

Please call Office at 325-8315 if you cannot attend! Thank you!!

AGENDA

LAPORTE COUNTY PARKS AND RECREATION BOARD

June 5, 2018

*At Red Mill County Park, Smith Hall
0185 S. Holmesville Rd, LaPorte, IN*

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF MINUTES**
- V. FINANCIAL REPORTS**
- VI. SUPERINTENDENTS REPORTS**
 - A. Administrative Report**
 - B. Maintenance & Construction Report**
 - C. Program Report**
 - D. Park Counts**
- VII. REPORTS OF STANDING COMMITTEES**
 - A. Executive Committee** **Brian – Ron**
 - B. Budget Committee** **Jim – Mary**
 - C. Personnel Committee** **Mary – Erin**
 - D. Property Committee** **Kate – Jim**
 - E. Planning Committee** **Amanda – Kate**
 - F. Rules Committee** **Erin – Amanda**
- VII. OLD BUSINESS**
 - A. Bridge Celebration & Wetland Study**
 - B. 2019 Rental Fees**
- VIII. NEW BUSINESS**
 - A. New table purchase for Smith Hall**
- X. PUBLIC COMMENT**
- XI. BOARD & STAFF COMMENTS**
- XII. ADJOURNMENT**

Next Meeting: August 7, 2018– 5:00PM
Red Mill County Park
0185 S. Holmesville Rd., LaPorte, IN 46350

LaPorte County Park Board Members: Kate Ardissono – Amanda Nebelung – Brian Root

Mary Foell – Ron Knickrehm – Erin Lozano-Jim Holifield

LaPorte County Park Superintendent- Jeremy Sobecki - rangerjeremy@csinet.net

Liaison- Cary Kirkham of the LaPorte County Council

LaPorte County Parks Department Email addresses:

Administrative Offices – Char Kalk lcparcs@csinet.net

Luhr Park Nature Center – Niki Schmutte – natureniki@csinet.net, Laura Moyer rangerlaura@csinet.net

Maintenance Office — lcparcs@csinet.net

Maint. & Construction Supervisor - Bob Goethals - Boyd Lomow - Barbara Janeczko

LaPorte County Park Board
May 1, 2018

I. CALL TO ORDER

- Ron Knickrem called the meeting to order at 5:00 Pm.

II. ROLL CALL

- Present: Kate Ardissono, Jim Holifield, Mary Foell, Ron Knickrehm
- Absent: Amanda Nebelung, Erin Lozano, Brian Root
- Guests: Dan Foster (ALCO)

III. APPROVAL OF AGENDA

- Jeremy requested to strike the rental fee discussion until next month's meeting.
- Kate Ardissono moved to approve the agenda with modifications. Mary Foell seconded the motion. The motion passed 4-0.

IV. APPROVAL OF MINUTES

- Jim Holifield moved to approve the minutes from March 6, 2018. The motion was seconded by Kate Ardissono. The motion passed by 4-0.

V. FINANCIAL REPORTS

- Motion made by Kate Ardissono to accept the financial reports which was seconded by Mary Foell. The motion passed 4-0.

VI. SUPERINTENDENTS REPORTS

- A. Administrative Report: Jeremy stated a lot has been accomplished. EEC has new flooring and deck. The water should be turned on this week after the water tests.
- B. Maintenance & Construction Report
- C. Program Report
- D. Park Counts

VII. REPORTS OF STANDING COMMITTEES

- A. **Executive Committee:** Ron Knikrehm was made aware that the round tables in Smith Hall were in need of replacement. Jeremy stated that the issue will have to be taken before the County Council for approval because it is looked at as furniture. They would be paid for out of the Non-Reverting fund.
- B. **Budget Committee** – no report
- C. **Personnel Committee:** Jeremy's evaluation is complete
- D. **Property Committee** – no report
- E. **Planning committee** – no report

F. **Rules Committee:** 2019 fee rental discussion postponed till next meeting

VIII. OLD BUSINESS

A. **LWCF Progress** - Luhr

- Foundation approved the donation of land (15 acres) so as soon as DNR approval we can move forward with it. Foundation will pay for appraisal.
- Hopefully by June 1.

B. **Lincoln Trial** - Bluhm

- The long process should be complete in mid-July.

C. **Creek Ridge INDOT Project**

- Letter provided from INDOT

IX. NEW BUSINESS

A. **Sign for Floating Bridge**

- Jeremy showed an example of a sign to be put up for floating bridge.
- Wording for sign; motion made by Kate Ardissono to accept the wording for the bridge, seconded by Jim Holifield. The motion passed 4-0.

B. **Floating Trail Dedication/celebration**

- On June 23, 2018 at 10:00 AM light refreshments and a wetland study for kids will be held in celebration of the new Floating Bridge. June is Lake Michigan Coastal Awareness month so we are taking the opportunity to connect the two events.

C. **Nipsco Grant application for native plant beds**

- Jeremy stated that we did not receive the grant applied for. It would have been used to remove non-native plants. The plan was to have children replace with native plants in an educational program.

D. **2019 rental fee rates** – moved to next month

X. **PUBLIC COMMENT** – none

XI. **BOARD & STAFF COMMENTS**

- Jeremy mentioned the loss of Leon Dargis. He was instrumental in the creation of the Parks Foundation.

XII. **ADJOURNMENT**

- Kate Ardissono made a motion to adjourn and Mary Foell seconded the motion. The motion passed 4-0. Time of adjournment 5:12 PM.

		Balances		
1000-10111-000-155	Park Superintendent	\$35,380.90		
1000-10117-000-155	Office Manger	\$26,083.80		
1000-10130-000-155	Seasonal Employees	\$41,889.82		
1000-10136-000-155	Parks & Recreation Board Members (7)	\$7,980.00		
1000-10152-000-155	Park Maintenance Employees	\$72,211.52		
1000-10195-000-155	Naturalists	\$53,576.54		
			TOTAL	\$237,122.58
1000-20001-000-155	Office & Nature Center Supplies	\$1,125.98		
1000-20015-000-155	Uniforms	\$40.08		
1000-20020-000-155	Parks - Repair & Maintenance	\$0.00		
1000-20025-000-155	Gas, Fuel & Oil	\$4,731.09		
			TOTAL	\$5,897.15
1000-30002-000-155	Postage	\$1,000.00		
1000-30008-000-155	Equipment Rental	\$38.02		
1000-30009-000-155	Dues	\$604.05		
1000-30012-000-155	Repairs Equipment (Vehicles)	\$2,143.71		
1000-30027-000-155	Educational Inst. Training	\$634.35		
1000-30040-000-155	Electric	\$5,896.76		
1000-30093-000-155	Lease Agreements	\$239.05		
1000-30096-000-155	Program Promotion	\$56.00		
1000-30098-000-155	Pond Stocking & Weed Control	\$800.00		
1000-30100-000-155	Propane	\$953.68		
1000-30101-000-155	Waste Disposal	\$2,455.00		
1000-30102-000-155	Grounds Maintenance	\$5,347.97		
1000-30103-000-155	Trail Maintenance	\$418.33		
1000-30104-000-155	Safety & First Aid	\$436.42		
1000-30121-000-155	Building Repair & Maintenance	\$453.84		
1000-30155-000-155	Landscaping	\$1,693.65		
1000-32044-000-155	Consultant	\$542.50		
			TOTAL	\$23,870.98
2052-20200-000-259	Non-Reverting Operating Fund Expenditure Acct	\$112,612.72		
2052-20510-000-259	Non-Reverting Sales Tax Fund	\$2,256.04		
1179-20200-000-560	Non-Reverting Capital Fund	\$13,742.23		
Special Found Account	Buhm Endowment	\$33,204.26		
Special Found Account	Luhr Account	\$14,049.12		

Administrative Report
(April 25-May 24, 2018)
June 5, 2018 Board Meeting

- ✓ Continued planning and paperwork for LWCF grant at Luhr county Park
- ✓ Attended Tour de LaPorte planning meeting at Healthcare Foundation of LaPorte
- ✓ Attended pre-construction meeting on Lincoln Trail extension at Bluhm, construction to start at end of May
- ✓ Picked up second new truck from Dodge dealer in LaPorte
- ✓ Looking into grant opportunities for parking lot water treatment at Creek Ridge, currently parking lot water is piped almost directly to washed out ravine into Trail Creek. Should be a good educational project and green infrastructure project
- ✓ Working on presentation for 2018 Conference on the Environment in Michigan City about Trail Creek bank stabilization project
- ✓ Conducted wildflower hike at Bluhm for 26 people
- ✓ Attended career day at Kesling Middle School and presented for 7th graders
- ✓ Attended County Commissioner meeting to request take home vehicle for Bob Goethals
- ✓ Informational meeting with DNR staff at Sebert property about potential trail and county park...
- ✓ Attended 7th grade Boston Middle school field trip to Luhr. Great job by our Nature Center Staff!!!
- ✓ Set up 8th grade Boston Middle School volunteer day to remove woody plants from area below dam at Red Mill
- ✓ Met with Cardno contractor about re-seeding some areas at Creek Ridge where floods washed most of native seed away
- ✓ Met with Park Foundation president about grant project at Luhr for an update

Ground & Maintenance Report for May 2018

All Parks

Regular Maintenance of Park Facilities

May 9th seasonal help started.

May 9-10 Training for seasonal by Full time staff on SOP

Begin Mowing and ground maintenance

Turned on water to outside areas, did water testing all passed

Bluhm

Made repairs to 5 benches, removed old wood, replaced with new

Repurposed old cedar 4x4 , milled to 2x4 and used for benches

Clean bedding areas around Fath Bathrooms

Luhr

Set up tents and tables for 5th grade field days

Took down and clean up tents and tables from 5th grade field days

Clean gutters on Nature Center

Creek Ridge

Finished deck at end of steel headers walk

Stump grinding

Removed temp fencing at bottom of Steel Header walk

Red Mill

Formed approach at EEC to new deck

Divert water from EEC

Installed grill on west end of new deck at EEC

Cleaned gutters on all buildings

Rebuilt picnic tables for EEC bottom deck

LP County Hwy repaired paving to EEC lower deck approach

Program Report May 2018

- Continued to do park PR and update park kiosks.
- Continued to update the parks facebook and web pages.
- Continued to maintain the nature center displays. Includes cleaning all tanks, feeding animals, updating display boards, and cleaning bird feeders.
- Did several things to get ready for upcoming programs.
- Did 12 School and group programs. 636 participants
- Held 5th grade field days at Luhr. 1012 participants
- Held 7th grade field days at Luhr. 211 participants
- Held a senior lifestyles program at Luhr.
- Did two joyful movement classes at Luhr.
- Did one natures tiny tots classes at Luhr.
- Worked on items and sent volunteer letters out to pioneer days participants.
- Had a meeting with the individuals helping with the Women's retreat.
- Mowed at Luhr Park.
- Visited the Sebert Property.
- Worked on flyers for upcoming programs.
- Made sure fishing poles were in working condition.
- Put together new displays.

LAPORTE COUNTY PARKS ATTENDANCE TOTALS - 2018

<u>MONTH</u>	<u>LUHR</u>	<u>CREEK RIDGE</u>	<u>BLUHM</u>	<u>REDMILL</u>	<u>TOTALS</u>	<u>LAST YEAR</u>
January						
Vehicles	4,152	5,643	3,419	5,899	19,113	7,256
Visitors	8,025	7,055	3,210	7,375	25,665	19,768
February						
Vehicles	2,785	4,775	2,064	4,839	14,463	6,876
Visitors	3,482	5,970	2,969	6,050	18,471	18,175
March						
Vehicles	3814	4656	4134	2972	15,576	8,713
Visitors	4667	5820	5165	3715	19,367	22,802
April						
Vehicles	4728	7014	2471	3168	17381	12,147
Visitors	5910	8767	4254	3960	22891	31,378
May						
Vehicles	3321	10859	3562	5226	22968	16,921
Visitors	4150	13575	5885	6533	30143	42,305
June						
Vehicles						20,331
Visitors						52,263
July						
Vehicles						12,211
Visitors						31,680
August						
Vehicles						11,382
Visitors						28,000
September						
Vehicles						19,297
Visitors						25,098
October						
Vehicles						14,146
Visitors						18,252
November						
Vehicles						18,764
Visitors						24,198
December						
Vehicles						21,756
Visitors						27,104