

## MINUTES

**City of Warsaw  
Parks and Recreation Board  
Regular Meeting (Parks)  
Tuesday, October 20, 2020, 5:15 pm - 6:15 pm  
Council Chambers**

### In Attendance

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

### I. CALL TO ORDER

Park Board President Steve Haines called the meeting to order.

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

#### 1. *Approval of August 2020 Minutes*

The August 2020, minutes were approved on a motion by Board Member Boxell, seconded by Board Member Beehler.

Move: Michelle Boxell Second: Jill Beehler Status: Passed

### III. UNFINISHED BUSINESS

#### 1. *Ker Park Progress*

Superintendent Plummer updated the Park Board on the progress of Ker Park. Since our last meeting several new items and preparations have taken place to Ker for the installation of the new playground set to occur early Spring of 2021. We have placed the perimeter to the playground, installed sidewalks, new picnic tables, planting beds, landscape rocks and 5 new trees. Additionally, with a collaboration with the Street Department, they will help create an access drive for park vehicles. This drive will help park vehicles such as the mow truck & trailer, leaf truck and other park maintenance facilities have a safer place to park and unload.

#### 2. *Indiana Street Lot at Central Park*

Plummer continued to update the Park Board on progress in Central Park as well. Phend & Brown completed their project in Central Park on the Indiana Street parking lot where they were repairing/replacing the curbs.

Over time, the curbs have sunk approximately one foot, which made it a prime location to hold water. With 150 feet of new curbs put into place, it will help the area drain more effectively. We are hoping to continue this project to the West Shelter parking lot in November, weather permitting.

### 3. *Rotary Park*

September 25, 2020, there was a dedication ceremony at Rotary Park, which thanked all who participated, collaborated and contributed to the project. Recent updates include bike racks and irrigation. Plummer advised he is proud of how Rotary Park has come along and enjoys seeing the public utilize the new space.

## IV. NEW BUSINESS

### 1. Review of Park Program, Facility, and Lease Fees

Superintendent Plummer presented the Park Board with 2 handouts: one pertaining to the program/registration fees and the other for all park rental fees. He asked the Board to look over these fees and be prepared to recommend they remain the same or suggest changes which need to be made at the November Park Board meeting.

### 2. *Planting of Trees with Grant Funds*

A few months ago, we received a grant from the Kosciusko County Community Foundation for our involvement in the installation of the new artwork placed outside of City Hall as well as for our Recreation Department's continued success for overcoming the challenges and changes needed to continue program involvement. This grant allowed us to plant 30 new trees in our park system. We wrote them a letter, explaining how we used the funds from the grant along with what parks received the trees. They seemed very pleased with how the grant was used and how it will continue to benefit the community and generations to come.

### 3. *Hire Park Drainage and Asphaltting*

In collaboration with Wastewater and Street Department, we have been able to keep the Hire Park drainage and asphalt project in-house. This has allowed us to save money while simultaneously being able to provide additional training to our employees. This project was in our 5 year master plan. This will allow for the Hire Park parking area to have a more efficient drainage system, defined parking spaces, and improve the overall

appearance. With Hire Park BMX being one of the nicest BMX tracks, it is important we provide the proper space for those visiting.

#### *4. Recreation Programming Report*

Recreation Wieringa reviewed past programs and upcoming events. Wieringa updated the Board on the grants she has and will be applying for, which include grants for the concert series and to move the Mantis Skate Park. Some new upcoming events include our collaboration in Spooktacular, which will look a little different this year. Instead of walking from business to business like previous years, this event will be a drive through event. Those participating will drive through down town as well as Central Park. Additionally, since Santa visits may look a little different this year we are offering free virtual Santa visits. We are upgrading our equipment to help make this time more enjoyable experience for the kids.

#### *5. Maintenance Report*

Maintenance Director Gardner informed the Park Board about additional projects they have completed in addition to the items Superintendent Plummer covered earlier. All cabins at Lucerne Park now have ADA complaint ramps. The maintenance crew have winterized the campground, park restrooms, and fountains. They have begun to remove picnic tables from the parks, so they can start to refurbish them in the next few weeks. Additionally, the crew has begun to check on the Christmas lights for the display.

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

Plummer advised he was recently contacted by an individual from the Municipal Magazine reference our Christmas display. They have been interviewing the departments, who have been recognized for the holiday displays they have every year.

A new inchworm has been ordered for Kiddie Land. This new play structure is a good climbing area for kids 2-5 years of age.

A second training with Wright Tree Service recently occurred. During this time, 5 more trees were removed from Lucerne Park. Additionally, employees again received a great training opportunity. This is a great collaboration with Wright Tree, which we hope to continue through the next few years.

Mayor Thallemer thanked the Park Board for their time and effort in the discussions regarding the possible ice skate rink. Mayor stated he is excited for Winona Lake and the future the ice rink has there. Additionally, it is still a

tremendous opportunity for our community, one he can't wait to see up and running.

Mayor asked the Board to consider the program and rental rates with the thought in mind, we both need to stay current with today's fees while also providing services at a reasonable cost for those in the community. He understands changing fees, is not an easy decision.

## VI. MEETING REVIEW

## VII. ADJOURNMENT

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

Move: Jill Beehler Second: Michelle Boxell Status: Passed



Heather Frazier  
Board Secretary