

# City of Elkhart Parks & Recreation Park Board Minutes



**DATE:** November 19, 2024

**TIME:** 5:00 PM

City of Elkhart Parks & Recreation  
Council Chambers

**LOCATION:** 201 S. 2<sup>nd</sup> Street, Elkhart, IN 46516

**Call to Order at 5:00 PM.**

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

|  |                                      |                             |                         |
|--|--------------------------------------|-----------------------------|-------------------------|
| Nekeisha Alayna Alexis<br>President        | Christopher Baiker<br>Vice President | Sarah Santerre<br>Secretary | Bil Murray<br>Treasurer |
| <b>Absent, Mandy<br/>Leazenby as Proxy</b> | <b>Present</b>                       | <b>Present</b>              | <b>Present</b>          |

**2. Approval of Agenda**

Motion to Approve Agenda  
Motion: BM  
Second: SS  
Motion passes with unanimous voice vote

**3. Public Input/Privilege of the Floor**  
Christopher Baiker opens the privilege of the floor.  
Christopher Baiker closes the privilege of the floor.

**4. Approval of Minutes**  
October 15, 2024  
Motion to Approve Minutes  
Motion: BM  
Second: SS  
Motion passes with unanimous voice vote

**5. Approval of Financials**  
**Claims: \$302,075.89**  
**Donations: \$0.00**  
**Grants: \$0.00**

Motion to discuss, approve, and place on file  
Motion: ML  
Second: BM  
Motion passes with unanimous voice vote

**6. New Business**

a. **2025 Park Board Meeting Dates-** Mandi Null  
Motion to Approve  
Motion: ML  
Second: BM

# City of Elkhart Parks & Recreation Park Board Minutes



Motion passes with unanimous voice vote

b. **2025 Wage Schedule-** Jamison Czarnecki

Motion to Approve

Motion: ML

Second: BM

Motion passes with unanimous voice vote

c. **Memo Woodlawn Nature Center Easement-** Jeff Schaffer

Motion to Approve

Motion: ML

Second: SS

Motion passes with unanimous voice vote

d. **MOU Park Foundation-** Jamison Czarnecki

This is a temporary agreement in regards to the relationship between Parks & the Park Foundation.

Motion to Approve

Motion: SS

Second: ML

Motion passes with unanimous voice vote

e. **Midstates Contract for stone installation-** Jamison Czarnecki

This is the 2<sup>nd</sup> change order received.

Motion to Approve

Motion: ML

Second: SS

## 7. Old Business

**NONE**

## 8. Use and Event Permits

**NONE**

## 9. Department Report

Mr. Czarnecki tells the Park Board about the department receiving the “Innovative Program Award” at the IPRA conference. The Master Plan Speaker Series has ended and that series drew 2,000 comments. Walker Park playground is now open and bids are open for the bathroom construction. Islan Park was host to the first Disc Golf Tournament in the city. NIBCO Water & Ice Park opens on December 7<sup>th</sup> to kick off Winterfest. Liz Stoutenour updates the board on all events including the Halloween & Fall events that took place. She also talks about the Fall Fabulous Pop-Up Market that took place on November 8<sup>th</sup>. She invites the board to come to upcoming Winterfest Parade. Mandi Null updates the board on the Volunteer Program, informing them that Truma Corp has agreed to renew their Adopt-A-Park contract and she is taking meetings with possible new Adopters. Luisa Ixmatlahua tells the board about past and present programming such as Bingo, Hiking, Photography, and ZAPS zombie program which was done for the first time. Ranger Bethany updates the board with the Ranger Report. She reports on positive activities observed, and what kinds of communication rangers had with the community.

# City of Elkhart Parks & Recreation Park Board Minutes



**10. Approval for Adjournment**

Motion to adjourn  
 Motion: ML  
 Second: ss  
 Motion passes with unanimous voice vote  
 Adjourn: 5:42 pm

**PARKS & RECREATION STAFF MEMBERS IN ATTENDANCE**

|   |   |
|---|---|
| Jamison Czarnecki, Superintendent<br>Luisa Ixmatlahua-Garay, Program Coordinator<br>Nic Cron, Operations Manager<br>Nhim Danh, Lead Park Ranger<br>Bethany Ottman, Assistant Lead Park Ranger | Liz Stoutenour, Event Coordinator<br>Brianna Petgen, Office Manager<br>Mandi Null, Park Board Recording Secretary |
|---|---|

**ADDITIONAL CITY EMPLOYEES AND GUESTS IN ATTENDANCE**

|                            |                               |  |
|----------------------------|-------------------------------|--|
| Jeff Schaffer, Engineering | Rose Rivera, Legal Department |  |
|----------------------------|-------------------------------|--|

**Minutes Certification:**

Respectfully Submitted,

\_\_\_\_\_

Recording Secretary

Mandi Null

\_\_\_\_\_

Date

\_\_\_\_\_

Park Board President

Nekeisha Alayna Alexis

\_\_\_\_\_

Date

\_\_\_\_\_

Park Board Secretary

Sarah Santerre

\_\_\_\_\_

Date