

## MINUTES

**City of Warsaw  
Parks and Recreation Board  
Regular Meeting (Parks)  
Tuesday, November 20, 2018, 5:15 pm - 6:15 pm  
Council Chambers**

### In Attendance

Bill Baldwin; Diane Quance; Heather Frazier; Jill Beehler; Larry Ladd; Larry Plummer; Michelle Boxell; Shaun Gardner; Sheila Wieringa; Steve Haines

### Not In Attendance

Joe Thallemer

### I. CALL TO ORDER

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

The September 2018, minutes were approved on a motion by Board Member Baldwin, seconded by Board Member Beehler.

Move: Bill Baldwin Second: Jill Beehler Status: Passed

### III. UNFINISHED BUSINESS

#### 1. *Central Park Master Plan*

Park Superintendent Plummer asked the Park Board to prioritize what they believed was the most important projects to start on the Central Park Master Plan. After much discussion, the board prioritized the following projects in order of highest priority to least:

1. Pavilion Renovation and Park Office
2. Purchase of Gas Station (Including de-acceleration lane and green house)
3. Pier/Boardwalk
4. Entry Features
5. Sculptures (not in the garden but possibly spread out or 1-2 pieces)
6. Park Facilities Building Relocation/Parking
7. Multi-Use Pavilion/Ice Rink
8. Arthur Street Crossing

Further discussion on number seven, or the multi-use pavilion/ice rink occurred. The Park Board had several concerns in reference to this facility from the location, operational costs, maintenance costs, and labor costs. It

was suggested that if the rink were to occur, some type of maintenance endowment or funds would need to be set aside to help alleviate some of yearly operational costs. The Park Board advised that they would like to have an operational cost study conducted to see what the cost would be to have the facility.

Superintendent Plummer asked for the Board's permission to contact Design Collaborative and have them move forward with a schematic design of both the Pavilion and the offices that would be located there. Plummer further advised the Board that with funds set aside and help from the Building and Planning Department, the schematic design would cost \$15,000. This design would be more detailed and have a more accurate dollar amount to what the project would cost.

The use of Design Collaborative to move forward with a schematic design was approved by Board Member Ladd, seconded by Board Member Boxell.

Move: Larry Ladd Second: Michelle Boxell Status: Passed

## *2. iStrike Lightning Detection System*

Superintendent Plummer informed the Park Board the iStrike Lightning Detection Systems have been installed and are working. Signs are currently being made to educate the public on what the different sirens and strobe lights mean for the system and Recreation Director Wieringa placed a video on our social media about the system as well. Additional press releases and news interviews have and will be conducted as well as a continued process to keep the public both alert and educated on the system.

## *3. Kelly Park Playground*

The Kelly Park playground equipment has arrived. Here within the next week, both site prep and equipment prep for the playground will start to take place. The playground measures roughly about 75x60, is for ages 5-12 and through a grant process we were able to receive nearly a 50% discount on the playground equipment.

# IV. NEW BUSINESS

## *1. Maintenance Report*

Maintenance Director Gardner advised that all restrooms and water features have been winterized for the season, the holiday light display should be completed within the next day or so, and leaf cleanup will start in full swing. Gardner stated that one of his favorite new features for the light display is the large pixel tree in the middle of Central Park.

## 2. *Recreation Report*

Recreation Director Wieringa reviewed programs that had occurred since our last meeting, upcoming programs and prep for those programs as well as asked the Park Board if they would volunteer for the Light Up The Night event.

## 3. *KCCAA Lease Agreement*

Director of Senior Services, David Neff, approached the Park Board and informed them of the amazing events, resources, and community involvement the KCCAA has in Kosciusko County. In 2017, they delivered 35,000 meals, transported 247 people for a total of 15,000 rides, 408 people attended their activities at the PTYC and roughly 6,400 people ate meals at the building as well. David thanked the Board for the continued use of the PTYC and hopes that in collaboration with the Parks Department, they can continue to serve Kosciusko County from the PTYC.

Superintendent Plummer advised that the lease agreement is for \$1053/month and with contributions from the Wayne Township, the cost of running the facility is covered.

The 2019 lease agreement for KCCAA to use the PTYC for \$1053/month, was approved on a motion by Board Member Ladd, seconded by Board Member Baldwin.

Move: Larry Ladd Second: Bill Baldwin Status: Passed

## V. OTHER MATTERS TO COME BEFORE THE BOARD

### 1. *Christmas Concessions*

Superintendent Plummer advised the Park Board that Young Tiger Football, the individuals who volunteer to run the Christmas Concessions Trailer, have opted to have it open only on Friday, Saturdays, and Sundays. Rise N Roll along with McDonald's have decided to participate and donate some goods. Additional sponsors for the event include Kosciusko Community Foundation, who will be donating \$500, or 500 cups of hot

cocoa in honor of their 50th anniversary, Dennis Polk Equipment, Maple Leaf Farms, Wyndham Gardens, and Young Tiger Football.

The new pixel tree, located in Central Park, had the following donors, Carl & Laura Sowers, Drew Nisley, and Herman's Christmasland. This tree is about 20 ft tall and can be programmed with specific light and word displays. Additional new features include 2 new arches.

## VI. MEETING REVIEW

## VII. ADJOURNMENT

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

Move: Jill Beehler Second: Bill Baldwin Status: Passed

A handwritten signature in cursive script, appearing to read "Heather Frazier".

Heather Frazier  
Park Board Secretary