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~~Six on the Lake~~

~~Washington Park~~

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The Michigan City Park and Recreation Board met in regular session on Thursday, November 7, 2013 at the hour of 5:00 P.M. in the Mayor's Conference Room 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; Jeremy Kienitz, Recreation Director; Bill Greene; Rich Harding; Johnny Martinez, Zoo Director; Duane Parry, City Councilman; Jessica O'Brien, The News Dispatch; and Andre Steele, ALCO TV.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for by Mr. Dabney, the Board approved the minutes of the October 16, 2013 Park Board meeting. Mr. Powers abstained from the vote.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for by Mr. Dabney, the Board approved the minutes of the October 17, 2013 Park Board public workshop. Mr. Powers abstained from the vote.

Superintendent Jan Orlich reported on WPA wall repairs, winterization of facilities, holiday lights, the Bannwart Field dugout project, monthly safety meetings, a proposal to bring a NIPSCO gas line to the south golf course, the Joe Hawkins Memorial Park project, food service permits, her intention to bid out the Washington Park concession operation in 2014, the pool permit for the Oasis Splash Park, the Marathon pipeline running through Patriot Park, possible new sources for lighting throughout Washington Park, and an Eagle Scout project at Ruby Woods.

Superintendent Orlich reported the electric box at the skate park was vandalized with graffiti and the shelter posts at Joe Hawkins Memorial Park were scratched and covered with graffiti

less than 48 hours after they were sanded and repainted. Ms. Orlich reported 27 trees were cut down behind 1302 Lake Shore Drive. Police reports were made for all incidents.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to allow Zoo Director Johnny Martinez to work with the Indiana Kentucky Regional Council of Carpenters and accept their offer of free labor to build a new zebra barn.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to allow Zoo Director Johnny Martinez to solicit quotes for repairs to the red barn roof.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved Zoo Director Johnny Martinez's request to attend the 8th annual ZAA conference in Phoenix next week. The Zoo Society will be paying all of the expenses for the conference.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board accepted the attached proposal from Sacks Home Improvement, LLC in the amount of \$2,700.00 to make repairs to the Washington Park lifeguard observation tower.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board took items 13 (a) i through xiii of off the table.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached 2015 Beach Wedding Permit and Fees.
- ❑ On a motion made by Mr. Powers, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached 2015 Washington Park Rental Agreement and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2015 Amphitheater Rental Agreement and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached 2015 Memorial Hall Rental Agreement and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2015 Senior Center Rental Agreement and Fees.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached 2014 Oasis Splash Park Private Party License Agreement and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2015 Discount Policy for Rental Facilities.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers, voted for by Mr. Dabney, and voted against by Mr. Freese, the Park Board approved no changes to the 2013 Washington Park annual parking sticker and daily parking fees for the 2014 season with the exception of adding a \$25 annual parking sticker fee for LaPorte County residents; fee schedule attached.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2014 Picnic Table Rental Fees and Policy.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached 2014 Fees for Filming on Park Property and Location Release.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached 2014 Major Event License Agreement and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2014 Patriot Park Facility Usage Agreement and Fees.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Powers and voted for unanimously by the Board, the Board approved the attached 2014 Michigan City Skate Park License Agreement.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached 2014 Adult Dodge Ball League and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the base bid submitted by Deutscher Construction in the amount of \$89,844.00 for the Joe Hawkins Memorial Park Renovation Project.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Promotional Proposal from Seven Peaks Marketing Chicago, I.C.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Powers and vote for unanimously by the Board, the Board tabled the Park Department 3rd Quarter 2013 report.
- ❑ On a motion made by Mr. Powers, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached proposal from Haas & Associates for engineering work associated with the zoo maintenance driveway drainage project.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Resolution No. 772 transferring money in the Park Maintenance Operating Fund.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Resolution No. 773 transferring money in the Zoo Operating Fund.
- ❑ 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. 774 transferring money in the Recreation Operating Fund.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Resolution No. 775 transferring money in the Park Concession Non-Reverting 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 \$43,875.36.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved Payroll #21, 09/29/13 through 10/12/13 in the amount of \$58,187.31.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved Payroll #22, 10/13/13 through 11/01/13, in the amount of \$56,842.46

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

Park Maintenance Fund 1301/0805

Decrease account 01 411.001	Salaries and Wages	\$21,800.00
Increase account 01 411.014	Seasonal Salaries	\$21,800.00


Golf Fund 1314/0000

Decrease account 02 422.037	Other Clothing	\$ 1,200.00
Decrease account 02 423.001	Building Materials	\$ 3,000.00
Decrease account 03 436.001	Repair/Maintenance Bldg	\$ 1,000.00
Increase account 02 422.022	Oil	\$ 1,200.00
Increase account 02 423.002	Repair Parts	\$ 3,000.00
Increase account 03 436.002	Repair/Maintenance Equip	\$ 1,000.00

- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved payment of invoices totaling \$860.76 out of the Zoo Endowment Fund.

- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 7:19 p.m.


Jan Orlich, Superintendent


Phil Freese, Park Board Secretary

Attachments to the November 11, 2013 Park Board meeting:

1. Proposals for Repairs to the Washington Park Lifeguard Tower
2. 2015 Beach Wedding Permit and Fees
3. 2015 Washington Park Rental Agreement and Fees
4. 2015 Amphitheater Rental Agreement and Fees
5. 2015 Memorial Hall Rental Agreement and Fees
6. 2015 Senior Center Rental Agreement and Fees
7. 2014 Oasis Splash Park Private Party License Agreement and Fees
8. 2015 Discount Policy for Rental Facilities
9. 2014 Annual Parking Sticker and Daily Parking Fees
10. 2014 Picnic Table Rental Policy and Fees
11. 2014 Fees for Filming on Park Property and Location Release
12. 2014 Major Event License Agreement and Fees
13. 2014 Patriot Park Usage Agreement and Fees
14. 2014 Michigan City Skate Park License Agreement
15. 2014 Adult Dodgeball League and Fees
16. Deutscher Construction Bid for Joe Hawkins Memorial Park Renovation Project
17. Promotional Proposal with Seven Peaks Marketing Chicago, L.C.
18. Haas & Associates Proposal for Zoo Maintenance Driveway Drainage Project
19. Resolution No. 772 Park Maintenance Transfer
20. Resolution No. 773 Zoo Transfer
21. Resolution No. 774 Recreation Transfer
22. Resolution No. 775 Park Concession Transfer
23. Claims Docket Allowance for Vouchers Dated 11/06/13

Minutes prepared by Shannon Eason