

**The Michigan City Park and Recreation Board** met in regular session on Thursday, March 5, 2009 at the hour of 5:00 P.M. in the Michigan City Parks and Recreation Office, 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. Latchford, Freese, and Mr. Dabney (3)**

**Absent: Mr. Milcarek (1)**

**Also present were:** Jan Orlich, Superintendent; Patrick Donoghue, Park Board Attorney; Joe Doyle, City Council Liaison; Shannon Eason, Director of Administrative Services and Special Projects; Bill Greene, School Board Liaison; Jim Lesco and Barry Coker, GCA Golf Cart Ads USA; Jason Richardson, Director of Golf; Kenn Kraus, Haas & Associates; Jeremy Kienitz, Recreation Director; Nancy Smith, Michigan City Piranha Swim Club; Jason Miller, LaPorte County Convention and Visitor's Bureau; Jim Jaksa, Michigan City Port Authority; Tony Childers; Albertine Allen, Minority Health Coalition of LaPorte County; and Andre Steel, ALCO TV.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the minutes of the February 19, 2009 Park Board meeting.

Superintendent Jan Orlich reported she has been working with the LaPorte County Impact Office and their community work experience program. Michigan City Parks and Recreation Department will serve as a site for Impact clients to gain experience in achieving self sufficiency in a work related environment. Ms. Orlich reported we received ten applications that we will review and the job sites for those individuals will be at Washington Park Zoo under the direction of Johnny Martinez, the Park Maintenance Department under Darren Westphal and under his direction, Cindy Jacobs will utilize some of these individuals for custodial services for all of our facilities including hall rentals. In working with LaPorte County Impact, this service cannot be used to fill established vacant employment positions but it will be used to assist in a supportive type role. The client is going to receive valuable work experience while also fulfilling their mandatory activity hours for the aid they received. It will not only improve their work skills needed for future success but would increase their self esteem from positive role models that we will serve as. Review of their applications along with the interview process is going to take place next week and we hope to get those individuals on board as soon as March 16, 2009. Ms.

Orlich reported she has been working with Tim Ellis from Reese Recreation and Stan Caulkins of Water Odyssey and his design team for the splash pad. Ms. Orlich presented the Board with a couple of the pictures that we have worked on for you to review. We did change some things; Ms. Orlich wanted to go with a nautical theme and she had time to change that so those drawings show a little bit of the art work that will be incorporated in the pad during construction. Ms. Orlich stated in speaking of the splash pad, Woodruff has been out here and excavation of the tennis courts has begun. In the area just east of the splash pad we needed fill so we utilized the sand in the parking lot areas; it was free. Ms. Orlich stated we will need some topsoil to plant some grass just east of the splash pad and we are going to talk with Frank Sileheimer in hopes that they will have enough from the Streibel Pond excavation. Ms. Orlich mentioned she received a letter from the Piranha Swim Club requesting continued sponsorship and support of the Michigan City Piranha Swim Club; they are a not for profit swim club open to any children old enough to swim a lap of a 25-yard pool. They are a member of the Northwest Indiana Swim Conference. The coach is Dan Jenkins who is the Michigan City High School Head Swim Coach. Ms. Orlich stated we provide them with use of the High School pool for their practices and home meets and they would like to thank the Michigan City Park and Recreation Department and Board for their past sponsorship of the club.

Mr. Latchford stated this item was on the agenda but we have a member of the Piranha Swim Club here tonight who is under a tight time constraint so we moved it up to the Superintendent's report.

Mrs. Smith reported they currently have 90 children participating with the Piranha's; they have 25 to 30 going to the divisional swim meet in Crown Point and another 17 going to State in three weeks.

Mr. Latchford commented this has been a very successful program for a lot of years.

Mrs. Smith reported they have doubled their size in the past two to three years and they really appreciate the Park Department's sponsorship.

- **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board agreed to continue sponsorship of the Michigan City Piranha Swim Club.

Mr. Freese asked Ms. Orlich to explain the artwork for the splash park.

Ms. Orlich explained the shell and the snail are both waterways that squirt water. The tidal barrel is approximately 15' high and will be the center of the Oasis Splash Park. We were able to incorporate the name of the park and the additional artwork at no additional cost.

Mr. Freese asked if the water comes out of the top of the barrel.

Ms. Orlich explained the water fills in that and then the bucket dumps over.

Mr. Latchford asked Ms. Orlich if there is an update on the SCO Engineering punch list.

Ms. Orlich stated the new breakers have been ordered. Ms. Orlich was contacted via email by Tom Offerle and he is waiting for Jim Dines to give him a report as to when those will come in. They are aware we have functions sometime in April 2009.

Mr. Freese reported tickets are available for this year's Zoobilee through the Zoo Society or the Zoo staff. The event will be held on Saturday, March 14, 2009.

Park Board Attorney Pat Donoghue reported the two Ordinances that were presented to the City Council at their meeting last Tuesday have been referred to the Financial Committee and that committee is composed of Mr. Doyle, Mr. McKee and Ms. Nelson. They have scheduled a workshop to discuss those Ordinances for next Tuesday, March 10, 2009. Mr. Donoghue reported that is proceeding as expected and we will keep the Board informed as we go forward with that.

Mr. Donoghue reported we received a letter from Corporation Counsel John Espar reminding the Department that there needs to be a written agreement with Mr. Donoghue as the Board Attorney and even though this is for a temporary period until the Board chooses a new attorney, a contract still needs to be entered into. Mr. Donoghue has revised the contract so that it indicates that it is strictly temporary until the Board obtains a new attorney. Mr. Donoghue stated the State Board of Accounts requires this so he would request the Board approve it and sign it tonight.

Mr. Latchford stated after reviewing the contract it seems to be the same terms and conditions as in previous years except for the term which is an open ended term.

- **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached contract with Patrick E. Donoghue titled "Description of Responsibilities and Compensation of Park Board Attorney (Temporary)" dated January 1, 2009.

Mrs. Eason reported request for proposals, for the Patriot Park Billboard Advertising Program, were advertised in the News Dispatch on February 26, 2009 and the deadline for submission is tomorrow. That will be on the Board's next agenda for a recommendation. Mrs. Eason stated regarding the Patriot Park Soccer Building and Parking Lot Project that Requests for Qualifications for design and engineering services have been advertised in the News Dispatch on February 24, 2009 and again on March 3, 2009 and the submission deadline for that is March 11, 2009 at 4 p.m. and we should have a recommendation to the Board at your next meeting. Mrs. Eason stated there is a Resolution before the Board tonight that was not on the agenda; it is Resolution No. 669 titled "A Resolution Prohibiting the Feeding of Wildlife on Michigan City Park Department Property." Mrs. Eason stated a meeting was held on February 24, 2009 with members of the Park Board, the Port Authority Board, Joe Doyle, Mayor Oberlie and park staff to discuss our beach management practices for the 2009 season. This is an item that came out of the Beach Management seminar with Dr. Kintzleman and it is something that we strongly recommend that the Park Board and Port Authority Boards adopt so we can move this on to the City Council and ask them to adopt a City Ordinance with a fine. The Resolution states why we

want to prohibit this; it adds to the e-coli on the sand and the water and presents health issues for the public.

Mr. Freese asked if the fine would be determined later.

Mrs. Eason responded the fine will be determined by the City Council.

Mr. Latchford asked if this applies to all City Park and Recreation space or land.

Mrs. Eason stated the Resolution before the Board includes all properties under your jurisdiction; the Port Authority Resolution will address all properties under their jurisdiction and the City Council will include either those two properties or all city properties, however they see fit to adopt that.

Michigan City Port Authority Board President Jim Jaksa stated at their last meeting on Monday night the Port Authority Board unanimously supported the Resolution to not feed any wildlife on Port Authority property so we are on board.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached Resolution No. 669 titled “A Resolution Prohibiting the Feeding of Wildlife on Michigan City Park Department Property.”

Mr. Latchford thanked Mrs. Eason for taking an active role in the whole process of meeting with Dr. Kintzelman and trying to help us resolve some of the e-coli problems and beach closings. This is just a start and there is a lot of room to expand but thanks for your time and effort.

Mr. Richardson stated the Board may recall at the last meeting he presented a coupon book. Mr. Richardson submitted a copy of the coupon to the Board for their review and asked for their approval.

Mr. Donoghue stated the form of agreement Mr. Richardson has indicates a three year commitment on the part of the Golf Course. Mr. Donoghue reminded the Board it really needs to be a one year commitment.

Mr. Richardson stated that is for the golf cart advertising; he is asking for approval of the coupon book.

- **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached coupon to be advertised in Summers Promotional Group’s Michiana Golf publication.

Mr. Richardson stated after researching advertising on golf carts on-line he found that GCA Golf Cart Ads USA is probably the most qualified and has the best quality carts that were on-line at the time. Mr. Richardson stated some of the others that he found on-line just offered a little banner that had the company’s name which he thought was a little generic and they also offered

advertising on the GPS units but obviously GPS is a little expensive and Mr. Richardson thinks at this point and time it would be costly for us to acquire GPS. Mr. Richardson asked Mr. Coker and Mr. Lesko to come to the meeting tonight so you could see one of the carts they have. Mr. Richardson asked the Board to consider getting on board with them and start advertising on our golf carts.

Mr. Latchford stated they brought a golf cart out here and we got to take a look at it and it is a pretty nice product. Mr. Latchford asked Mr. Lesko and Mr. Coker if the agreement is that they will supply all of the labor and costs involved in supplying and installing the wrap and removing the wrap at the end of our agreement.

Mr. Lesko stated that is correct.

Mr. Latchford asked Mr. Donoghue to explain why we can't enter into a three year agreement.

Mr. Donoghue stated the Indiana Statutes controlling this kind of contract with the Parks and Recreation Department say that for one year you can deal directly with any company that you choose. If you intend to have a contract longer than one year you have to send out requests for proposals and so forth. Mr. Donoghue stated what can be done, and what is usually done is, the term is considered to be one year and it is renewable by mutual agreement so each year at approximately this time for the next couple of years Mr. Richardson can make a presentation to the Board requesting they renew the agreement, as long as you are satisfied and they are satisfied.

Mr. Lesko asked if they could possibly meet in December or earlier in the year so they can line up advertisers through the winter.

Mr. Donoghue stated sure, whenever you want just so it is a year at a time.

Mr. Latchford asked how many carts they plan on wrapping the first year.

Mr. Lesko answered as many as they can get. Mr. Lesko stated they have a number of sales people working for them; some ad agencies that will procure advertising as part of a whole package so they are going to wrap as many as they can possibly wrap; that is their goal. Mr. Lesko stated their first year might be a little slow because they are getting a late start and it is a brand new concept. Mr. Lesko stated everyone they have shown it to so far, the advertisers really like it; it is targeting a certain group of people and the cost is very effective when you compare it with a television or a newspaper ad or something like that; this specifically goes toward a certain market of people and they know what the logistics are, the statistics on how much money they spend and everything like that. Mr. Lesko stated they are all interested, from car dealerships to Blue Chip Casino, restaurants, insurance companies, and chiropractors; we have had a tremendous response from people who are willing to advertise so they are going to do as many as they can.

Mr. Latchford stated after reading the contract, say we have thirty carts wrapped, it doesn't appear as though we are contractually obligated to lease out or rent only the carts that are wrapped; obviously we would want to get those out on the course because we want the program to be successful but it didn't appear as though we are obligated to have those be the first thirty carts out there.

Mr. Lesko stated he thinks the contract states that they ask us to keep them in your normal rotation. If we only wrap thirty carts and you have fifty sitting there we are not going to expect you to just use those thirty carts; the plain ones have to go out there also and we understand that.

Mr. Latchford stated we have a system we use because we have to extend the life of these carts a little longer than most so we have a rational system we use to ensure we can extend the life of the carts but we definitely want the advertising out there.

Mr. Lesko stated you will be surprised with the people in the community who wrap a cart and then want to come out and golf. Mr. Lesko stated they contact an auto dealer and they wanted to get passes to golf to take their clients out on their cart so he can see this becoming a pretty neat thing.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached one year agreement with GCA Golf Cart Ads USA.

Mr. Donoghue stated a set of letters has been written and sent out and he believes the Board has received copies of them; these are relating to the property owners we are calling the firewall group. Mr. Donoghue stated those are limited to a thirty day response time and there is a report that Mrs. Eason prepared that updates the Board.

Mr. Latchford reported, regarding the Michigan City Area Schools, he has signed the Memorandum of Understanding.

Mr. Greene stated he spoke with their Board's President and has placed the Memorandum of Agreement on the agenda for Tuesday's meeting and it will be signed by the Superintendent, Board Secretary, himself, and the Board because it has already been approved; it is on the agenda and hopefully Mr. Kintzele will be back in time to get things straightened out.

Mrs. Eason presented Mr. Greene with the signed copy which clears and closes our files; it is now an Agreement signed by our President and is being returned to you and please make sure a signed copy comes back for the Park Department's records.

Mr. Jerry Fedorchak presented the splash park final design drawings to the Board for their review explaining we have pretty much doubled the size of the building. Mr. Fedorchak stated Mrs. Orlich had some really good ideas when she came on board which facilitated the modifications which he explained to the Board.

Mr. Fedorchak stated the plan is that early next week this will go out to bid and then at the end of that following week will be the return date and by that time the sewage ejector pump system that has been ordered should be in so Woodruff can put it in. When those are done it will facilitate the ability to start construction.

Mr. Childers commented with the new splash pad and all of the visitors it will bring in, have the parking issues been addressed. Mr. Childers stated the park fills up when it is a hot summer day as it is and with the new ramps going in and with trailers and all it is obvious we will need more parking; has that been addressed at any point in time.

Mr. Latchford stated we have talked about parking quite a bit and we are trying to balance providing a nice space to come and relax and enjoy greenspace versus creating more parking areas and we find ourselves in a bit of a quandrum because as it becomes more popular to come to Washington Park, the parking is going to be an issue. Mr. Latchford stated we are currently not planning on expanding the parking.

Mr. Childers stated with the ramps going in what are we going to do about the trailer parking with the boats because at this point we will be able to put a 30' boat in so what are we going to do with the trailers; it is a big concern.

Mr. Latchford stated his first thought is to have off-site parking for the trailers and provide a shuttle service; that would be one option because more land is readily available off-site at a much lower cost and then it preserves the greenspace down here. It might be a little inconvenient for some of the boaters but hopefully they will realize why.

Mr. Childers asked if there is going to be an additional charge for parking for trailers.

Mrs. Eason responded they are charged double the regular car parking fee; if they take up two spaces they pay for two spaces.

Mr. Latchford stated maybe what we could do is to provide some sort of break on that fee should they go off site; we'll be investigating that.

Mr. Childers asked if the ramp would be closed during special events.

Mrs. Eason stated yes.

Mr. Childers stated that is going to be interesting.

Ms. Orlich addressed Mr. Childers and stated we know the splash pad is going to be a very crowded facility and we think we are going to have to try to free up some of the vehicular traffic that comes in to the Washington Park main gate so we are entertaining the idea of having the splash pad participants and the visitors that want to go to the zoo to enter into lot #2 to free up some of the traffic going to the main entrance. This doesn't solve the problem but it will solve

some of the tie ups at the main entrance. Ms. Orlich stated we will have signage to direct those people going to the zoo and the splash pad in to lot #2.

Mr. Childers stated his concern is where we are going to put all these people.

Mr. Donoghue stated we are all down here quite a bit during the summer and the far west end of the Senior Center lot is hardly ever used except on weekends and big events so that is an area that can be used for the splash pad.

- ❑ **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached final design submitted by G.M. Fedorchak & Associates for the Oasis Splash Park.

Mrs. Eason reported we received a request from the Minority Health Coalition to host their 4<sup>th</sup> annual fashion show which is a fundraising event and the Board has extended the 50% non-profit discount to them in the past. The date is available.

Mr. Dabney asked Mrs. Allen if he will be able to participate in the fashion show.

Mrs. Allen stated this past year their fashion show was titled “It Takes a Real Man,” and it takes a real man to realize that he needs to take care of himself and we focused on prostate cancer and so there were only male models and it was a hoot; we had a blast; we had a lot of ministers and we didn’t know they talked so much in the back room. Mrs. Allen stated they had a good time and it was for prostate cancer. Mrs. Allen stated their other event is their breast cancer walk and these are things she wants to focus on at the Minority Health Coalition.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached request submitted by Albertine Allen of the Minority Health Coalition of LaPorte County to use the Senior Center for their annual fashion on September 19, 2009.

Mrs. Eason stated they also have a request to use the Park Office for a breast cancer walk. Mrs. Eason stated over the past years the Board has waived the fee to use the downstairs of the Park Office for breast screenings. Mrs. Eason stated she is not sure why the Board waived the fee completely instead of offering the 50% non-profit discount but possibly it is because they are offering a health service to the public.

Mrs. Allen stated what they used to do was hold a breast screening clinic in the Park Office and that is where the walks starts; they leave the park, walk around the city and come back to the Park Office. Mrs. Allen stated the breast screening is done by people from St. Anthony Hospital; we collaborate together to make people aware that breast cancer is one of the number one killers of females. Mrs. Allen stated they offer the screenings to males as well because they also have breast cancer. Mrs. Allen stated the Park Department has been so gracious to give us this facility and she appreciates that.

Mrs. Eason stated because this is not just a fundraiser but offers free a health service that the Board waive the fee.

Mrs. Allen invited Mr. Dabney to walk with them.

Mrs. Eason stated the date is available and this is past our parking season so there will be no parking fees.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese, and voted unanimously by the Board, the Board approved the attached request submitted by Albertine Allen of Minority Health Coalition of LaPorte County to use the lower level of the Park Office on October 17, 2009 and agreed to waive all fees.

Mr. Latchford stated the next item on the agenda is the approval of the Park Department's 2008 4<sup>th</sup> Quarter Report and he would welcome comments.

Mrs. Eason stated a draft copy was submitted to the Park Board for their review and comments and she has received no feedback from the Board. After approval from the Board it will be released to the City Council, the Mayor and the public.

Mr. Latchford stated he did have the chance to thoroughly review the report and he probably makes this comment every time but you kind of lose sight when you are involved in the day-to-day operations of how much actually gets done by the Park Department, the Golf Course, the Recreation Department, the Senior Center, etc. It is somewhat overwhelming, everything that gets accomplished and all of the activities that are available. As an example, the number of events that are held at the Senior Center that provide seniors with health information, cooking opportunities, and travel opportunities; it is truly remarkable and a tribute to the Park Department and the fine work that is done here day in and day out. Mr. Latchford encouraged everyone to look through it; it has a lot of interesting facts and a lot of interesting information. Mr. Latchford stated he knows it is a tremendous amount of work to put it together.

Mr. Freese commented this report only covers from October through December and there are two pages of activities at the Senior Center. Mr. Freese stated Mrs. Eason did a very neat and thorough job.

Mr. Latchford stated he is proud to be associated with every department; the report is very telling of what gets done.

- **On a motion** made by Mr. Freese, seconded by Mr. Dabney and vote unanimously by the Board, the Board approved the attached Park Department's 2008 4<sup>th</sup> Quarter Report.

Ms. Orlich reported she provided the Board with copies of the splash park rules and regulations. Ms. Orlich talked with people she worked with in the past to clarify and make sure we have everything together for our rules and regulations.

Mr. Latchford asked Ms. Orlich about the rule “changing of diapers is not allowed in the splash pad”, stating it seems obvious; we want to funnel them to the restroom.

Ms. Orlich stated it seems obvious but it does happen. Ms. Orlich stated the other rule that she would like to bring up is that “children age 3 and under must wear a swim diaper” whether they are potty trained or not. Ms. Orlich stated she knows we will probably get a little bit of discontent or problems with parents in regards to that but it is a safety issue and it goes along with the Resolution passed tonight in regards to e-coli and bacteria such as cryptosporidium and more and more splash pads are adopting rules similar to these. Ms. Orlich asked that this rule not be omitted from the rules and regulations of the splash pad.

Mr. Latchford asked about the rule stating “no strollers or baby carriers allowed in or at entrance of splash pad,” and asked Ms. Orlich to clarify that rule.

Ms. Orlich stated some parents don’t like to have to pay to get in so they congregate at the entrance and that is a 12’ entrance but when you have the splash pad filled with 100 to 200 kids, parents and their strollers and their baby carriers and their lawn chairs collect at the entrance area and for emergencies and emergency vehicles, which she has experienced in the past, we can’t have anything in that area so we had to adopt that as a rule.

Mr. Latchford asked if he was a parent where would he put his stroller, etc.

Ms. Orlich stated anywhere outside of the gate.

Mrs. Eason commented when Ms. Orlich proposed changes to the building it included the awning that you see and that is a shaded seating area so as long as they are not in the walkway they are fine and there is room for strollers.

Ms. Orlich stated we need the 12’ walkway to be available for emergency services.

Mr. Freese stated he is sure Ms. Orlich and Mr. Fedorchak have already thought about this, but are there changing stations in the restrooms, both the men’s and women’s.

Ms. Orlich answered yes.

Mr. Dabney asked if food and beverages are not allowed in the splash pad how do they get concessions.

Ms. Orlich stated you cannot access the concession area from inside the pad; you can only access it from outside of the pad. There is a viewing window there for the admissions person to view the pad as a safety feature.

Mrs. Eason stated they can have food in the viewing area but not in the water area.

Ms. Orlich stated you will find that kids will not stay in for the entire two hour session; they will run back and forth and they will want something to eat or drink so the admission and concession serving area is outside of the gated area.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached Oasis Splash Park Rules and Regulations.

Ms. Orlich explained the Oasis Splash Park will open the weekend prior to Memorial Day, Saturday, May 23, 2009. This is provided construction is complete and training has been provided and we are able to open; that is the target date we are shooting for. The last day of operation will be Labor Day, Monday, September 7, 2009. Ms. Orlich stated the hours of operation will be (4) two hour sessions daily. Ms. Orlich explained the reason for the break in each session is to give a half hour for the splash pad operator to clean the strainers and backwash both the filters and it will give the admission person an opportunity to walk the inside of the pad to make sure there isn't any gum or toys or anything like that that might have slipped through the cracks and then we will open for another two hour session and the same will happen up until 6:30 p.m. Ms. Orlich stated she is proposing that Michigan City residents, not civil city, but in relation to the zoo, all Michigan City residents pay \$1 for a two hour session, other Indiana residents will pay \$3 for a two hour session and out of state residents will pay \$5 per person per session. Ms. Orlich stated we would like to entertain private parties possibly and we would like to make the splash park available on Thursdays, Fridays, Saturdays and Sundays from 7 p.m. to 8:30 p.m. The private party rental fee just for the pad will be \$100 and that must be booked and paid for two weeks in advance for scheduling purposes to make sure we have the personnel there and scheduled for the event and we'll limit that to 200 guests and all rules and regulations governing the splash pad would apply to the private parties.

Mr. Freese stated he knows we have season passes at the zoo; will we offer those.

Ms. Orlich stated she spoke with Mrs. Eason about that and we feel we would like to run the operation for one year and get the kinks worked out and see what the response is to that; we'll be out there and we'll be talking to some of those people and we could adopt that next season.

Mrs. Eason stated we also talked about discounts for school groups and a combination package with the zoo so next year we will have a bigger menu of opportunities.

Mr. Latchford asked if we have all the necessary addresses for Michigan City residents for the person taking the tickets.

Mrs. Eason answered yes.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached 2009 Oasis Splash Park fees and hours of operation.

Mrs. Eason stated a request letter was received from Edwin Shelton of the Lubeznik Center for the Arts. They are interested in using the Senior Center for a "Taste of LaPorte County" fundraiser for the Youth Serving Agencies will be held October 18, 2009. Mrs. Eason stated the facility is available and they are asking the Park Board to waive the fees. Mrs. Eason recommended the fee waiver because we are a part of YSA.

Mr. Latchford asked if YSA did something like this last year.

Mr. Kienitz stated they did at the Lubeznik Center for the Arts. This year we are trying to expand the number of restaurants and the number of tickets being sold so we need a bigger facility. Mr. Kienitz noted two years ago they held a Halloween party as a fundraiser.

Mr. Dabney asked how many caterers participated last year.

Mr. Kienitz stated there were four last year but this year every agency that is part of YSA is required to bring in at least one restaurant and we have 20 members so potentially we could have 20 restaurants and caterers at the event.

- **On a motion** made by Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached request from Edwin Shelton of the Lubeznik Center for the Arts to use the Senior Center for their "Taste of LaPorte County" fundraiser for the Youth Serving Agencies on October 18, 2009 and agreed to waive all of the fees.

Mr. Kienitz presented 2009 Adult Softball Fees. Mr. Kienitz stated this year he is trying to start up a Women's Division that has been absent from Michigan City for quite a few years because of a lack of interest. Mr. Kienitz stated there was a lot of interest last year and people want to know if we are going to start it back up. Mr. Kienitz stated the LaPorte League gets six to eight teams every year and we run it on a different night than they do and try to pull the same teams here; maybe we can share teams to get the Women's League going again. Mr. Kienitz explained the reason that co-ed is a lower cost is because we are pushing them out of Patriot Park quite often because of our weekend tournaments and they get sent to Adams Park so they are not getting the quality of field and the quality of play they are used to getting when we do have them at Patriot. Mr. Kienitz stated the Board approved a \$750 per team fee for Travel League baseball on Wednesday nights. Mr. Kienitz stated he forgot to mention the \$300 fee for Michigan City teams that are run through us; we give them a discount on our weekend tournaments and we would like to give them a discount for our weekday league as well. Mr. Kienitz stated during the past four years the fee for City Kids Day Camp has been \$25 per week and that includes breakfast, lunch, swimming, gym time, a reading program, zoo education, art and more. This year Mr. Kienitz is proposing that the fee go up to \$35 per week. The camp runs Monday through Friday from 8 a.m. to 3 p.m. This is very good program and Mr. Kienitz believes this is still a very reasonable cost. Mr. Kienitz stated in conjunction with the City Kids Day Camp program he is looking to bring in a program called "Wacky Schoolers." Mr. Kienitz stated he met with representatives and they teach through song and dance with the use of mascots and they are geared toward children of the ages that we service, six to eleven years old. They teach good character, positive morale, everyone has a purpose, you are important; you are a beautiful person,

etc. Mr. Kienitz stated he thinks this is a good teaching method for the kids; he did see a clip and it was very interactive and very energetic and something he feels the kids in our day camp would appreciate and enjoy and would be able to take something from.

Mr. Freese asked if this program is for one day.

Mr. Kienitz stated it is an hour long program and they stay to talk so they will be here for about a half of a day. Mr. Kienitz stated, weather permitting, we can set up in the JC Stage. Mr. Kienitz stated the date has not been determined yet.

Mr. Latchford asked if it would make sense to open this up allow other kids down here to enjoy the program.

Mr. Kienitz stated he is extending an invitation to all of the members of the YSA to bring their camps down and to be involved. Mr. Kienitz stated they do other programs other than the one we choose so that could network into something more and he feels that it is a positive thing for the community.

Mr. Latchford stated if we reach as many kids as we can that would be great. Mr. Latchford commented regarding City Kids Day Camp, even at \$35 the benefits far outweigh the cost.

- **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached 2009 Adult Softball Fees and Rules, 2009 Michigan City Travel League discount, 2009 City Kids Day Camp fees, and the Wacky Schoolers program.

Mr. Kienitz presented a Letter of Understanding with Lakefront Little League. Mr. Kienitz stated he worked with Mr. Donoghue on the agreement regarding Lakefront Little League utilizing Patriot Park and Gardena Park as their home sites for the recreational baseball program in Michigan City. Mr. Kienitz asked the Board to approve this agreement tonight so we can get it in the hands of Lakefront Little League for their signature so we can allow them to move their program forward as this is very beneficial to the kids of our community to have this opportunity.

Mr. Latchford stated basically all this does is set the ground rules so the two groups understand their responsibilities and understand each other's role in putting on the recreational baseball league for this summer.

- **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached Memorandum of Understanding with Lakefront Little League.

Mr. Kienitz stated, in regard to the Michigan City Area Schools contract and programs coming under the Park Department's sponsorship, we have created a very general form that will accompany any of our requests to the Michigan City Area Schools as well as being on file here. Mr. Kienitz stated any new program that comes under us, that the Park Board approves as a

sponsored program, will need to have this filled out. This will have to be filled out prior to approval and before we can even submit an application to Michigan City Area Schools for facility usage.

Mr. Latchford stated all this really does is standardize the process for any group wanting sponsorship by the Park Department. Mr. Latchford stated even though we had a process before it really wasn't documented. Mr. Latchford thanked Mr. Kienitz stating it is one thing to say you will come up with and you did, and you did a fine job.

Mr. Donoghue stated with regard to the Michigan City Area Schools, and this does have an impact as we know based on the agreement we just signed, there is a provision in here that new programs, where they would like to use Michigan City Area School facilities, will be in process of approval for three months in advance and that came from the agreement that you have with Michigan City Area Schools and secondly, where the program does involve use of Michigan City Area School facilities, the Michigan City Area Schools will be named as an additional insured on the liability insurance, just like the Park Board is and those are the two items that relate to your agreement with the School system that you just signed.

Mr. Dabney stated under item b. of the agreement it states "three months in advance" and how did we arrive at three months; why was that the time frame.

Mr. Latchford stated initially, in the 1999 policy, there was a six month window that technically the Park Department had to give to rent any facility and because the relationship had been good, they never really held us to the six month window and as we dove back into the documentation it became apparent that we weren't following that guideline. Mr. Latchford stated they weren't going to hold us to that guideline because they understood that really put some handcuffs on us; we can't always plan six months in advance. However, they have cut that back to three months for new groups to allow everyone to understand what is going on with the new group so they don't come in one week and then next week they are in.

- ❑ **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached Program Sponsorship Application form.
- ❑ **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved city claims filed on account of appropriations for the Parks and Recreation Department in the amount of \$18,659.47.
- ❑ **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved Payroll #5, 02/08/09 through 02/21/09, in the amount of \$43,445.69.
- ❑ **On a motion** made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:10 p.m.

Jan Orlich, Superintendent  
Michigan City Park Department

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Tom Milcarek, Secretary  
Michigan City Park Board

Attachments to the March 5, 2009 Park Board meeting:

1. Sponsorship Request Letter from Piranha Swim Club
2. Description of Responsibilities and Compensation of Park Board Attorney (Temporary) dated January 1, 2009
3. Resolution No. 669 Titled "A Resolution Prohibiting the Feeding of Wildlife on Michigan City Park Department Property"
4. Golf Coupon for Summers Promotional Group Michiana Golf Publication
5. One Year Agreement with GCA Golf Cart Ads USA for Advertising Program
6. Encroachment Status Report Dated March 5, 2009
7. Final Design Submitted by G.M. Fedorchak & Associates for the Oasis Splash Park
8. Request Letter Submitted by Minority Health Coalition of LaPorte County to Use the Senior Center and Park Office
9. Park Department 2008 4<sup>th</sup> Quarter Report
10. The Oasis Splash Park Rules and Regulations
11. The Oasis Splash Park Fees and Hours of Operation
12. 2009 Adult Softball Fees and Rules, 2009 Michigan City Travel League Discount, 2009 City Kids Day Camp Fees, Wacky Schoolers Program Fees
13. Agreement Providing Terms for Usage of Playing Fields by Lakefront Little League
14. Program Sponsorship Application Form
15. Claims Docket Allowance for Vouchers Dated 03/05/09
16. Memorandum of Understanding Between Park Board and Michigan City Area Schools

Minutes prepared by Shannon Eason