



MICHIGAN CITY PARK BOARD
MEETING AGENDA

Wednesday, April 18, 2012 at 5:00 p.m.

Michigan City – City Hall (Council Chambers)

100 Michigan Boulevard • Michigan City, Indiana

1. Roll Call
2. Minutes of Previous Meeting (April 4, 2012)
3. Reports of Officers
 - A. Superintendent's Report
 - i. Vandalism Report
4. Planning Commission Liaison's Report – Mr. Powers
5. Port Authority Liaison's Report – Mr. Freese
6. Zoo Society Liaison's Reports – Mr. Barrick
7. Attorney's Report
8. Director's Reports
 - A. Presentation of New Beach Marking System & Signage
9. Old Business
10. New Business
 - A. IDEM 2012 Beach Act Grant Contract
 - i. Public Comment / Vote
 - B. Orak Shrine Music Festival Major Event Lease Agreement
 - i. Public Comment / Vote
 - C. 2012 Summer Festival Skate-a-thon Event Request
 - i. Public Comment / Vote
 - D. Gerometta & Kinel Invoice
 - i. Public Comment / Vote
 - E. Request for Location Release Washington Park
 - i. Public Comment / Vote



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The Michigan City Park and Recreation Board met in regular session on Wednesday, April 18, 2012 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. Freese, Powers, Barrick and Dabney (4)

Absent: None (0)

Also present were: Jan Orlich, Superintendent; Shannon Eason, Director of Administrative Services; Jeff Katz, Park Board Attorney; Joe Doyle, City Council Liaison; Bill Greene, School Board Liaison; John Bridegroom, Orak Shrine; Tom Drake; Tim Moran and Ilene Haluska, The News Dispatch; Ron Miller W.E.F.M. Radio; and Andre Steele, ALCO TV.

- **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the minutes of the April 4, 2012 Park Board meeting.

Park Superintendent Jan Orlich reported a space requirement assessment has been completed for a new storage building in Washington Park, the tiger teeth in lot #1 had to be moved; on a grant opportunity with Variety Club 26 to obtain play equipment for Joe Hawkins Memorial Park, an RFP has been submitted to host the 2014 IPRA Conference in Michigan City; the Zoo ARC project punch list has been completed and we will receive our occupancy permit this week; work continues to repair the fractured culvert at the golf course; and 50 Black Cherry trees, received from Senator Karen Tallian, were planted in the lot #2 median and at Patriot Park.

- **On a motion** made by Mr. Dabney, seconded by Mr. Barrick and voted for unanimously by the Board, the Board agreed to let Michigan City Area Schools use the Tennis Shelter free of charge on June 2, 2012.
- **On a motion** made by Mr. Dabney, seconded by Mr. Barrick and voted for unanimously by the Board, the Board approved compensatory time for three Patriot Park employees who worked 38 labor hours.

- **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board allowed Superintendent Jan Orlich to speak at the Sheridan Beach Home Owner's Association meeting on Memorial Day weekend.

Mr. Freese reported he attended the Port Authority Board meeting and the Port Authority will set the light timers on the pier to go out at 10 p.m. now that Washington Park closes at 10 p.m.

Mr. Barrick reported he attended the Zoo Society Board meeting. Zoo Society membership sales are up this year compared to the same time last year and because of the nice weather attendance at the zoo is also up. Brew at the Zoo will be held on May 19th and will feature local brewers and restaurants. The Society is planning a golf outing in July.

Attorney Katz reported an RFP will be sent out for a 72' x 50' storage building. The Council's Park and Recreation Committee asked that we keep the cost below \$150,000.00. A formal bid for a 5,928 square foot building will be advertised next week and the following week. A mandatory pre-bid meeting will be held on May 3, 2012 with a bid opening scheduled for May 16, 2012.

- **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved and authorized signature of the attached Professional Services contract with Smith Group JJR for an ecological assessment, restoration and public access plan for Sheridan Beach and the esplanade.

Jan Orlich and Shannon Eason conducted a PowerPoint presentation on the new beach path marking system and new sign kiosks.

- **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the attached Professional Services Contract with the Indiana Department of Environmental Management for water quality testing and notification services.
- **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the attached Major Event Lease Agreement with Orak Shrine to host a music festival in Washington Park on Saturday, August 25, 2012. The Board agreed to waive rental fees but not the security deposit or alcoholic beverage fee.
- **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached 2012 Summer Festival Skate-a-Bike-a-Scoot-a-Skate-a-Thon event on Sunday, August 12, 2012 at the Michigan City Skate Park.
- **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved payment of the attached invoice to Gerometta & Kinel Architects, Inc.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the attached Location Release with Jeff Sciortino Photography.
- ❑ **On a motion** made by Mr. Barrick, seconded by Mr. Dabney 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 \$59,880.19.
- ❑ **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved Payroll #7, 03/18/12 through 03/31/12, in the amount of \$51,194.78.
- ❑ **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board accepted the donation of furniture for the Zoo ARC from the Exchange Club and a donation of 10 steel animal cages from the Brookfield Zoo.
- ❑ **On a motion** made by Mr. Barrick, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted donations of \$250.00 each from Flannigan Tires, Texas Corral, Harbor Chevrolet, and Holly's Restaurant for the youth baseball program. The Board accepted a donation in the amount of \$2,000 from Friend's of the Zoo from the sale of a zebra, \$453.52 from the Michiana Bird Society for the zoo and \$200 from Haas & Associates for the youth baseball program.

Mr. Barrick read the following minor transfer into the minutes:


Decrease Zoo 1301/0804		
Account 02 422.035	miscellaneous supplies	\$300.00
Increase Zoo 1301/0804		
Account 02 422.031	household	\$300.00

- ❑ **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved payment of invoices totaling \$2,043.68 out of the Zoo Endowment Fund.
- ❑ **On a motion** made by Mr. Barrick, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved payment of invoices totaling \$70,792.00 through the April 16, 2012 Board of Works meeting.


Mr. Tom Drake asked to locate a crane on park property behind 1410 Lake Shore Drive while building a house this summer.

Attorney Katz agreed to meet Mr. Drake on site to discuss possibilities.

- **On a motion** made by Mr. Dabney, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:07 p.m.



Jan Orlich, Superintendent
Michigan City Park Department



Max Barrick, Secretary
Michigan City Park Board

Attachments to the April 18, 2012 Park Board meeting:

1. Smith Group JJR Contract for Ecological Assessment, Restoration and Public Access Plan for Sheridan Beach and the Esplanade
2. New Beach Path Marking and Sign Kiosk Presentation
3. Professional Services Contract with the Indiana Department of Environmental Management for Water Quality Testing and Notification Services.
4. Major Event Lease Agreement for Orak Shrine Music Festival
5. 2012 Summer Festival Skate-a-Bike-a-Scoot-a-Skate-a-Thon Event Request
6. Gerometta & Kinel Architects, Inc. Invoice
7. Location Release for Jeff Sciortino Photography
8. Claims Docket Allowance for Vouchers Dated 04/17/12

Minutes prepared by Shannon Eason