

GOSHEN PARKS AND RECREATION PARK BOARD MINUTES

Date: September 21, 2020

Time: 5:30pm

Place: City Courts Building, 111 East Jefferson Street, Goshen, Indiana

Physically Present Jennifer Shell, President; **Virtually Present:** Barbara Swartley, Secretary; Roger Nafziger, Member

Also, Physically Present: Tanya Heyde, Superintendent; Kimberlee Stephens; Recreation Supervisor; Staycie Gervais, Administrative Office; **Virtually Present:** Kevin Yoder, Maintenance Director; Matt Schrock, Council; Holly Yoder, Resident.

We begin this meeting during a declared public health emergency covering all of the State of Indiana. Board member (s) Barbra Swartley, Roger Nafziger is/are participating in this meeting by electronic communication pursuant to Governor Holcomb's Executive Orders 20-04, 20-09 and 20-38, as well as guidance from Indiana Public Access Counsellor Luke Britt. Board member(s) Jennifer Shell is/are physically present in City Council Chambers as we begin this meeting.

I. Call to Order

Shell called the meeting to order at 5:30 PM.

II. Motion to Amend Agenda

III. Approval August 2020 Park Board Minutes

Shell called for a motion to approve the Park Board Minutes for August 2020. On a motion by Nafziger, Seconded by Swartley, ayes carried.

IV. Approval of Park Payable Docket, June and July 2020

Shell called for a motion to approve the Payable Docket for June and July 2020. ON a motion by Swartley, Seconded by Nafziger, ayes carried.

Approval of Park Gifts Expenditures, June and July 2020

Shell called for a motion to approve the Gift Expenditures for June and July 2020. On a motion by Swartley, Seconded by Nafziger, ayes carried.

Approval of Park Gifts Revenue, June and July 2020

Shell called for a motion to approve the Gift Revenue for June and July 2020. On a motion by Swartley, Seconded by Nafziger, ayes carried.

V. Public Presentations and Correspondence

None

VI. Approval of Superintendent and Director Reports

Shell inquired about the progress of the dog park. Heyde stated Board of Zoning Appeals approved the sign and setbacks. A final site plan is needed for Zoning Clearance to begin groundbreaking. Shell called for a motion to approve the Superintendent and Supervisor

Reports for August 2020 as presented. On a motion by Nafziger, Seconded by Swartley, ayes carried.

VII. New Business

1. Parks Surplus Property

Heyde presented the Board with an authorization for the department to declare and dispose of surplus property. Heyde stated according to Erv's Vac Shop the Rug Doctor is not financially worth repairing. On a motion by Swartley, Seconded by Nafziger, ayes carried.

2. Elkhart Community Foundation Special Event Application Ratification

Heyde presented the Board with a Special Event Application from the Elkhart Community Foundation to hold an ice cream social for a Non-Profit Appreciation Day. The event took place on September 2, 2020 and included a Kona Ice Truck. The group rented Riverside Pavilion and a certificate of Liability was provided. Local Non-Profits were invited to come for a free snow cone. Heyde requested the Board to approve and ratify the special event application as presented. On a motion by Swartley, Seconded by Nafziger, ayes carried

3. Pumpkinvine Signs & Bike Station

Heyde presented the Board with information from the Friends of the Pumpkinvine on installing Donation/ Volunteer signs at the Abshire Park trailhead. Heyde also presented information on installing a bike repair station at the same location in the future. The bike stations are a project option for monetary donations received by Friends of the Pumpkinvine where the Abshire trailhead is a slated location for possible future funding. Heyde requested permission for the approval for the bike station location as presented. On a motion by Nafziger and Second by Swartley, ayes carried.

4. FT Maintenance Job Description & Essential Duties

Heyde presented the Board with the FT Maintenance Job Description & Essential Duties. Heyde stated that the wrong job description and essential duties was included in the packet. Heyde emailed the correct document to Board members prior to the meeting and confirmed members received it. Heyde asked for approval as presented. On a motion by Nafziger and Second by Swartley, ayes carried.

5. Perm PT Recreation Coordinator Job Description & Essential Duties

Heyde presented the Board with the Permanent Part-time Recreation Coordinator Job Description & Essential Duties. Heyde asked for approval as presented. On a motion by Swartley, Seconded by Nafziger, ayes carried.

6. Dog Park Rules

Heyde presented the Board with a set of dog Park rules the staff, Legal Department and Insurance Company developed for review and discussion. Stephens relayed concerns on behalf of Wellington that toys should be allowed and dogs should not

have to be spay or neuter. Toys and treats causing aggression were discussed. Swartley stated she did not believe most dog owners carry vaccination documentation on them. The age of children allowed in the dog park with a parent or someone over the age of 18 was discussed. Nafziger and Swartley also voiced concerns on age restriction of child allowed in the dog park. Heyde stated anyone bringing a dog to the dog park would have to be at least 18 year of age or over. Shell asked what the capacity of the dog park. Heyde stated a capacity has not yet been determined. Matt Schrock stated other cities do require their dogs to be registered. Heyde added that registering dogs is not required in Goshen. Shell stated 9 would be the lowest age she would like to allow in the dog park with an adult. Nafziger and Swartley agreed with the age of 9. Holly Yoder, resident and dog owner, stated there should be a double gate system to have a safe way for the dogs greet/meet other dogs. Heyde explained the park is designed with a double gate entry. Holly Yoder also stated that she supported the no treat policy because it could be very dangerous due to food aggression as well as jumping on an individual that can cause injury. Heyde stated we could post educational information for other dog owners. On a motion by Swartley to approve the dog park rules with changes as discussed, Seconded by Nafziger, ayes carried. Items Board Members motioned to change:

- Age Limit to attend the park with an adult, age 9.
- Vaccination documentation, not necessary to have on hand.

7. Goshen High School Cardboard Boat Race

Heyde presented the Board with a request from Goshen High School to hold a cardboard boat race at Fidler Pond. Heyde stated they are taking precautions due to COVID 19. Heyde stated the date on the event had been changed to September 23, 2020. Heyde asked for Board approval for the request as presented. On a motion by Swartley, Seconded by Nafziger, ayes carried

8. Head to Toe on the Go

Stephens presented the Board with a request from Goshen Health to partner with Goshen Parks to hold a scavenger hunt to educate the community on health. The group would set up one of the photo props at Shanklin Park as one of the sites to visit. Goshen Health also has requested the Parks Department donate a 2021 Family Pool Pass as the Grand Prize for the scavenger hunt event. Stephens asked for permission to approve the request as presented. On a motion by Nafziger and Second by Swartley, ayes carried.

9. Stay Strong Half Marathon 10K

Stephens presented the Board with a Special Event Application from Denise Reesor to hold a Half Marathon & 10K to hold a 5K on October 11, 2020 to raise funds for the Mennonite Central Committee on the Pumpkinvine Nature Trail. The event is slated to have 18 runners. The cost of the event will include an Attendance Fee of \$25.00 and a Certificate of Liability will be provided. No monies will be taken in on Park Property. Stephens asked for approval of the special event application as presented. On a motion by Swartley, Seconded by Nafziger, ayes carried.

10. Indoor Adult Sports COVID 19 Health Plan

Stephens presented the Board with the Parks COVID 19 Health Plan for the Parks Adult Sports. Stephens stated amongst other precautions, there would be no spectators allowed and that we would be sanitizing commonly touch surfaces frequently. The health plan has been submitted to the Elkhart County Health Department and received back with comment. Stephens asked for approval of the COVID 19 Health Plan as presented. On a motion by Swartley, Seconded by Nafziger, ayes carried.

VIII. Old Business

The Window Covid 19 Health Plan.

Heyde presented the Board with the COVID 19 Health Plan for the Window Special Event. The event was approved by the Board on May 18, 2020. No motion needed, informational only.


Park Board Signatures:
Approved this Monday, October 19, 2020

Roger Nafziger, Member



Jennifer Shell, President

James Wellington, Member



Bill Veenstra, Vice President

Barbara Swartley, Secretary ATTEST: _____