



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, December 21, 2011 at the hour of 5:00 P.M. in the Michigan City Senior Center, 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, Dabney and Powers (3)

Absent: Mr. Milcarek (1)

Also present were: Jan Orlich, Superintendent; Shannon Eason, Director of Administrative Services; Joe Doyle, City Council Liaison; Bill Greene, School Board Liaison, Jason Miller, LaPorte County Convention and Visitor's Bureau; John Regetz, Economic Development Corporation; and Andre Steele, ALCO TV.

- On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the minutes of the 10/19/11, 1/02/11 and 12/07/11 Park Board meetings.

Superintendent Jan Orlich asked the Park Board to reschedule their January meetings to January 11th and 25th, 2012.

- On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board agreed to hold their meetings on January 11th and 25th, 2012.

Ms. Orlich recommended that all metal play structures be removed from the parks because they do not comply with American Society for Testing and Material's safety standards.

- On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the removal of all metal play structures.

Ms. Orlich reported on several new zoo programs including a new docent program, "Share the Care" program and the "Zoo Teen" program. Ms. Orlich reported the zoo is looking for a marketing volunteer.

- **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the attached "Share the Care" zoo program and related fees.
- **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved a \$40 fee for the "Zoo Teen" program.

Ms. Orlich reported the office would be short staffed from January 17th through January 20th while staff is attending the Indiana Park and Recreation Association state conference.

Ms. Orlich updated the Board on the status of the Zoo A.R.C. project.

- **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached Resolution No. 725 approving the submittal of the 2012-2016 Master Plan to the Indiana Department of Natural Resources.
- **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached Resolution No. 726 setting salaries for park employees for the year 2012.
- **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board approved the attached Retainer Agreement with Jeff Katz.
- **On a motion** made by Mr. Powers, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached Pay Request No. 1 submitted by Vendramini Construction, Inc. for the Zoo A.R.C. project in the amount of \$75,299.00.
- **On a motion** made by Mr. Dabney, 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 \$86,622.42.
- **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board approved Payroll #25, 11/27/11 through 12/10/11, in the amount of \$46,088.42.
- **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board accepted a donation from Rodney Guehn for the zoo in the amount of \$20; a donation for the festival of lights in the amount of \$108.00; a donation from Dan West for the MC Youth Baseball League in the amount of \$200.00; and a donation from the Zoo Society in the amount of \$3,000.00 for zoo food.

The following minor transfers were read into the minutes:

Park Admin Fund 1301/0802		
Decrease 03 432.003	Travel Expense	\$283.96
Increase 03 432.004	Telephone	\$283.96


Recreation Operating Fund 1301/0803

Decrease 03 432.003	Travel Expense	\$139.33
Increase 03 439.011	Contractual Services	\$139.33


- **On a motion** made by Mr. Dabney, seconded by Mr. Powers and voted unanimously by the Board, the Board approved payment of invoices totaling \$8,654.74 out of the Zoo Endowment Fund.

Invoices totaling \$31,223.25 were paid through the 12/19/11 Board of Works meeting.

- **On a motion** made by Mr. Dabney, supported by all members of the Board, there being no further business, the meeting was adjourned at 5:37 p.m.



Jan Orlich, Superintendent
Michigan City Park Department



Tom Milcarek, Secretary
Michigan City Park Board

Attachments to the December 21, 2011 Park Board meeting:

1. Zoo "Share the Care" Program
2. Resolution No. 725 Approving the 2012-2016 Master Plan
3. Resolution No. 726 2012 Salary Order
4. 2012 Attorney Retainer Agreement
5. Claims Docket Allowance for Vouchers Dated 12/16/11

Minutes prepared by Shannon Eason