



City of Warsaw Parks & Recreation Board
Regular Meeting – WPD Training Facility
Tuesday, July 21, 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 President Larry Ladd called the meeting to order at 5:30 PM.

II. Approval of Minutes

The minutes from the May 19, 2026 meeting were approved.

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

III. Unfinished Business

a) Skate Park Update

- Superintendent Larry Plummer stated that construction is under way for the new community skate park. Construction crews arrived last week, and the geogrid has been installed with a 12” stone base on top of that. Now the actual work on the skate park itself will start. The south end is built up 4 feet to create the first bowl with boards on the north end to show the height of the second bowl. Plummer said exciting times are ahead as the park takes shape. Signage to recognize the sponsors is being worked on alongside a park rules sign. Plummer also said the sign to recognize Liz Frazier is completed and being inspected before it can be picked up. Once the construction crew gets a perimeter defined, the Parks laborers will be able to go in and set the bases for the lights.

IV. New Business

a) 2027 Budget Proposals

- Plummer presented the Board with the proposed budgets for the upcoming year.
 - (1) **2204 Budget:** Overall the proposed 2204 budget is lower in 2027 than in 2026. The increase to salary and wages is because of a workforce study done by HR that indicated the Parks needs another administrative assistant as well as a maintenance laborer. The wage committee was in agreement with the findings. Plummer stated that another admin would provide continuity of front office operations and reduce disruptions caused by vacations, illness, etc. An additional laborer was confirmed to be the highest impact investment that the department can make, and would allow them to be proactive instead of reactive when it comes to taking care of things. Plummer said he knows the staff is toeing the line of burnout



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because of the current work load and he wants to prevent that. Other areas with budget increases include operating supplies due to fuel and supply costs, utilities, contracted work projects, rug rentals, professional services, and capital outlays. A motion was made by Boxell to accept the 2204-2027 proposed budget as presented and it was seconded by Ponce.

- (2) **2211 Budget:** For 2027, the 2211 budget shows an increase for supplies and printing due to rising costs. It also includes an additional \$5,000 since one round of the IAC grant was not awarded to the department, but Recreation Director Stephanie Schaefer has since applied and been awarded another round. Plummer advised the appropriation currently has \$48,717.69 in it. Boxell asked if participation costs were eventually going to have to be raised. Schaefer replied that a \$1-2 bump may come again in the near future but she is really working to keep programs affordable for the community. A motion was made by Ponce to accept the 2211-2027 proposed budget as presented and it was seconded by Boxell.
- (3) **4403 Budget:** Plummer presented the proposed budget as \$30,000 for contracted expenses for building upkeep and \$15,000 for kayak kiosk or other replacements. He said the appropriation currently has \$127,264 in it. This budget is the same as last year. A motion was made by Boxell to accept the 2211-4403 proposed budget as presented and it was seconded by Board member Jill Beehler.

b) Maintenance Report

- Maintenance Director Shaun Gardner said his staff has been helping with set up and tear down for the big concerts in conjunction with the Recreation staff. His employees have done a little extra this year to help them out since their staff is short-handed from missing lifeguards. All playgrounds have been topped off with two semi loads of engineered wood fiber for fall protection. A handful of dead trees have been removed at Lucerene and McKinley Parks. The stumps were ground up, the land has been seeded and strawed, and new trees will replace those that have been taken down. The carpenters have been busy recently helping the police department at the shooting range, which has been a big project for the last couple weeks. Before that they were helping the street department because above an overhead door was damaged by equipment. Gardner said they are keeping up with ongoing maintenance in all the parks on top of mowing, weed eating, hauling tables, cleaning after rentals, repairs, and watering flowers throughout town. He commended his current summer crew for being one of the best he's had in a long time.

c) Recreation Report

- Recreation Director Stephanie Schaefer started by talking about having a smaller team this year so she has been working closely with Gardner and his staff on the larger events. She reported attendance for programs so far this summer: Library Stories had 287 participants, Wipe Out has had 554 actually in the water with another 300-400 participants on the beach, the Rockin' for



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Riley concert had 5000 attendees, Imagination Station has seen 118 participants including two new families this week, paddleboarding has had 50 per session, the luau and movie in the park had 425 attendees, and the Country Concert for St. Jude had about 1500 attendees due to weather. The Hoosier Lakes Radio Club helped with both big concerts. Schaefer noted the upcoming events are one more concert at Lucerne Park then four smaller concerts at Central Park in August. The Family Carnival is also next Friday.

V. Other Matters That May Come Before the Board

a) May Team Member of the Month

- Maintenance laborer Dylan Thomas was selected as the employee of the month for May. Gardner praised him for being a zero drama employee that always shows up to work, gets whatever job done he's asked to do, and is consistently reliable.

b) June Team Member of the Month

- The mow crew consisting of Kyler Denney, Max McGuire, Parker Shoemaker, and Gannon Gonzalez was voted employees of the month for June. Gardner said the four guys have really hit a groove this year and are keeping parks looking great. They mow, trim, edge, blow off sidewalks, pick up limbs, and more in all parks aside from Central Park. He added he has been impressed by Denney and Shoemaker stepping up this year to mentor the summer staff.

VI. Meeting Review

- Ladd mentioned wanting to continue the tradition of doing an employee appreciation meal that was started by former Park Board President Steve Haines. He asked board members to be thinking about a date and ideas for October.

VII. Adjournment

With no other matters brought before the Board, a motion to adjourn the meeting was made by Ponce and seconded by Beehler. The meeting was adjourned at 5:54 PM.

Minutes taken by:

Suzanne Stokes

Park Board Recording Secretary