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The Michigan City Park and Recreation Board met in regular session on Wednesday, July 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; Mike Dempsey and Atley Price, Michigan City Live Productions; Jon Handtke, Living Way Church; JoAnn Engquist, Boys and Girls Club; Brian Schlender, The News Dispatch; and Andre Steele, ALCO TV.

- On a motion made by Mr. Freese, seconded by Mr. Latchford, and voted for unanimously by the Board, the Board approved the minutes of the June 26, 2013 Park Board meeting.

Park Superintendent Jan Orlich reported on damages to park property from the June 26<sup>th</sup> storm, the Michigan City in Bloom contest, the parking operation on July 4<sup>th</sup>, the EVP Volleyball Tournament set up, the fireworks planning meeting, the status of Joe Hawkins Park, and the proposed Sanitary District Project to relocate a lift station from Lake Avenue to California Avenue.

- On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved compensatory time for Concession Manager Mike Smith.

Ms. Orlich reported a port-a-pot was blown up with fireworks on July 4<sup>th</sup> at Gardena Park.

Mr. Latchford stated he attended the Zoo Society meeting last night and the MOU should be ready to be presented to the Park Board at 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 request submitted by Living Way Church to host a community event at Pullman Park on Sunday, September 8, 2013.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached 2013 Fall Adult Softball League rules and fees.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved sponsorship of the attached 2013 Fall Family Bowling League.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to allow the Lakefront Art Festival and RV and Camper Show to split the cost of fencing for their events because they are back to back events and will only require labor to set up and take down one time.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to allow parking staff to hand out one free admission ticket per car for the RV and Camper Show for those paying the daily Washington Park parking fee during their event.
- ❑ 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 the U.S. Coast Guard to use Memorial Hall on October 18, 2013 for their annual meeting and agreed to waive all fees because they partner with this department several times each year on various events.
- ❑ On a motion made by Mr. Powers, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached request for a complimentary golf pass from the LaPorte County Convention and Visitors Bureau.
- ❑ 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 number four from Global Engineering for the seasonal administration building in 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 new job description titled "Temporary Maintenance Assistant Director/Foreman."
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached new job description titled "Temporary Maintenance Foreman/Buildings."

- ❑ On a motion made by Mr. Powers, seconded by Mr. Freese, voted for by Mr. Dabney, and voted against by Mr. Latchford, the Board agreed to waive the admission fees for the Oasis Splash Park and zoo admission fees for the Michigan City Boys and Girls Club summer program.
- ❑ 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. 761 transferring money in the Administration Fund.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached Resolution No. 761 transferring money in the Park Concession Fund.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford 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 \$62,358.79.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved Payroll #13, 06/09/13 through 06/22/13, in the amount of \$95,847.46.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted a donation in the amount of \$1,020.00 from the Harbor Chevrolet raffle.

Mr. Freese reported charges totaling \$2,017.95 were charged to the department's credit card.

- ❑ On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:12 p.m.

  
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Jan Orlich, Superintendent

  
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Phil Freese, Park Board Secretary

Attachments to the July 10, 2013 Park Board meeting:

1. Living Way Church Request to Use Pullman Park
2. 2013 Adult Softball League Rules and Fees
3. 2013 Fall Family Bowling League
4. RV and Camper Show Requests
5. U.S.C.G. Request to Use Memorial Hall
6. LCCVB Request for Complimentary Golf Pass
7. Global Engineering Pay Request Number Four
8. Temporary Maintenance Assistant Director/Foreman Job Description
9. Temporary Maintenance Foreman/Buildings Job Description
10. Michigan City Boys and Girls Club Request to Waive Fees
11. Resolution No. 761
12. Resolution No. 762
13. Claims Docket Allowance for Vouchers Dated 07/10/13

Minutes prepared by Shannon Eason