



MINUTES

**City of Warsaw
Parks and Recreation Board
Monthly Park Board Meeting
Tuesday, October 18, 2016, 5:15 pm - 6:15 pm
Firemen's Building**

In Attendance:

Bill Baldwin; Heather Frazier; Larry Ladd; Larry Plummer; Michelle Boxell;
Rick Paczkowski; Shaun Gardner; Steve Haines

Not In Attendance:

Diane Quance; Joe Thallemer; Sheila Wieringa

I.CALL TO ORDER

Board President Steve Haines called the meeting to order.

II.APPROVAL OF PREVIOUS MEETING'S MINUTES

1.Approval of September 2016 Minutes

The September minutes were approved on a motion by Board Member Bill Baldwin, seconded by Board Member Rick Paczkowski.

Move: Bill Baldwin Second: Rick Paczkowski Status: Passed

III.UNFINISHED BUSINESS

1.5-Year Master Plan

Public Meeting

Pat Brown from SITESCAPES, Inc., presented the first aspect of the 5-year master plan, the action plan, during the public meeting. The action plan is a list of park improvements, divided by year with an estimation of costs on what those improvements would cost for that particular year. In 2017, some of the projects proposed to receive improvements are based off being the recipient of the OCRA Grant. Meaning if we are not ultimately chosen as the recipient, some items on the action plan may be adjusted to accommodate the park budget. Based off the current proposed items, there is an estimated cost of \$1,253,000.00 associated with the improvements.

The second aspect of the 5-year master plan entails the maintenance plan portion. This is what Pat Brown along with Maintenance Director Shaun Gardner will be focusing on in the next few weeks. The overall deadline to turn in the completed Master Plan to the DNR is April 15, 2017.

2.OCRA Grant Update

Superintendent Larry Plummer informed the Park Board that Kathleen Weissenberger, Consultant with KW, advised that our OCRA Grant application has been turned in on Friday, October 14, 2016. There are a total of 8 other applicants that have also applied for the Grant. The final decision on who receives the OCRA Grant is within the first 2 weeks of December 2016.

3.Ice Rink/Office Facility Update

Superintendent Plummer advised that the Board of Works recently approved the contract with MAI Architects, who will be performing the preliminarily conceptual architectural planning

and design services for the proposed ice skating rink.

MAI's "scope of work encompasses the conceptual design of a new ice skating rink, park offices; including public restrooms, fire pit, warming area at Center Lake Park, with consideration for future park office expansion and support spaces for operational uses for all seasons. MAI Architects will work with Warsaw Parks Department, Warsaw Planning Department and any other entity appointed to this project to evaluate potential site(s) and construction methods available based on cost and programmatic requirements set forth by the client working with MAI. MAI, working with said departments, will make recommendations and develop the overall conceptual design. Consideration for construction methods and operational costs will also be evaluated and an initial estimate of costs provided with this scope."

Superintendent Plummer wanted to clear up a few of the false statements that have been said or published reference the ice skating rink. As of this time, this is just a proposed idea and is not set in stone to occur. There are a lot of things that need to be considered during this time to see if it is even a feasible option. After the cost analysis and other steps are completed, then an educated decision can be made whether or not to continue with the project or if, for the Warsaw area, it is just not an ideal scenario to occur.

IV. NEW BUSINESS

1. Winter Preparations

Maintenance Director Shaun Gardner stated that the winterization process has started in the parks including, cleaning up the campground from summer use, removing courtesy piers and lifeguard stands, blowing out the water lines, and prepping the restrooms. In about 1-2 weeks the process should be

completed. After that, the maintenance staff will start going through the Christmas lights and getting them ready and replacing/fixing them for our Light up the Night Displays. They will also be resurfacing the picnic and sawhorse tables that were used during the summer seasons.

2.Fall/Winter Activities

Superintendent Plummer advised that the Fall Family Fun event was successful this year and Recreation Director Wieringa even added numerous new events such as the straw maze and pumpkin carving. Fall events other than Zumba are finished and now the focus has shifted to our winter events such as Light up the Night, Letters from Santa and Christmas Countdown.

V.OTHER MATTERS TO COME BEFORE THE BOARD

Superintendent Plummer also informed the Park Board that some repairs have been made to the Glover Pavilion, primarily the stage wings, where the speakers are placed during concerts. Due to weather exposure and deterioration, the wings have been repaired and are back in good condition. Also at the Pike Lake Campground, the main service wire feeding all campsites was replaced to allow 50 amp capability to camping sites.

VI.MEETING REVIEW

VII.ADJOURNMENT

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

Move: Bill Baldwin Second: Michelle Boxell Status: Passed