26
Once a week	14.70%	51
Daily	8.36%	29
TOTAL		347

6. On average, how often do member of your household use the City of Kendallville parks during the fall and winter months (October to April)?

Answered: 347 Skipped: 29



ANSWER CHOICES	RESPONSES	
Never	14.70%	51
Once a month	25.36%	88
2 or 3 times a week	11.24%	39
Once per season	9.22%	32
2 or 3 times a month	13.26%	46
More than 3 times a week	2.31%	8
2 to 10 times per season	12.97%	45
Once a week	9.51%	33
Daily	1.44%	5
TOTAL		347



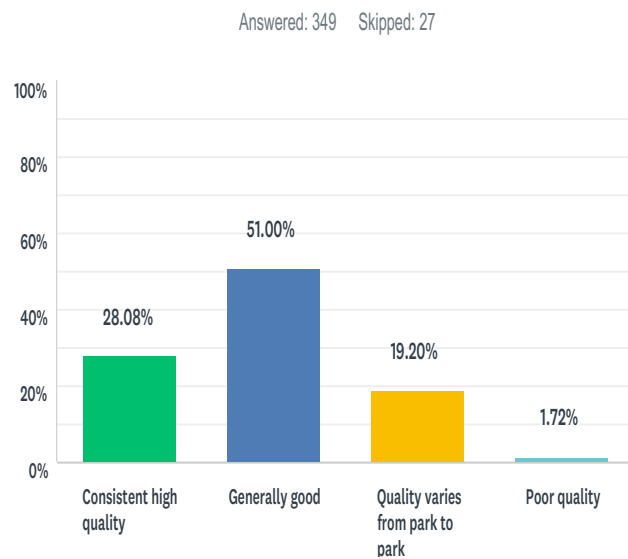
## 7. Why do you and your family visit the City of Kendallville parks?

Walking	78.67%	273
Playground equipment	55.04%	191
Wildlife Viewing/Nature walk	50.43%	175
Relaxation	42.94%	149
Family gatherings	32.56%	113
Picnic	31.70%	110
Sports (tennis, baseball, soccer, etc)	31.41%	109
Bicycling	31.12%	108
Fishing	23.34%	81
Jogging	22.19%	77
Swimming	19.88%	69
Organized Park Programs	12.39%	43
Boat / canoe / kayak	11.82%	41
Camping	9.80%	34
Disc Golf	8.36%	29
Archery	7.20%	25
Total Respondents: 347		

## 8. Check the top five most important park activities to you and your family:

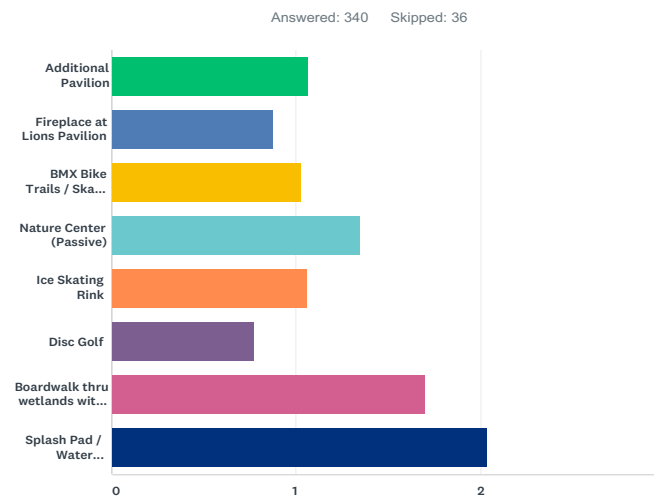
Baseball	16.72%	57
Camping	15.84%	54
Boating/Canoeing/Kayaking	14.37%	49
Nature Center/Education	13.78%	47
Bike Trails / BMX	11.14%	38
Summer Day Camp	10.85%	37
Programs	9.97%	34
Archery (Indoor/Outdoor)	9.09%	31
Softball	8.21%	28
Basketball	7.92%	27
Tennis	7.33%	25
Preschool	7.04%	24
Disk Golf	6.74%	23
Football	4.40%	15
Soccer	4.40%	15
Sledding	4.11%	14
Pickleball	3.23%	11
Roller Skating / Skate Night	3.23%	11
Volleyball	2.64%	9
Ice Skating	2.35%	8
Euchre / Cards	1.76%	6
Ultimate Frisbee	1.47%	5
Skateboarding	0.59%	2
Skiing	0.59%	2
Total Respondents: 341		

9. Overall, how would you rate the Kendallville Park Department's facilities/amenities?



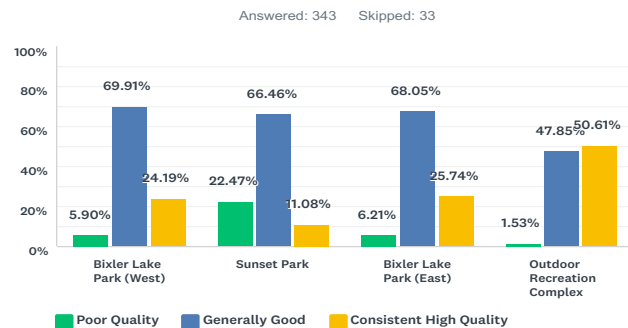
ANSWER CHOICES	RESPONSES	
Consistent high quality	28.08%	98
Generally good	51.00%	178
Quality varies from park to park	19.20%	67
Poor quality	1.72%	6
<b>TOTAL</b>		<b>349</b>

10. How do you feel about adding or improving the following facilities in the Kendallville park system?



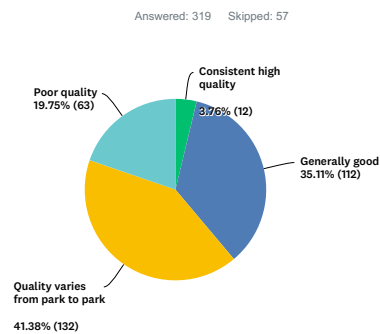
	0 - NOT NEEDED AT THIS TIME	1 - SOMEWHAT IMPORTANT	2 - YES, IMPORTANT	3 - DEFINITELY NEEDED	TOTAL	WEIGHTED AVERAGE
Additional Pavilion	30.96% 100	39.63% 128	20.43% 66	8.98% 29	323	1.07
Fireplace at Lions Pavilion	42.27% 134	35.02% 111	15.46% 49	7.26% 23	317	0.88
BMX Bike Trails / Skate Park	31.03% 99	40.13% 128	23.20% 74	5.64% 18	319	1.03
Nature Center (Passive)	15.82% 50	43.99% 139	29.75% 94	10.44% 33	316	1.35
Ice Skating Rink	31.97% 102	38.87% 124	20.69% 66	8.46% 27	319	1.06
Disc Golf	43.46% 133	38.89% 119	14.71% 45	2.94% 9	306	0.77
Boardwalk thru wetlands with signage	12.73% 41	27.95% 90	36.34% 117	22.98% 74	322	1.70
Splash Pad / Water Playground	11.52% 38	17.27% 57	26.97% 89	44.24% 146	330	2.04

11. In your opinion, how would you rate the following parks and their facilities?



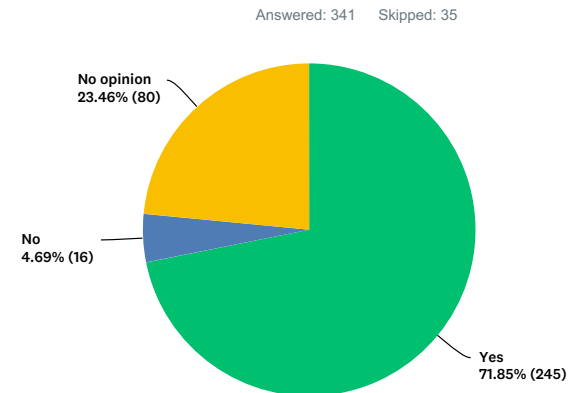
	POOR QUALITY	GENERALLY GOOD	CONSISTENT HIGH QUALITY	TOTAL	WEIGHTED AVERAGE
Bixler Lake Park (West)	5.90% 20	69.91% 237	24.19% 82	339	1.42
Sunset Park	22.47% 71	66.46% 210	11.08% 35	316	1.00
Bixler Lake Park (East)	6.21% 21	68.05% 230	25.74% 87	338	1.45
Outdoor Recreation Complex	1.53% 5	47.85% 156	50.61% 165	326	2.00

12. Overall, how would you rate the Kendallville park restrooms?



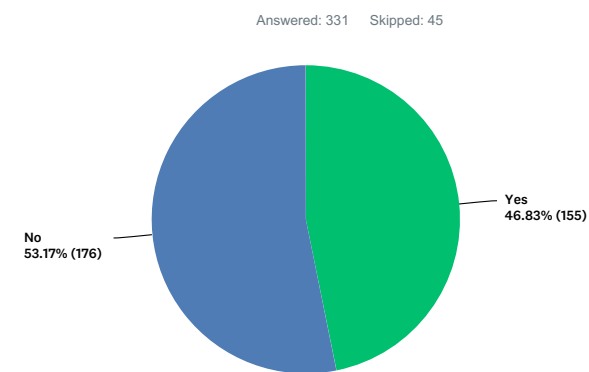
ANSWER CHOICES	RESPONSES
Consistent high quality	3.76% 12
Generally good	35.11% 112
Quality varies from park to park	41.38% 132
Poor quality	19.75% 63
TOTAL	319

13. Would you support a “bike friendly” street campaign?



ANSWER CHOICES	RESPONSES
Yes	71.85% 245
No	4.69% 16
No opinion	23.46% 80
TOTAL	341

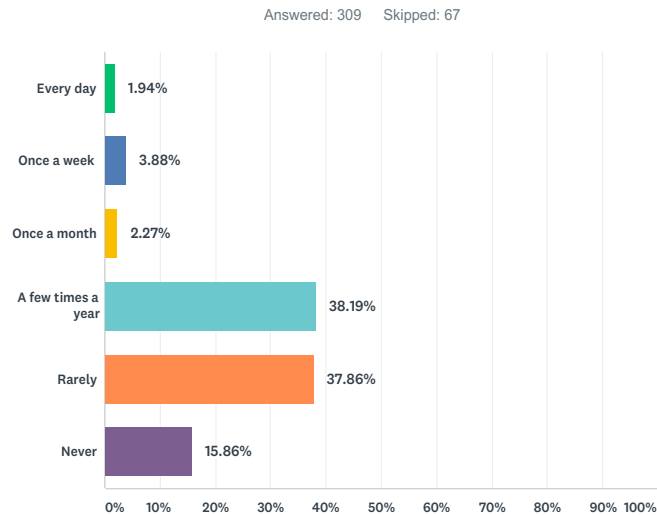
14. Should the Kendallville Park and Recreation Department start a fundraiser for the development of a new Tennis and Pickleball court?



ANSWER CHOICES	RESPONSES
Yes	46.83% 155
No	53.17% 176
TOTAL	331

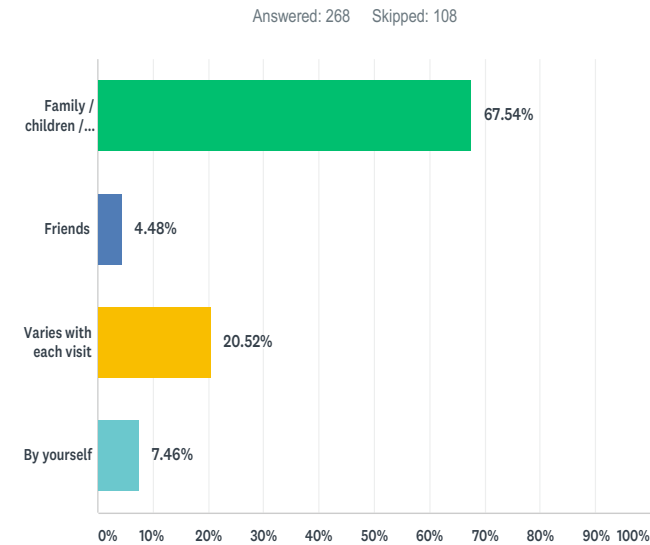


15. How often do you attend Kendallville Park Department programs?



ANSWER CHOICES	RESPONSES	
Every day	1.94%	6
Once a week	3.88%	12
Once a month	2.27%	7
A few times a year	38.19%	118
Rarely	37.86%	117
Never	15.86%	49
TOTAL		309

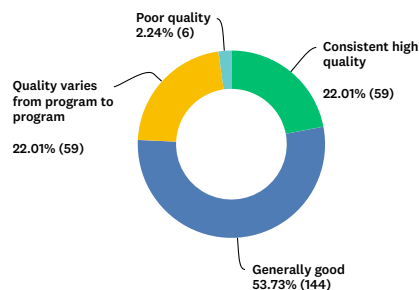
16. If you attend any of the Kendallville Park Department programs, with whom do you most often attend?



ANSWER CHOICES	RESPONSES	
Family / children / grandchildren	67.54%	181
Friends	4.48%	12
Varies with each visit	20.52%	55
By yourself	7.46%	20
TOTAL		268

17. Overall, how would you rate the programs offered by the Kendallville Park Department?

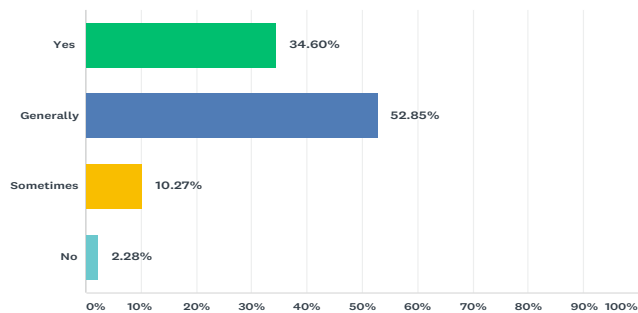
Answered: 268 Skipped: 108



ANSWER CHOICES	RESPONSES	
Consistent high quality	22.01%	59
Generally good	53.73%	144
Quality varies from program to program	22.01%	59
Poor quality	2.24%	6
TOTAL		268

18. Are the Kendallville programs fun and organized?

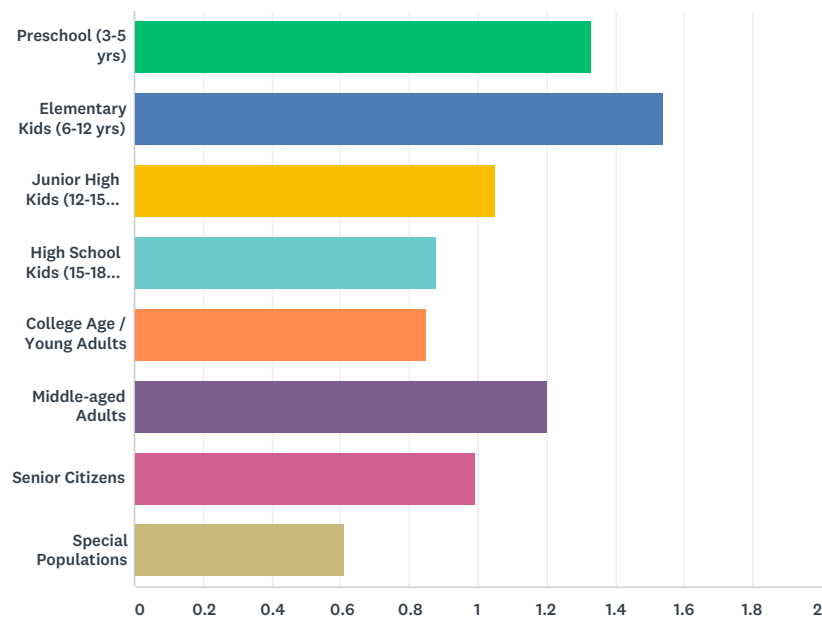
Answered: 263 Skipped: 113



ANSWER CHOICES	RESPONSES	
Yes	34.60%	91
Generally	52.85%	139
Sometimes	10.27%	27
No	2.28%	6
TOTAL		263

19. In your opinion, how would you rate the quality of programs provided by the Kendallville Park and Recreation Department of each of the following age groups?

Answered: 265 Skipped: 111

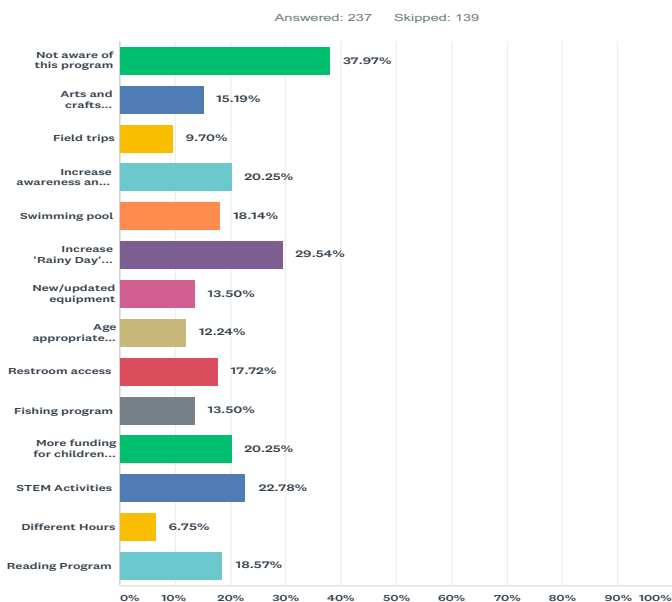


	POOR	MEDIOCRE	EXCELLENT	NO COMMENT	TOTAL	WEIGHTED AVERAGE
Preschool (3-5 yrs)	2.69% 7	18.46% 48	31.15% 81	47.69% 124	260	1.33
Elementary Kids (6-12 yrs)	2.33% 6	18.22% 47	38.37% 99	41.09% 106	258	1.54
Junior High Kids (12-15 yrs)	7.39% 19	22.18% 57	17.90% 46	52.53% 135	257	1.05
High School Kids (15-18 yrs)	10.08% 26	21.32% 55	11.63% 30	56.98% 147	258	0.88
College Age / Young Adults	15.95% 41	21.01% 54	8.95% 23	54.09% 139	257	0.85
Middle-aged Adults	10.55% 27	31.64% 81	15.23% 39	42.58% 109	256	1.20
Senior Citizens	8.20% 21	21.88% 56	15.63% 40	54.30% 139	256	0.99
Special Populations	10.71% 27	14.29% 36	7.14% 18	67.86% 171	252	0.61

20. Check the top five most important park programs listed below that you feel the Kendallville Parks Department should provide:

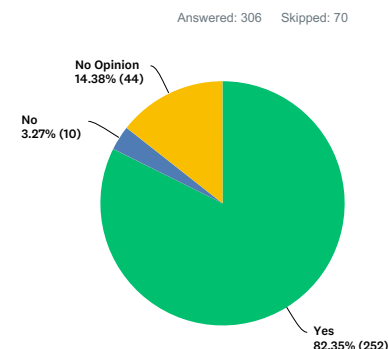
Sports Leagues	39.72%	114
Fishing Events	35.89%	103
Cultural Arts Programs	30.66%	88
Sport Instructional Programs	25.09%	72
Sport Tournaments	23.00%	66
Trips to Special Attractions/Events	21.60%	62
Trips to Amusement Parks	10.80%	31
Trips to Sporting Events	9.06%	26
Total Respondents: 287		

21. What improvements would you like to see for the Kendallville Summer Day Camp program?



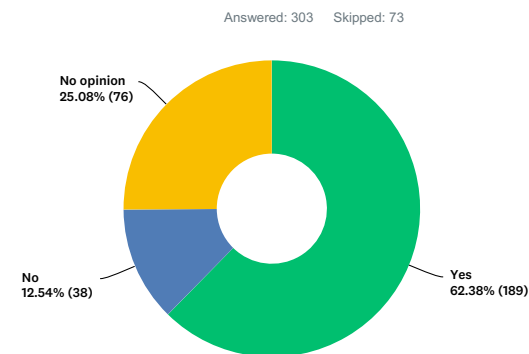
ANSWER CHOICES	RESPONSES
Not aware of this program	37.97% 90
Arts and crafts activities	15.19% 36
Field trips	9.70% 23
Increase awareness and advertise	20.25% 48

22. Should the Kendallville Park and Recreation Department be active in environmental issues and education?



ANSWER CHOICES	RESPONSES
Yes	82.35% 252
No	3.27% 10
No Opinion	14.38% 44
TOTAL	306

23. Should the Kendallville Park and Recreation Department secure additional land for the future park and recreation opportunities?

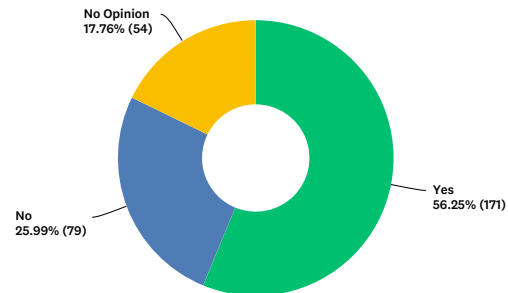


ANSWER CHOICES	RESPONSES
Yes	62.38% 189
No	12.54% 38
No opinion	25.08% 76
TOTAL	303



24. For the type of parks or facilities that are most important to you and your household, would you support an increase in admission fees, or other user fees?

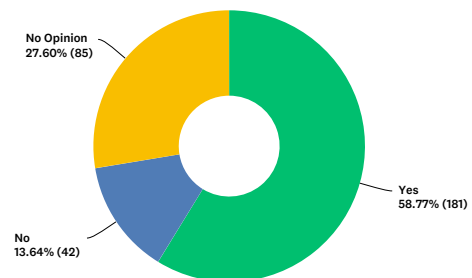
Answered: 304 Skipped: 72



ANSWER CHOICES	RESPONSES
Yes	56.25% 171
No	25.99% 79
No Opinion	17.76% 54
TOTAL	304

25. If identified improvements exceed the current park funding budget, would you support the city issuing a park bond for the development, renovation, and operation of parks and facilities?

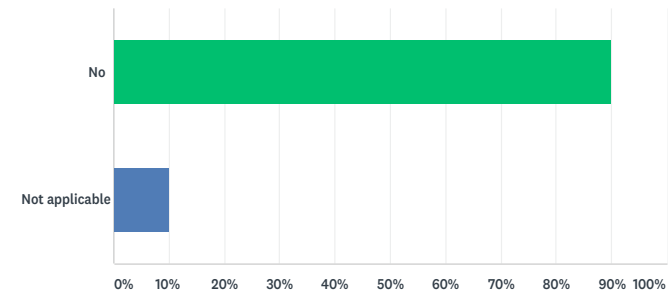
Answered: 308 Skipped: 68



ANSWER CHOICES	RESPONSES
Yes	58.77% 181
No	13.64% 42
No Opinion	27.60% 85
TOTAL	308

26. Is there anything that prevents or restricts your use of the Kendallville parks?

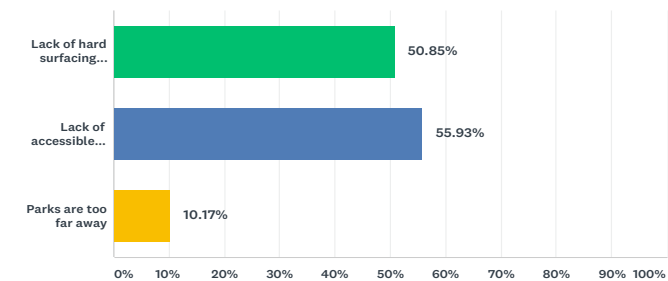
Answered: 269 Skipped: 107



ANSWER CHOICES	RESPONSES
No	89.96% 242
Not applicable	10.04% 27
TOTAL	269

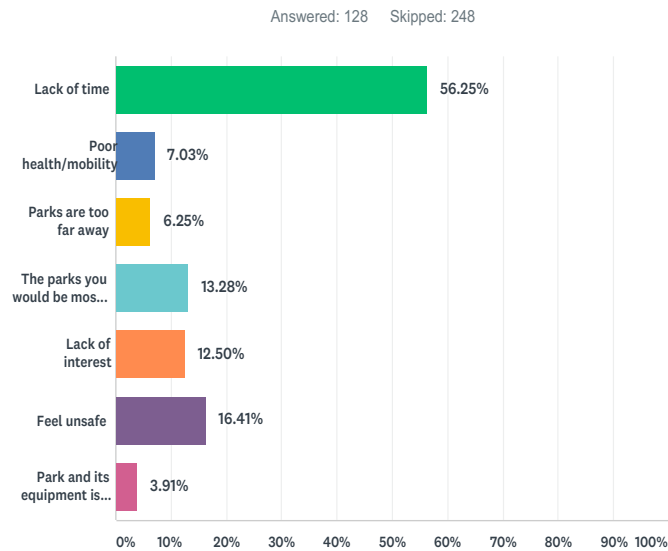
27. Do any of the following physical barriers restrict or prevent you from using the Kendallville parks?

Answered: 59 Skipped: 317



ANSWER CHOICES	RESPONSES
Lack of hard surfacing leading to a park or its equipment	50.85% 30
Lack of accessible parking	55.93% 33
Parks are too far away	10.17% 6
Total Respondents: 59	

28. If you do not frequently use the Kendallville parks often, why?



ANSWER CHOICES	RESPONSES	
Lack of time	56.25%	72
Poor health/mobility	7.03%	9
Parks are too far away	6.25%	8
The parks you would be most likely to visit do not have the facilities you would like to use	13.28%	17
Lack of interest	12.50%	16
Feel unsafe	16.41%	21
Park and its equipment is not handicap accessible	3.91%	5
Total Respondents: 128		