

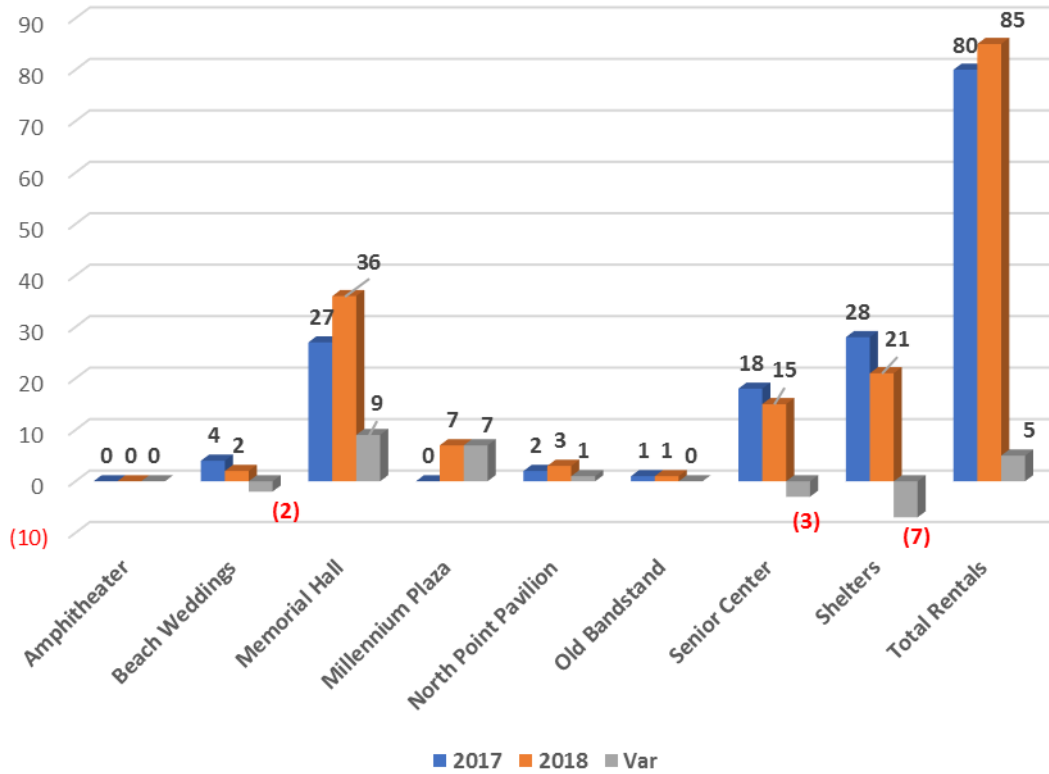


100 E. Michigan Blvd. Suite 2
 Michigan City, Indiana 46360
 Voice 219.873.1506
 Fax 219/873-1540
 www.michigancityparks.com

3rd Quarter Report - 2018
July 1, 2018 through September 30, 2018

Administrative Staff Report

◆ **Rentals**



◆ **Beach Management**

- Water Quality Testing and Notification
 - IDEM grant
 - Water quality testing began on May 18, 2018 and ended on September 7, 2018
 - \$22,033 Beach Act Grant through The Indiana Department of Environmental Management (IDEM) funded through the United States Environmental Protection Agency (EPA)

E. coli counts:

1-234 Open
 235-999 Advisory
 1,000 + Closed

WASHINGTON PARK

	2016	2016	2017	2017	2018	2018
Total Samples	339		339		339	
Total Exceedances	18		18		18	
Total Actions	10		12		9	
1-234 OPEN	103	91%	101	89%	104	92%
234-999 ADVISORY	10	9%	12	11%	6	5%
1,000 CLOSED	0	0%	0	0%	3	3%

STOP 2 AT CALIFORNIA AVENUE

	2016	2016	2017	2017	2018	2018
Total Samples	339		339		339	
Total Exceedances	18		18		6	
Total Actions	9		12		4	
1-234 OPEN	104	92%	101	89%	109	96%
234-999 ADVISORY	9	8%	12	11%	4	4%
1,000 CLOSED	0	0%	0	0%	0	0%

STOP 7 AT BEACHWALK

	2016	2016	2017	2017	2018	2018
Total Samples	113		113		113	
Total Exceedances	6		5		3	
Total Actions	6		5		3	
1-234 OPEN	107	95%	108	96%	110	97%
234-999 ADVISORY	6	5%	5	4%	3	3%
1,000 CLOSED	0	0%	0	0%	0	0%

◆ **Grant Projects**

- Lake Michigan Coastal Program & Donnelly Foundation Grant
 - Winding Creek Cove Best Management Practices Demonstration Project
 - Phase II Bank Restoration \$100,400
 - LMCP Grant \$ 50,200
 - Donnelly Foundation Grant \$ 10,000
 - City Match \$ 40,200
 - Design and engineering completed
 - Permits received
 - Completed August 2018



- Lake Michigan Coastal Program Grant
 - Winding Creek Cove Best Management Practices Demonstration Project
 - Phase III Bank Restoration \$ 70,000
 - LMCP Grant \$ 35,000
 - City Match \$ 35,000
 - Construction scheduled for November 2018
- Trails & Greenway Grants
 - Singing Sands Phase I
 - Scheduled letting date of March 2019
 - Federal TE Grant \$2,170,000
 - City Match \$329,450
 - Singing Sands Phase II
 - Scheduled letting date of July 2020
 - Surface Transportation Program Grant \$1,831,238
 - RDC Match \$424,926
 - Singing Sands Phase III
 - Scheduled letting date of February 2021
 - Surface Transportation Program Grant \$690,420
 - City Match \$172,605

◆ Parking Operation

ANNUAL STICKER DISTRIBUTION	2017	2018	VAR
Resident	13,995	13,389	(606)
LaPorte County	1,001	1,130	129
Non-Resident Indiana	130	150	20
Non-Resident Out of State	5	3	(2)
Senior Center Member	429	386	(43)
Replacement	2	14	12
Resident Cycle/Trailer	471	477	6
Total Stickers	16,033	15,549	(484)
Total Revenue	<u>40,972</u>	<u>43,708</u>	<u>2,736</u>
Printing Expense (Stickers)	2,477	3,158	681
Payroll Expense	5,964	8,894	2,930
Net	32,531	31,656	(875)

Payroll expenses were significantly higher in 2018 because 2 of our sticker clerks were crossed trained and also worked as parking attendants when needed.

DAILY PARKING OPERATION	2017	2018	VAR
Revenue	515,389	586,557	71,168
Payroll Expense	63,904	55,715	(8,189)
FICA	4,889	4,262	(626)
Printing Expense	1,804	2,230	425
Misc Expense	536	1,000	464
Net	444,255	523,350	79,094
Labor % of revenue	13.35%	10.23%	-3.03%
Car Fee	\$7	\$8	\$1
Other Fee	\$14	\$15	\$1

Special Events & Recreation Coordinator Report

- We had a wildly successful Adopt-a-Beach and have since partnered with Nora Ryszka with MONDAY MORNINGS! (Monday morning trash pick-up on the beach) which has been well attended.
- We attended NPRA in Indianapolis and had a wonderful time learning and networking
- We have partnered with Marquette High School’s 2018 Girls State Champion Basketball Team for Michigan City Girls Basketball Camp. This is a 4 Camp series ending with a family scrimmage day.

- I have begun talking with a line dancing instructor who may be interested in holding classes weekly at Krueger Memorial Hall
- Fall Softball is well underway and has been nothing but positive, we even introduced a BIG BAT LEAGUE to the mix!
- Adult Volleyball leagues were approved and sign-ups are taking place now
- I will be meeting with the Athletic Director from MCHS to discuss Fall and Winter Clinics for MCYBL. This will allow for us to begin working toward the high school coaches looking at MCYBL as a feeder system to their program and (hopefully) plant the seed of investment in the program to help nurture and shape talent.
- We have been doing A Walk in the Park on the 3rd Thursday of the month with WIMS to discuss all things Park Department, this has not only been fun but helpful in spreading the word on ALL the Parks Department does!
- We are actively formatting a 2019 plan of attack

Senior Center Report

◆ **Membership**

3rd Quarter	2017	2018	Variance
Members	1,895	1,932	37
Men	34%	34%	0
Women	63%	63%	0
Other	3%	3%	0
New Members	71	89	18
Volunteer Hours			
Senior Center	2,547	2,430	(117)
Attendance			
Events	6,025	6,141	116
Day Trips	354	211	(143)

◆ **Attendance**

- 3rd Quarter 2018 – 6,141 persons attended events
- 3rd Quarter 2017 – 6,025 persons attended events

◆ **Events**

July

“Between A Walk & A Hard Pace” Walking Club begins walking daily at 9am. Attendance varies from 3-10 people.

July 3, 10, 17, 24	The Declaration of Independence class (2 nd series) began. About 20 seniors took this FREE opportunity to learn about the Declaration, the Bill of Rights, The Constitution and the Federalist Papers.
July 10	The Red Hatters held their annual birthday bash here at the Senior Center and had over 60 members attend.
July 11	A busload of seniors headed out to the Drury Lane Theatre to see "Cat on a Hot Tin Roof"
July 18	Our own member Suzanne Miller hosted her book signing here to a small group of 10 people. Her book is entitled "Undercover in Vietnam."
July 23	Popcorn & A Movie featured "I Can Only Imagine" to a group of about 25
July 25	A full bus of seniors ventured out to see the National Champion Chicago Cubs as they took on the Arizona Diamondbacks through First Travel Center
July 26	Annual Spaghetti Dinner was held with a total of 179 tickets sold. Proceeds benefit the Senior Center.
July 31	A full house attended the monthly Coffee with the Mayor to discuss issues that affect them
July 31	Our Open Mic Jam Session continues on the last Tuesday of every month. We have had quite a success with this program with 20-30 people showing up each time.
Aug 2-5	The Super Boat Great Lakes Grand Prix was held in Washington Park and many seniors enjoyed the festivities
Aug 6	Armchair Travels for this month featured England. About 6 people attended.
August 9	A full bus of seniors headed to Amish Acres to see "Copacabana" through First Travel Center
August 19	A busload of seniors enjoyed an afternoon of baseball at the South Bend Cubs Game at Four Winds Field in South Bend, IN through First Travel Center
August 20	Popcorn & A Movie featured "I Feel Pretty" to a full house. This event is free to seniors.
August 25	The Michigan City Senior Center hosted its second annual Chess Tournament. There were 6 participants in the event. Ed Hollander was the champion for this event.
August 28	Coffee with the Mayor was held to a about 25 seniors
August 28	Our Open Mic Jam Session continues on the last Tuesday of every month. We have had quite a success with this program with 20-30 people showing up each time.
September 10	Senior Health Insurance Program (SHIP) held their training session here for regional volunteers

September 17	Popcorn & A Movie featured “The Greatest Showman” to a full house. This event is free to seniors.
September 18	Results Physical Therapy conducted Part II of their Balance Assessment. Those who attended the first session in June were invited back to participate in the assessment again to see if there was any improvement in their balance.
September 19	A bus full of seniors enjoyed “Ghost—The Musical” at the Theatre at the Center in Munster, IN
September 24	A group of about 10 seniors attended “The Mediterranean Diet—Improving Your Brain Health” seminar given by Dr. Margie Williams, PhD, RN. Seniors learned how this diet can make a difference in how to sharpen your mind and reduce the risk of Alzheimer’s.
September 25	Coffee with the Mayor was held at the Michigan City Municipal Airport to give seniors a chance to see this gem located right on the outskirts of our city. About 20 members were in attendance.
September 25	Our Open Mic Jam Session continues on the last Tuesday of every month. We have had quite a success with this program with 20-30 people showing up each time.
September 27	The Senior Center presented its 6 th annual Senior Harvest Ball. About 300 people attended with the Mayor, the Police Department, the Fire Department, and a few City Department Heads attending as “Celebrity Dancers” to help raise money for the Michigan City Senior Center, RSVP, and Meals on Wheels. About \$6,000 was raised in total to be distributed.

◆ **Cost Containment**

- We continue to try to keep spending to a minimum but as our building reached the 20-year-old mark this year, it is becoming more and more critical that we do some necessary upgrades and/or renovations.

◆ **Challenges**

- To encourage existing members to take advantage of the events that we offer to give them the most enjoyment out of their membership
- To keep up with the maintenance of an aging building and stay within budget

◆ **Goals**

- To continue to add exciting programs that will encourage seniors to maintain a healthy, active lifestyle
- To increase attendance at our events and to encourage seniors who are not yet members of the Center to become members
- To continue to promote the Park Department through marketing efforts

◆ **Marketing Report**

- Began working on LPCCVB 2019 Guide to renew our ads
- Press releases

Park Maintenance Report

- Installed breakers and wiring for air conditioning unit at Patriot Park
- Took out old tiger teeth bracket from pavement exiting lot 1 parking lot
- Installed new electrical service at Hansen Park
- Installed 2 new dog waste stations and signage at Canada Park
- Installed new pavers at bottom of outside steps at Memorial Hall
- Welded coping bars on 4 ramps; fixed and rewelded back doors to ramps; and removed old pop machine caging at Pullman Skate Park
- Retrieved the kayak launch, reinstalled pins and manufactured a new locking system for the launch
- Fixed rotted floor and wall on Lot 2 ticket booth due to leaking air conditioner and replaced siding
- Contoured an approximately 200' x 25' steep cliff on the beach between the Senior Center and Fedder's Alley beach paths to address a public safety concern
- Cleared trees and debris along both Fedder's Alley beach walkways
- Assisted the zoo in picking up large bird cages from Highland, IN
- Assisted Vector in mowing the Police Station a couple times this quarter

3rd QUARTER MAINTENANCE TASKS	2017	2018	VAR
BANQUET TABLES <i>Delivered/Picked Up</i>	15	0	(15)
BARRICADES <i>Setup/Remove</i>	250	250	0
BOLLARD <i>Replacement/Installation</i>	0	4	4
GARBAGE CANS <i>Delivered/Picked Up</i>	290	300	10
GARBAGE <i>Collect and Dispose of (yards)</i>	600	540	(60)
ICE RINK <i>Labor Hours</i>	0	0	0
MOVIE SCREEN <i>Setup/Remove</i>	4	1	(3)
PICNIC TABLES <i>Delivered/Picked Up</i>	1,132	1,025	(107)
RISERS <i>Delivered/Picked Up</i>	2	0	(2)
SNOW FENCE <i>Installation/Removal (linear feet)</i>	8,176	9,326	1,150
TENT <i>Installation (10' x 20')</i>	0	0	0

Note: The helicopter pad at Pullman Park for the 2017 Great Lakes Grand Prix was not fenced in. However, it was fenced in 2018 accounting for the variance.

MOWING (per hour)	2017	2018	VAR
Adams Park	38	35	(3)
Barker Mansion (began 06/30/15)	26	36	10
Canada Park	15	26	11
Carroll Avenue & Michigan Blvd	22	35	13
City Hall (began in 2012)	61	60	(1)
Emily Street (at Hansen Park)	0	0	0
Gardena Park	73	75	2
Hansen Park	43	40	(3)
Henry Lake	0	0	0
Jernegan's Hill	8	15	7
Joe Hawkins Memorial Park	18	30	12
Krueger Memorial Park	49	50	1
Millennium Plaza and Old Lighthouse Museum	15	18	3
Oak Hills Park	23	28	5
Police Department (began in 2012)	0	0	0
Pullman Park	66	68	2
Ridgeland Park	13	12	(1)
Ruby Woods	10	6	(4)
Tall Timbers	22	20	(2)
Walker Street Park	24	20	(4)
Washington Park	480	800	320
Water Tower Park	29	30	1
Westcott Park (began in 2012)	34	31	(3)
Winding Creek Cove	29	27	(2)
TOTAL	1,098	1,462	364
HOLIDAY LIGHTS	2017	2018	VAR
Repairs - Labor Hours	138	144	6
Installation - Labor Hours	0	0	0
Electric Installation - Labor Hours	0	0	0
Breakdown - Labor Hours	0	0	0
TOTAL	138	144	6
TRAILS UPKEEP (clearing, snow removal, inspection) - Labor Hours	2017	2018	VAR
Gardena Park	15	20	5
Hansen Park	6	10	4
Karwick Nature Park	8	12	4
Memorial Hall	6	10	4
Ruby Woods	0	2	2
Patriot Park	0	0	0

Winding Creek Cove	10	20	10
TOTAL	45	74	29

LABOR ASSISTANCE PROGRAMS	2017	2018	VAR
North Central Community Action Agency	0	0	0
Lakeside Correctional Facility	120	290	170
LEAVES	2017	2018	VAR
Adams Park	0	0	0
Canada Park	0	0	0
City Hall (began in 2012)	0	0	0
Emily Street	0	0	0
Gardena Park	24	20	(4)
Hansen Park	0	6	6
Henry Lake	0	0	0
Jernegan's Hill	0	0	0
Joe Hawkins Memorial Park	6	6	0
Krueger Memorial Park	6	8	2
Millennium Plaza and Old Lighthouse Museum	0	0	0
Oak Hills Park	3	6	3
Patriot Park	0	0	0
Ridgeland Park	0	0	0
Ruby Woods	0	0	0
Tall Timbers	6	0	(6)
Walker Street Park	0	0	0
Washington Park	8	10	2
Water Tower Park	16	16	0
Westcott Park (began in 2012)	16	16	0
TOTAL	85	88	3
SAND REMOVAL	2017	2018	VAR
Clean up and removal	294	286	(8)
Build berm for winter	0	0	0
Level berm for spring	0	0	0
Beach sanitizing	158	188	30
TOTAL	452	474	22

Golf Maintenance Department

◆ **Course Maintenance**

- After playing other area golf courses, I must say that I am very pleased with our facility. The overall playing conditions we provide are at an extremely high level compared to our competitors.

◆ **Special Projects**

- Green Leaves Tree Service was contracted to remove three dead trees that were over-hanging the approach shot on #13 on the North Course
- They were again contracted for emergency work to remove broken branches that were hanging high in an oak tree near #2 green on the South Course

◆ **Irrigation**

- The following are gallons of irrigation water pumped from our ponds to keep the turf healthy

	2017	2018	Variance
South Course	8,736,000	7,881,000	(855,000)
North Course	4,761,799	3,136,492	(1,625,307)
Total	13,497,799	11,017,492	(2,480,307)

◆ **Weather**

- The following are recorded inches of rainfall

2017	2018	Variance
10.50	14.65	4.15

Washington Park Zoo Report

◆ **Education & Outreach**

July

- We continue to add new signage throughout the zoo to enhance the educational experience and guest services for our visitors, including two new 4' x 8' location maps
- Weekly zoo camp classes continued until the first week of August
- The Chicagoland PBS television crew came out to the zoo and filmed some site footage for a future "Discovery Northwest Indiana" documentary

August

- We hit a Facebook marketing milestone with 13,395 likes since the page launched back in 2013

September

- Outreach programs and birthday party rentals continue

◆ **Special Events**

July

- The Zoo Society held its annual Zoo Run in Washington Park raising \$1,787
- Employees from NIPSCO came out to the zoo for a day of volunteering on projects such as painting the Red Barn fence and landscape clean up
- The Michigan City Coast Guard volunteered one morning to assist us with some projects including staining the wooden fence at the Grant Zebra yard and some landscape clean up

August

- This year's annual Zoo-B-Que event was attended by nearly 350 guests. The night featured dinner, an interactive animal show by Silly Safari, Inc., animal encounters, a silent auction, and some behind the scenes keeper talks.

September

- The zoo welcomed grandparents with free admission on Grandparents Day
- Community Day was held giving all visitors ½ priced admission, as well as the opportunity to visit with some of our education animal ambassadors, participate in craft activities, and talk with the keepers
- The Zoo Director attended the Michigan City Community Enrichment Board meeting to give them an update on the completed 2018 projects and our project plans for 2019. We also accepted a \$100,000 check for the zoo's capital improvements in 2018.
- The Zoo Director attended the Unity Foundation grant award ceremony to accept a grant award for replacement of the safety handrail near the Upper Aviary
- The zoo hosted a very well attended Idea & Information Exchange monthly meeting for the La Porte County Convention and Visitors Bureau

◆ **Attendance**

Month	2017	2018	Variance
July	23,179	26,214	3,035
August	15,870	15,789	(81)
September	8,377	8,684	307
Total	47,426	50,687	3,261

◆ **Capital Improvements and General Updates**

July

- A new Kookaburra exhibit was constructed in the corner of the Australian Walk About exhibit to add to the immersion experience. Over the winter, we will be removing the

old kookaburra exhibit in the Parakeet Aviary to give those birds more flying space since that exhibit is so popular with guests.

August

- Restoration work on the Castle began so the Safari Train will be closed for the rest of the 2018 season
- Green Leaves Tree Service came out to remove a large mulberry tree near the concession stand after it split apart during a storm
- The Upper Aviary pool was enlarged and had a new rubber liner installed due to the old liner tearing and leaking

September

- A granite rock climbing cave was created in the African Lion outer yard supported by a grant from the Otto and Margaret Zack Charitable Trust
- A life-size standing tiger photo opportunity was installed in the zoo near the Bengal Tiger exhibit painted by local artist Tony Bianco

◆ **Animal Acquisitions/Dispositions**

July

Birth	Grant Zebra	Male
Death	Grant Zebra	Euthanized due to injury sustained at birth
Death	Red Lory	Heart Attack
Transfer	Fifteen Cattle Egret	Alabama Zoo
Transfer	Golden Hand Tamarin	Florida Rescue Center

August

Acquired	Lion Head Rabbit	Donated
Death	Two Common Crows	Predator

September

Transfer	Golden Handed Tamarin	Florida Rescue Center
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