



## **MINUTES**

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

**In Attendance:**

Bill Baldwin; Diane Quance; Larry Plummer; Michelle Boxell; Rick Paczkowski; Shaun Gardner; Sheila Wieringa; Steve Haines

**Not In Attendance:**

Heather Frazier; Joe Thallemer; Larry Ladd

### **I.CALL TO ORDER**

Board President Steven Haines called the meeting to order.

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

#### **1.Approval of October 2016 Minutes**

The October minutes were approved on a motion by Board Member Michelle Boxell, seconded by Board Member Rick Paczkowski.

Move: Michelle Boxell Second: Rick Paczkowski Status:  
Passed

### **III.UNFINISHED BUSINESS**

## 1.5 Year Master Plan

Pat Brown, from SITESCAPES, advised the figures provided to the Board were based on the implementation of the 5-year master plan. The budgets do include adding one full-time recreation programmer being added in 2019, and another full-time maintenance laborer in 2020.

Again, the budget reflects receiving the OCRA Grant in December. If the Parks Department is not the recipient of the grant, both the action and budget plan will need to be revised to reflect those changes. The final plan does not to be submitted to DNR until April 2017.

Due to the possibility of not having a Park Board Meeting in December, due to holidays and possible weather complications, Pat Brown asked for the Board's approval to give Superintendent Plummer authority to send the 5-year master plan draft to the DNR.

A motion to allow the park department to submit the Master Plan draft to DNR, if there is not a December Park Board Meeting, was approved by Board Member Boxell, seconded by Board Member Paczkowski.

Move: Michelle Boxell Second: Rick Paczkowski Status:  
Passed

## IV. NEW BUSINESS

### 1. Holiday Prep.

Although they are doing some final maintenance touch-ups, to ensure all lights are working properly, Maintenance Director

Gardner informed the Board the Holiday Light Display is completed. He also advised that there will be 3 new displays including: a 20-foot LED tree, an animated Santa Claus driving a train, and an animated display with elves shooting presents out of a canon.

The official lighting of the display will be during December's First Friday event, which is December 2, 2016. The lights will remain on until New Year's Day.

#### V.OTHER MATTERS TO COME BEFORE THE BOARD

Superintendent Plummer informed the Park Board that the Indiana Parks & Recreation Association magazine had asked the Warsaw parks department to write an article about the programs, activities, and facilities Warsaw parks have to offer. Administrative Assistant, Heather Frazier, along with the staff put together a thorough article highlighting the Warsaw parks. The article was drafted in June and was recently published in their fall magazine. Copies may also be viewed on the IPRA website.

The Shoreline Stabilization Project is taking flight as rocks have started being placed at Lucerne Park. In spring, once all freezing is done, the plugs will be put in. The project is expected to be completed in 2017.

#### VI.MEETING REVIEW

#### VII.ADJOURNMENT

There being no further matters to come before the board, the meeting was adjourned.

Move: Michelle Boxell Second: Bill Baldwin Status: Passed