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The Michigan City Park and Recreation Board met in regular session on Wednesday, April 10, 2013 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, Powers, Freese, and Latchford (4)**

**Absent: None (0)**

**Also present were:** Jan Orlich, Superintendent; Jeff Katz, Park Board Attorney; Joe Doyle, City Council Liaison; Shannon Eason, Director of Administrative Services; Jeremy Kienitz, Recreation Director; Shawne Sheldon, Zoo Society; Mike Dempsey, ALCO TV; Doug Waters, Save the Dunes; Chuck Krause, Phi Delta Kappa Fraternity; Arnold Bos, Tower Run; Jason Miller, LaPorte County Convention and Visitors Bureau; Mark Kolasa; Leonardo Victory and Leonardo Victory, II, Eastport Community; Duane Parry, City Council President; Bill Greene, Summer Festival Board; Tim Moran, The News Dispatch; and Andre Steele, ALCO TV.

- On a motion made by Mr. Powers, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the minutes of the March 27, 2013 Park Board meeting.

Superintendent Jan Orlich reported on three requests for additional appropriations being heard by the City Council, the Fedder's Alley Restoration Project; the May 1<sup>st</sup> Wage Hearing for the Washington Park administration building project; State Entertainment Permits for Memorial Hall and the Senior Center; an assessment which was completed at Adam's Park; poor parking lot conditions at Gardena Park; new signage planned for Washington Park and some neighborhood parks; a request submitted to the Board of Works for an ADA loading zone at Joe Hawkins Memorial Park; and problems with the new zoo restrooms.

Zoo Society Board Liaison Phil Latchford reported on upcoming events.

Recreation Director Jeremy Kienitz reported Michigan City area schools athletes are requesting the use of Washington Park for training which has no financial impact on the department.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted option #2 of the attached proposal submitted by Stephany Heating and Air Conditioning, LLC in the amount of \$5,400.00 for an air conditioning unit and dehumidifier for the North American Carnivore exhibit at the zoo, provided the proper EEO documents have been filed with the Human Rights Department.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached request submitted by Tower, Inc. to host the 21<sup>st</sup> annual Tower Run in Washington Park on Sunday, September 15, 2013, with the exception of free parking for participants. Participants will be let in free only until 9 am.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached Major Event License Agreement with Save the Dunes for their Jammin' for the Dunes fundraiser in Washington Park on Saturday, June 1, 2013.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board tabled the Memorandum of Understanding with the Washington Park Zoological Society.

Mr. Leonardo Victory notified the Park Board that the Walker Street Reunion will be held on Saturday, June 29, 2013 and they will be using Walker Street Park to grill.

- ❑ On a motion made by Mr. Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached request submitted by Mr. Mark Kolasa of Water's Edge Restaurant to install directional signs to his restaurant on existing sign poles in Washington Park.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the attached proposal submitted by DeLau Landscape Maintenance, Inc. in the amount of \$11,115.00 for the maintenance of Millennium Plaza, provided the proper EEO documents have been filed with the Human Rights Department.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board tabled the Joe Hawkins Memorial Park Renovation Proposals.

Superintendent Orlich informed the Board she has asked the Board of Works to approve an ADA unloading/loading zone at Hawkins Park on 8<sup>th</sup> Street and will attend their next meeting.

- ❑ On a motion made by Mr. Powers, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached agreement with Ross Balling of EVP Tour to host three tournaments in Washington Park in 2013.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached EVP Tour 2013 beach volleyball league and camps.
- ❑ 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. 757, a policy regarding small purchases.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached Resolution No. 758 titled "A Resolution Setting Salaries for Park Department Employees of the City of Michigan City, Indiana, for the Calendar Year 2013."
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board tabled the Traffic Data Collection System.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers 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 \$23,280.37.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved Payroll #7, 03/17/13 through 03/30/13, in the amount of \$46,927.36.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted donations from Holly's Restaurant in the amount of \$250.00, from Jamey's Iron & Metal in the amount of \$220.00 and from Paul's Auto Yard in the amount of \$103.00.

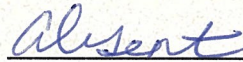
Mr. Freese reported invoices totaling \$48,257.50 will be paid through the April 15, 2013 Board of Works meeting.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved payment of invoices totaling \$269.24 which were charged to the department's credit card.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for by Mr. Dabney, the Board approved a request for a complimentary pass for 18-holes of golf and 2 carts for a foursome from Charlie Krause of Phi Delta Kappa Fraternity for a silent auction to fund their Michigan City High School Athlete Scholarship Program.

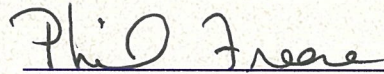
President Bryant Dabney announced May Park Board meetings will be held on Wednesday, May 8<sup>th</sup> and Wednesday, May 22<sup>nd</sup> at 5 p.m.



- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:38 p.m.



Jan Orlich, Superintendent



Phil Freese, Park Board Secretary

Attachments to the April 10, 2013 Park Board meeting:

1. Stephany Heating and Air Conditioning Proposal
2. Tower Run Request
3. Jammin' for the Dunes Major Event License Agreement
4. Water's Edge Sign Installation Request
5. DeLau Landscape Maintenance Proposal for Millennium Plaza
6. EVP Tour 2013 Tournament Requests
7. EVP Tour 2013 Beach Volleyball Leagues and Camps
8. Resolution No. 757 Small Purchase Policy
9. Resolution No. 758 2013 Salary Order (Revising Res No. 749)
10. Claims Docket Allowance for Vouchers Dated 04/05/13

Minutes prepared by Shannon Eason