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The Michigan City Park and Recreation Board met in regular session on Wednesday, August 6, 2014 at the hour of 5:00 P.M. in the Council Chambers at City Hall, City of Michigan City, Indiana.

The Pledge of Allegiance was recited.

On the call of the roll, the following Board Members were found to be present or absent:

Present: Messrs. Dabney, Latchford, Freese, and Chatfield (4)

Absent: None (0)

Also present were: Jeremy Kienitz, Recreation Director; Shannon Eason, Administrative Director Joe Doyle, City Council Liaison; Jason Richardson, Director of Golf; Shawne Sheldon, Zoo Retail Manager; Randy Durham, Greens Superintendent; Ty Bancroft, ST Bancroft; Johnny Martinez, Zoo Director; Ricky Jackson, Lowes; Mickey Hood; Jose Miller; Don Przybylinski, City Councilman; Richard Chambers, The News Dispatch; and Andre Steele, ALCO TV.

- On a motion made by Mr. Chatfield, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the minutes of the July 16, 2014 Park Board meeting.
- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board agreed to keep the Zoo Maintenance Driveway Drainage Project tabled.
- On a motion made by Mr. Chatfield, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2015 Zoo Endowment Projects.
- On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the attached Lowes Hero Program proposal to build a chicken coop exhibit at the zoo.
- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached design for the Herman Lee Wilson Basketball Courts in Pullman Park.

- ❑ On a motion made by Mr. Chatfield, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached revised job descriptions for the Administrative Director and Recreation Director.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board approved the attached Resolution No. 780 revising the 2014 Park Department Salary Order.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Resolution No. 781 increasing the salaries of the Administrative and Recreation Directors retroactive to June 30, 2014.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board approved the attached 2015 Fund 1301/0802 Administrative Operating Budget.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board approved the attached 2015 Fund 1301/0803 Recreation Operating Budget.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Golf Course LP to Natural Gas Conversion Project. Mr. Doyle will ask the City Council for 2nd and 3rd readings at their August 19, 2014 to expedite the project to potentially realize additional savings.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board agreed to allow the zoo to give out 10 family day passes, consisting of free admission for 2 adults and 2 children, at their discretion annually.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached travel request submitted by Zoo Retail Manager Shawne Sheldon to attend the annual gift show in Tennessee in November 2014.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board will allow Zoo Retail Manager Shawne Sheldon to purchase up to \$30,000 in merchandise at the 2014 gift show.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached request submitted by Michigan City Firefighters Association Local 475 to host their 8th annual Fill the Boot for MDA campaign in Washington Park on August 30 and 31, 2014.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board agreed to allow the Summer Festival Skate Park Jelly Fest to move their date to August 24, 2014.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board tabled the Park Department 2nd Quarter Report.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached request submitted by Jose Miller to host an adult soccer league at Patriot Park.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved city claims filed on account of appropriations for the Parks and Recreation Department in the amount of \$104,832.83.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved Payroll #15, 07/06/14 through 07/19/14, in the amount of \$88,576.62.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board accepted donations for the Herman Lee Wilson in the amount of \$450.00 from Earl Cunningham, Rick and Judy Commers, Bill and Marcia Hahn, Phil Freese, and Jeff and Shannon Eason.
- ❑ On a motion made by Phil Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the following minor transfer:

Fund 1301/0802 Admin

Decrease account no. 01 412.023	Buy Back Vacation	\$ 1.58
Increase account no. 01 412.022	Civilian Vacation Bonus	\$ 1.58

- ❑ On a motion made by Phil Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the following minor transfer:

Fund 1314/0000 Golf

Decrease account no. 03 432.003	Travel	\$ 11.25
Increase account no. 03 432.002	Postage	\$ 11.25

- ❑ On a motion made by Phil Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the following minor transfer:

Fund 1315/0000 Park Concession

Decrease account no. 01 411.014	Seasonal Salaries and Wages	\$250.00
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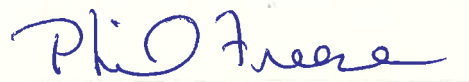
Increase account no. 01 411.015

Overtime

\$250.00

- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved payment of invoices totaling \$12,838.73 out of the Zoo Endowment Fund.
- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:40 p.m.


Shannon Eason, Administrative Director


Phil Freese, Park Board Secretary

Attachments to the August 6, 2014 Park Board meeting:

1. 2015 Zoo Endowment Projects
2. Lowes Hero Program Proposal
3. Herman Lee Wilson Sign Design
4. Administrative Director Job Description
5. Recreation Director Job Description
6. Resolution No. 780 2014 Salary Order
7. Resolution No. 781 Increasing Salaries
8. 2015 Fund 1301/0802 Administrative Operating Budget
9. 2015 Fund 1301/0803 Recreation Operating Budget
10. Request to Distribute 10 Free Annual Family Day Passes to the Zoo
11. Zoo Retail Manager Travel Request
12. Firefighters Local 475 Request to Host Fill the Boot Campaign for MDA
13. 2014 Summer Festival Jelly Fest
14. Request to Host Adult Soccer League at Patriot Park
15. Claims Docket Allowance for Vouchers Dated 08/06/14

Minutes prepared by Shannon Eason