

GOSHEN PARKS AND RECREATION PARK BOARD MINUTES

Date: August 19, 2019

Time: 5:30pm

Place: 410 W. Plymouth Avenue, Rieth Interpretive Center

Present: Roger Nafziger, President; Doug Yoder, Vice President; Jennifer Shell, Secretary; Jim Wellington, Member; Barbara Swartley, Member.

Also Present: Tanya Heyde, Superintendent; Kevin Yoder, Maintenance Director; Staycie Gervais, Administrative Office; Don Shuler, Park Attorney; Julia Gautsche, City Council; Bryce Gast, PE City of Goshen.

I. Call to Order

Nafziger called the meeting to order at 5:32 PM.

II. Motion to Amend Agenda

- Motion to add Public Presentation and Correspondence item 1, Letter from Wellington.
- Motion to add New Business Item 9, Environmental Resilience Department.
- A correction to the agenda where it states Approval of Park and Recreation Gifts, May 2019. The statement should reflect Approval of Park and Recreation Gifts, June 2019 rather than May 2019.

III. Approval July 2019 Park Board Minutes

Nafziger called for a motion to approve the Park Board Minutes for July 15, 2019. On a motion by Swartley, seconded by Shell, ayes carried.

IV. Approval of Park Payable Docket, June, 2019

Nafziger called for a motion to approve the Parks and Recreation Payable Docket for June 2019 as presented. On a motion by Yoder, seconded by Shell, ayes carried.

Financial reports for July 2019 were not yet available per Clerks Office

V. & VI. Approval of Park Gifts Revenue and Expenditures, June, 2019

Nafziger called for a motion to approve the parks gifts revenue and expenditures for June 2019 as presented. On a motion by Yoder, seconded by Swartley, ayes carried.

Financial reports for July 2019 were not yet available per Clerks Office

VII. Public Presentations and Correspondence

Wellington presented the Board with a letter formally giving permission to the Goshen Parks and Recreation Department and the users of the trail system, to use the trails on his property and to also prevent prescriptive easements.

VIII. Approval of Superintendent and Director Reports

Heyde updated the Board on the success of the Adult Triathlon and the completion of Filder Pond Park Trail. Nafziger called for a motion to approve the Superintendent and

Supervisor Reports for August 2019 as presented. On a motion by Wellington, seconded by Swartley, ayes carried.

IX. New Business

1.) Lift Station Improvements Kauffman & Burdick Park

Bryce Gast, PE City of Goshen presented the Board with information on the 2020 Lift Station Improvements to take place adjacent to Burdick Park and the sewage improvement (Phase 1) project to take place along Rock Run and Kauffman Park. No motion needed at this time.

2.) Full-time Union Maintenance Position Essential Duties

Heyde presented to the Board with essential duties for the full-time Union Maintenance position. Heyde requested permission to ratify the duties as they have been posted to the City website in an effort to begin accepting applications. On a motion by Shell, seconded by Wellington, ayes carried.

3.) Downtown Goshen Inc. Agreement

Heyde presented the Board with an Agreement for Downtown Goshen Inc. requesting the Parks Department to sponsor the Summer Concert Series at first Fridays. Heyde requested permission to ratify and enter into this agreement as presented. On a motion by Wellington, seconded by Swartley, ayes carried.

4.) National Immigrant Justice Center Special Event Application

Heyde presented the Board with a Special Event Application from the National Immigrant Justice Center (NIJC). The NIJC is non-profit organization and would like to hold a 5K Walk/Run on the Millrace Trail. Fees to be included with the event will be deposit & rental fees for the Power House in the amount of \$200.00 as well as an Attendance fee of \$100.00. A Certificate of Liability will be required as well. Heyde requested permission to enter into and execute this agreement as presented. On a motion by Wellington, seconded by Shell, ayes carried.

5.) Bike Elkhart/Quilt Garden Bike Ride Special Event Application

Heyde presented the Board with a Special Event Application from Bike Elkhart to hold the their Quilt Gardens, unguided, bike tour on most of the Wilden Avenue Trail, Central City Trail as well as the Pumpkinvine Trail. Fees to be included with the event will be deposit & rental fees for the Abshire Cabin in the amount of \$314.00. A Certificate of Liability will be required as well. Heyde requested permission to ratify and enter into this agreement as presented. On a motion by Wellington, seconded by Swartley, ayes carried.

6.) The Window Special Event Application

Heyde presented the Board with a Special Event Application from The Window who is non-profit, to hold a 5K Walk/Run on the Millrace Trail to benefit the Window

Food Pantry. Fees to be included with the event will an Attendance fee of \$25.00. A Certificate of Liability will be required as well. Heyde requested permission to enter into and execute this agreement as presented. On a motion by Wellington, seconded by Swartley, ayes carried.

7.) RC Industries Special Event Application

Heyde presented the Board with a special event application from RC Industries to requesting to hold a company picnic at the Shanklin Park. Fees to be included with the event will be deposit & rental fees for the Schrock Pavilion in the amount of \$574.50 as well as an equipment rental fee for a bounce house and an attendance fee. Attendance and equipment fees amounts are unknown at this time and will be finalized as their planning continues. A certificate of liability will be required as well. Heyde requested permission to enter into and execute this agreement as presented. On a motion by Swartley, seconded by Shell, ayes carried.

8.) Recreation Service Agreements

On behalf of Stephens, Heyde presented the Board with recreation service agreements for: Dan Buchman, Rogers Park Birthday Party Live Music; Velocity Concepts, Rock the Quarry Triathlon Photography; Luis Sixtos, Youth Soccer League Referee; Like Lucini, Allen Burgess and James Zeser, Adult Fall League Softball Umpires . Heyde requested permission for Kimberlee Stephens to ratify and enter into these agreements as presented. On a motion by Wellington, seconded by Shell, ayes carried.

9.) Environmental Resilience Department

Heyde informed the Board of Mayor Stutsman’s plan to present to Council the formation of the new Environmental Resilience Department. The department will continue to operate out of the RIC. The Forestry Division Budget of the Parks Budget will transfer to this new department and some of the Tax Levy that helps support the Parks Department will transfer as well. No motion needed. Informational only.

X. Old Business

None

Park Board Signatures:

Approved this Monday, September 16, 2019

Barbara Swartley, Member

Roger Nafziger, President

James Wellington, Member

Doug Yoder, Vice President

Jennifer Shell, Secretary ATTEST: _____