

The Michigan City Park and Recreation Board met in regular session on Thursday, May 6, 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. Freese, Milcarek, Dabney and Mr. Powers (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 and Special Projects; Bill Greene, School Board Liaison; Jack Arnett and Jason Miller, LaPorte County Convention and Visitor Bureau; Andre Steele, ALCO TV; and Alicia Ebaugh, The News Dispatch.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the minutes of the April 22, 2010 Park Board meeting.

Park Superintendent Jan Orlich thanked Mr. Leo Sharp of Brookwood Farms for donating 5,000 daylilies to the City for the America in Bloom contest. Ms. Orlich reported on scheduled maintenance that was completed at the Senior Center. Ms. Orlich reported we purchased a new Toro Groundskeeper for Patriot Park; adding this equipment to our fleet will reduce labor hours and costs. Ms. Orlich reported a new fence was installed at Adams Park; the Channel Daylighting Project at the Golf Course is almost completed; a tree planting event was held at Patriot Park for Arbor Day; and Splash Park inspections were completed. Ms. Orlich updated the Board on the Amphitheater Renovation Project and reported the Art Committee is seeking grant opportunities for the new gateway park. Ms. Orlich reported an inspection was done of the esplanade and we discovered paths were cut out in the dunes behind 1802 and 1812 Lake Shore Drive.

Mr. Katz stated one of the property owners has an encroachment with us and that particular lease specifically states, with respect to the leased premises, there is to be no activities which undermine the integrity of the dunes. Mr. Katz recommended the property owners be sent a letter to let them know we are aware this has happened and to cease and desist and not do this again. Mr. Katz looked at the site and there has been a little bit of erosion and looks as if the

path was mechanically created and we have prohibitions of mechanical vehicles on the beach area of park property.

Mr. Katz reported he received a proposal from Fedorchak regarding the new construction at the zoo. Mr. Katz stated we need to come up with a budget for the project so we know what services the Architect will be providing and also to find out how much the Zoo Society has for the project.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved a request for start up banks for the Oasis concession stand in the amount of \$600.00, the Oasis admission operation in the amount of \$200.00 and the Sandbar concession stand in the amount of \$600.00.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board tabled the Zoo Job Descriptions and removed them from the agenda.

Mr. Katz reported one bid was received for the Patriot Park concession operation from Juan Valdes dba Super C Concession. The EEO packet was found to be acceptable by Ta-Tanisha Clark and Mr. Katz has prepared the lease.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Powers and voted unanimously by the Board, the Board accepted the attached bid submitted by Juan Valdes dba Super C Concessions and approved the attached contract.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the final design for Phase III of the Washington Park Electric Upgrade project and agreed to seek bids for the project.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved a change order to add 120 individual stadium seats to the amphitheater in the amount of \$16,609.00 and authorized purchase of sod in the approximate amount of \$2,000.00.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached Major Event Lease Agreement.
- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved applications to renew the north course and south course Alcoholic Beverage Permits for 2010/2011 at a cost of \$750.00 per permit.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board tabled the proposal for the Zoo Animal Resource Center.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board tabled the request to host a Juneteenth Celebration at Pullman Park to the May 27, 2010 Park Board meeting.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved pay request number 6 submitted by Kaser-Spraker Construction Company, Inc. in the amount of \$31,525.54 for the Amphitheater Renovation Project.
- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board accepted the attached 2010 Great Lakes Grand Prix Race Week Schedule as presented by Mr. Jack Arnett and Mr. Jason Miller of the LaPorte County Convention and Visitor Bureau.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached release form for this year's Cardboard Boat Race.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the request to host a dance at Memorial Hall on May 28, 2010 submitted by Lyn Isbell of the Soul Steppers Dance Troupe.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board agreed to allow the Park Superintendent to approve these types of events and only refer them to the Park Board as she deems necessary.
- ❑ **On a motion** made by Mr. Powers, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached Resolution No. 696 transferring money in the Zoo and Maintenance Funds.
- ❑ **On a motion** made by Mr. Milcarek, 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 \$75,360.03.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved Payroll #9, 04/04/10 through 04/17/10, in the amount of \$56,020.01.

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

DECREASE RECREATION

1301 0803 02 422.031	Household	\$500.00
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INCREASE RECREATION

1301 0803 02 422.035	Misc. Other Supplies	\$500.00
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- **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved payment of invoices totaling \$326.05 out of the Zoo Endowment Fund.

Mr. Milcarek reported the Board of Works paid invoices totaling \$84,733.34 through their May 3, 2010 meeting.

Ms. Orlich reported our Payroll Clerk resigned from her position earlier this week. The job has been posted through the City and then it will be posted publicly.

The Board announced their next meeting will be held on May 27, 2010 at 5 p.m.

Ms. Orlich reported the grand opening and ribbon cutting ceremony for the splash pad will be held on Friday, May 28, 2010 at 11:00 a.m.

- **On a motion** made by Mr. Powers, 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

Tom Milcarek, Secretary
Michigan City Park Board

Attachments to the May 6, 2010 Park Board meeting:

1. Patriot Park Concession Bid Submitted by Juan Valdes dba Super C Concession
2. 2010 Patriot Park Concession Lease Agreement
3. 2010 Major Event Lease Agreement
4. 2010 Great Lakes Grand Prix Race Week Schedule
5. Cardboard Boat Dash Release Form
6. Claims Docket Allowance for Vouchers Dated 05/06/10
7. Resolution No. 696 Transferring Money in the Zoo and Maintenance Funds

Minutes prepared by Shannon Eason