



**City of Warsaw Parks & Recreation Board
Regular Meeting – Council Chambers
Tuesday, January 20, 2026 at 5:15 PM**

Meeting Minutes

Attendance: Larry Ladd, Park Board President Michelle Boxell, Park Board Vice President
 Mayor Jeff Grose Jill Beehler, Board Member Ryan Burgher, Board Member
 Noemi Ponce, Board Member Juergen Voss, City Council Representative
 Larry Plummer, Parks Superintendent Shaun Gardner, Maintenance Director
 Stephanie Schaefer, Recreation Director Suzanne Stokes, Recording Secretary

I. Call to Order

Park Board Vice President Larry Ladd called the meeting to order at 5:15 PM.

II. Approval of Minutes

The minutes from the November 18, 2025 meeting were approved.

(1) A motion was made by Board member Noemi Ponce and seconded by Board member Michelle Boxell, and it passed unanimously.

III. Unfinished Business

IV. New Business

a) Oath of Office: Larry Ladd

▪ City of Warsaw Mayor Jeff Grose presented Larry Ladd with his Oath of Office for his next term.

b) Oath of Office: Ryan Burgher

▪ City of Warsaw Mayor Jeff Grose presented Ryan Burgher with his Oath of Office for his first term.

c) Election of 2025 Officers

▪ Ladd opened the floor to the Board for nominations for 2026 officers.

(1) Boxell made a motion to nominate Ladd as Board President. The motion was seconded by Board member Jill Beehler and passed unanimously. Ladd accepted.

(2) Ladd made a motion to nominate Michelle Boxell as Board Vice President. The motion was seconded by Beehler and passed unanimously. Boxell accepted.

d) 2025 Year End Report

▪ Parks Superintendent Larry Plummer presented the Board with a summary of all the Parks Department had accomplished in 2025.

(1) Projects: The Parks completed metal roofs on all facilities with a peaked roof, done in-house by the carpenters on staff. There was new signage placed at Pete Thorn Center, Pike Lake Campground, and Central Park. UV damage was evident on the signs so they were replaced. A new playground was placed at Kiddieland and a 23 year old set was removed. The new playground is ADA accessible and poured in place, both firsts for the Parks. It was installed by Parks staff saving \$20,000-30,000 in fees. New bench swings, a concrete chess & checkers table, and letter block table were added along the Center Lake Recreational trail.



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A new yard game kiosk and sand volleyball courts were also added in the area. The carpenters also made bat houses for Lucerne Park and the Campground to help keep bats out of the buildings. The Firemen’s Building was renovated with new sound panels and flooring.

- (2) Other Projects: The Parks assisted City Hall, Airport, Fire, and IT with several projects over the course of last year, utilizing the electrician and carpenters on staff. Walls were built, doors were installed, and stairwells were fixed. Over 30 trees were taken down at Fribley Field and millings from the Street Department were used to expand the parking. A cottonwood tree was taken down by trained staff at Beyer Park. New concrete flooring was poured in the Back 40 and a new gate was installed at Kelly Park. Electrical was extended at Central Park making outlets for the Christmas display. Skilled laborers in the Parks department have saved thousands of dollars, according to Plummer.
- (3) Contracted Projects: Parking lots in front of the Biblical Gardens were paved by Phend & Brown. Damage to the Central Park Plaza wall was fixed by Butt & Timmons Construction. Butt & Timmons also installed a new sidewalk and entrance to the Pike Lake restrooms after Parks staff tore out previous concrete. This made the restrooms ADA accessible. Phend & Brown also replaced the sidewalk on the west side of Central Park so that it would no longer be under water. Plummer said it has been an effective change. New guttering with leaf guards was installed at the Firemen’s Building by Mullets Guttering. Erosion on the disc golf course was solved by Bradford’s Outdoor Designs by placing retaining walls. Other contracted projects completed were the removal of the pier at Center Lake and camera upgrades in Central Park, the Pavilion, and Lucerne Park.
- (4) Collaborative Projects: The Kelly Park sledding hill and pond were completed so Slip-n-Slide will return this year in the summer. Azko Nobel planted trees as well as student council from Warsaw Community High School. Bucket truck repairs were made with the help of mechanics at the Street Department. The truck had a new motor installed, a new front end, new floor, and bodywork resulting in a \$14,000 restoration that will get the truck through another 15-20 years, Plummer estimated. Goshen Health put out signs for “bench fitness” in the parks so that people could exercise. The Parks Department participated in the Neighbors Serving Neighbors project where the staff took their time to run leaves for a resident. They were also the winners in the City employee picnic challenge and had a sleigh in the Twinkle Parade.
- (5) Employee Training: The department has had 15 employees go through phase 1 of leadership training, 4 have been through phase 2, and 3 have been through phase 3. Plummer stated it has helped the team buy into leadership concepts and it has strengthened the team in ways he hasn’t seen in his years of service. He also mentioned the retirement of Park Board President Steve Haines that occurred last fall.



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- (6) Equipment: A Scag Jackal was purchased per the master plan replacement outline. A 2014 truck was also replaced with a new work truck per the plan. The office got some new computers to be compatible with the Windows 11 upgrade required.
- (7) Rec Programs: It was an outstanding year for recreation programs. Participation was up, coming in at 23,332 total for the year. Donations were down but sponsorships were up. Plummer said Schaefer is working hard to get money to keep programs free or low cost. Grants were down because the Indiana Arts Commission did not award the Parks a grant due to budget cuts.
- (8) End of Year Financial Reports: Seasonal rentals for the Parks Department saw \$17,878.76 in revenue. Year-round facility rentals garnered \$62,637.19 in revenue. While the Campground brought in \$60,620.18 in total revenue.

e) Maintenance Report

- Maintenance Director Shaun Gardner reported that the Christmas display went well. His crew lucked out by having good weather for both set up and tear down. A few pieces like the original sleigh with reindeer and the fiberglass Santa were damaged so he had his employees fix them and get them painted up before storage. Another laborer worked on repainting the camels and wisemen since they had not been refreshed since the Parks acquired them. Gardner said the carpenters have been busy around the City helping with other departments like Fire and Police. The Hire Park restrooms are almost complete. The Parks electrician has to finish up the panel and lighting, then the sidewalk and fence will be done in the spring. Annual table refurbishment is underway with 400-500 to take care of. Between rentals Gardner's staff has been thoroughly cleaning buildings and maintaining them. There was also a new chair rail installed at the Pavilion in the chair room.

f) Recreation Report

- Recreation Director Stephanie Schaefer was not present, so Plummer gave the recreation report. On November 19, there was a full class for the seniors making yarn trees. There were 49 out of a possible 50 Santa Letters purchased to be sent out. On December 5, Light Up the Night saw 1200 participants. Santa's Workshop sold 35 of 40 spots for December 13. For Imagination Station there were 39 participants. The Coloring Contest had 80 entries for the seniors to judge. Plummer added the rock & country artists have been secured and will be going through Board of Works this week. The K21 grant has been submitted, and the AWS grant for the skate park is being worked on. There are new programs, events, sponsorships, and the Recreation Guide are being worked on as well. Next month's meeting there will be new programs and updated fees presented for the 2026 season. Boxell asked about ticket sales for the Daddy's Little Sweetheart Dance. Plummer answered that sales have been down and there will be only 1 dance night next year that will be made bigger and grander.



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- V. Other Matters That May Come Before the Board**
- VI. Meeting Review**
- VII. Adjournment**

With no other matters brought before the Board, a motion to adjourn the meeting was made by Beehler and seconded by Ponce. The meeting was adjourned at 6:16 PM.

Minutes taken by:

A handwritten signature in black ink that reads "S. Stokes". The signature is written in a cursive, stylized font.

*Suzanne Stokes
Park Board Recording Secretary*