



MINUTES

**City of Warsaw
Parks and Recreation Board
Park Board
Tuesday, March 21, 2017, 5:15 pm - 6:15 pm
Pete Thorn Youth Center**

In Attendance:

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

Not In Attendance:

Joe Thallemer

I. CALL TO ORDER

Board President Steve Haines called the meeting to order.

II. APPROVAL OF PREVIOUS MEETING'S MINUTES

1. *Approval of February 2017 Minutes*

The February 2017, minutes were approved on a motion by Board Member Boxell, seconded by Board Member Baldwin.

Move: Michelle Boxell Second: Bill Baldwin Status: Passed

III. UNFINISHED BUSINESS

1. *5-Year Master Plan*

Pat Brown from SITESCAPES, Inc. presented the Board with the fully revised 5-Year Master Plan. He advised he made a few changes to accommodate some recommendations from DNR. He provided the Park's Department with a USB, which contained all documents pertaining to the 5-Year Master Plan. He reinforced that although this is a 5-year plan, some changes and accommodations are expected to occur due to unexpected events or budget changes.

Pat asked for a motion to approve the following 2 resolutions: Resolution 17-01(2017-2021 Park and Recreation Master Plan), and the Request for Eligibility (Land and Water Conservation Fund).

If a motion is moved to approve the resolutions, Pat will send the final draft to the DNR and will provide the park's department with 6 official copies of the 5-Year Master Plan.

Superintendent Plummer thanked everyone from the public, park board, park employees, and Pat Brown for their input and hard work pertaining to the process of finalizing the 5-Year Master Plan.

A motion to approve the resolutions and adopt the 5-Year Master Plan was approved on a unanimous vote by the Park Board. The motion was approved by Park Board Member Paczkowski, seconded by Park Board Member Ladd.

Move: Rick Paczkowski Second: Larry Ladd Status: Passed

IV. NEW BUSINESS

1. *Tennis Association Agreement*

Jan Orban from the Warsaw Community Tennis Association informed the Board that last year, 173 kids participated in the 2016 tennis program. She further informed the Board that there were 48 kids from kindergarten to 2nd grade, 58 kids from 3rd-5th grade, 41 kids from 6th-8th grade, and 29 kids from 9th-12th grade.

Just like the previous years, it will be a 6 week program and they will provide a t-shirt to the kids with the park's department logo on the back along with possible other miscellaneous items. New this year will be a collaboration with a company called SDI, where parents can register their children on-line and pay with a debit/credit card. Jan said to reach more parents and stay current with today's norms, they are hoping that by accepting credit/debit cards that it will allow parents some more flexibility and increase participation. To utilize this service, participants will pay an added \$3, which will solely cover SDI's convenience fee to process the debit/credit cards.

Jan asked the Board to approve a maximum of \$6,000.00 from the Park's Department as a collaborative effort with the Warsaw Community School District to allow this program to continue. This is the same amount as previous years and is \$30 per participant up to a maximum of \$6,000.00.

A motion to approve the maximum fee of \$6,000.00 was approved by Board Member Boxell, Seconded by Board Member Baldwin.

Move: Michelle Boxell Second: Bill Baldwin Status: Passed

2. *Willie Chili Dogs*

Woody Zimmerman, from 103.5, approached the Board and asked for permission to continue their free lunch program utilizing the Central Park West Shelter for their Willie Chili Dog event. The event will be held on May 17, June 21, July 17, August 16, and September 20, from 11am-1pm (or as supplies last). Again this event is free to the public!

A motion to approve the Willie Chili Dog event was approved by Board Member Ladd, Seconded by Board Member Paczkowski.

Move: Larry Ladd Second: Rick Paczkowski Status: Passed

3. *Warsaw Community School Free Lunch Program*

Superintendent Plummer informed the Board that Stacie Light, the Assistant Director for WCS Food & Nutrition Services, would like to offer free lunches at the Bixler Shelter at Center Lake again this year. The lunches would begin no earlier than June 5, 2017, and end no later than July 20, 2017. No meals would be served the week of July 4, 2017. Also noted, was dates are tentatively scheduled due to possible changes on school closings.

2017, will mark the 11th summer that these meals have been provided. On average, between 100-150 lunches were served last summer. Free meals are provided to any child 18 years of age and younger and offer a reduced fee for adults to eat as well.

The WCS Food & Nutrition Services wrote a letter requesting the Board approve the program for the Summer Of 2017.

A motion to approve the program was passed by Board Member Baldwin, Seconded by Board Member Boxell.

Move: Bill Baldwin Second: Michelle Boxell Status: Passed

V. OTHER MATTERS TO COME BEFORE THE BOARD

Superintendent Plummer advised that the new tractor to help pull our Barber Surf Rake was ordered and should be delivered any day now. This will be extremely beneficial because it will free up our other tractor to help during construction or help haul large items. The new tractor also has turf tires, which we have never had, and it will allow us to go on the grass without tearing it up.

Plummer also informed the Board that there were some issues with the banners, some had shown some weather wear on them, and Ben Thornburg with Big Picture Imagery, had taken all the banners and is replacing them all free of cost. We should get those back soon and those will be hung upon return.

Campground is ready to open on opening day, which is April 15, 2017, at 7:30 am.

Recreation Director Wieringa informed the Board that on March 17, 2017, a press release went out informing the public that the Blues headliner is Tinsley Ellis. The Country Concert headliner will be announced on 103.5 on April 3, 2017, and the Rock Concert headliner will be announced also on April 3, 2017, on WRSW, 107.3. Recreation Guides are completed and will be sent to the printer tomorrow (March 22, 2017) and after a quick proof, they are expected to be in the office early April for the public.

Maintenance Director Gardner informed the Board that park staff is just finishing up spring prep and is getting everything ready for the parks to "officially open" on April 15, 2017.

VI. MEETING REVIEW

VII. ADJOURNMENT

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

Move: Rick Paczkowski Second: Michelle Boxell Status: Passed