



**City of Warsaw Parks & Recreation Board  
Regular Meeting – Council Chambers  
Tuesday, November 18, 2025 at 5:15 PM**

**Meeting Minutes**

**Attendance:**      ~~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    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 October 21, 2025 meeting were approved.

(1) A motion was made by Board member Jill Beehler and seconded by Board member Michelle Boxell.

**III. Unfinished Business**

**a) Skate Park Update**

- Superintendent Larry Plummer gave a brief update on the progress of grants for the construction of the new Mantis Skate Park. Recently the department received permission at the Board of Works meeting to apply for a grant from the K21 Foundation as well as the AWS Foundation. Plummer stated he will be working on applying for 50% of the project cost from K21 and Recreation Director Stephanie Schaefer will be working on applying for \$50,000 from AWS. They are working to get all the available funding they can for the project.

**IV. New Business**

**a) 2026 Rental Facility Fees and Damage Deposits**

- After having a month to review revenue data and proposed fee changes, the Board held a discussion over where to set the fees for 2026 and decided to vote with one single motion. The changes are as follows:

(1) Pike Lake Campground – Ladd opened the discussion by stating he felt price increases were warranted as fees have not been raised in two years, while utility costs have increased 9% in just one year alone. The new rates will change to \$45.00 for daily, \$275.00 for weekly, \$700.00 for monthly, and \$2700.00 for a full season. Ladd said the 8% increase in seasonal rate seemed fair since it was for two years. Beehler asked if an 8% increase was enough. Plummer said it will help with electric costs incurred but he feels the rate needs to be looked at on a yearly basis. Park Board member Noemi Ponce asked if there were complaints when the price increased last time. Plummer said there's always feedback, but it did not affect the number of sites that were rented. Ultimately, he added, he does not want to price anyone out



**City of Warsaw Parks & Recreation Board  
Regular Meeting – Council Chambers  
Tuesday, November 18, 2025 at 5:15 PM**

of using the Parks' facilities, but renters need to understand the department has bills to pay and revenue must be generated for the budget.

- (2) Zimmer Biomet Center Lake Pavilion – For the Full Facility, the weekend rate will increase to \$700.00 per day and the weekday rate will increase to \$500.00 per day. A new rental option for the Full Facility will be created allowing renters to reserve the facility on Friday & Saturday or Saturday & Sunday at a discounted rate of \$1200.00 for the two days. Ladd questioned the rate and Plummer explained that, with a continuous rental, the Parks staff would not be going in to clean between the two days and with that savings, the lower rate can be offered. The Main Hall will increase to \$600.00 per weekend day and \$350.00 for a weekday. The Conference Room will remain the same at \$250.00 per day.
  - (3) Firemen's Building – The weekend daily rate will be raised to \$300.00 and the weekday daily rate will be raised to \$250.00.
  - (4) Nye Youth Cabin – Another moderate increase, the weekend rate will be \$200.00 per day and the weekday rate will be \$175.00 per day.
  - (5) Seasonal facilities and damage deposits – No increases will be made to any seasonal rentals or damage deposits at this time.
  - (6) Pete Thorn Youth Center lease – The KCCAA, which oversees the Senior Center and Meals on Wheels, will have a small increase in rent to \$1400.00 a month. Plummer said he sees a great value in what they provide for the community but needs to keep up with rising utility costs.
- A motion to accept the 2026 rates as proposed was made by Beehler and seconded by Ponce and passed unanimously.

**b) Maintenance Report**

- Maintenance Director Shaun Gardner said the electrician and other Parks staff had been busy making circuit repairs in Central Park the past few weeks trying to stay ahead of the Christmas display needs. They dug trenches and cut sod to make sure everything was in good shape for the display. The carpenters helped make significant repairs to the outdoor stairwell at City Hall. Gardner said the department is lucky to have such skilled employees on staff. Butt & Timmons is making strides with the construction of the Hire Park restrooms. Half of the exterior walls are up. The Parks staff connected the water line and the sewer hook-up, and the electrician is working to get it wired up as it is built. Ladd asked if the building would be open by spring and Gardner said that is the plan as of now. Other staff have been blowing and picking up leaves; they have visited all parks at least once with the hope of doing it another time or two this season to keep up with it. The Christmas lights are up, and the first test was this morning. Gardner said that the staff will continue to test in the mornings to tweak placement and make sure all lights are working. Young Tiger Football donated a quarterback and cheerleader lighted display by the



**City of Warsaw Parks & Recreation Board  
Regular Meeting – Council Chambers  
Tuesday, November 18, 2025 at 5:15 PM**

concession trailer where they will be selling concessions on Friday and Saturday nights during December while the display is on.

**c) Recreation Report**

- Recreation Director Stephanie Schaefer gave a look back at the past month. On October 24, she said they handed out goodies and flyers to over 1000 people at Spooktacular. On October 28, they tried a chocolate making class for the first time. It went very well and sold out quickly; the public is asking for more and she is looking at doing it again around a spring holiday. On November 8, there was a Family Movie Night at the Performing Arts Center at Warsaw Community High School. They showed “The Grinch” and had over 500 people in attendance. Schaefer said they will partner with the PAC again on January 16 to show “Frozen”.

Currently both Santa Letters and Santa’s Workshop are open for registration and going strong. At today’s Imagination Station there were 50 participants and 7 new families. Schaefer spoke with some of the families and found out they have been relocated here by Slate Automotive, and they were happy to find out all the Parks Department is offering. Light Up the Night will be December 5 from 6:00 to 8:00 PM in Central Park and the department will also be participating in the Twinkle Parade that evening.

**V. Other Matters That May Come Before the Board**

**a) October Team Member of the Month**

- The recipient of the October Team Member of the Month award is Ben Mikel. Plummer said he was instrumental on the City Hall staircase project as well as many other projects in the last month. He has a great attitude and drive, and Plummer said he is lucky to have Mikel’s skillset on the team.

**VI. Adjournment**

With no other matters brought before the Board, a motion to adjourn the meeting was made by Boxell and seconded by Ponce. The meeting was adjourned at 5:50 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*