



MINUTES

**City of Warsaw
Parks and Recreation Board
Park Board**

**Tuesday, February 21, 2017, 5:15 pm - 6:15 pm
Pete Thorn Youth Center**

In Attendance:

Bill Baldwin; Diane Quance; Heather Frazier; Larry Ladd; Rick Paczkowski; Shaun Gardner; Sheila Wieringa; Steve Haines

Not In Attendance:

Joe Thallemer; Larry Plummer

I. CALL TO ORDER

Board President Steve Haines called the meeting to order.

II. APPROVAL OF PREVIOUS MEETING'S MINUTES

The January 2017, minutes were approved on a motion by Board Member Baldwin, seconded by Board Member Ladd.

Move: Bill Baldwin Second: Larry Ladd Status: Passed

1. *5 Year Master Plan*

Pat Brown from SITESCAPES, informed the Board and public about the upcoming deadlines for the final draft of the 5-year Master Plan. With public input and staff/city employee input, some changes and corrections may be made to the draft. An outline of these changes will be presented prior to submission of the final draft to the DNR.

The final draft has to be submitted no later than the deadline of April 15, 2017. The DNR has reviewed the draft and did make some recommendations. Brown advised both he and Superintendent Plummer decided to include these recommendations in the final draft.

III. UNFINISHED BUSINESS

IV. NEW BUSINESS

1. *2016 Year In Review*

Maintenance Director Shaun Gardner informed the Board about all the projections, collaborations, equipment changes and work the staff has performed for the 2016 year. (Please see handout for additional information)

2. *Recreation Report*

Sheila Wieringa

Recreation Director Sheila Wieringa went over the programs, program statistics, and program/event performance for the 2016 year. She also informed the Board and public about the general park budget and income for the 2016 year. (Please see handout for specific/detailed information)

3. *Maintenance Report*

Shaun Gardner

Maintenance Director Gardner informed the Board that staff has completed refurbishing the picnic tables and have started on painting the benches and park restrooms. With the recent nice weather, focus will be on clearing up sticks and other weather appropriate projects.

V. OTHER MATTERS TO COME BEFORE THE BOARD

Recreation Director Wieringa updated the Board about some events that occurred since the last Park Board Meeting. Wieringa advised that the Daddy Daughter Dance was sold out this year and due to the demand is looking to hold 2 dances next year, rather than just the 1. In addition to adding another dance, she is also looking to increase the age from 3-12, to 3-14.

Wieringa is working on completing the 2017 Recreation Guide, which is a complete re-design to be more organized and reader friendly. The Guide will be turned in mid-March and in reader's hands mid-April. The IAC Grant is due March 1, 2017, and if granted will go towards the Central Park Concert Series.

Maintenance Director Gardner wanted to touch base with the Park Board on the possibility of adding food trucks in Central Park during the summer. As a collaborative effort with the WCDC to help integrate the community and the parks on Mondays during the summer are looking at the possibility of highlighting food trucks in the park. The lunch times will be 11-2pm and will utilize the West Shelter if the program is integrated and approved.

VI. MEETING REVIEW

VII. ADJOURNMENT

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

Move: Bill Baldwin Second: Larry Ladd Status: Passed