

# PARK BOARD AGENDA



## MEETING SCHEDULE

Tuesday, July 16, 2024, at 5:00 pm  
Council Chambers  
229 S. 2<sup>nd</sup> Street, Elkhart, IN 46516

## CALL TO ORDER

### 1. ROLL CALL

### 2. APPROVAL OF AGENDA

### 3. PUBLIC INPUT/ PRIVILEGE OF THE FLOOR

### 4. APPROVAL OF MINUTES

- June 18, 2024

### 5. APPROVAL OF FINANCIALS

- Claims - \$465,026.03
- Donations -\$7,500 from the Community Foundation for Disc Golf
- Grants - \$0

### 6. NEW BUSINESS MATTERS

- JPR Proposal- Structural engineering investigation and code assessment at McNaughton Park Pavilion- Jamison Czarnecki
- JPR Proposal- Structural engineering investigation and code assessment at Studebaker Park Pavilion- Jamison Czarnecki
- JPR Proposal- Design services for Walker Park Restroom Facility- Jamison Czarnecki
- MOU- Beacon Health & Fitness Disc Golf Basket- Jamison Czarnecki
- Studebaker Field Permit for Elkhart Soccer Land, Ratified- Luisa Ixmatlahua

### 7. OLD BUSINESS

- None

### 8. USE AND EVENT PERMIT

- Island of Blues Event- 9/14/24 @ Island Park- Maddy Gordon
- Downtown After Dark Glow Party- 9/13/24, STAGE ONLY- Maddy Gordon

### 9. DEPARTMENT REPORT

- Jamison Czarnecki, Parks Superintendent

### 10. CORRESPONDENCE

- Thank you Card- New Horizons Band

# **PARK BOARD AGENDA**

**ADJOURNMENT**

**FINANCIAL ONLY MEETING July 30, 2024, PARKS CONFERENCE ROOM 5:00pm.**

**NEXT REGULAR PARK BOARD MEETING August 20, 2024, COUNCIL CHAMBERS.**

# City of Elkhart Parks & Recreation Park Board Minutes



**DATE:** June 18, 2024

**TIME:** 5:00 PM

City of Elkhart Parks & Recreation  
Annex Conference Room

**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>Present</b>                      | <b>Absent- Mandy<br/>Leazenby as<br/>Proxy</b> | <b>Present</b>              | <b>Present</b>          |

**2. Approval of Agenda**

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

**3. Public Input/Privilege of the Floor**  
Nekeisha Alayna Alexis opens the privilege of the floor.  
Nekeisha Alayna Alexis closes the privilege of the floor.

**4. Approval of Minutes**

May 21, 2024  
Motion: BM  
Second: ML  
Motion passes with unanimous voice vote

**5. Approval of Financials**

**Claims: \$105,814.87                      Donations: \$3,500.00**  
**Grants: \$0**

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

Financial Notes: None

**6. New Business**

**a. Master Plan Contract Approval**

Jamison Czarnecki asks the board to approve the contract to have Troyer create the Master Plan.

# City of Elkhart Parks & Recreation Park Board Minutes



## **Motion to Approve**

Motion: ML

Second: BM

Motion passes with a unanimous voice vote

### b. **Forestry Contract for Tree Removal Southeast**

Chip Tallman asks the board to approve his schedule for tree removal in the city.

#### **Motion to Approve**

Motion: SS

Second: ML

Motion passes with unanimous voice vote

### c. **Entertainment Contract**

Maddy Gordon asks the board to approve entertainment contracts for upcoming events.

#### **Motion to Approve**

Motion: BM

Second: SS

Motion passes with unanimous voice vote

## **7. Old Business**

### a. **None**

## **8. Use and Event Permits**

### a. **Woof Group Annual Breakfast & Demo**

Barney Ash asks the Park Board to approve his group hosting their annual event at the dog park.

Motion: ML

Second: BM

Motion passes with unanimous voice vote

### b. **Meet & Greet with Local Candidates**

Jerry Abell asks for approval to serve hot dogs at Sterling Park and meeting with community members.

#### **Motion to approve**

Motion: ML

Second: SS

Motion passes with a unanimous voice vote

### c. **Pie Sales for Lions Club & Art League**

Karin Frey asks the board to approve her selling pre-made pies to concert attendees during the Municipal Band concerts.

#### **Motion to approve**

Motion: ML

Second: BM

Motion passes with unanimous voice vote

### d. **Hispanic Heritage Festival**

Rose Rivera asks the Park Board to approve of this community event using the Park's office items.

#### **Motion to approve**

Motion: ML

Second: SS

Motion passes with a unanimous voice vote

# City of Elkhart Parks & Recreation Park Board Minutes



**9. Department Report**

Mr. Czarniecki updates the Park Board on everything that is happening now and throughout the summer. He informs the board of new facilities and programming. Ribbon cutting was done at High Dive Tower which was recently rehabbed and reopened. Maddy Gordon updated the board on events coming up like summer chill and fireworks. She reports that farmers markets are going strong. Luisa Ixmatlahua reports on the many program offerings such as summer camp, Passport to Parks, etc. Ranger report shows an increase in activity in the parks.

**10. Approval for Adjournment**

Motion to adjourn  
 Motion: ML  
 Second: BM  
 Motion passes with unanimous voice vote  
 Adjourn : 5:38pm

**PARKS & RECREATION STAFF MEMBERS IN ATTENDANCE**

|   |  |
|---|--|
| Jamison Czarniecki, Superintendent<br>Luisa Ixmatlahua-Garay, Program Coordinator<br>Nick Cron, Operations Manager<br>Nhim Danh, Lead Park Ranger | Maddy Gordon, Volunteer Coordinator<br>Jennifer Kobie, Recording Secretary<br>Matthew Moyers, Special Projects Manager<br>Brianna Petgen, Office Manager |
|---|--|

**ADDITIONAL CITY EMPLOYEES AND GUESTS IN ATTENDANCE**

|  |                               |  |
|--|-------------------------------|--|
|  | Rose Rivera, Legal Department |  |
|--|-------------------------------|--|

**Minutes Certification:**

Respectfully Submitted,

\_\_\_\_\_  
 Recording Secretary                      Mandi Null

\_\_\_\_\_  
 Date

# City of Elkhart Parks & Recreation Park Board Minutes



Park Board President

Nekeisha Alayna Alexis

Date

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Park Board Secretary

Sarah Santerre

Date