

City of Elkhart Parks & Recreation

Park Board Minutes



DATE: March 21, 2023

TIME: 5:00 PM

City of Elkhart Parks & Recreation
Council Chambers

LOCATION: 229 S. 2nd Street, Elkhart, IN 46516

Call to Order at 5:00 PM.

1. Roll Call- Quorum Present BOARD MEMBERS PRESENT

Sarah Santerre President	Nekeisha Alayna Alexis Vice President Absent	Mark Datema Secretary	Christopher Baiker Treasurer
	Mandy Leazenby Proxy		

2. Approval of Agenda

Motion to Approve Agenda

Motion: ML

Second: MD

Motion passes with unanimous voice vote

3. Approval of Minutes

February 21, 2023

Motion to Approve

Motion: ML

Second: MD

Motion passes with unanimous voice vote

4. Approval of Financials

Claims: \$48,018.33

Donations: \$0

Grants: \$0

Motion to discuss, approve and place on file

Motion: ML

Second: MD

Motion passes with unanimous voice vote

There was no discussion.

5. New Business

a. Daughters of the American Revolution Memorial Tree

Mrs. Marissa Hull is a member of the local chapter of the Daughters of the American Revolution. The National Group has asked chapters to celebrate the 250th anniversary of the signing of the Declaration of Independence. Mrs. Hull is proposing a Liberty Tree project. They are also working with Middlebury Parks on a memorial tree.

City of Elkhart Parks & Recreation

Park Board Minutes



Mr. Czarnecki states that the Memorial Tree Program still needs to be established. The Park Board will accept the donation, and Buildings & Grounds will work with the donors to choose and place the tree.

Motion to preliminarily approve

Motion: ML

Second: MD

Motion passes with unanimous voice vote

b. Ideal Beach Improvement and Access Agreement

Mr. Czarnecki states that the Department is progressing with improvements at Ideal Beach. A donor is providing the funds to have the kiddie pool removed. The access agreement allows the contractor to come in and remove it. The donor will pay the contractor directly, and the bidding process is unnecessary.

Motion to approve

Motion: ML

Second: CB

Motion passes with unanimous voice vote

c. Memorandum of Understanding with Urban Streetwear LLC

Ms. Ixmattlahua states that the Department has partnered with Chris Beckham of Urban Streetwear for several years to provide skateboarding lessons.

Motion to approve

Motion: ML

Second: MD

Motion passes with unanimous voice vote

d. Memorandum of Understanding with Alexandra Hibshman

Ms. Ixmattlahua states that Ms. Hibshman is a local artist who will instruct watercolor classes for adults and children.

Motion to approve

Motion: ML

Second: MD

Motion passes with unanimous voice vote

e. Memorandum of Understanding with Elkhart Dahlia Society

Ms. Ixmattlahua states that this is a partnership between the Department and the Elkhart Dahlia Society. In exchange for using a pavilion, they are providing programming. They will be giving line dance classes and a CPR class, as well as participating in the Farmers Market.

Motion to approve

Motion: ML

Second: MD

Motion passes with unanimous voice vote

6. Old Business

- a. None

7. Use and Event Permit

a. Community Easter Egg Hunt – April 1, 2023 – Walker Park

Ms. Christy Matthews presents the permit. She provides a flyer for the event to the Board.

Ms. Matthews requests to use Walker Park for a free community Easter egg hunt. There will be 3,000 eggs with prizes donated by local businesses and individuals.

Motion to approve

Motion: MD

Second: ML

Motion passes with unanimous voice vote

b. Truma Spring Clean-Up & Picnic – April 22, 2023 – Island Park

City of Elkhart Parks & Recreation

Park Board Minutes



Ms. Lara Hunsberger with Truma Corp presents the permit. Truma would like to clean up Island Park for their annual Earth Day clean-up. They have invited their employees, other RV industry partners, and the public to participate.

Motion to approve

Motion: ML

Second: CB

Motion passes with unanimous voice vote

c. **Peace Officers Memorial Service – May 17, 2023 – Kardzhali Park**

Ms. Jessica McBrier, Elkhart Police Department, presents the permit. The event is a service to commemorate officers who have fallen in the line of duty during National Police Week.

Motion to approve

Motion: ML

Second: MD

Motion passes with unanimous voice vote

d. **Compassion Walk – May 20, 2023 – Island Park**

Mr. Peter Norton of Cancer Resources of Elkhart County presents the permit. This is an annual event. The walk starts at Island Park, walks the RiverWalk, and returns to Island Park.

Motion to approve

Motion: MD

Second: CB

Motion passes with unanimous voice vote

e. **Stemm Lawson Peterson Memorial Walk – May 20, 2023 – Walker Park**

Ms. Kobie informs the Board that this is an annual event.

Motion to approve

Motion: MD

Second: ML

Motion passes with unanimous voice vote

f. **Flags from the Heart – May 26-29, 2023 – Lundquist-Bicentennial Park**

Ms. Kobie informs the Board that this is an annual event. The Lions Club places flags in the park during Memorial Day Weekend.

Motion to approve

Motion: MD

Second: CB

Motion passes with unanimous voice vote

g. **Elkhart Juneteenth Celebration – June 19, 2023 – Roosevelt Park**

Mr. Antown Williams presents the permit. This is the fifth year for the event and the second year at Roosevelt Park.

Motion to approve

Motion: MD

Second: ML

Motion passes with unanimous voice vote

h. **Peace Run – May 20, 2023 – Roosevelt Park**

Ms. Leatra Scott of The Village presents the permit. Her 11-year-old daughter, Dia Scott, wanted to promote peace and unity in Elkhart. Dia reads the Board her proposal.

Motion to approve

Motion: ML

Second: MD

Motion passes with unanimous voice vote

i. **Elkhart Farmers Market – May 6 – October 14, 2023 – Kardzhali Park**

City of Elkhart Parks & Recreation

Park Board Minutes



Ms. Gordon presents the permit. This is the sixth year for the Elkhart Farmers Market. It will run from May 6 to October 14. This year will feature several theme days for kids, seniors, and dogs.

Motion to approve

Motion: CB

Second: MD

Motion passes with unanimous voice vote

8. Department Report

Mr. Czarnecki reports that the Department finished strategic planning objectives, and a report for the Board is coming soon. The Annual Report is completed and in the process of being printed. The governor is coming in May for the River Greenway Trail ribbon cutting. The Department has hired a new accounting specialist, Nicole Wright.

Mrs. Wright introduces herself to the Board. She has been working in the Department office part-time for six months.

Mr. Czarnecki reports that NIBCO Water & Ice Park had a successful season. The Department is looking into opening the facility for summer roller skating.

Ms. Gordon reports that the Elkhart Farmers Market's first sponsor is Renewal by Andersen. The money will be put towards advertising. The Spring Pop-Up Market was held the previous weekend and was successful. The annual Easter Egg Hunt will begin on April 1.

Ms. Ixmattlahua reports that the afterschool programming at Roosevelt Center has 106 participants. A police officer often comes to play basketball with the youth. Lince dancing classes are being held and are popular. Photography and Watercolor classes are also starting.

Mr. McCray reports that more than 1,000 people were observed in the parks in February. The Park Rangers assisted with the Frosty run. Owl boxes have been placed in various parks. A new ranger has been hired and is doing well with his training.

Mr. Datema states that crime in the parks is being reported on Next Door. There is a discussion of adding cameras to vulnerable spots in the parks.

9. Public Input/Privilege of the Floor

Mrs. Santerre opens the privilege of the floor.

Mr. Datema states that the Greenleaf Neighborhood Clean-Up is Saturday.

Mr. Datema suggests that if there is not enough momentum to save the Kelby Love mural on Main Street, the Department should consider absorbing the mural into one of the trails as a permanent fixture for an art walk.

Mrs. Santerre closes the privilege of the floor.

10. Approval for Adjournment

Motion to adjourn

Motion: MD

Second: CB

Motion passes with unanimous voice vote

Adjourn 6:16 pm

City of Elkhart Parks & Recreation

Park Board Minutes



PARKS & RECREATION STAFF MEMBERS IN ATTENDANCE

Jamison Czarnecki, Superintendent
Luisa Ixmattlahua-Garay, Program Coordinator
Nick Cron, Operations Manager
Stan McCray, Lead Park Ranger

Sommer Bowers, Office Manager
Maddy Gordon, Volunteer Coordinator
Jennifer Kobie, Recording Secretary
Nicole Wright, Accounting Specialist

ADDITIONAL CITY EMPLOYEES AND GUESTS IN ATTENDANCE

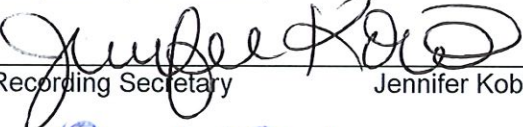
Mr. Matt Riggs, IT Department
Mrs. Marissa Hull
Ms. Leatra Scott
Ms. Jessica McBrier, Elkhart Police

Ms. Rose Rivera, Legal Department
Mr. Peter Norton
Miss Dia Scott

Mrs. Lara Hunsburger
Ms. Christy Matthews
Mr. Antwone D. Williams Sr.

Minutes Certification:

Respectfully Submitted,


Recording Secretary Jennifer Kobie

4/18/23
Date


Park Board President Sarah Santerre

4.18.23
Date


Park Board Secretary Mark Datema

Date