

MINUTES

PARK BOARD MEETING
FIREMEN'S BUILDING
March 15, 2016, 5:15 P.M.

The Warsaw Parks & Recreation Board met for its monthly meeting on March 15, 2016, at 5:15 PM at the Firemen's Building. Attendance was noted as follows:

PRESENT: Board Members Steve Haines, Larry Ladd, Diane Quance, Bill Baldwin, Rick Paczkowski, & Michelle Boxell. Also present: Park Superintendent Larry Plummer, Jr., Maintenance Director Shaun Gardner, Recreation Director Sheila Wieringa, & Secretary Heather Frazier

GUESTS: *Chris, Willie 103.5, Heather James, Lakes Festival & Pat Brown, SiteScapes, Inc.*

CALL TO ORDER: Board Steve Haines called the meeting to order.

APPROVAL OF MINUTES: The minutes were approved on a motion by Board Member Baldwin, seconded by Board Member Boxell, all in favor.

UNFINISHED BUSINESS:

Superintendent Plummer in collaboration with Maintenance Director Gardner and Recreation Director Wieringa, have been working with Big Picture Imagery, Ben Thornburg, to design and replace the Central Park Banners, which are from 2002. To help the Board decide on a pattern for the banners, multiple banners were presented and shown. The first banner helped highlight the concerts performed in Central Park while the other banner represented the Warsaw City Parks. Due to input from the last Park Board Meeting, some alterations such as font and font size were incorporated, which made the banners easier to read. There were 3 other banners, which represented the Park Department's logo, however, when placed on the banner and the board agreed, the logo seemed stretched. The Park's Department would like the banners to be implemented in Central Park mid-April. The final product takes approximately 2-4 weeks to complete. A motion to approve the use of the banners, which promoted the Central Park Concerts as well as the Park's Department, was approved by Board Member Paczkowski, and seconded by Board Member Baldwin.

NEW BUSINESS:

Chris from Willie, 103.5, asked for the Board's approval to again for the 3rd year in a row, host Willi Chili Dogs. Chris informed the Board that this event occurs once per month, where they offer free food, drink, and prizes for the public from 11am to 1pm, or until the items are gone. This event would be held on Wednesdays and would they would be utilizing the Central Park's West Shelter for the following dates: May 18, June 15, July 20, August 17, and September 14, 2016. A motion to approve the Willie Chili Dog's event was approved by Board Member Baldwin, seconded by Board Member Paczkowski.

Heather James from the Lake's Festival informed the Board that this year's festival will be a two-day event, which is different than just one day the past years. The festival will be held at Central Park on June 11th and 12th, 2016, and will include lake education, Aqua Mile, crafts, events, and food vendors. Some new events this year include an Adventure Race (partnership through Metzger Outdoor), cooking demonstrations and workshops, along with a duck call competition, and an evening concert followed by a firework show. On Sunday, Lake City Skiers will return and perform in the afternoon. The website is currently being revamped but should be fully functioning here soon, although there are some events on the website; however, the list is not complete. The 2017 Lake's Festival is scheduled for Memorial weekend, May 27th and 28th.

Pat Brown from SiteScapes, Inc., provided the Board with a proposed schedule for the 5-year Parks and Recreation master plan. The Draft for the plan has to be submitted no later than January 16, 2017, with the final copy being submitted on April 14, 2017. Within the next few weeks, he will be meeting with Superintendent Plummer and will come up with a plan on how to conduct surveys, either on-line or by utilizing other forms of communication. Brown will be at each Park Board Meeting for the rest of the year. This 5-year plan will be a little different than the past master plans because this one will be split into two separate plans: Capital Improvement Plan and the 10-year Preventative Maintenance Plan. This will help keep and maintain organization as well as make it easier to both look up the information or retrieve it.

OTHER MATTERS:

Superintendent Plummer informed the Park Board about future plans to replace as well as incorporate exercise equipment at Lucerne Park, some of which has been at the park since the 1980s. It was discussed that the exercise equipment would be used more if placed near the playground, so that parents could still monitor their children on the playground while using the equipment. Possible layouts for the placement of equipment will be presented at the next Park Board Meeting. Several outside companies, Sinclair Recreation (Matt Podlin) and Parkreation (Tom Sanders), have been helping with the efforts and a decision will be made within the next few weeks. The idea of the equipment is to make it simple to use so that those who are unfamiliar with how to use the equipment are not hesitant to use it along with provide free use of the equipment for those who are unable to pay for a gym membership.

Also addressed was the fact that the Park Board was approved to start the process of making all meetings now internet based, which means attachments could be emailed rather than handed out during the meeting. In collaboration with Tim Hori from Warsaw Fiber, it was suggested that a hotspot be placed at the campground, which would reach the Firemen's Building for Park Board Meetings. This would also allow campers to use the Wi-Fi to check emails, listen to music, or basic internet searches. However, it would not allow the use to stream movies, but was suggested that for an added fee, campers could possibly have this resource. All details are not finalized but are expected to take place within the next 6 months. In addition to campground improvements, Maintenance Director Gardner addressed some other areas of improvement taking place. Continuous improvements include leveling the rows, pouring concrete, and planting grass seed to have the campground ready for the opening date of April 15, 2016.

Superintendent Plummer further informed the Park Board that Warsaw Fiber has officially been installed at the Park Office and looks to be fully integrated by the end of March beginning of April. The Park's Department will be switching service from Century Link to Broadvoice. Fiber installation was also started at the campground as well as the Pete Thorn Youth Center.

Recreation Director Wieringa stated that the 2016 Recreation Guide would be ready mid-April. After receiving several quotes, Apollo was the lowest quote and is the company printing the guides this year. Harmony printed the guides last year and offered to reduce the price in 2015 to allow for their personal logo to go on the back of the 2015 Recreation Guides; however, this year did not offer that option. Wieringa also informed the Park Board that the major concert acts will be announced on April 1, 2016, on local radio stations 103.7 and 107.3.

There being no further matters to come before the board, the meeting was adjured on a motion by Board Member Baldwin, seconded by Board Member Boxell all in favor.

Respectfully Submitted,



Heather Frazier
Secretary