

MINUTES

**City of Warsaw
Parks and Recreation Board
Regular Meeting (Parks)
Tuesday, June 16, 2020, 5:15 pm - 6:15 pm
Council Chambers**

In Attendance

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

Not In Attendance

Joe Thallemer

I. CALL TO ORDER

Park Board President Steve Haines called the meeting to order.

Superintendent Plummer thanked Bill Baldwin for his tremendous service to the Parks Department for nearly two decades. The Parks Department sends their sincere condolences to his family and friends.

II. APPROVAL OF PREVIOUS MEETING'S MINUTES

1. *Approval of February 2020 Minutes*

The February 2020, minutes were approved on a motion by Board Member Beehler, seconded by Board Member Boxell.

Move: Jill Beehler Second: Michelle Boxell Status: Passed

III. UNFINISHED BUSINESS

1. *Central Park Master Plan*

Plummer updated the Park Board about the current plans reference the location of the park office in conjunction with the maintenance facility, which will be located at the intersection of Indiana and Fort Wayne.

a. *Maintenance Building*

The original ideas were to renovate the Pavilion and place our park offices on the second story. However, after numerous discussions and costs analysis, it was determined that it may be a better fit for employees and the public to include the park office in the maintenance facility. This would allow easier access for the public, would help integrate the maintenance and office staff, as well as help improve our communications between employees.

This change approximately would save \$700,000-\$800,000 between the two projects. Drawings of the completed maintenance facility along with the incorporated park office should be ready by the next park board meeting.

b. Pavilion Construction Drawings

By incorporating our park office into the maintenance facility, we would not need to extend the Pavilion the initial 15 feet towards the lake, there would not be a need for a second floor, and we would still be able to move forward with the much needed renovations of the Pavilion.

IV. NEW BUSINESS

1. Review 2021 Proposed Budgets

Plummer reviewed the proposed budgets for 2021, including the 211 budget and the 204 budget for both the Recreation and Parks Department.

The 211 budget was approved on a motion by Board Member Ladd, seconded by Board Member Beehler.

The 204 budget was approved on a motion by Board Member Boxell, seconded by Board Member Beehler.

Move: Michelle Boxell Second: Jill Beehler Status: Passed

2. Plan for Reopening Discussion

Although a gradual opening of the parks have occurred since our last Park Board Meeting, Plummer advised he wanted to inform the Board about the details regarding the opening and some of the restrictions that are still in place. Beaches, playgrounds, and basketball courts along with picnic shelter rentals are the most current park amenities now open to the public. Buoys will be placed in the designated swimming areas tomorrow at both

Center and Pike Lake. Both beaches will be a swim at your own risk and signage has been placed at both indicating no life guards will be on duty.

The Parks Department other rentals including the Nye Youth Cabin, Firemen's Building, Pavilion, Plaza, Lucerne Cabins & Amphitheater will all be available for rent starting July 4, 2020. Each facility and shelter has a reduced capacity allowed at one time due to the need to exercise proper social distancing. Superintendent Plummer stated although we are opening up the park amenities and rentals, it is still important to exercise social distancing.

The campground is open to seasonal campers only at this time. The plan is to allow daily, weekly, and monthly campers on July 4, 2020.

Hire Park opened last week with restrictions as well and will continue to enforce those restrictions. Only local races allowed, restricted number of people allowed, and they also ask those attending to use social distancing.

July 6, 2020, the Mantis Skate Park opens. Each attendee will be responsible to provide their own helmet and gear, the number of participants will be restricted and those attending will be asked to exercise social distancing.

July 10, 2020, the first concert of the Summer Concert Series will start. Both the Recreation Director Wieringa and Plummer will attend this concert to set the standard of making sure those who attend are able to exercise proper social distancing, see if any additional precautions need to take place and to be present for any questions and/or concerns.

Young Tiger Football will begin practices mid to late August, with their first game being in September. Only local games will be held, crowd limitations and social distancing required.

Superintendent Plummer wanted to reiterate that although we are moving forward with opening the parks, the amenities, and Summer Concert Series, it is all flexible pending Covid-19.

3. Recreation Programming Changes

Recreation Director Wieringa updated the Park Board about the changes needed to the recreation side in reference to programming and events. After numerous discussions, it has been decided to help keep both the staff and attendees safe, we would completely change our approach from in person activities and programs to virtual programming.

This has been a complete overhaul and so far has been tremendously successful. We have offered paid programs, where we can deliver the supplies for the program to local residents for free or a special pick up time for those who are not local. All paid programs will have a live video at a designated time, where they can engage with the instructor and ask questions while working on their project.

As always, we have our free programs as well. These programs will also have a video to go along with them, but instead of a live video it will be a pre-recorded video set to go at a scheduled time and date. We have designated pick up times, where those picking up the materials for the free programs can call us at our Recreation Office and then someone will bring the kits out to their vehicle. This allows us to maintain proper social distancing while still being able to reach the public and engage the appropriate age groups.

Wieringa advised she is still looking at having a Family Carnival with modifications. It will be a smaller event but will also include the use of the Monster Screen to promote the Big Wheel Race and also feature a movie in the park later that evening. Wieringa stated Plummer had the idea of turf paint to help encourage social distancing during the movie. Families will be asked to stay within their area to help keep that safe distance from one another.

4. Maintenance Report

Maintenance Director Gardner gave some updates about the parks, which have occurred since our last meeting. During the Covid-19 shut down, we had limited crew working. During this time mowing, trash removal and vehicle maintenance continued. Since our last meeting, we updated Row E at the campground, planted all the flower beds including those in town, added a sidewalk near the Lucerne Amphitheater, and added signage throughout the park about proper social distancing.

Gardner advised maintenance staff have been using the Barber Surf Rake daily to help keep the beaches clean. In a continued effort to keep beaches clean, our annual goose round up happened. We caught about 41 geese.

V. OTHER MATTERS TO COME BEFORE THE BOARD

Superintendent Plummer advised Board Member Boxell has also agreed to be the Park Board representative on the Planning Committee. On June 24, 2020, at 9 AM, a ribbon cutting at the Lucerne Park Amphitheater is scheduled to occur.

The Parks Department also received a \$3000 check from an anonymous donor. This donation was for the Recreation Staff and Maintenance Staff's continued work during the shutdown, along with the help we provided for the sculpture placement near City Hall. We plan to use this donation to help replace some trees within the parks.

VI. MEETING REVIEW

VII. ADJOURNMENT

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

Move: Larry Ladd Second: Jill Beehler Status: Passed



Heather Frazier
Park Board Secretary