

# City of Elkhart Parks & Recreation

## Park Board Minutes



**DATE:** May 17, 2022

**TIME:** 3:30 PM

**LOCATION:** City of Elkhart Parks & Recreation  
Council Chambers,  
229 S. 2<sup>nd</sup> Street. Elkhart. IN 46516

### Call to Order at 3:30 PM.

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

Sarah Santerre President	Nekeisha Alayna Alexis Vice President	Kim Henke Secretary	Mark Datema Treasurer
Absent		Absent Joe Foy, Proxy via Webex	

#### 2. Approval of Agenda

Motion to Approve Agenda

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

#### 3. Approval of Minutes

April 19, 2022

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

May 4, 2022

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

#### 4. Approval of Financials

**Claims: \$14,274.79**

**Donations:**

**Grants: \$1,700**

Motion to discuss, approve and place on file

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

#### 5. New Business

##### a. Memorandum of Understanding Summer Basketball Camp

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- b. **Memorandum of Understanding Summer Basketball Training**
- c. **Memorandum of Understanding Summer Football Camp**
- d. **Memorandum of Understanding Summer Football Training**
- e. **Memorandum of Understanding Summer Soccer Camp**

Mr. Aguilar informs the Board that the Department is partnering with Elkhart Community Schools for sports camps and trainings. Parks will handle the registrations and collect fees. Motion to approve all Memorandums of Understanding

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

- f. **Request to sign Summer Camp Contracts**

Mr. Czarnecki requests that the Board permit him to sign the contracts for Day Camp with Elkhart Community Schools and 5 Star Life. The contracts are not yet ready and to have them signed before camp starts, the Board will need to grant Mr. Czarnecki permission to sign on their behalf.

Motion to approve

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

- g. **Donation to Rio's Rainbow**

Mr. Czarnecki requests the Board's permission to provide donation items to a fundraiser for Rio's Rainbow.

Motion to approve

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

- h. **Summer in the Park Series Band Contracts**

Mr. Czarnecki states that the Department is working with Bad Entertainment as they did in the fall. Bad Entertainment is providing sound, booking the bands, and providing on-site management and promotions.

Motion to approve all contracts with Bad Entertainment

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

### 6. Old Business - NONE

### 7. Use and Event Permit Requests

- a. **Kobelco Company Picnic – August 6, 2022 – McNaughton Park**

Ms. Sarah Stutsman presents the permit. Kobelco would like to hold their company picnic at McNaughton Park. This will be the first year they hold it offsite. They will have live music from The Incredible Johnsons. They are using the pavilion for food as well as the bandshell for the concert.

Motion to Approve

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

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Motion passes

**b. Summer in the Park Series – Various Dates – McNaughton Park**

Ms. Sherry Krask, Event Coordinator, presents the permit. The Department is working with Michael Wells of Bad Entertainment. Concerts will be held on the 4<sup>th</sup> Sunday of the month from May through September at McNaughton Park from 3 pm to 6 pm. Free to the public.

Motion to Approve

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

**c. Independence Day Celebration – July 2, 2022 – Kardzhali Park**

Ms. Krask, Event Coordinator, presents the permit. Kardzhali Park will be used to launch the fireworks for the Independence Day Celebration.

Motion to Approve

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

### 8. Department Report

Mr. Czarnecki informs the Board that the Department is gearing up for the summer. Upcoming events include Summer in the Parks Concerts, Bike to Work Day, Elkhart Farmers Market, Rhapsody Arts & Music Festival, and the Summer Chill Concert Series.

The Department is now located at City Hall.

The Summer Activity Guide is coming out next week.

The Parks Passport program will launch in mid-June.

Ms. Alexis inquires about where people can find information about jobs.

Mr. Czarnecki states the information is on the website.

### 9. Approval for Correspondence - None

### 10. Public Input/Privilege of the Floor

Ms. Alexis opens privilege of the floor.

Mr. Datema informs the Board that he has reached out to neighborhood groups for individuals who might be interested in forming a subcommittee for environmental objectives. He has a few people interested.

Ms. Alexis inquires about changing the time of the meetings to better serve the public.

Ms. Rivera states that the time can be changed as long as the press is notified of the new dates and/or times.

Ms. Alexis closes the privilege of the floor.

### 11. Approval for Adjournment

Motion to adjourn

Motion: MD

Second: JF

Roll call vote: MD – yes, JF – yes, NAA – yes

Motion passes

Adjourn 4:21 pm



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### PARKS & RECREATION STAFF MEMBERS IN ATTENDANCE


Jamison Czarnecki, Superintendent Brandon Aguilar, Recreation & Program Coordinator Cara Montana, Office Manager	Leslie Wingard, Accounting Specialist Jennifer Kobie, Recording Secretary Sherry Krask, Event Coordinator, via Webex
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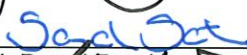
### ADDITIONAL CITY EMPLOYEES AND GUESTS IN ATTENDANCE


Mr. Tony Elkins, IT Department	Ms. Rose Rivera, Legal Department	Ms. Sarah Stutsman
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### Minutes Certification:

Respectfully Submitted,

  
Recording Secretary Jennifer Kobie

  
Park Board President Sarah Santerre

  
Park Board Secretary Kim Henke

6/21/22  
Date

6-11-4  
Date

6/21/22  
Date