



**City of Warsaw Parks & Recreation Board
Regular Meeting – Council Chambers
Tuesday, January 21, 2025 at 5:15 PM**

Meeting Minutes

Attendance (In Person): ☒ Steve Haines, Park Board President ☒ Larry Ladd, Park Board Vice President ☐ Mayor Jeff Grose ☒ Jill Beehler, Board Member ☒ Michelle Boxell, Board Member ☒ Noemi Ponce, Board Member ☒ Juergen Voss, City Council Representative ☒ Larry Plummer, Parks Superintendent ☒ Shaun Gardner, Maintenance Director ☒ Stephanie Schaefer, Recreation Director

Attendance (Virtual): ☒ Suzanne Stokes, Recording Secretary

I. Call to Order

Park Board President Steve Haines called the meeting to order at 5:15 PM.

II. Approval of Minutes

The minutes from the November 19, 2024 meeting were approved.

- (1) A motion was made by Board member Jill Beehler and seconded by Board member Noemi Ponce, and it passed unanimously.

III. Unfinished Business

IV. New Business

a) Oath of Office: Steve Haines

- City of Warsaw Mayor Jeff Grose presented Steve Haines with his Oath of Office for his next term, and he accepted.

b) Oath of Office: Noemi Ponce

- City of Warsaw Mayor Jeff Grose presented Noemi Ponce with her Oath of Office for her next term, and she accepted.

c) Election of 2025 Officers

- The Board opened the floor for nominations for 2025 officers.
 - (1) Park Board Vice President Larry Ladd nominated Steve Haines to continue as President. With no other nominations, the Board voted unanimously to elect Haines as Park Board President for 2025. Haines accepted.
 - (2) Board member Noemi Ponce nominated Larry Ladd to continue as Vice President. With no other nominations, the Board voted unanimously to elect Ladd as Park Board Vice President for 2025. Ladd accepted.



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d) 2024 Year End Report

- Parks Superintendent Larry Plummer presented the Board with a summary of all the Parks Department accomplished in 2024, citing it had been a very busy year. Several projects were completed such as concrete work and landscaping playgrounds, refurbishing gazebos, installing new pier sections for the Pike Lake Campground, refurbishing the alley planters, improvements at the Zimmer Biomet Center Lake Pavilion, the completion of the Center Lake recreational trail, the installation of a new manger scene for the Central Park light display, and the constructing of a new pixel tree with two Happy Meal boxes for the light display, as well. Plummer mentioned helping other City departments like Street, Airport, and City Hall with various needs.

Contracted projects completed were the resurfacing of the Boggs basketball court, camera installation in Central Park, epoxy flooring installed in several buildings, HVAC repair and installation at Pete Thorn Center, metal doors installed, and a third water softener for the splash pad. In collaboration with other City departments projects were completed with Stormwater, Engineering, Planning, and IT. Other community partners that collaborated on projects with the Parks Department include Warsaw Public Arts Commission, Goshen Health, Bradford's Outdoor Creations, Cary Groninger & family, and volunteers from Zimmer Biomet. Plummer said he hopes all the projects completed enhance the quality of life for "our neighbors".

Equipment purchases were made to reduce downtime for maintenance operations. Plummer added that the team's goals of communication, accountability, and teamwork were a focal point of 2024. Many department employees completed leadership training classes put on by Denny Harlan from HR and spent time volunteering with city events and going above and beyond in daily tasks. He added that he's proud of the Recreation Department providing year-round programs to enhance the lives of the community.

Moving onto the revenue report, Plummer pointed out that it highlights the success of Pike Lake Campground, rental facilities, and other services offered by the department. He thanked the Board for their continued support.

President Haines commended the Parks staff for all they do. Mayor Grose applauded Plummer for the team culture he's fostered in the department. City Council member Jeurgen Voss gave his thanks from the Council for the attendance growth at the programs, events, and concerts.



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e) Maintenance Report

- Maintenance Director Shaun Gardner reported that his staff helped set up the Light Up the Night event. He thought the event was successful and the Twinkle Parade the Parks participated in was great. The light display had a good crowd throughout the whole season. Many who visited complimented the new pixel tree down in Central Park Plaza, saying the display looked better than ever before. All the lights are down now and indoors. Young Tiger Football donated the proceeds from the concession trailer in an amount of just over \$2000 for future displays. Coach Bart and some of the Warsaw Community High School football players were also in the trailer helping with concessions. Gardner stated his crew is currently refurbishing nearly 500 picnic tables and benches as they do every year before the season begins again.

f) Recreation Report

- Recreation Director Stephanie Schaefer informed the Board that a grant she had applied for from the Kosciusko County Community Foundation was awarded to the department in the amount of \$7000. She said that money will go toward the Summer Concert Series. In other news, the Nerf Battles event happened last Saturday and only a couple spots didn't fill. The annual Kids Coloring Contest wrapped up with 60 submitted color sheets for the Senior Center to vote on. Currently the tickets are being sold for the Daddy's Little Sweetheart Dance that will take place on February 7 and 8 at the Zimmer Biomet Center Lake Pavilion.

V. Other Matters That May Come Before the Board

a) "Ultimate Team Member Award" for December 2024

- Plummer presented to the Board the winner of the "Ultimate Team Member Award" for December 2024. Maintenance laborer Andy Wright was chosen by his peers as the winner. Wright worked the entire month of December without a day off to oversee the Christmas light display while it was on in the evenings.

VI. Meeting Review

VII. Adjournment

With no other matters brought before the Board, a motion to adjourn the meeting was made by Park Board member Jill Beehler and seconded by Park Board member Noemi Ponce. The meeting was adjourned at 5:35 PM.

Minutes taken by:

Suzanne Stokes

Park Board Recording Secretary