

Elkhart Parks & Recreation Board
Monday, March 4, 2024, 6:00 p.m.

Elkhart City Hall

Agenda

1. Call to order
2. Roll call
3. Approval of agenda
4. Approval of February 7th minutes
5. Old Business
6. Review and possible action on updating firearm language on park signage
7. Review and possible action of donor signage for 2021, 2022 and 2023
8. Review and discussion of Prairie Pointe Park project update
9. New and miscellaneous business (discussion only)
 - a. Discussion of 2024 Parks & Recreation Board responsibilities and goals
 - b. Discussion of board requests and items for new City Admin
10. Adjourn

GENERAL LEDGER INQUIRY

Account No	Beginning Date	Ending Date	Beginning Amount	Ending Amount
001-430-4705	01/01/22	12/31/22		
DONATIONS - PARKS			Budget	5,000.00
			Received YTD	5,100.00
			Available	100.00-

Date	Per	Jrn	Received From/Reference	Additional Reference	Receipt #	Amount
8/22/22	2	23	RM3816 IZAAK WALTON LEAGUE	PARK DONATION	30449	1500.00
8/22/22	2	23	RM3816 JAQUELINE AUSMAN	PARK DONATION	30448	200.00
8/04/22	2	23	RM3806 CRAIG AND SUSAN SLOSS	PARK DONATION FOR TREES	30256	100.00
8/04/22	2	23	RM3806 COLIN WARD	PARK DONATION	30255	50.00
7/20/22	1	23	RM3800 AMBER LOERZEL	PARK DONATION	30149	50.00
7/14/22	1	23	RM3794 RICHARD AND DIANE BASCOM	PARK DONATION	30034	1000.00
7/06/22	1	23	RM3790 DILLON AND AMANDA PITTS	PARK DONATION	29942	500.00
6/28/22	12	22	RM3780 CRUISER ELECTRIC	PARK DONATION	29899	200.00
6/20/22	12	22	RM3764 PAUL AND JULIE HEADLEY	PARK DONATION	29851	100.00
6/14/22	12	22	RM3774 BRAD AND MOLLY FORDYCE	PARK DONATION	29874	100.00
6/07/22	12	22	RM3749 TOMPKINS	DONATION	29699	100.00
6/03/22	12	22	RM3742 JAMES & KAREN BIEGGER	PARK DONATION	29666	50.00
6/03/22	12	22	RM3742 BILL & DONNA HUBER	PARK DONATION	29665	50.00
6/02/22	12	22	RM3740 FAITH CHRISTIAN FELLOWSHIP	PARK DONATION	29650	75.00
6/02/22	12	22	RM3740 VEENSTRA & KIMM	PARK DONATION	29649	100.00
6/02/22	12	22	RM3740 STRUTHERS MANAGEMENT COMPANY	PARK DONATION	29648	100.00
6/02/22	12	22	RM3740 JON STRUTHERS SR	PARK DONATION	29647	100.00
6/02/22	12	22	RM3740 JON STRUTHERS JR	PARK DONATION	29646	100.00
6/02/22	12	22	RM3740 CRAWLER PARTS&EQUIPMENT	PARK DONATION	29645	100.00
6/02/22	12	22	RM3740 ROBERT AND JENNIFER ANDERSON	PARK DONATION	29644	50.00
5/24/22	11	22	RM3733 TIM AND KIM SEEMANN	PARK DONATION	29604	50.00
5/24/22	11	22	RM3733 DAN AND BRANDI DOLASH	PARK DONATION	29602	75.00
5/24/22	11	22	RM3733 CTI	PARK DONATION	29594	500.00
5/20/22	11	22	RM3729 BRADLEY AND DEVON CAMPBELL	PARK DONATION	29574	50.00
5/18/22	11	22	RM3723 TIMOTHY AND LAURA BUTLER	PARK DONATION	29522	50.00-
5/18/22	11	22	RM3723 LARRY AND CONNIE KOESTER	PARK DONATION	29521	100.00-
5/18/22	11	22	RM3723 KEN AND CHRISTINE KERBY	PARK DONATION	29520	50.00-
5/18/22	11	22	RM3722 TIMOTHY AND LAURA BUTLER	PARK DONATION	29522	50.00
5/18/22	11	22	RM3722 LARRY AND CONNIE KOESTER	PARK DONATION	29521	100.00
5/18/22	11	22	RM3722 KEN AND CHRISTINE KERBY	PARK DONATION	29520	50.00
TOTAL:						5300.00

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		Received YTD	5,100.00	
		Available	100.00-	

Date	Per Jnl	Received From/Reference	Additional Reference	Receipt #	Amount
10/10/23	4 24	RM5193 DANIEL KRETTEK	DONATION	35696	100.00
8/23/23	2 24	RM5032 ELKHART COMMUNITY BETTERMENT	TO FENCE AT PP PARK	35186	5000.00
2/09/23	8 23	RM4359 TRUST AND INVESTMENTS SERVICES	DONATION TO PARKS	32365	350.00
				TOTAL:	5450.00

CHAPTER 23

PARKS AND RECREATION BOARD

23.01 Established; Purpose
23.02 Composition; Terms of Office
23.03 Organization
23.04 Compensation
23.05 Program Planning Duty

23.06 Prescription of Rules and Regulations
23.07 Meetings; Frequency
23.08 Meetings; Absenteeism
23.09 Annual Report

23.01 ESTABLISHED; PURPOSE. There is established a Parks and Recreation Board of the City as an advisory body to advise and assist the Council in exercising its power to establish, purchase, maintain, and regulate the use of community sports facilities, open space, community facilities, parks and playgrounds, and to provide recreational and playground facilities.

23.02 COMPOSITION; TERMS OF OFFICE. The Parks and Recreation Board consists of five members whose term of office is three years, on a staggered basis, and who are appointed by the Mayor subject to the approval of the Council.

23.03 ORGANIZATION. The Board members shall organize as a board by the election of one of their number as Chairperson, one as Vice Chairperson, and one as Secretary.

23.04 COMPENSATION. All board members shall serve without compensation except for their actual expenses incurred in the performance of their duties, which are subject to the approval of the Council.

23.05 PROGRAM PLANNING DUTY. Subject to the approval of the Council, it shall be the duty of the Parks and Recreation Board to plan the City's parks and recreational programs and future land uses, and to care for, supervise, control and improve such parks and programs.

23.06 PRESCRIPTION OF RULES AND REGULATIONS. The Parks and Recreation Board may prescribe rules and regulations, in writing, for the government of the park grounds and persons resorting thereto. Such rules and regulations are subject to the approval of the Council and may be enacted into ordinance by the Council.

23.07 MEETINGS; FREQUENCY. The Parks and Recreation Board shall meet at least once a quarter on a regular basis and at such other time as may be necessary to properly carry out its duties.

23.08 MEETINGS; ABSENTEEISM. Any member of the Parks and Recreation Board who is absent from three regularly scheduled meetings of the Board during any one calendar year, without good cause, shall be deemed to have vacated such office on the occasion of such third absence. The Chairperson shall, thereupon, immediately report such vacancy to the Mayor, who, with the approval of the Council, shall fill such vacancy for the unexpired term.

23.09 ANNUAL REPORT. The Parks and Recreation Board shall make an annual report to the Council, which shall contain a statement of its activities during the preceding year and recommendations for proposed activities.

General Park Rules

Park Hours: 5:00 A.M. - 11:00 P.M.

PETS ON LEASH



Pets must be on a leash at all times on park property. Please clean up your pet's waste and dispose of properly.

NO ALCOHOL OR SMOKING



Consuming alcohol or smoking on park property is prohibited at all times. Elkhart City Parks are Drug Free Zones.

SUPERVISE SMALL CHILDREN



Small children must be supervised by an adult at all times while on park property to ensure safety and positive play experiences.

NO UNAUTHORIZED MOTORIZED VEHICLES



Vehicles are only allowed on roads and parking areas. ATVs or similar vehicles are not permitted on park property including trails.

NO WEAPONS, FIREARMS OR FIREWORKS



Weapons and firearms are not allowed on park property at any time. Fireworks are only allowed July 1 - 4 from 6:00 pm - 11:00 pm.

NO LITTERING



Please dispose of garbage properly. Trash receptacles are for park use only and not for residential or commercial waste.

NO DISTURBING THE PEACE. NO VANDALISM.



Disturbing the peace, including loud music, shouting or other loud noise is prohibited on park property. Vandalism is prohibited.

NO OVERNIGHT CAMPING



No overnight camping, tents, enclosures or other unpermitted structures are allowed on park property at any time.

For reporting any park violations, please contact the Polk County Sheriff's Dispatch at (515) 286-3333.

For all other park questions or concerns, please contact City Hall at (515) 367-4735.



Donations for Prairie Pointe Park

**Letter
Sent**

1	Ryan and Erin Schug	\$ 100.00	x
2	Royce "Johns" Schwienebart	\$ 100.00	x
3	Ken and Christine Kerby	\$ 50.00	x
4	Donald Morton	\$ 50.00	x
5	Chad and Kandy Sands	\$ 100.00	
6	Courtney Reiser	\$ 50.00	x
7	Doug and Ellen Smith	\$ 100.00	x
8	Bill and Donna Huber	\$ 100.00	x
9	The Mackendrick Family	\$ 50.00	x
10	Crawler Parts and Equipment	\$ 300.00	x
11	Struthers Management Company	\$ 300.00	x
12	Larry and Connie Koester	\$ 100.00	x
13	Don and Susan Owen	\$ 100.00	x
14	Robert Reinertson	\$ 100.00	x
15	CTI Ready Mix	\$ 250.00	x
16	Paul and Julie Headley	\$ 100.00	x
17	Jen and Caleb Cannon	\$ 100.00	x
18	Colten and Sarah Fors	\$ 100.00	x
19	Robert and Jo Bourdon	\$ 50.00	x
20	Michael and Laurie Lenz	\$ 50.00	x
21	Tim and Laura Butler	\$ 50.00	x
22	Dillon and Amanda Pitts	\$ 500.00	x
23	Richard and Diane Bascom	\$ 200.00	x
24	Larry and Mary Bishop	\$ 50.00	x
25	Geneveve Loraditch	\$ 50.00	x
26	Mitch and Kelly Muth	\$ 50.00	x
27	Brad and Molly Fordyce	\$ 100.00	x
28	Mike and Presha Schwienebart	\$ 50.00	x
29	Brian, Chloe, Millie and Memphis Peterson	\$ 100.00	x
30	Robert and Diane Dennis	\$ 250.00	x
31	Jeff and Holly Mueggenberg	\$ 75.00	x
32	Monty Morris	\$ 50.00	x
33	Faith Christian Fellowship	\$ 100.00	x
34	Daniel Krettek	\$ 100.00	x
35			
36			
37			
38			
39			
40			

TOTAL: \$ 3,975.00
 Four park benches, bike rack \$ (3,139.65)

TOTAL LEFT: \$ 835.35

Past Donations

Greenland homes	\$ 750.00
Kippy's Place	\$ 500.00
Travis Sisson (Peak Development)	\$ 500.00
Pezzetti	\$ 500.00
Prudent Produce	\$ 250.00
Erin Moon	\$ 50.00
Casey's	\$ 250.00
Brian and Marie Shipley	\$ 250.00
	\$ 3,050.00

Your sign/project will not enter the production stage until we receive an approval from you.

Please review the following carefully:

- Spelling, grammar, and punctuation
- Dimensions
- Colors

*Colors viewed on screen or on a printed proof are not correct representations of the colors that will be printed.
If you would like to match a specific color, please provide a Pantone (PMS) color for us to reference.

- General layout
- Materials
- Quantities

11054

Actual Size: 11"W x 17"H
Red rule indicates cut line



Thank you to the following businesses and families for their generous donations toward our parks and recreation facilities.

All current year donations will be posted on a plaque in the following spring.

2014-2020

Bob Terrell and
Kimberley Development
initial land donation

Prairie Meadows

Polk County Supervisors

Elkhart Community Betterment Committee

Trees Forever

Greenland Homes

Huber Grading

Kippy's Place

Peak Development

Pezzetti

Prudent Produce

Casey's

The Shipley Family

Erin Moon