

MINUTES

**City of Warsaw
Parks and Recreation Board
Regular Meeting (Parks)
Tuesday, November 17, 2020, 5:15 pm - 6:15 pm
Council Chambers**

In-Person Attendance

Heather Frazier; Larry Plummer; Shaun Gardner; Sheila Wieringa

Remote Attendance

Diane Quance; Jill Beehler; Larry Ladd; Michelle Boxell; Steve Haines

I. CALL TO ORDER

Park Board President Steve Haines called the meeting to order.

II. APPROVAL OF PREVIOUS MEETING'S MINUTES

III. *Approval of October 2020 Minutes*

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

Move: Michelle Boxell Second: Jill Beehler Status: Passed

IV. UNFINISHED BUSINESS

1. *Park Program, Facility & Lease Fees*

Superintendent Plummer asked the Board to start with the program fees and move then down each facility with a final approval last. The following fees were established for 2021:

Programs and fees approved, will remain the same for 2021.

Vendor Fees will be raised \$5 each.

A motion to approve vendor fees increase of \$5 each, was approved by Board Vice President Ladd, seconded by Board Member Beehler.

Facility Fees

Center Lake Pavilion:

Weekday Fee: \$200 new rate

Weekend: Leave at \$400 same rate

Firemen's Building:
Weekday Fee: \$200 new rate
Weekend: \$250 new rate

Nye Youth Cabin:
Weekday: \$125 new rate
Weekend: \$150 new rate

Lucerne Cabins:
Rental Fee: \$75 new rate

Amphitheater & Central Park Plaza
Amphitheater: \$200 new rate
Plaza: \$225 new rate

Pavilion Set Up Fee
Half Set up: \$50 new rate
Full Set Up: \$100 new rate

Digital Marquee
Fee: \$20 same rate

Picnic Tables Reserved in the Park
Fee: \$5 new rate

Delivered Picnic Tables
In town: \$15 new rate
Wayne Township: \$20 new rate

Sawhorse Table Delivery:
In Town: \$10 new rate
Wayne: \$15 new rate

Campground Wood:
\$15 new rate

Picnic Shelters:
\$50 new rate

Campground Dock Rental:
Daily: \$5 same rate
Monthly: \$50 new rate
Season: \$150 new rate

Campground
Nightly: \$40 new rate
Weekly: \$210 new rate
Monthly: \$525 new rate
Seasonal: \$2100 new rate

A motion to approve the new rental rates for 2021 was approved by Board Vice President Ladd, seconded by Board Member Boxell.

SAC Lease:
\$1200 new rate

A motion to approve the new Lease agreement rate for the KCCAA for the PTYC was approved by Board Member Beehler, seconded by Board Member Boxell.

Move: Larry Ladd Second: Michelle Boxell Status: Passed

2. Hire Park Drainage & Asphaltting

Superintendent Plummer updated the Park Board on the progress at Hire Park. He advised city crews from both Waste Water and the Street Department were able to get the drains and asphalt laid in the parking lot. Hire Park's perimeter is still needing some work, which is weather dependent. If crews are unable to get that done this year, it will be completed in the spring as well as stripping the lot. Plummer thanked the Street Department and Waste Water Department for their collaboration with this project along with their time and commitment to it.

V. NEW BUSINESS

1. Recreation Programming Report

Recreation Director Wieringa advised a lot of background work has been occurring since the last Park Board meeting. They have completed sponsorship guides, planned for virtual Santa visits as well as looking into 2021, for future programs and events.

Wieringa stated that although their won't be a Light Up the Night event like previous years, the lights will still be on.

2. Maintenance Report

Maintenance Director Gardner advised the Board the Christmas display has been completed. The crew is currently testing and repairing anything that requires attention. Unfortunately, due to Covid, the Young Tiger Football concession trailer will not be available this year. We will, however, have a donation mailbox in the park to help with next year's display if anyone is interested in donating. The donation box will be placed near the walkway on the south side of the park by the Indiana Street parking lot.

Maintenance staff has been maintaining the parks from leaf pickup, picking up sticks and prepping for winter. Table boards have been purchased as well as stain and paint for our picnic tables to be refurbished. Snow plows have been placed on our trucks and tractors and we are ready for winter.

VI. OTHER MATTERS TO COME BEFORE THE BOARD

Superintendent Plummer wanted to thank the Park Board for again donating money for a luncheon for park employees. Although it may look a little different this year, it is still greatly appreciated.

VII. MEETING REVIEW

VIII. ADJOURNMENT

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

Move: Michelle Boxell Second: Jill Beehler Status: Passed



Heather Frazier
Board Secretary