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The Michigan City Park and Recreation Board met in regular session on Wednesday, April 24, 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: Jeff Katz, Park Board Attorney; Joe Doyle, City Council Liaison; Don Dulaney, School Board Liaison; Shannon Eason, Director of Administrative Services; Sylvester Byrd, B & M Entertainment for Jazz in the City; Jason Richardson, Director of Golf; Thomas Przybylinski, Building Inspector; Shawne Sheldon, Zoo Retail Manager; Bill Greene, Summer Festival; Johnny Martinez, Zoo Director; Bob Graves, Maintenance Director; Jeremy Kienitz, Recreation Director; Lonnie Fedder; Michael Hale, Summer Festival; Ron Miller, W.E.F.M.; Stephanie Kuschel, The News Dispatch; and Andre Steele, ALCO TV.

- On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the minutes of the April 10, 2013 Park Board meeting.
- 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. 759 transferring money in Park Concession Fund No. 1315.
- 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. 760 transferring money in Park Concession Fund No. 1315.
- On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached pay request no. 2 submitted by Global Engineering and Land Surveying, LLC.

- On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved attached Major Event License Agreement with Charles Adams of B & M Entertainment for the Jazz in the City concert on July 20, 2013 in Washington Park contingent on Mr. Adams fulfilling all obligations outlined in the agreement.

Administrative Director Shannon Eason thanked volunteers from Indiana University and Seven Peaks Water Park for cleaning Hansen Park and Karwick Nature Park this past Saturday. Mrs. Eason reported requests for additional appropriations to fill the vacant FT Golf Maintenance Laborer position, to meet contractual obligations for the phase I of the Singing Sands Trail and to bid demolition and new construction of the Washington Park administration building were all heard on 3rd reading at the April 16, 2013 Council meeting and were all approved. Mrs. Eason reported Michigan City Municipal Band concerts will begin at 7:30 pm this year.

Mrs. Eason reported the rules sign at the skate park was torn down and destroyed; replacement will cost the department approximately \$500.00. A light pedestal and part of a railing were torn down at the Sandbar concession stand in Washington Park costing the department \$300.00.

- On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board tabled the presentation of the department's 2012 annual report.
- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved Director of Golf Jason Richardson's attached request to purchase a one year marketing software license with Fore!Reservations for the golf course and a refurbished iPad to work with the new software. All purchases are not to exceed \$2,000.00.

Michigan City Building Inspector Tom Przybylinski presented conditions in need of repair at the Rotary Children's Castle at the zoo.

- 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 National Playground Compliance Group for the renovation project at Joe Hawkins Memorial Park and approved the attached Professional Service Agreement.
- On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted the attached proposal submitted by Dye Plumbing & Heating in the amount of \$2,525.00 install two thirty gallon bladder tanks and a backflow preventer to repair the restrooms at the zoo A.R.C. building.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached request from Michigan City Summer Festival to host the Southern Shore Music Festival at the Amphitheater on June 15, 2013.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Major Event License Agreement with Bruce Wren to host the Big Boie Grill Off at the Amphitheater on June 22 and 23, 2013.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board agreed to table the RV & Camper Show request to their next meeting.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Major Event License Agreement with Crystal Sands and Lighthouse Events and Marketing to host the 2013 City by the Lake Triathlon on August 9th and 10th, 2013.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Major Event License Agreement with Chris Lamay of Soccer in the Sand for the 2013 Soccer in the Sand Tournament in Washington Park on July 20, 2013.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved signature of the attached letter to Save the Dunes, approving their raffle to be held their Jammin' for the Dunes fundraising event.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board tabled the request for exemptions to the small purchase policy.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted the proposal from Bohlmann, Inc. in the amount of \$4,142.60 for planter boxes for Washington Park.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached request for an additional appropriation for the matching funds for three D.N.R. Lake Michigan Coastal Program grants.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached Professional Services Contract with Indiana Department of Environmental Management for water quality testing and notification.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to table the Full Time Employee Request for Medical Leave.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached 2013 Church Softball League and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to allow Director of Golf Jason Richardson to issue a maximum of ten complimentary golf passes for 18-holes for a foursome with two carts for fundraising events during the calendar year.
- ❑ 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 \$60,513.02.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved Payroll #8, 03/31/13 through 04/13/13, in the amount of \$50,669.67.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted a donation of \$500.00 from Root Funeral Home to sponsor baseball teams.

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

Park Concession 1315/0000

Decrease account no. 02 422.095	Misc Merchandise	\$37,418.00
Increase account no. 02 423.096	Misc Merchandise Side Line Concession	\$37,418.00

Mr. Freese reported invoices totaling \$9,595.00 will be paid through the May 6, 2013 Board of Works meeting.

- ❑ 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.


 Jan Orlich, Superintendent


 Phil Freese, Park Board Secretary

Attachments to the April 24, 2013 Park Board meeting:

1. Resolution No. 759
2. Resolution No. 760
3. Global Engineering Pay Request No. 2
4. Major Event License Agreement Jazz in the City Concert
5. Request for Golf Course Marketing Software License and iPad Purchase
6. Dye Plumbing and Heating Proposal Zoo ARC Restrooms
7. Summer Festival Southern Shore Music Festival
8. Major Event License Agreement with Bruce Wren for Big Boie Grill Off
9. Major Event License Agreement with Crystal Sands and Lighthouse Events and Marketing for the 2013 City by the Lake Triathlon
10. Major Event License Agreement with Chris Lemay for the Soccer in the Sand Tournament
11. Park Board Approval of Save the Dune Raffle
12. Bohlmann, Inc. Proposal for Planter Boxes
13. Request for Additional Appropriation for Matching Funds for D.N.R. Lake Michigan Coastal Program Grants
14. IDEM Professional Service Contract for Water Quality Testing and Notification
15. 2013 Church Softball League and Fees
16. Claims Docket Allowance for Vouchers Dated 04/23/13

Minutes prepared by Shannon Eason