

## **PLYMOUTH PARK AND RECREATION BOARD**

**December 6, 2021**

**Board-** Dave Morrow, President  
Mike Kershner, Vice President  
Alex Eads  
Adam Lukenbill  
Cayla Wade

**Staff-** Mike Hite, Abby Collins

Members of the Plymouth Park and Recreation Department Board met at 5:00 p.m. on December 6, 2021 at the Conservation Clubhouse. Notice of said meeting had been posted in accordance with the State Law. Board President Dave Morrow called the meeting to order at 5:00 p.m. All above members were present.

### **ACCEPTANCE OF COMMUNICATIONS:**

A motion was made by Board Member Lukenbill to approve the Acceptance of Communications, including: November minutes and the financial report. A second by Board Member Eads and all were in favor.

### **SUPERINTENDENT REPORT:**

#### **Maintenance/General:**

- Continued safety meetings with toolbox talks several times
- Sanitized bathrooms daily
- Worked on equipment
- Winterized the park
- Started to pick up leaves
- Started decorating for Christmas
- Set up a Christmas light show at River Park Square

#### **Recreation Report:**

- Prepared and hosted Movie in the Park on November 23
- Prepared and hosted Canvas Painting Craft on November 16
- Organized and collected donations for Blessings in a Backpack
- Helped Mayor's office at Tree Lighting Ceremony on November 27
- Continued working on Action Schedule for 5-Year Plan
- Planning December events: Daddy Daughter Dance Feb 11 & 12, bus trips, etc.
- Continued to research e-sports program for Plymouth Park Dept

#### **Other:**

- Worked on updating the 5-year plan
- Attended the City Safety Committee meeting
- Kept in touch with Mike Reese and Shannon McCloud about RPS Stage II and HOW projects
- Had pre-bid meeting for the Hoosier Old Wheels playground and trail
- Worked on finding sponsors for scoreboards

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**COMMITTEE REPORTS:**

**Facility:**

City Attorney Sean Surrisi made a last call for submission of sealed bids for the Hoosier Old Wheels playground project. The following sealed bids were opened and read aloud:

- 1) Michiana Contracting Inc, Plymouth, IN
  - a. Base Bid: \$552,100.00
  - b. Alternate 1: decrease by \$10,600.00
  - c. Alternate 2: increase by \$16,600.00
- 2) The Robert Henry Corp, South Bend, IN
  - a. Base Bid: \$484,049.00
  - b. Alternate 1: decrease by \$11,014.00
  - c. Alternate 2: increase by \$16,533.00
- 3) Thomas Excavating & Welding Inc, Culver, IN
  - a. Base Bid: \$662,125.00
  - b. Alternate 1: decrease by \$15,334.00
  - c. Alternate 2: increase by \$19,539.00
- 4) LaPorte Construction, LaPorte, IN
  - a. Base Bid: \$797,400.00
  - b. Alternate 1: decrease by \$5,000.00
  - c. Alternate 2: increase by \$15,000.00
- 5) R Yoder Construction Inc, Nappanee, IN
  - a. Base Bid: \$590,500.00
  - b. Alternate 1: decrease by \$13,500.00
  - c. Alternate 2: increase by \$19,308.00

A motion was made by Board Vice President Kershner to allow Superintendent Hite, City Attorney Surrisi, and Project Engineer Mike Reese to review the bids and award to the lowest, most responsible bidder. A second by Wade and all were in favor.

**Administrative:**

A motion was made by Board Vice President Kershner to approve the 2022 meetings dates as follows:

All meetings are the first Monday of the month with the exception of days that fall on city holidays, which are noted with an asterisk. Also, the first meeting of 2022 is pushed back one week due to project planning. Meetings are held at the Conservation Clubhouse (720 Magnetic Parkway, Plymouth, Indiana) and begin at 5:00 p.m.

Monday, January 10; Monday, February 7; Monday, March 7; Monday, April 4; Monday, May 2; Monday, June 6; Tuesday, July 5\*; Monday, August 1; Tuesday, September 5\*; Monday, October 3  
Monday, November 7; Monday, December 5

A second by Wade and all were in favor.

A motion was made by Board Vice President Kershner to approve the 2022 fee schedule:

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**Plymouth Park and Recreation Department  
Fee Schedule for 2022**

**Webster Recreation Center and Conservation Clubhouse**

**Resident Fee:** \$200 + tax (\$214.00)

**Non-Resident Fee:** \$300 + tax (\$321.00)

- There is a \$200 refundable security deposit required for each building. Deposits shall be applied against any past due bill or fees owed by the depositor to the City of Plymouth
- There is a \$50 (+ tax) fee for setting up the night before, starting at 5:00 p.m. if available
- Weekday (Monday through Thursday between the hours of 8:00 a.m. and 5:00 p.m.) is a \$50.00 rental fee (+ tax) for the first 2 hours, then \$25.00 (+ tax) each additional hour (excluding City Holidays, no deposit required)
- Deposit is due 2 weeks after making reservation/signing contract, the full rental amount is due 2 weeks before the event

**Shelters and Picnic Sites**

\*There is 7% tax on all shelter reservations

	<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>
<b>Freyman</b>	\$45/day	\$75/day
<b>Hoosier Old Wheels</b>	\$45/day	\$75/day
<b>Horsebarn</b>	\$45/day	\$75/day
<b>Price's Front Shelter</b>	\$45/day	\$75/day
<b>Price's Back Shelter</b>	\$45/day	\$75/day
<b>Gazebo</b>	\$45/day	\$75/day
at Price's Memorial Park		
<b>Roadrunner</b>	\$25/day	\$45/day
<b>Mason's</b>	\$25/day	\$45/day
<b>Neidlinger</b>	\$25/day	\$45/day
<b>Rotary</b>	\$25/day	\$45/day
<b>Lion's</b>	\$25/day	\$45/day
<b>Packard's Woods</b>	\$25/day	\$45/day
(Red Roof/Blue Roof)		
<b>Picnic Sites/Gazebo</b>	\$15/day	\$25/day
in Centennial Park		

**William A. & Mary S. Young Performing Amphitheater and River Park Square Performance Area**

**Fee:** \$250.00 + tax

**Deposit:** \$200.00

**Price's Memorial Park Full Day Rental**

**Fee:** \$750.00 + tax

**Deposit:** \$200.00

**Public Pool**

<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>	<b><u>Res./City Emp.</u></b>	<b><u>Non-Res./City Emp.</u></b>
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Family Pass	\$60/season	\$80.00	\$30.00	\$40.00
Adult Pass	\$45/season	\$60.00	\$22.50	\$30.00
Child Pass	\$35/season	\$50.00	\$17.50	\$25.00
Group Lesson	\$35/season	\$45	N/A	N/A
Private Lesson	\$75/week	\$85/week	N/A	N/A
Pool Parties	\$150/2 hrs.+ tax \$225/2 hrs. + tax			
(plus \$64.00 for lifeguards)				
General Admission	\$3.00	\$5.00		

	<u>Resident</u>	<u>Non-Resident</u>
<b>Camp Centennial</b>	\$60/child/week	\$70/child/week
<b>Volleyball</b>	\$100/team/season	
<b>Horseshoe Pits</b>	\$15/day	\$25/day
<b>Shuffleboard Courts</b>	\$15/day	\$25/day

## Miscellaneous

**Daddy Daughter Dance/Mother Son Event:** \$10.00 per couple, \$2.00 each additional guest

**Donations:** 4x8 engraved brick is \$50.00, 8x8 engraved brick is \$150, 8x8 engraved brick with custom logo is \$300, bridge is \$15,000, rest stop is \$2,500, stone sign post is \$500, rest bench is \$350, landscape tree is \$300.

**Breakfast with the Easter Bunny/Santa Event:** \$3.00 per child, \$4.00 per adult

**Gingerbread House Party:** \$5.00 per participant

**Fall/Spring Barn Sale:** \$10.00/spot

**Misc. Recreation Activity:** \$10.00

**Day Camp Sponsorship:** \$150/week

**Nixon Field Rental:** \$250. Scoreboard and concession unavailable. Renter responsible for clean-up and field supplies.

All rentals must be approved by Superintendent. Preference given to Plymouth resident teams and leagues.

**Field Rental (excluding Nixon Field):** \$75 Field or \$125 to include lights and/or scoreboard

\*Park trips vary upon transportation and admission costs. There is a \$2.00 discount for city residents taking Park trips.

\*All leagues will pay a \$10.00 fee for each non-resident.

\*City Employees and Park Board Members may rent the Webster Center, Conservation Clubhouse, Price's Memorial Park, Young Amphitheater or River Park Square Performance area for half price, still paying the full deposit amount.

\*The Park Board may modify fees at their discretion for certain individuals, groups or non-profit organizations meeting proper criteria set by said Park Board, and that operate within the Corporate Limits of the City of Plymouth.

\*Not for profit organizations, certified under Chapter 501(c) of the Internal Revenue Code, are eligible for a reduced rental rate for the use of the Conservation Clubhouse or Webster Recreation Center in the amount of \$100.00 per day. The Young Amphitheater and River Park Square Performance Stage are available to the same organizations for \$150.00.

\*Deposits shall be applied against any past due bill or fees owed by the depositor to the City of Plymouth.

\*Portable fencing may be rented for a \$100.00 fee and a grill may be rented for a \$25.00 fee.

A second by Wade and all were in favor.

Board Member Lukenbill made a motion to approve the 2022 Non-Reverting Operating Budget as presented. A second by Eads and all were in favor.

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Board Vice President Kershner made a motion and Member Wade made a second to approve the Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973 form as presented. The motion carried.

Board Member Lukenbill made a motion to approve the 2022-2026 5-Year Plan Rough Draft as presented. Member Wade made a second and all were in favor.

**PARK BOARD ATTORNEY:**

No Report

**Liaison:**

No Report

**Sports:**

No Report

**Arts & Entertainment:**

No Report

**Plan Commission:**

No Report

**New Business:**

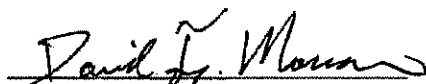
No Report

**Old Business:**


No Report

**Adjourn:**

A motion to adjourn by Board Member Kershner with a second by Board Member Eads. All were in favor. The next meeting will be held on Monday, January 10, 2022 at the Conservation Clubhouse at 5:00 p.m.

  
Dave Morrow, President

  
Laura Mann, Secretary

  
Minutes by Jenny Sickmiller