

The Michigan City Park and Recreation Board met in regular session on Thursday, November 4, 2010 at the hour of 5:00 P.M. in the Michigan City Senior Center, 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. Freese, Milcarek, and Mr. Powers (3)

Absent: Mr. Dabney (1)

Also present were: Jan Orlich, Superintendent; Jeff Katz, Park Board Attorney; Joe Doyle, City Council Liaison; Shannon Eason, Director of Administrative Services and Special Projects; Jason Richardson, Director of Golf; Stacy Richardson; Randy Durham, Greens Superintendent; Liz Durham; Jason Miller, LaPorte County Convention and Visitors Bureau; Lonny Fedder; Jim Chaddock and Andrea Georgion, Rolling Stonebaker, Inc.; and Andre Steele, ALCO TV.

- **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the minutes of the October 21, 2010 Park Board meeting.

Park Superintendent Jan Orlich reported on winterization of park facilities, the installation of holiday lights, and the status phase III of the Washington Park Electrical Upgrade Project. Ms. Orlich reported Zoo Director Johnny Martinez is in Phoenix picking up two tiger cubs. Ms. Orlich updated the Board on golf maintenance operations.

Administrative Director Shannon Eason recommended the Board authorize Jan Orlich to sign the attached Subscriber Monitoring Agreement with Emergency 24, Inc. regarding our alarm system at Park Maintenance.

- **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board authorized Superintendent Jan Orlich to sign the attached Subscriber Monitoring Agreement with Emergency 24, Inc.

Mrs. Eason asked the Board to support the Northwest Indiana Paddler's Association application for National Recreational Trail status for the Lake Michigan Water Trail. Mr. Freese signed the support letter.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved pay requests 10 and 11 (final) submitted by Kaser-Spraker, Inc. for the Amphitheater Renovation Project.

- **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached 2011 and 2012 fees and contracts:
 - Beach Wedding Permit (2012)
 - Beach Wedding Permit Fees (2012)
 - Washington Park Rental Agreement (2012)
 - Washington Park Rental Fees (2012)
 - Memorial Hall Rental Agreement (2012)
 - Park Office Rental Agreement (2012)
 - Memorial Hall and Park Office Rental Fees (2012)
 - Senior Center Rental Agreement (2012)
 - Senior Center Rental Fees (2012)
 - Discount Policy for Rental Facilities (2011)
 - Annual Parking Sticker and Daily Parking Fees (2011)
 - Picnic Table Rental Fees and Policy (2011)
 - Fees for Filming on Park Property (2011)
 - Location Release for Film Makers (2011)
 - Major Event Lease and Fees (2011)

- **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the following 2011 golf fees:
 - Golf Course Season Pass Fees & Fee Comparison
 - Golf Course Greensfees & Fee Comparison
 - South Golf Course Outing Agreement, Fees and Fee Comparison
 - North Golf Course Outing Agreement, Fees and Fee Comparison
 - Golf Cart Package Fees & Fee Comparison
 - Golf Tee Time Policy
 - Golf Private Cart Storage & Trail On Agreement
 - Michiana Golf Card (coupons)

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the attached BPA Youth Baseball Tournament fees and rules, the attached facility use agreement with ETS Sports and the NSA Memorial Madness Tournament fees and rules.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board accepted the attached proposal submitted by Rolling Stonebaker, Inc. for a concession operation in Washington Park during the 2011 season.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved city claims filed on account of appropriations for the Parks and Recreation Department in the amount of \$31,411.90.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved Payroll #22, 10/03/10 through 10/16/10, in the amount of \$54,738.25.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board accepted a donation in the amount of \$370.00 from recycling scrap metal.

Mr. Milcarek reported invoices totaling \$4,807.50 were paid through the November 1, 2010 Board of Works meeting and charges in the amount of \$213.99 were charged to the department's credit card.

- ❑ **On a motion** made by Mr. Powers, supported by all members of the Board, there being no further business, the meeting was adjourned at 5:55 p.m.

Jan Orlich, Superintendent
Michigan City Park Department

Tom Milcarek, Secretary
Michigan City Park Board

Attachments to the November 4, 2010 Park Board meeting:

1. Subscriber Monitoring Agreement with Emergency 24, Inc.
2. Kaser-Spraker Pay Requests No. 10 and 11 (Final)
3. 2011 and 2012 Park Fees and Contracts
4. 2011 Golf Fees
5. BPA Youth Baseball Tournament Rules & Fees
6. Facility Usage Agreement with ETS Sports
7. NSA Memorial Madness Tournament Rules & Fees
8. Rolling Stonebaker, Inc. Concession Proposal
9. Claims Docket Allowance for Vouchers Dated 11/04/10

Minutes prepared by Shannon Eason