

**The Michigan City Park and Recreation Board** met in regular session on Thursday, April 1, 2010 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. Dabney, Milcarek, and Mr. Powers (4)**

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

**Also present were:** Jan Orlich, Superintendent; Jeff Katz, Park Board Attorney; Joe Doyle, City Council Liaison; Shannon Eason, Director of Administrative Services and Special Projects; Bill Greene, School Board Liaison; Ron Mitchell, FC Mystique; and Andre Steele, ALCO TV.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the minutes of the March 18, 2010 Park Board meeting.

Park Superintendent Jan Orlich reported maintenance employee Robert Graves was promoted to the Maintenance Director position and Steve Dawson, maintenance craftsman at the zoo, was promoted to the Park Maintenance Foreman position. We will advertise to fill the zoo position. Ms. Orlich attended a Canadian goose seminar at Purdue University to enable the Park Department to pull eggs from nests to cut down the population in Washington Park. Ms. Orlich updated the Board on the following projects; Gateway Park; Amphitheater renovation; Gardena Park; Adams Park; Washington Park Phase III Electric Upgrade; Millennium Plaza maintenance projects; Channel Daylighting Project at the golf course; North Course alcohol service; and the Washington Park liquor license. Ms. Orlich reported the restrooms at the skate park at Pullman Park were broken into and the repair will be done by our maintenance staff. Ms. Orlich reported 14 lights are out at the skate park, they have been ordered and we should have them changed out in a week.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board agreed to table the revised zoo job descriptions.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the accepted the attached proposal for a bike, kayak and

beach gear rentals submitted by Mystic Surf, Inc. and authorized the attached Lease Agreement for the 2010 season.

Park Board Attorney Jeff Katz stated one bid was received for the Michigan Boulevard billboard parcel. Mr. Katz explained Lamar sent a payment to the Park Department which was deposited in a Park Department account and extends the lease for one more year, so the bid is mute. Mr. Katz stated as to the substance of the bid; it was not responsive in that the bid requirements required them to bid at a minimum, 20% of their sales. Their bid was for an annual payment of \$1,000; less than the original amount in 2009. Mr. Katz recommended the Park Board reject the bid.

- ❑ **On a motion** made by Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board agreed to reject the bid submitted by Lamar.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the attached Patriot Park Advertising sign Agreement for program sponsors.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached 2010 City Kids Day Camp fees and registration form.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board tabled the Water Monitoring Contract with IDEM.

Ms. Orlich stated Southwind Plumbing Group was the plumbing contractor on the splash park and Aetna was the supplier of the plumbing materials. Southwind has not paid Aetna for the materials; they owe them in excess of \$16,000. Ms. Orlich stated we owe Southwind \$5,300. Aetna requested we pay the final payment to them instead of Southwind. Aetna did supply us with a statement of materials used for the splash pad. Ms. Orlich received a letter from Paul Golden, the owner of Southwind Plumbing Group stating he approves paying the final payment to Aetna for the supplies. Ms. Orlich stated we have asked for lien waivers from both companies and when those are received she would like to issue payment to Aetna.

- ❑ **On a motion** made Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board agreed to pay Aetna the final payment due to Southwind Plumbing Company in the amount of \$5,633.87, contingent on both companies submitting lien waivers to the Park Office.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached Notice to Bidders for the concession operation at Patriot Park.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the attached request submitted by FC Mystique, Inc. to offer soccer training sessions at Patriot Park with a \$50 per month participant fee for eight sessions. FC Mystique will donate 20% of those fees back to the Park Department.

Mrs. Eason reported Councilman McKee requested, at a workshop held on March 25, 2010, that “zoo admission fees” be removed as a revenue source from the Park Department’s Zoo Capital Improvement Non-Reverting Fund. Mrs. Eason stated the fees are currently, and have been for a very long time, receipted into the zoo’s operating fund. Mrs. Eason recommended the Board approve Mr. McKee’s request and adopt Resolution No. 695.

- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached Resolution No. 695 titled “A Resolution of the Michigan City Park Board Requesting an Amendment to Ordinance No. 2060 which Established a Zoo Non-Reverting Fund to Provide for Capital Improvements at the Washington Park Zoo.”
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers 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 \$28,992.92.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved Payroll #7, 03/07/10 through 03/20/10, in the amount of \$45,112.86.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board accepted a donation in the amount of \$209.00.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board approved payment of invoices totaling \$480.13 out of the Zoo Endowment Fund.

Mr. Milcarek reported the Board of Works paid invoices totaling \$780.00 at their April 5, 2010 meeting.

Mr. Milcarek reported charges totaling \$75.00 were charged to the department’s credit card.

- ❑ **On a motion** made by Mr. Milcarek, supported by all members of the Board, there being no further business, the meeting was adjourned at 5:58 p.m.

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Jan Orlich, Superintendent  
Michigan City Park Department

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Tom Milcarek, Secretary  
Michigan City Park Board

Attachments to the April 1, 2010 Park Board meeting:

1. 2010 Lease Agreement with Mystic Surf, Inc.
2. Patriot Park Advertising Sign Agreement for Sponsors
3. 2010 City Kids Day Camp Fees and Registration Form
4. 2010 Patriot Park Concession Operation RFP
5. FC Mystique, Inc. Request to Host Soccer Training Sessions at Patriot Park
6. Resolution No. 695 titled "A Resolution of the Michigan City Park Board Requesting an Amendment to Ordinance No. 2060 which Established a Zoo Non-Reverting Fund to Provide for Capital Improvements at the Washington Park Zoo.
7. Claims Docket Allowance for Vouchers Dated April 1, 2010

Minutes prepared by Shannon Eason