



MINUTES

**City of Warsaw
Parks and Recreation Board
Regular Meeting (Parks)
Tuesday, August 15, 2017, 5:15 pm - 6:15 pm
Pete Thorn Youth Center**

In Attendance

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

Not In Attendance

Joe Thallemer; Michelle Boxell

I. CALL TO ORDER

President Steve Haines called the meeting to order.

II. APPROVAL OF PREVIOUS MEETING'S MINUTES

1. *Approval of June 2017 Minutes*

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

Move: Larry Ladd Second: Bill Baldwin Status: Passed

2. *Approval of July 2017 Minutes*

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

Move: Larry Ladd Second: Bill Baldwin Status: Passed

III. UNFINISHED BUSINESS

1. *Plan Commission Representative (Bill Baldwin)*

After speaking with the Mayor, Board Member Baldwin agreed to temporarily be the Park Board Representative for the Plan Commission.

A motion to have Board Member Baldwin as the temporary Park Board Representative for the Plan Commission, was approved by Board Member Ladd, seconded by Board Member Baldwin.

Move: Larry Ladd Second: Bill Baldwin Status: Passed

2. *Digital Sign Rental Proposal*

Superintendent Plummer advised the Park Board, after the last meeting they would like to discuss the possibility of renting out the new digital marquee. There would be specific criteria or guidelines in which an individual could rent the marquee to place an ad.

Recreation Directory Wieringa advised that some of the criteria would be, only those who rent a park facility would be able to place an ad on the marquee, private rentals would pay for a 3 day ad and public events would

have an ad run for 7 days, each would cost \$20, and they would have to decide from a list of pre-designed backgrounds.

The rental proposal, rates and criteria to place an ad on the digital marquee, was approved on a motion by Board Member Baldwin, seconded by Board Member Ladd.

Move: Bill Baldwin Second: Larry Ladd Status: Passed

IV. NEW BUSINESS

1. *Oath of Office: New Park Board Member*

Superintendent Plummer advised that earlier in the day, an individual from the Library Board did accept the position at the Park Board. They will be sworn in at the next Park Board Meeting.

Move: Second: Status: Tabled

2. *Maintenance Report*

Maintenance Director Gardner informed the Board that since the busy part of summer is winding down, they have been able to focus on leveling up some lower areas at the parks and also build up around sidewalks to help prevent possible tripping hazards.

Due to drier conditions, they have cleared and cleaned up all the irrigation systems, have trimmed the downtown flower boxes & trees, as well as trees here in the parks. DNR started the construction of the new boat ramp at Bixler Park today as well.

3. *Recreation Report*

Sheila Wieringa

Recreation Directory Wieringa reviewed all past events and informed the Park Board that all were successful and had a good turn out! She also informed the Board about upcoming events and that today was the lifeguard's official last week day. Lifeguards will be present on the weekends ONLY from this point forward. Additionally, she wanted to let the Board know that as they are aware with adding more programs/events to the schedule it has increased the need for a part-time administrative position for the recreation department. This individual will be transitioning from seasonal to a part-time position (10 hour/week) within a few months.

V. OTHER MATTERS TO COME BEFORE THE BOARD

Superintendent Plummer advised the Board that the shelter for Rotary Park has been ordered and is 12 weeks out for delivery, so they are now just waiting for the asphalt to be removed. The safety tiles for Kiddie Land have been ordered and the 2018 Park Budget will be presented to the Council on Monday. Also, Hire Park BMX track has started building a new concession building which will be used for storage, as a registration location, and will help clean up the park.

VI. MEETING REVIEW

VII. ADJOURNMENT

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

Move: Larry Ladd Second: Bill Baldwin Status: Passed