



## MINUTES

**City of Warsaw  
Parks and Recreation Board  
Monthly Park Board Meeting  
Tuesday, May 3, 2016, 5:15 pm - 6:15 pm  
Firemen's Building**

**In Attendance:**

Diane Quance; Heather Frazier; Joe Thallemer; Larry Ladd; Larry Plummer; Michelle Boxell; Shaun Gardner; Sheila Wieringa; Steve Haines

**Not In Attendance:**

Bill Baldwin; Rick Paczkowski

### I. CALL TO ORDER

Board President Steve Haines called the meeting to order.

### II. APPROVAL OF PREVIOUS MEETING'S MINUTES

The March minutes were approved on a motion by Board Member Ladd, seconded by Board Member Boxell, all in favor. The April minutes were approved on a motion by Board Member Boxell, seconded by Board Member Ladd.

Move: Larry Ladd Second: Michelle Boxell Status: Passed

### III. UNFINISHED BUSINESS

#### 1. Five Year Master Plan

Larry  
Plummer

Superintendent Plummer passed out copies in reference the surveys that the public has been asked to volunteer in, to help the Park's Department integrate and address the community's concerns into our 5-Year Master Plan. According to Pat Brown, from SITESCAPES, we have had roughly 102 surveys completed. Later this week, when the sewage bills are sent out, they will also contain information and a link directing the public to complete the survey. The cutoff date for the survey is June 15, 2016, and the results will be presented at the June Park Board Meeting, June 21, 2016. Mayor Thallemer also addressed the impeccable timing of the 5-Year Master Plan in conjunction with the other large city wide projects, Buffalo Street Project, Stellar Community, KLA Project, and how responses from the community can help integrate the necessary changes to help strengthen the community as a whole.

## 2.WCS Food & Nutrition Services Request

From April's meeting, due to lack of quorum, no vote could be taken, the WCS Food & Nutrition Services Request to again for the 10th year, use the Bixler Shelter at Center Lake for their summer meal program. The lunches would start no earlier than June 6, 2016, and ending no later than July 29, 2016. There would be no meals served the week of July 4, 2016. The meals are available for free for children under the age of 18 and adults have an opportunity to purchase a meal, however, pricing has yet to be determined. A motion to approve WCS's Request was approved by Board member Ladd, seconded by Board Member Boxell.

Move: Larry Ladd Second: Michelle Boxell Status: Passed

### 3. Playground/Exercise Equipment at Lucerne Park

Larry  
Plummer

Superintendent Plummer provided the same handouts as were presented in April's Board Meeting, reference exercise and playground equipment at Lucerne Park, which would replace the currently outdated equipment from the 1980s. A motion to approve the playground equipment was approved by Board Member Boxell, seconded by Board Member Ladd. A motion to approve the Apollo exercise equipment was approved by Board Member Ladd, seconded by Board Member Boxell.

Move: Michelle Boxell Second: Larry Ladd Status:

## IV. NEW BUSINESS

### 1. Danielle Brown Request

Request to light lanterns to honor Ava Sizemore in Central Park

Danielle Brown asked for the Board's permission to again this year, release biodegradable balloons from Central Park on June 4, 2016, to honor the passing of Ava Sizemore. A motion to approve Danielle Brown's request was approved by Board Member Ladd, seconded by Board Member Boxell.

Move: Larry Ladd Second: Michelle Boxell Status: Passed

## 2.Clark Shepherd-Bench Donation

Clark Shepherd was not present to discuss and propose the bench donation.

Move: Second: Status: Tabled

## 3.Jennifer Blair

No smoking in parks

Jennifer Blair addressed the Park Board and expressed her desire to help make Warsaw City Parks smoke free. Due to health issues, such as Asthma, she advised it is extremely difficult to remain at an event in the parks because the smoke emitted from cigarettes can send her into a full blown asthma attack. Because of this, she is constantly having to adjust her location or leave an event altogether due to health reasons or fear of an attack. Blair requested the Board approves or integrates a no smoking ban in all city parks. After brief discussion, it was discussed that in order to get ideas on how to properly implement the ban as well as enforce it, some additional research of other local area parks, who are smoke free, should be conducted. A motion to table the no smoking ban until June's Park Board Meeting, was approved by Board Member Ladd, seconded by Board Member Boxell.

Move: Larry Ladd Second: Michelle Boxell Status: Tabled

#### 4. Stellar Community

Mayor Thallemer addressed the Board and explained in depth how the Stellar Community Grant works and what the benefits of it are. Thallemer reinforced that the purpose of this grant is to expedite or accelerate the projects and it is not intended to fully support them, as the projects have been planned for some time now and acquiring funding for them has also been in process.

#### 5. Playground Audit

Shaun  
Gardner

Maintenance Director Gardner, informed the Park Board about the most recent playground audit. The playground equipment is holding up well, park wide, and just had some minor repairs such as the tightening of bolts and adding additional wood fiber where needed. Gardner advised that Lucerne Park is their main focus this summer season as in removing and replacing playground and exercise equipment. Playground safety has been a priority and park staff conducts both monthly and yearly audits of all park equipment. At the end of last year, two additional employees obtained their playground safety certifications.

#### 6. Permission to remove playground/fitness equipment at Lucerne Park

Larry  
Plummer

Superintendent Plummer informed that board that the ideal timeline to start removing the playground and fitness equipment at Lucerne Park, would be as soon as time allows due to increase of staff during the summer months and adequate weather for proper installation. Ideally, the removal of equipment would occur in June and the new equipment would be installed early July. A motion to approve the removal of both the playground and exercise equipment at Lucerne Park was

approved by Board Member Boxell, seconded by Board Member Ladd.

Move: Michelle Boxell Second: Larry Ladd Status: Passed

7. Permission to tear down Gladys Ramsey Shelter

Larry  
Plummer

Due to constant vandalism issues, approaching construction, and overall maintenance and repairs of the Gladys Ramsey Shelter, Plummer asked for the Board's approval to tear down the facility. Plummer advised that an additional shelter will be built at that location, however, it is unknown at this time what type of shelter will replace the Gladys Ramsey Shelter. A motion to approve the removal and tear down of the Gladys Ramsey Shelter was approved by Board Member Ladd, seconded by Board Member Boxell.

Move: Larry Ladd Second: Michelle Boxell Status: Passed

## V. OTHER MATTERS TO COME BEFORE THE BOARD

Recreation Director Wieringa informed the Park Board that the 2016 Recreation Guides were now available at various locations city wide, in the Central Park Office, and also online on the city website.

## VI. MEETING REVIEW

## VII.ADJOURNMENT

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

Move: Michelle Boxell Second: Larry Ladd Status: Passed