



MINUTES

**City of Warsaw
Parks and Recreation Board
Regular Meeting (Parks)
Tuesday, March 20, 2018, 5:15 pm - 6:15 pm
Pete Thorn Youth Center**

In Attendance

Bill Baldwin; Diane Quance; Heather Frazier; Jill Beehler; Larry Ladd; Larry Plummer;
Michelle Boxell; Shaun Gardner; Steve Haines

Not In Attendance

Joe Thallemer

I. CALL TO ORDER

Park Board President Steve Haines called the meeting to order.

II. APPROVAL OF PREVIOUS MEETING'S MINUTES

The February 2018, minutes were approved on a motion by Board Member Baldwin, seconded by Board Member Beehler.

Move: Bill Baldwin Second: Jill Beehler Status: Passed

III. UNFINISHED BUSINESS

1. *Civic Rec Update*

Superintendent Plummer informed the Park Board that we are expected to go live with our new rental and program software on Friday, March 23, 2018. This means that simply by accessing our website at:

www.warsaw.in.gov/parks you will be able register for programs, reserve facilities, and pay online. Plummer advised that staff has been using the software behind the scenes for about 2-3 weeks now and are excited for the public to be able to use it as well.

IV. NEW BUSINESS

1. *Tennis Association Agreement*

Jan Orban from the Warsaw Community Tennis Association, in collaboration with the Warsaw Community Schools, would like to continue their Tennis Program with the Park's Departments help. She advised that this program has helped teach and reach numerous children and young adults about tennis, help improve their skills, and also give them something to be proud of. All participants receive a free t-shirt (which has the Parks Department listed as a sponsor), participation ribbons and other materials for their efforts!

With Park Board approval, Orban is asking for \$30 per participant up to \$6000.00. The program starts on June 4, 2018, and goes through mid July, Monday through Thursdays. The standard range is twice per week for a total fee of \$50 or four times per week for a total fee of \$65. Jan informed that Board that if a household is unable to pay the full fees, that child(ren) are still able to participate in the program. They bring extra rackets for participants to use as well as offer rackets at a discount if they opt to purchase a new one.

A motion to approve the 2018, tennis program and park department's contribution was approved by Board Member Boxell, seconded by Board Member Baldwin.

Move: Michelle Boxell Second: Bill Baldwin Status: Passed

2. *Recreation Guide*

Recreation Director Wieringa advised that she is putting the final touches on the 2018 recreation guide. Once it is finished it will be sent off to be printed and hopefully be able to be dispersed to the public mid April. After receiving numerous estimates, Apollo out of South Bend came in at the lowest of \$3800 for roughly 13,000 copies of the guide. Wieringa also advised that the parks department is currently in the hiring process for recreation leaders, lifeguards, skate park staff and laborers.

Recreation leaders and skate park staff need to be at least 16 years old, lifeguards need to also be at least 16 years old and be certified prior to their start date, and laborers need to be at least 18 years of age.

3. Maintenance Report

Maintenance Director Gardner stated that all inside work has been completed, such as the refurbishing of picnic and sawhorse tables, benches, bike racks, and ect... They have started their annual process of spring cleaning the shop and equipment to get it ready for (weather permitting) the start of the mowing season. Gardner advised they expect to be outside in the parks full time within the next week or so. While some of the staff have been refurbishing, others have been tearing down the old chain link fence near the Firemen's Building. Custom Fencing is expected to start replacing that fence here soon. Additionally, repairs have been made at the Skate Park as well as cleanup along the shoreline due to recent flooding.

V. OTHER MATTERS TO COME BEFORE THE BOARD

Superintendent Plummer advised that during our last Park Board meeting, it was discussed that gas lines would be placed along Canal Street. Plummer stated that Miller Pipeline has finished their process within the Park itself and now have along SR 15 to complete. They will be moving out here soon to make room for the other utility companies to come in and start their projects for the Buffalo Street Project.

Also on April 27, 2018, Tony Elliott's memorial marker will be at the Shrine building for a ceremony and after the ceremony will then be moved to Funk Park. Tony Elliott's wife had chosen for the sign to be placed perpendicular at the park so that it can be seen from all directions.

Wieringa stated that the big concert acts will be announced on April 2, 2018.

VI. MEETING REVIEW

VII. ADJOURNMENT

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

Move: Jill Beehler Second: Larry Ladd Status: Passed