



100 E. Michigan Blvd. / Suite 2

~~Six on the Lake~~

~~Washington Park~~

Michigan City, IN 46360-3293

Bus (219) 873-1506

Fax (219) 873-1540

www.michigancityparks.com

The Michigan City Park and Recreation Board met in regular session on Wednesday, September 18, 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; Joe Doyle, City Council Liaison; Marty Corley, School Board Liaison; Shannon Eason, Director of Administrative Services; Earl Cunningham; Kathy Walker; Makayla Adams; Donovan Wilson; Madeleine Schooley; Jason Miller, LaPorte County Convention and Visitor Bureau; James Walker; Duane Parry, City Councilman; Tim Moran, 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 September 4, 2013 Park Board meeting.

Superintendent Jan Orlich reported on reductions to the 2013 budget, the schedule to close restrooms, the Rotary Castle, four new dugouts being constructed at Patriot Park, the installation of bollards at Adams Park, the zoo maintenance driveway project, the upcoming Mayor's Golf Outing, and this Saturday's Adopt-a-Beach event.

- On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached job description for a full time temporary Maintenance Crew Leader.

Superintendent Orlich reported vandalism occurred last Friday on both the north and south golf courses.

- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board agreed to name the Pullman Park basketball courts after the late Rogers High School student and athlete Herman Wilson to honor his memory.

The Park Board opened two quotes for the asphalt project at the zoo maintenance building.

- 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 \$59,533.75.
- On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved Payroll #18, 08/18/13 through 08/31/13, in the amount of \$75,828.51.
- On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted a donation from Paul's Auto Yard in the amount of \$314.00.

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

1301/0804 Zoo Fund

Decrease account 01 412.023	Buy Back Vacation	\$ 200.00
Increase account 01 412.022	Civilian Vacation Bonus	\$ 200.00

1301/0803 Recreation Fund

Decrease account 03 432.003	Travel	\$ 500.00
Decrease account 03 439.011	Contractual Services	\$ 5,000.00
Increase account 03 432.004	Phone	\$ 500.00
Increase account 03 435.001	Gas & Electric	\$ 5,000.00

1301/0806 Senior Center Fund

Decrease 01 411.014	Seasonal Salaries	\$17,014.00
Decrease 01 411.016	Overtime	\$ 800.00
Decrease 01 412.023	Buy Back Vacation	\$ 600.00
Increase 01 411.001	Salaries and Wages	\$18,414.00

- 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 \$527.48 out of the Zoo Endowment Fund.

Mr. Freese reported invoices totaling \$715.00 will be paid at the October 2, 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 5:45 p.m.



Jan Orlich, Superintendent



Phil Freese, Park Board Secretary

Attachments to the September 18, 2013 Park Board meeting:

1. Full Time Temporary Maintenance Crew Leader Job Description
2. Request to Name Pullman Basketball Courts After Herman Wilson
3. Claims Docket Allowance for Vouchers Dated 09/17/13

Minutes prepared by Shannon Eason