

PARK BOARD AGENDA



MEETING SCHEDULE

Tuesday, October 18, 2022, at 3:30 pm
Council Chambers
229 S. 2nd Street, Elkhart, IN 46516

CALL TO ORDER

1. ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- September 20, 2022
- October 4, 2022

4. APPROVAL OF FINANCIALS

- Claims - \$54,380.88
- Donations – \$0
- Grants - \$0

5. NEW BUSINESS MATTERS

- a. None

6. OLD BUSINESS

- a. None

7. USE AND EVENT PERMIT

- a. Ugly Sweater 5K and Sweater Stroll – December 3, 2022 – NIBCO Water and Ice Park

8. DEPARTMENT REPORT

9. CORRESPONDENCE

- a. None

10. PUBLIC INPUT/PRIVILEGE OF THE FLOOR

ADJOURNMENT

NEXT PARK BOARD MEETING FINANCIALS ONLY NOVEMBER 1, 2022 AT THE PARKS OFFICE
NEXT REGULAR PARK BOARD MEETING NOVEMBER 15, 2022, COUNCIL CHAMBERS.

City of Elkhart Parks & Recreation Park Board Minutes



DATE: September 20, 2022

TIME: 3:30 PM

LOCATION: City of Elkhart Parks & Recreation
Council Chambers,
229 S. 2nd Street, Elkhart, IN 46516

Call to Order at 3:32 PM.

1. Roll Call- Quorum Present BOARD MEMBERS PRESENT

Sarah Santerre President	Nekeisha Alayna Alexis Vice President	Secretary	Mark Datema Treasurer

2. Approval of Agenda

Motion to Approve Agenda

Motion: MD

Second: NAA

Motion passes with a unanimous voice vote

3. Approval of Minutes

August 16, 2022

Motion: MD

Second: NAA

Motion passes with a unanimous voice vote

August 30, 2022

Motion: NAA

Second: MD

Motion passes with a unanimous voice vote

4. Approval of Financials

Claims: \$69,390.70

Donations: \$0

Grants: \$0

Motion to discuss, approve and place on file

Motion: NAA

Second: MD

Motion passes with a unanimous voice vote

Ms. Alexis inquires about the amount labeled concessions. Mr. Czarnecki confirms that the amount was for purchasing concessions for the facilities.

5. New Business

- a. Jay Shaffer – Permission for Metal Detecting in Parks

City of Elkhart Parks & Recreation

Park Board Minutes



Mr. Jay Shaffer presents the Board with information about metal detecting he has done in various parks. Mr. Shaffer shows the Board various refuse and trash he has picked up while using his metal detector. He requests permission to use his metal detector in the parks.

Motion to table

Motion: NAA

Second: MD

Motion passes with a unanimous voice vote

b. **Agreement Regarding Donated Funds and Information**

Mr. Czarnecki explains to the Board that Tolson Center donations have been collected by the City for many years and this agreement will transfer the funds to the Tolson Center. Ms.

Rose Rivera provides more information and details.

Mrs. Santerre expresses concern about the amount of money the City has given the Tolson Center with little to show for it so far.

Motion to table until November 15 meeting

Motion: MD

Second: NAA

Motion passes with unanimous voice vote

c. **Verizon Tower Land Lease at Pinewood Park**

Mr. Czarnecki informs the Board that Verizon would like to install a stealth tower at Pinewood Park to help increase cell service in the area. Verizon will pay a monthly fee for the use of the land.

Mr. Eric Trotter, Assistant Director of Planning, provides a more detailed explanation to the Board.

Motion to approve

Motion: MD

Second: NAA

Motion passes with unanimous voice vote

d. **Indiana Geological and Water Survey Studebaker Park Soil and Sediment Probing**

Mr. Jose Luis Antinao, Assistant Research Scientist with Indiana Geological & Water Survey, requests permission to probe in an area at Studebaker Park near the parking lot.

Ms. Rivera informs the Board that the agreement is in process, so the Board is delegating authority to Mr. Czarnecki to sign it.

Motion to approve

Motion: MD

Second: NAA

Motion passes with unanimous voice vote

e. **Resolution R-3-22 A Resolution of the Board of Parks and Recreation of the City of Elkhart, Indiana Authorizing the Transfer of Interests in Certain Real Estate and the Improvements Located Thereon to the Redevelopment Commission of the City of Elkhart, Indiana and All Matters Related Thereto 1524 Frances**

Ms. Rivera explains that if the Board passes the resolution, then the Redevelopment Commission will pass a mirror resolution to accept. This property has two quitclaim deeds because the Board will be keeping part of the property.

Motion to approve

Motion: MD

Second: NAA

Motion Passes with unanimous voice vote

f. **Resolution R-4-22 A Resolution of the Board of Parks and Recreation of the City of Elkhart, Indiana Authorizing the Transfer of Interests in Certain Real Estate and the Improvements Located Thereon to the Redevelopment Commission of the city of Elkhart, Indiana, and All Matters Related Thereto 740 N. Riverside**

Motion to approve

City of Elkhart Parks & Recreation

Park Board Minutes



Motion: MD

Second: NAA

Motion passes with unanimous voice vote

g. **Memorandum of Understanding Intro to Skateboarding**

This is a repeat program from last year. Urban Streetwear is providing the instruction.

Motion to approve

Motion: NAA

Second: MD

Motion passes with unanimous voice vote

h. **Memorandum of Understanding Intro to Jiu-Jitsu**

This is a repeat program. Kroyler Gracie Jiu-Jitsu is providing the instruction.

Motion to approve

Motion: MD

Second: NAA

Motion passes with unanimous voice vote

6. Old Business

- a. **None**

7. Use and Event Permit Requests

a. **Halloween Skate Bash 4 – October 29, 2022 – Pierre Moran Skate Park**

Mr. Czarnecki presents the permit on behalf of Chris Beckham. This is the fourth year of the event.

Motion to Approve

Motion: NAA

Second: MD

Motion passes with a unanimous voice vote

b. **Fall Pop-Up Market – November 5, 2022 – High Dive Pavilion**

Ms. Sherry Krask, Event Coordinator, presents the permit.

Motion to Approve

Motion: MD

Second: NAA

Motion passes with unanimous voice vote

8. Department Report

Mr. Czarnecki informs the Board that Mrs. Kim Henke has resigned from the Board.

New swings are being installed at Weston Park and Langle Park. The tennis courts at High Dive Park are being resurfaced. Job offers have been made for the Program Coordinator and Volunteer Coordinator positions.

9. Correspondence

- a. **None**

10. Public Input/Privilege of the Floor

Ms. Santerre opens the privilege of the floor.

Ms. Santerre closes the privilege of the floor.

11. Approval for Adjournment

Motion to adjourn

Motion: MD

Second: NAA

City of Elkhart Parks & Recreation

Park Board Minutes



Motion passes with a unanimous voice vote
Adjourn 5:10 pm

PARKS & RECREATION STAFF MEMBERS IN ATTENDANCE

Jamison Czarnecki, Superintendent Sherry Krask, Event Coordinator	Jennifer Kobie, Recording Secretary Sommer Bowers, Office Manager
----------------------------------------------------------------------	----------------------------------------------------------------------

ADDITIONAL CITY EMPLOYEES AND GUESTS IN ATTENDANCE

Mr. David Hopkins, IT Department Mr. Eric Trotter, Planning Department Mr. Joe Foy, Public Works	Ms. Rose Rivera, Legal Department Mr. Doug Dolan Ms. Corinne Straight, Director of Communications, via Webex	Mr. Jay Shaffer Mr. Jose Luis Antinao
-----------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------	------------------------------------------

Minutes Certification:

Respectfully Submitted,

Recording Secretary Jennifer Kobie

Date

Park Board President Sarah Santerre

Date

Park Board Secretary

Date

City of Elkhart Parks & Recreation Park Board Minutes



DATE: Tuesday, August 30, 2022

TIME: 3:30 PM

LOCATION: City of Elkhart Parks & Recreation
229 S. Second St.
Elkhart, IN 46516

Call to Order at 3:36 PM.

**1. Roll Call- Quorum Present
BOARD MEMBERS PRESENT**

Sarah Santerre President	Nekeisha Alayna Alexis Vice President	Secretary	Mark Datema Treasurer
-----------------------------	------------------------------------------	-----------	--------------------------

2. Approval of Agenda

Motion to discuss and place on file: NAA

Second: MD

Motion Passes with unanimous voice vote

3. Approval of Claims

Motion to discuss, approve, and place on file: MD

Second: NAA

Claims: \$16,070.04

Mr. Datema inquires about the weed fees. Ms. Wingard states that they are annual fees paid for Ideal Beach.

Motion Passes with unanimous voice vote

4. Public Input/Privilege of the Floor

Ms. Santerre opens the privilege of the floor.

Mr. Czarnecki introduces Ms. Maddy Gordon, the new Volunteer Coordinator, and Ms. Luisa Ixmattlahua-Garay, the new Program Coordinator.

Ms. Santerre closes the privilege of the floor.

5. Approval for Adjournment

Motion: NAA

Second: MD

Motion Passes with unanimous voice vote

Adjourned: 3:59 pm

PARKS & RECREATION STAFF MEMBERS IN ATTENDANCE

Jamison Czarnecki, Superintendent Jennifer Kobie, Recording Secretary	Leslie Wingard, Accounting Specialist Maddy Gordon, Volunteer Coordinator Luisa Ixmattlahua-Garay, Program Coordinator
--------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------

ADDITIONAL CITY EMPLOYEES AND GUESTS IN ATTENDANCE

Rose Rivera, City Legal via Webex	
-----------------------------------	--

City of Elkhart Parks & Recreation Park Board Minutes



Minutes Certification:

Respectfully Submitted,

Recording Secretary Jennifer Kobie

Date

Park Board President Sarah Santerre

Date

Park Board Secretary

Date

PARKS BOARD
CLAIM AND ALLOWANCE DOCKET

I HEREBY CERTIFY THAT EACH OF THE ABOVE LISTED VOUCHERS AND INVOICES OR BILLS ATTACHED THERETO ARE TRUE AND CORRECT AND I HAVE AUDITED SAME IN ACCORDANCE WITH IC 5-11-10-1.6. I ALSO HEREBY CERTIFY THAT THESE VOUCHERS AND INVOICES REPRESENT GOODS AND/OR SERVICES THAT ARE FOR THE BENEFIT OF THE CITY OF ELKHART AND THAT APPROPRIATIONS FOR THESE EXPENDITURES HAVE BEEN DULY MADE OR OTHERWISE AUTHORIZED BY THE CITY COUNCIL AND OTHER APPROPRIATE AUTHORITY.

October 14

,2022



JAMIE ARCE - CONTROLLER

IN RELIANCE ON THE ABOVE CERTIFICATION, CLAIMS IN THE TOTAL AMOUNT OF **\$54,380.88** AS LISTED ON THE REGISTER ATTACHED HERETO **CONSISTING OF 5 PAGES**, ARE HEREBY APPROVED EXCLUDING ANY CLAIMS WITHHELD AS SHOWN ON THE SEPARATE SUMMARY OF PENDING CLAIMS.

EXECUTED THIS 18TH DAY OF OCTOBER 2022 BY:

PRESIDENT

SARAH SANTERRE

VICE PRESIDENT

NEKEISHA ALAYNA ALEXIS

SECRETARY

KIM HENKE

TREASURER

MARK DATEMA

ORIGINAL COPY MUST BE RETAINED IN THE CONTROLLER'S OFFICE



City of Elkhart

City of Elkhart

Expense Approval Report

By Fund

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 2204 - PARK & RECREATION					
THE TROYER GROUP, INC.	44649	10/18/2022	Master Plan - Ideal Beach	2204-5-501-4310400	3,697.50
ETHOS, INC	3573	10/18/2022	Day Camp Field Trip - STEM	2204-5-501-4390900	5,400.00
STEPHANIE MOSIER	R00573662	10/18/2022	Partial Rental Refund - High Di	2204-5-501-4581000	93.46
KENDALL ELCTRIC INC	S112152875.002	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	2,773.20
KENDALL ELCTRIC INC	S112152994.001	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	129.86
KENDALL ELCTRIC INC	S112153656.001	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	89.89
KENDALL ELCTRIC INC	S112152994.002	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	64.93
KENDALL ELCTRIC INC	S112159594.001	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	89.89
SHOFF SECURITY SERVICES , I	141021	10/18/2022	Security - Service Call - Softbal	2204-5-501-4390900	30.00
RIETH-RILEY CONSTRUCTION,	1700794	10/18/2022	Repairs to High Dive Tennis Co	2204-5-501-4360500	29,027.22
BUGSY'S ELKHART EXTERMIN	23641	10/18/2022	Monthly Pest Control - Septe	2204-5-501-4390912	135.00
JAMISON CZARNECKI	6992141	10/18/2022	IPRA Trails Gathering Beverag	2204-5-501-4320300	1.59
YODER OIL COMPANY INC	CL3589	10/18/2022	Parks Dept Gasoline	2204-5-501-4220210	595.47
KENDALL ELCTRIC INC	S112152875.001	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	868.73
SHOFF SECURITY SERVICES , I	141113	10/18/2022	Quarterly Security Monitoring	2204-5-501-4390912	123.00
SHOFF SECURITY SERVICES , I	141149	10/18/2022	Quarterly Security Monitoring	2204-5-501-4390912	123.00
SHOFF SECURITY SERVICES , I	141150	10/18/2022	Quarterly Security Monitoring	2204-5-501-4390912	123.00
SHOFF SECURITY SERVICES , I	141201	10/18/2022	Quarterly Security Monitoring	2204-5-501-4390912	205.50
RICOH USA, INC	5065693399	10/18/2022	Copier Read - September	2204-5-501-4210200	75.07
MENARD, INC	17093	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	51.98
AMAZON CAPITAL SERVICES I	19YJ-GTTX-RG73	10/18/2022	Office/Operating/Event Suppli	2204-5-501-4210500	65.89
AMAZON CAPITAL SERVICES I	19YJ-GTTX-RG73	10/18/2022	Office/Operating/Event Suppli	2204-5-501-4220150	39.02
MENARD, INC	17131	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	287.91
MENARD, INC	17199	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	190.24
MENARD, INC	17218	10/18/2022	Improvements to High Dive Pa	2204-5-501-4360100	334.42
MENARD, INC	17265	10/18/2022	Improvements to Hight Dive P	2204-5-501-4360100	78.06
MENARD, INC	17285	10/18/2022	High Dive Pavilion Improveme	2204-5-501-4360100	35.40
SHOFF SECURITY SERVICES , I	141018	10/18/2022	Security - Service Call - Pierre	2204-5-501-4390900	92.25
AMAZON CAPITAL SERVICES I	1PLW-L7M4-QFDG	10/18/2022	Office Kleenex	2204-5-501-4210500	14.57
LONG'S LOCK SHOP, INC.	106351	10/18/2022	Keys for Gas Cap and Padlock	2204-5-501-4220150	10.00
Fund 2204 - PARK & RECREATION Total:					44,846.05
Fund: 2520 - PARK PROGRAM					
SHERRY L. KRASK	H25296	10/18/2022	Volunteer Lunches - Tailgate E	2520-5-630-4220150	130.75
GORDON FOOD SERVICE INC	779275514	10/18/2022	Concessions - Softball	2520-5-508-4220101	27.16
SHOFF SECURITY SERVICES , I	141099	10/18/2022	Quarterly Security Monitoring	2520-5-509-4390912	123.00
MENARD, INC	16983	10/18/2022	Hispanic Herritage Event	2520-5-630-4220150	69.98
ENFOCUS	12018-03143	10/14/2022	Parks Passport Program Bike	2520-5-508-4220150	1,000.99
AMAZON CAPITAL SERVICES I	19YJ-GTTX-RG73	10/18/2022	Office/Operating/Event Suppli	2520-5-630-4220150	43.98
J & K SEPTIC SERVICE, LLC	CEP100322	10/18/2022	Portable Restrooms - Tailgate	2520-5-630-4390900	910.00
GORDON FOOD SERVICE INC	779276051	10/18/2022	Concessions - Softball	2520-5-508-4220101	129.44
GORDON FOOD SERVICE INC	779276074	10/18/2022	Concessions - Softball	2520-5-508-4220101	47.94
TOBIAS FIELDS	024990-101222	10/18/2022	Umpire Services - 10 Games	2520-5-508-4390931	300.00
TYLAN MILLER	024990-101222	10/18/2022	Umpire Services - 2 Games	2520-5-508-4390931	60.00
GREGORY J. WIDNER	024990-101222	10/18/2022	Umpire Services - 7 Games	2520-5-508-4390931	210.00
JOSEPH R. BOWEN	024990-101222	10/18/2022	Umpire Services - 2 Games	2520-5-508-4390931	60.00
SCOTT REINHARDT	024990-101222	10/18/2022	Umpire Services - 6 Games	2520-5-508-4390931	180.00
TRAVIS WELCH	024990-101222	10/18/2022	Umpire Services - 4 Games	2520-5-508-4390931	120.00
SCOTT D. MARTIN	024990-101222	10/18/2022	Umpire Services - 3 Games	2520-5-508-4390931	90.00
TYLER E. STANTON	024990-101222	10/18/2022	Umpire Services - 4 Games	2520-5-508-4390931	120.00
JOSHUA REED	024990-101222	10/18/2022	Umpire Services - 4 Games	2520-5-508-4390931	120.00
RAYMOND OBERHOLTZER	09913	10/18/2022	Halloween Events - Straw Bale	2520-5-630-4220150	20.00
Fund 2520 - PARK PROGRAM Total:					3,763.24

Expense Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 7740 - SALES TAX					
STEPHANIE MOSIER	R00573662	10/18/2022	Partial Rental Refund - High Di	7740-4-000-3120708	6.54
Fund 7740 - SALES TAX Total:					6.54
Grand Total:					48,615.83

Report Summary

Fund Summary

Fund	Expense Amount
2204 - PARK & RECREATION	44,846.05
2520 - PARK PROGRAM	3,763.24
7740 - SALES TAX	6.54
Grand Total:	48,615.83

Account Summary

Account Number	Account Name	Expense Amount
2204-5-501-4210200	Stationary & Printing	75.07
2204-5-501-4210500	Office Supplies	80.46
2204-5-501-4220150	Operating Supplies	49.02
2204-5-501-4220210	Gasoline	595.47
2204-5-501-4310400	Professional Services	3,697.50
2204-5-501-4320300	Travel	1.59
2204-5-501-4360100	Repairs & Maintenance	4,994.51
2204-5-501-4360500	Repairs & Maintenance -	29,027.22
2204-5-501-4390900	Other Services & Charge	5,522.25
2204-5-501-4390912	Contract Services	709.50
2204-5-501-4581000	Unappropriated	93.46
2520-5-508-4220101	Operating Supplies - Soft	204.54
2520-5-508-4220150	Operating Supplies - Gen	1,000.99
2520-5-508-4390931	Contract Labor - Umpire	1,260.00
2520-5-509-4390912	Contract Services	123.00
2520-5-630-4220150	Operating Supplies	264.71
2520-5-630-4390900	Other Services & Charge	910.00
7740-4-000-3120708	Rental Sales Tax - Parks	6.54
Grand Total:		48,615.83

Project Account Summary

Project Account Key	Expense Amount
None	48,615.83
Grand Total:	48,615.83



City of Elkhart

City of Elkhart

Expense Approval Report

By Fund

Payment Dates 10/7/2022 - 10/14/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 2204 - PARK & RECREATION					
INDIANA MICHIGAN POWER	04210875706-092022	10/07/2022	CONSOLIDATED- PK	2204-5-501-4350100	1,920.24
INDIANA MICHIGAN POWER	04028164509-092122	10/07/2022	110 E GARFIELD- PK	2204-5-501-4350100	170.50
INDIANA MICHIGAN POWER	04067197543-092122	10/07/2022	1524 FRANCES- PK	2204-5-501-4350100	16.16
INDIANA MICHIGAN POWER	04792516603-092122	10/07/2022	215 E INDIANA- PK	2204-5-501-4350100	45.03
COMCAST CABLE	094117-092122	10/07/2022	INTERNET SVC- SEP- PK	2204-5-501-4320400	111.25
INDIANA MICHIGAN POWER	04196896700-092722	10/14/2022	101 GOSHEN- PK	2204-5-501-4350100	100.88
INDIANA MICHIGAN POWER	04058946304-092822	10/14/2022	401 RIVERVIEW- PK	2204-5-501-4350100	24.65
INDIANA MICHIGAN POWER	04116178304-092822	10/14/2022	624 E JACKSON- PK	2204-5-501-4350100	26.35
NORTHERN INDIANA PUBLIC S	2157000015-092822	10/14/2022	1020 MCDONALD- PK	2204-5-501-4350200	75.64
NORTHERN INDIANA PUBLIC S	2157360055-092822	10/07/2022	301 NIBCO- PK	2204-5-501-4350200	65.82
INDIANA MICHIGAN POWER	04520875701-092922	10/14/2022	CONSOLIDATED- PK	2204-5-501-4350100	150.27
ELKHART PUBLIC UTILITIES	4100410004-093022	10/07/2022	SUPERIOR & RIVERVIEW- PK	2204-5-501-4350400	569.99
ELKHART PUBLIC UTILITIES	4100410104-093022	10/07/2022	SUPERIOR & RIVERVIEW- PK	2204-5-501-4350400	115.02
ELKHART PUBLIC UTILITIES	4100411004-093022	10/07/2022	JOYCE & SUPERIOR- IRR- PK	2204-5-501-4350400	517.19
ELKHART PUBLIC UTILITIES	4131505004-093022	10/07/2022	JOHNSON- IRR- PK	2204-5-501-4350400	33.81
ELKHART PUBLIC UTILITIES	4208320000-093022	10/07/2022	1020 MCDONALD- PK	2204-5-501-4350400	59.08
ELKHART PUBLIC UTILITIES	4262367905-093022	10/07/2022	1607 STERLING- PK	2204-5-501-4350400	17.63
COMCAST BUSINESS	156638027-100122	10/14/2022	PHONE SVC- OCT- PK	2204-5-501-4320400	124.78
INDIANA MICHIGAN POWER	04267434407-100322	10/14/2022	1324 MARGUERITE- PK	2204-5-501-4350100	371.10
INDIANA MICHIGAN POWER	04844997017-100322	10/14/2022	52256 IDEAL BEACH- PK	2204-5-501-4350100	213.47
ELKHART PUBLIC UTILITIES	1103540004-100722	10/07/2022	W BEARDSLEY/RIVERSIDE- IRR	2204-5-501-4350400	304.52
ELKHART PUBLIC UTILITIES	1103572004-100722	10/07/2022	WESTON PK- IRR- PK	2204-5-501-4350400	53.53
ELKHART PUBLIC UTILITIES	1105220006-100722	10/07/2022	W LEXINGTON- IRR- PK	2204-5-501-4350400	8.09
ELKHART PUBLIC UTILITIES	1105360000-100722	10/07/2022	701 ARCADE- PK	2204-5-501-4350400	63.18
ELKHART PUBLIC UTILITIES	1105360104-100722	10/07/2022	701 ARCADE- IRR- PK	2204-5-501-4350400	33.81
ELKHART PUBLIC UTILITIES	1105360205-100722	10/07/2022	701 ARCADE- WTR PK- PK	2204-5-501-4350400	156.70
ELKHART PUBLIC UTILITIES	1105360603-100722	10/07/2022	701 ARCADE- TENNIS- PK	2204-5-501-4350400	157.43
ELKHART PUBLIC UTILITIES	1105390003-100722	10/07/2022	EAST-WEST - IRR- PK	2204-5-501-4350400	8.09
ELKHART PUBLIC UTILITIES	1200680000-100722	10/07/2022	500 E BEARDSLEY- PK	2204-5-501-4350400	54.49
ELKHART PUBLIC UTILITIES	1203400000-100722	10/07/2022	1320 OLIVE- PK	2204-5-501-4350400	53.95
ELKHART PUBLIC UTILITIES	1222370300-100722	10/07/2022	619 BALDWIN- PK	2204-5-501-4350400	71.24
ELKHART PUBLIC UTILITIES	2125985006-101422	10/14/2022	GREENLEAF & VIOLET- PK	2204-5-501-4350400	17.63
ELKHART PUBLIC UTILITIES	2127157004-101422	10/14/2022	MARGUERITE- PK	2204-5-501-4350400	53.53
Fund 2204 - PARK & RECREATION Total:					5,765.05
Grand Total:					5,765.05



City of Elkhart

City of Elkhart

Expense Approval Report

By Fund

Payment Dates 10/7/2022 - 10/14/2022

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 2204 - PARK & RECREATION					
INDIANA MICHIGAN POWER	04210875706-092022	10/07/2022	CONSOLIDATED- PK	2204-5-501-4350100	1,920.24
INDIANA MICHIGAN POWER	04028164509-092122	10/07/2022	110 E GARFIELD- PK	2204-5-501-4350100	170.50
INDIANA MICHIGAN POWER	04067197543-092122	10/07/2022	1524 FRANCES- PK	2204-5-501-4350100	16.16
INDIANA MICHIGAN POWER	04792516603-092122	10/07/2022	215 E INDIANA- PK	2204-5-501-4350100	45.03
COMCAST CABLE	094117-092122	10/07/2022	INTERNET SVC- SEP- PK	2204-5-501-4320400	111.25
INDIANA MICHIGAN POWER	04196896700-092722	10/14/2022	101 GOSHEN- PK	2204-5-501-4350100	100.88
INDIANA MICHIGAN POWER	04058946304-092822	10/14/2022	401 RIVERVIEW- PK	2204-5-501-4350100	24.65
INDIANA MICHIGAN POWER	04116178304-092822	10/14/2022	624 E JACKSON- PK	2204-5-501-4350100	26.35
NORTHERN INDIANA PUBLIC S	2157000015-092822	10/14/2022	1020 MCDONALD- PK	2204-5-501-4350200	75.64
NORTHERN INDIANA PUBLIC S	2157360055-092822	10/07/2022	301 NIBCO- PK	2204-5-501-4350200	65.82
INDIANA MICHIGAN POWER	04520875701-092922	10/14/2022	CONSOLIDATED- PK	2204-5-501-4350100	150.27
ELKHART PUBLIC UTILITIES	4100410004-093022	10/07/2022	SUPERIOR & RIVERVIEW- PK	2204-5-501-4350400	569.99
ELKHART PUBLIC UTILITIES	4100410104-093022	10/07/2022	SUPERIOR & RIVERVIEW- PK	2204-5-501-4350400	115.02
ELKHART PUBLIC UTILITIES	4100411004-093022	10/07/2022	JOYCE & SUPERIOR- IRR- PK	2204-5-501-4350400	517.19
ELKHART PUBLIC UTILITIES	4131505004-093022	10/07/2022	JOHNSON- IRR- PK	2204-5-501-4350400	33.81
ELKHART PUBLIC UTILITIES	4208320000-093022	10/07/2022	1020 MCDONALD- PK	2204-5-501-4350400	59.08
ELKHART PUBLIC UTILITIES	4262367905-093022	10/07/2022	1607 STERLING- PK	2204-5-501-4350400	17.63
COMCAST BUSINESS	156638027-100122	10/14/2022	PHONE SVC- OCT- PK	2204-5-501-4320400	124.78
INDIANA MICHIGAN POWER	04267434407-100322	10/14/2022	1324 MARGUERITE- PK	2204-5-501-4350100	371.10
INDIANA MICHIGAN POWER	04844997017-100322	10/14/2022	52256 IDEAL BEACH- PK	2204-5-501-4350100	213.47
ELKHART PUBLIC UTILITIES	1103540004-100722	10/07/2022	W BEARDSLEY/RIVERSIDE- IRR	2204-5-501-4350400	304.52
ELKHART PUBLIC UTILITIES	1103572004-100722	10/07/2022	WESTON PK- IRR- PK	2204-5-501-4350400	53.53
ELKHART PUBLIC UTILITIES	1105220006-100722	10/07/2022	W LEXINGTON- IRR- PK	2204-5-501-4350400	8.09
ELKHART PUBLIC UTILITIES	1105360000-100722	10/07/2022	701 ARCADE- PK	2204-5-501-4350400	63.18
ELKHART PUBLIC UTILITIES	1105360104-100722	10/07/2022	701 ARCADE- IRR- PK	2204-5-501-4350400	33.81
ELKHART PUBLIC UTILITIES	1105360205-100722	10/07/2022	701 ARCADE- WTR PK- PK	2204-5-501-4350400	156.70
ELKHART PUBLIC UTILITIES	1105360603-100722	10/07/2022	701 ARCADE- TENNIS- PK	2204-5-501-4350400	157.43
ELKHART PUBLIC UTILITIES	1105390003-100722	10/07/2022	EAST-WEST - IRR- PK	2204-5-501-4350400	8.09
ELKHART PUBLIC UTILITIES	1200680000-100722	10/07/2022	500 E BEARDSLEY- PK	2204-5-501-4350400	54.49
ELKHART PUBLIC UTILITIES	1203400000-100722	10/07/2022	1320 OLIVE- PK	2204-5-501-4350400	53.95
ELKHART PUBLIC UTILITIES	1222370300-100722	10/07/2022	619 BALDWIN- PK	2204-5-501-4350400	71.24
ELKHART PUBLIC UTILITIES	2125985006-101422	10/14/2022	GREENLEAF & VIOLET- PK	2204-5-501-4350400	17.63
ELKHART PUBLIC UTILITIES	2127157004-101422	10/14/2022	MARGUERITE- PK	2204-5-501-4350400	53.53
Fund 2204 - PARK & RECREATION Total:					5,765.05
Grand Total:					5,765.05



Elkhart Board of Works & Parks and Recreation
2020 USE & EVENT PERMIT APPLICATION

229 South 2nd Street
Elkhart, IN 46516
Phone: (574) 294-5471

Date Received: 10/7/22

INSTRUCTIONS: Please carefully read the "Event Procedures & Guidelines" sections before completing this application.
Incomplete applications and/or applications without the required application fee will not be processed.

EVENT NAME: Ugly Sweater 5K and Sweater Stroll DATE(S) REQUESTED Sat, Dec 3

LOCATION/VENUE REQUESTED NIBCO Ice and Water Park

LOCATION/VENUE 2ND CHOICE REQUESTED _____

OFFICE USE: DATE/VENUE AVAILABLE ☐ No ☒ Yes

APPLICANT INFORMATION

NAME OF APPLICANT Elkhart Education Foundation

NAME OF EVENT ORGANIZER/PRODUCER
Paula Turk

PRODUCTION COMPANY/ORGANIZATION
Stone Soup Promotions

STREET ADDRESS POB 82 APT/UNIT/SUITE _____

CITY Elkhart STATE IN ZIP CODE 46516

E-MAIL ADDRESS
Paula@StoneSoupPromotions.com

DAYTIME PHONE 574-293-1683 FAX _____ CELL PHONE 650-464-3467

EVENT DAY ON-SITE CONTACT SAME AS ABOVE DAYTIME PHONE _____ CELL PHONE _____

EVENT SPONSOR: Are you, the applicant, organizing this event on behalf of another organization?
(Please check No or Yes Below)

☒ No ☐ Yes → Name of Organization: Elkhart Education Foundation

NAME OF SPONSORING ORGANIZATION CONTACT Charmaine Torma SPONSORING ORG. CONTACT PHONE 574-208-3997

ADDRESS OF SPONSORING ORGANIZATION Pierre Moran School CITY Elkhart, IN ZIP CODE _____

Additional Documentation Required: If you checked "Yes" above, please submit an endorsement letter from the organization (on their official Letterhead) on whose behalf you are organizing this event.

Is the sponsoring organization a 501(c) (3)?
(Please check No or Yes below.)

☐ No ☒ Yes → Please attach current verification of 501(c) (3) status

Does the sponsoring organization have an ST-105, General Sales Tax Exemption Status?
(Please check No or Yes below.)

☐ No ☒ Yes → Please attach current verification of ST-105 status

FEDERAL TAX ID #
46-342-9545

EVENT INFORMATION

ACTUAL EVENT TIMES (NOT INCLUDING SETUP or TAKE DOWN)

Start Time: 8:30 am

Finish Time: 10:00 am

Additional Information Required: If your event includes multiple days and/or varying times, please attach a schedule.

SET-UP TIME(S)

From: 6:00 am To: 7:30am

TEAR-DOWN

From: 10:00 To: 10:30 am

EXPECTED NUMBER OF PARTICIPANTS:

If event is reoccurring, please submit past number of participants below.

2019 NUMBER OF PARTICIPANTS:

2018 NUMBER OF PARTICIPANTS:

PREVIOUS YEAR DATE/LOCATION: Has this event been previously held?
(Please check No or Yes below.)

☐ No☒ Yes

Event Name: Ugly Sweater

Location: NIBCO Water and Ice Park

Date: _____

EVENT DESCRIPTION

Please check what type of event this is (Check all that apply) and write a brief description of your event.

☒ Walk/Run

☐ Cultural Event

☐ Other event, please describe:

☐ ArtFair/Festival

☐ Public Rally/March

☐ Concert/Performance

☐ Bike Ride

☐ Service

Brief Description of Event: The Ugly Sweater 5K and Sweater Stroll 1Mile walk is a fun, holiday-themed run/walk to raise money for the Elkhart Education Foundation. The course will begin and end at NIBCO Water and Ice Park. A major change this year will be to start the event at 8:30 am in the morning, instead of in the late afternoon. Participants are encouraged to wear festive holiday sweaters so it is a really fun event to view and participate in.

Please provide a detailed description of your event. Document(s) with this information or other materials describing this event may be attached.

PROHIBITED ACTIVITIES IN CITY PARKS (By Ordinances)

No Fundraising Allowed

No Bounce Houses Allowed

No Admission Fees Allowed

EVENT LOGISTICS

All event logistics are subject to the approval of the "EPRB". Additionally, certain event features such as street closures and the separate permits from the City of Elkhart. For information regarding City of Elkhart Permits, please call 574-294-5471 ext. 1055 or email Nancy.Wilson@coei.org

FOOD AND NON-ALCOHOLIC BEVERAGES:

Are you requesting permission to serve and/or sample food and/or beverages?

(Please check the appropriate response.)

☒ No

☐ Yes, to the participants only

☐ Yes, to the general public

No Food or Alcoholic Beverages may be sold on Park Property.

If applicable  Name of Caterer/Vendor: _____

IF YES, please describe:

Additional Information Required: If you checked "Yes" above, a Short Term Permit is required from the Elkhart County Health Department.

Indicate location where food/beverages will be served on the Site Map.

TENTS AND CANOPIES

If you are planning to erect tents or canopies, describe and give the quantity of tents and/or canopies, along with the sizes of each. A separate sheet with this information may be attached. All tents and/or canopies must be indicated on the Site Map. The Event Organizer is responsible for any damage caused to City/Park property/facility and must consult "BOW" prior to installation.

Building and Zoning Clearance Required.

Will your event feature tents and/or canopies?

(Please check No or Yes below.)

☒ No

☐ Yes

 Number of Tents/Canopies: _____

 Tent/Canopy Size(s): _____

(If you have multiple tents/canopies with varying sizes, indicate the number with the corresponding size.)

The following is required for tents over 400 square feet (20 ft. X 20 ft.):

Require inspections by the Elkhart City Fire Department. Refer to Indiana Fire Code 3103.2

Utilities must be marked. Call 811 for Utilities to mark tent area.

Permits are required, fees apply - Permits must be acquired and paid for at the Permit Center at 229 South 2nd Street, Elkhart-574-294-5471 ext. 3005

Additional Documentation Required: If you checked "Yes" above, please indicate the number of tents with the corresponding size.

Document with this information may be attached. All tents and/or canopies must be indicated on the Site Map.

VEHICLES

Are you requesting permission to operate staff/supply vehicles on City/"EPRB" service roads for delivery of equipment, supplies or catering/vending?

☒ No

☐ Yes

 Number of Vehicles: _____

 Vehicle Description(s): _____

Are you requesting permission to retain vehicles on-site for the duration of the event?

☒ No

☐ Yes

 Number of Vehicles: _____

 Vehicle Description(s): _____

STAGES/PLATFORMS (provided by the requestor)

(Please check No or Yes below) If yes, please provide additional information as requested below. Document(s) with this information may be attached. Will your event include the installation of stages/platforms? The location of the stages/platforms must be approved by the "BOW".

(Please check No or Yes below.) **NO STAGES ARE PROVIDED OR AVAILABLE FROM THE CITY OF ELKHART OR ITS DEPARTMENTS.**

***May require additional insurance.**

☒ No ☐ Yes → Number of Stage(s): _____
→ Stage Description(s): _____

Stage Owner _____ Phone Number: _____

Address: Street, City, State, Zip _____

Stage Specs will be required.

Additional Documentation Required: If you checked "Yes" above, please clearly indicate the number of stages/platforms on the Site Map.

PORTABLE TOILETS

(Please check No or Yes below) If yes, please provide additional information as requested below. Document(s) with this information may be attached. All portable toilets must be removed from City/"EPRB" property on within 48 hours of event (if event is on a Saturday or a Sunday, portable toilets must be removed that following Monday). The location must be approved by the City/"EPRB".

ADA compliant toilets are required for Public Gatherings.

☒ No ☒ Yes → Number of Portable Toilets: _____ AND Number of Accessible ADA Portable Toilets: _____
→ Company/Description(s): would like use of NIBCO ice park toilets

Additional Documentation Required: If you checked "Yes" above, please clearly indicate the number of portable toilets on the Site Map

FENCING

Will the event include the installation of event fencing by the Event Organizer? The location of the fencing must be approved by the "BOW"/"EPRB". (Please check No or Yes below.)

☒ No ☐ Yes → Description: _____

May require a call to 811 for location marking of Utilities. Buildings and Grounds must also approve to make sure sprinkler lines are not in jeopardy.

EMERGENCY SUPPORT SERVICES- Motor Vehicle and Pedestrian Control

Will the event require Emergency Support Services?
(Please check No or Yes below.)

☐ No ☒ Yes → 10 ESS vehicles on the course from 8:30 am - 10:00 am

Number of Emergency Management Staff Requested

- ☐ \$50.00 Minimum of two Event Personnel 10
☐ \$25.00 Event Personnel each per event _____

Total Cost \$ _____

Additional Documentation Required: If you checked "Yes" above, please clearly indicate the number of personnel and where they should be located on the site map. A separate meeting may be required with the Emergency Management Personnel.

FIRE DEPARTMENT

EMERGENCY MEDICAL SERVICES REQUESTED: Please indicate what services you are requesting. Mark all that are requested:

☐ No ☒ Yes →

Ambulance or Medic Kubota on alert during this event

Time(s) Requested:

8:30 am - 10:00 am

☒ Ambulance(s)

Number Requested 1

☒ Medic Kubota

☐ Fire Truck

☐ First Aid Station

Please indicate your reason that a Fire Truck may be needed at your Event. Please include any special requests.

Either is fine.

Would just like a Medic Kubota on call /aware that this event is happening in the morning.

Additional Information May Be Required.

BUILDINGS AND GROUNDS

FENCING: The following are available for a fee. Mark all that are requested:

☐ Event Fencing Number of Sections Requested _____

Other _____

☐ Snow Fencing Number of Feet Requested _____

Other _____

Additional fees may apply.

Other _____

WASTE RECEPTACLES

Will the event require additional waste receptacles? The location of the waste receptacles must be approved by the "BOW"/"EPRB".

(Please check No or Yes below.) Additional fees may apply.

☒ No ☐ Yes →

Will the event require Buildings & Grounds to set up or deliver other equipment? If Yes, please list below.

(Please check No or Yes below.)

☒ No ☐ Yes →

Additional Documentation Required: If you checked "Yes" above, please clearly indicate the number of fencing on the site map.

PARKS DEPARTMENT

EQUIPMENT REQUESTED: **Must be Park Board Approved.**

☒ No ☐ Yes →

☐ Golf Cars ONLY AVAILABLE FOR CITY ORGANIZED EVENTS (I.E.: Rhapsody, Summer Chill, WinterFest, etc.)

☐ Risers ONLY AVAILABLE FOR CITY ORGANIZED EVENTS (I.E.: Rhapsody, Summer Chill, WinterFest, etc.)

☐ Stage ONLY AVAILABLE FOR CITY ORGANIZED EVENTS (I.E.: Rhapsody, Summer Chill, WinterFest, etc.)

☐ Trailer (tables/chairs) ONLY AVAILABLE FOR CITY ORGANIZED EVENTS (I.E.: Rhapsody, Summer Chill, WinterFest, etc.)

NOTE: Bleachers and Stages are not available for public or private use.

City Departments Only may request the use of these items.

POLICE DEPARTMENT

POLICE SERVICES: Please indicate what services you are requesting. Mark all that are requested:

☒ No ☐ Yes →

Help with traffic control and route consultation

Please indicate why you feel Police presence may be needed at your Event.

The Winterfest- Fire Dept Breakfast with Santa is happening 8am - Noon so we need help to route that traffic.

Additional Information May Be Required.

STREET DEPARTMENT

STREET CLOSURES: Will you be requiring closure of City streets for your event?

☐ No ☒ Yes →

8:15 am - 10:00 am

Please mark all that may apply:

Street Closed From:	NIBCO Parkway: Jackson	To:	Elkhart Avenue
Street Closed From:	Elkhart Avenue: Jackson	To:	River
Street Closed From:	Jackson: Main Street	To:	Elkhart Avenue
Street Closed From:	Waterfall- 1 lane: Jackson	To:	Goshen Avenue
Street Closed From:		To:	
Street Closed From:		To:	

Additional Documentation Required: If you checked "Yes" above, please clearly indicate the number of fencing on the site map.

OTHER STRUCTURES

Will your event include other structures not identified above? The location of all other structures must be approved by the "EPRB".
(Please check No or Yes below.)

☒ No ☐ Yes → Number of Structures: _____

→ Description(s): _____

Additional Information Required: If you checked "Yes" above, please indicate the location of all stages/platforms, portable toilets, fencing, barricades and all other structures on the Site Map. Ordering of all equipment must be done by the Event Organizer.

BOARD OF WORKS PERMITS

(Please check No or Yes below) If yes, please provide additional information as requested below. Document(s) with this information may be attached.
Are you requesting the use of City Plaza?

Water:

- ☐ Yes
☒ No

Electric:

- ☐ Yes
☒ No

Plaza Sign:

- ☒ Yes
☐ No

Sign Information: Ugly Sweater 5K run/walk and 1M Sweater Stroll, Sat, Dec 3, \$25 to benefit Elkhart Education Foundation StoneSoupPromotions.com

Bridge Banner:

- ☐ Yes
☒ No

Please indicate location:

- ☐ Bridge Banner- North Main Street
☐ Bridge Banner – Johnson Street
☐ Benham Street Spanning Banner

NOISE ORDINANCE

Will the event require an exception to noise by the Event Organizer?

(Please check No or Yes below.)

☐ No ☒ Yes →

Reason: Monster Message will be playing music from 8:00 am -10:30 am

Parade and Special Exception to Noise Ordinance:

- ☒ Yes
☐ No

Public Assembly and Special Exception to Noise Ordinance:

- ☒ Yes
☐ No

Special Exception to Noise Ordinance:

- ☐ Yes
☐ No

Persons or entities affected by this special exception:

Sound system will be facing Waterfall, so it is doubtful if there will be any citizens affected

What measures will be taken to mitigate the impact on surrounding persons:

Yard signs will be put out in the surround apartment neighborhood to inform citizens of the race

EMERGENCY ACTION PLAN

PURPOSE (Required for all Applicants)

- A. This emergency action plan predetermines actions to take before and during the EVENT in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
 - B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.
-

BASIC PLAN

- A. The emergency action plan event representative will be identified as the point of contact for all communications regarding the event. This person is identified as primary contact:

Paula Turk

Contact full name (first/last name):

Contact cell number (area code plus number): 650-464-3467

EVENT MAPS

SITE MAP (Required for all Applicants)

Please attach a Site Map clearly indicating the set-up of the event. An example would be the Start/Finish of a walk, run, race event and/or the set-up area of a festival or cultural event. The Site Map should indicate the relative location of the following; all sources of amplified sound and direction of sound; tents and canopies with sizes, stages, promotional vehicles, portable toilets, fencing, barricades, and other structures; proposed driving paths for all equipment and supply vehicles; location of vehicles you wish to retain on "EPRB" property during the event; locations of food and proposed street closures. All site Maps are subject to the approval of "EPRB".

ROUTE MAP (Runs, Walks, Bike Rides)

All events that include a run/ walk, or other activity in which participants will be following a course will be required to attach a Route Map and a written document of the proposed route of the event. All proposed Route Maps are subject to the "EPRB" approval. The use of any outside the Parkways or parks such as City streets must be approved by the Board of Public Works.

For a more detailed Route Map, it is recommended to use mapmyrun.com (this is a free website), Bing maps or Google maps

INDEMNIFICATION, WAIVER AND RELEASE

In consideration of the granting of a Permit by the BOARD OF PUBLIC WORKS and/or the BOARD OF PARKS AND RECREATION, I hereby release, discharge, indemnify, protect and hold harmless the City of Elkhart, Indiana, and all of its agents, officials, and employees, of and from any and all claims, demands, damages, both compensatory and punitive, actions, causes of actions, costs, loss of services or consortium, and any expenses incurred for all personal injury or property damage sustained by me or any third party arising out of or in any way involving the use of the City's property during the event. I further agree to indemnify, protect, and hold harmless the City of Elkhart from any and all claims and causes of action, including attorney fees, caused by my negligence or willful conduct that is in any way related to the use of the City's property. I am more than 18 years of age and am fully competent. I have read in full this agreement and understand and agree to all of its terms and conditions. I have signed this instrument voluntarily and with full knowledge of the fact that I am waiving and releasing any and all claims for myself that may subsequently arise, regardless of their nature and extent. Furthermore, if signed on behalf of an entity, I swear and affirm that I am duly authorized to execute this INDEMNIFICATION, WAIVER AND RELEASE on behalf of the entity.

APPLICANT SIGNATURE

I have read the terms and conditions outlined in this document and the City of Elkhart, City of Elkhart Board of Works and the City of Elkhart Park & Recreation Board Code of Ordinances and agree to abide by them.

Unless expressly provided for in the permit, Use & Event Permits do not grant the permit holder with exclusive rights to park property including but not limited to any right to restrict access, use, and First Amendment activities of any person on park property open to the general public.

I agree to be bound by the above terms as a condition to the issuance of a Special Event Permit. All payments are due upon the BOW and EPRD final approval.

THIS DOCUMENT CONTAINS A RELEASE OF ALL CLAIMS AND A WAIVER OF RIGHTS. I HAVE CAREFULLY READ ALL OF ITS TERMS AND RETAINED A COPY OF THIS DOCUMENT FOR MY OWN RECORDS.

Paula Turk

PRINTED NAME OF APPLICANT

SIGNATURE OF APPLICANT

Paula Turk 9-9-22

DATE

WITNESSED: Clerk of the Board
Nancy Wilson

Date_____

APPROVED: BOARD OF PUBLIC WORKS

President

Date_____

RATIFIED: BOARD OF PARKS AND RECREATION (if applicable)

President or Secretary

Date_____

*The Honorable
Rod Roberson
Mayor*

Jamison Czarnecki
Parks Superintendent



Parks & Recreation
1320 Benham Ave.
Elkhart, IN 46516

574.295.7275
Fax: 574.522-7808

MEMO

To: Board of Elkhart Parks and Recreation

From: Jamison Czarnecki, Superintendent

Date: October 18, 2022

Re: Parks Department Report

Superintendent's Update

- New Staff joining us: Luisa Ixmattahua and Maddy Gordon. We will welcome Nick Cron our new Operations Manager at the next board meeting.
- Our new concessions trailer is hoped to be at the Hocus Pocus 2 showing October 29th at Ideal Beach 5pm to 7pm. Come check it out!
- The New River Greenway Trail has received additional funding which will allow the city to have the full vision of the trail including vault toilets and lighting at the trailhead, 10ft paved pathway along the trail, quality signage and benches, bicycle repair station, and other amenities that will allow this to be a destination and safe commute option for cyclists.

Events Report

- Approximately 1,500 people attended the Food Truck and Tailgate Party on Saturday, September 24. The Monster Message jumbotron aired the Notre Dame vs UNC football game at Central Green at 3:30 pm. Eleven food vendors participated at the event. Football themed games and activities were offered for the younger crowd throughout the day.
- On October 1st Elkhart Sister Cities hosted The Hispanic Heritage Festival, celebrating our sister city, Apan, Hidalgo at Central Green and Civic Plaza from 12 pm – 8 pm. Sixty plus food, merchandise, and community vendors participated. Beacon Health offered Covid vaccinations while Northern Indiana Hispanic Health Coalition gave flu shots. Musicians, folkloric dancing, kid's play zone, face painting and a caricature artist provided entertainment.
- Coming up: Trunk or Treat, October 15 at Island Park from 12-2 pm
Pine not so haunted Woods Walk, October 22 at Pinewood Park from 5-7 pm
Hocus Pocus Movie at Ideal Beach, October 29 gates open at 5 pm, movie at 6 pm
Fall Fabulous Pop Up Market, November 5 from 9 am-2 pm.

Volunteering Report

- BIMBO Bakery held a service project updating High Dive Pavilion on October 9th for 3 hours. We were grateful to have about 10 people volunteer their time to stain the pavilion and bring some new vibrancy to the outside!
- Lowes held a service project on October 10th for 2 hours with 15 people scraping and painting the bridge at the Riverwalk as well as cleaning up litter along the river bank.

*The Honorable
Rod Roberson
Mayor*

Jamison Czarnecki
Parks Superintendent



Parks & Recreation
1320 Benham Ave.
Elkhart, IN 46516

574.295.7275
Fax: 574.522-7808

Programming and Recreation Report

- Photography and Jiu Jitsu will finish up this week from 10/9-10/15.
 - Jiu Jitsu with Kroyler Gracie Jiu Jitsu had 11 registered and Photography with Steve Lewis Photography had 16 registrations. We are grateful to these instructors for volunteering for us!
- Skateboard will end on 10/16 that's been led by Urban Streetwear and will hold a skate bash this month for the annual tournament.
- Lego League and Purdue University 4-H Youth Development Program will start within two weeks. Registration still open.
- Currently, we are trying to connect with more community partners to help expand our programs for winter. Please share and spread the word that we are actively looking for partners and program instructors!

Ranger Report

September 1- 30, 2022 – Ranger Stan McCray

Citations

- None written.

Various Park Activities and number of people participating.

- Basketball (69) Biking (146), Birding (10), Canoe/Kayaking (70), Dance/Music (7). Football (22), Fishing (160), Parking/Sitting (974), Picnic (44), Pickleball (2), Playground (452), Skateboarding (68), Walking/jogging (894), Walking Dog (135), Scooters (13), Soccer (215), Softball (118), Swimming/Splash pad (3) and Tennis (17). Grand Total patrons - 3,409.

Events

- Sept. 10, 2022 – Bird Hike at Island Park at 8:30am. Ten people participated in the Bird Hike.
- Sept. 15, 2022 – Thor Industries had service day for park cleanup from 11:00am to 12:00pm. Approximately 35 Thor employees picked up miscellaneous trash at Island and High Dive parks. There were at least 31 to 34 bags of trash as well a car seat, milk crate, clothes and several liquor bottles. The employees spent one hour picking up trash with the assistance of Ranger McCray who hauled the trash to a dumpster.
- Sept. 22, 2022 – Bird Hike at Hayden Park at 6:00pm. There were no participants.

Damage

- Sept. 1, 2022 – While on patrol, Ranger Miller reported a baseball-sized hole in the plexi-glass of the display board at Ullery Park. Buildings and Grounds found two 9mm rounds in the display board. Damage was reported on Myelkhart311.
- Sept. 3, 2022 – While on patrol, Ranger Coleman reported that someone had dumped trash on the west side of Joanne Dr. in Baker Park. Buildings and Grounds picked it up and hauled it away.

*The Honorable
Rod Roberson
Mayor*

Jamison Czarnecki
Parks Superintendent



Parks & Recreation
1320 Benham Ave.
Elkhart, IN 46516

574.295.7275
Fax: 574.522-7808

- Sept. 11, 2022 – Buildings and Grounds Dept. worker Steve Balk reported one of the entry/exit doors on the north side of the High Dive Pavilion had sustained damage to the window. B&G promptly repaired the shattered window.
- Sept. 15, 2022 – While on patrol, Ranger McCray observed an overturned porta potty at High Dive Park, immediately east of the tennis courts. Ranger McCray was able to set the unit upright and no further action needed.
- Sept. 16, 2022 - While locking restrooms, Ranger McCray found water spraying from the supply line to the urinal in the men's restroom at McNaughton Park. The pipe and flushing unit was broken off the wall and the entire restroom was flooded as well as the south side of three tennis courts. The Buildings and Grounds Dept. were able to repair the damage.
- Sept. 26, 2022 – While patrolling Bi-Centennial Park, Ranger Hines discovered the Womens' Restroom door would not close properly and was not able to be locked. The Buildings and Grounds Dept. was notified for repair.
- Sept. 29, 2022 – While patrolling, Ranger Hines discovered graffiti had been spray painted on the side of a concrete structure at Edgewater Park. The damage was reported on Myelkhart311.
- Sept. 30, 2022 – While patrolling at McNaughton Park, Ranger Keen found misc. trash near the playground and picked up same. Ranger Keen also observed that a picnic table had been thrown into the St. Joseph River adjacent to the Tennis Courts. Ranger Keen reported the issue on Myelkhart311.

Other

- Sept. 16, 2022 – A female caller left a message regarding an older male using a mega-horn to scare geese away from the Riverside High Rise Building located at 181 N. Elkhart Av. Ranger McCray returned the call and advised that woman that it was legal for the man to use the Mega-horn to scare the geese away.
- Sept. 18, 2022 – While on patrol, Ranger Keen saw miscellaneous trash at Riverview Park. Ranger Keen picked up the trash and placed it into a trash container.
- Sept. 20, 2022 – While patrolling at High Dive Park, Ranger Miller received a complaint from a man regarding teens throwing rocks at the people in the area as a means of intimidating them. The man advised that the teens were generally coming to the park around 4:00pm. Rangers patrolled around those times to prevent it from happening further.
- Sept. 20, 2022 - Ranger Hines was patrolling Studebaker Park and discovered several empty water bottles scattered around on one of the soccer fields. Ranger Hines removed the water bottles and placed them in a nearby trash container. Discussion is being had to add trash cans to the area.
- Sept. 21, 2022 - Ranger Keen discovered graffiti on the playground equipment at Ullery Park. Ranger Keen removed the graffiti with graffiti cleaner and noted the graffiti on Myelkhart311.

End of Report