

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

AGENDA

LAPORTE COUNTY PARKS AND RECREATION BOARD

December 4, 2017

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

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF AGENDA** pp. 1-2
- IV. APPROVAL OF MINUTES** pp. 3-5
- V. FINANCIAL REPORTS** pp. 6-12
- VI. SUPERINTENDENTS REPORTS**
 - A. Administrative Report** p. 13
 - B. Maintenance & Construction Report** pp. 14-15
 - C. Program Report** p. 16
 - D. Park Counts** p. 17
- 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** **Jon – Kate**
 - F. Rules Committee** **Erin – Jon**
- VIII. OLD BUSINESS**
 - A. Grant updates**
 - B. Floating Trail update**
- IX. NEW BUSINESS**
 - A. Elections of Park Board Officers** p. 18
- X. PUBLIC COMMENT**
- XI. BOARD & STAFF COMMENTS**
- XII. ADJOURNMENT**

**Next Meeting: February 6, 2018– 5:00PM
Red Mill County Park
0185 S. Holmesville Rd., LaPorte, IN 46350**

**LaPorte County Park Board Members: Kate Ardissono – Jon 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 lparks@csinet.net
Luhr Park Nature Center – Niki Schmutte – natureniki@csinet.net, Laura Moyer rangerlaura@csinet.net
Maintenance Office — lparks@csinet.net
Maint. & Construction Supervisor - Bob Goethals - Boyd Lomow - Barbara Janeczko**

*LaPorte County Park Board
October 3, 2017 Minutes*

I. CALL TO ORDER

Brian Root called the meeting to order at 5:00PM.

II. ROLL CALL

Present: Ron Knickrehm, Mary Foell, Kate Ardissono, Erin Lozano,
Brian Root, Jim Holifield and Jon Nebelung
Staff Present: Jeremy Sobecki, Jean Lawson
Public Present: Alco Videographer, Paul Ardissono, Cary Kirkham

III. APPROVAL OF AGENDA

Ron Knickrehm made a motion to approve the Agenda as submitted.
Kate Ardissono seconded the motion. The motion passed 7-0.

IV. APPROVAL OF MINUTES

Kate Ardissono made a motion to approve the minutes from the September 5, 2017 meeting. The motion was seconded by Ron Knickrehm. The motion passed 7-0.

V. FINANCIAL REPORTS

Kate Ardissono made a motion to approve the financial reports from September 2017. Erin Lozano seconded the motion. The motion passed 7-0.

VI. SUPERINTENDENTS REPORTS

A. Administrative Report

B. Maintenance & Construction Report

The application for the Land and Water Grant is progressing. Pat Brown, Bob and Jeremy went to Indianapolis to meet with Bob Bronson of the DNR to go over details of studies that need to be done, etc. It has not officially been awarded yet, but it looks promising.

Construction on the LARE Grant project at Creek Ridge is nearing completion. They are planting trees today and have a few more rocks to move and will do some finishing touches.

The floating bridge is also looking more promising. Jeremy was able to get the information on water flow models to them that they needed.

C. Program Report

D. Park Counts

VII. REPORTS OF STANDING COMMITTEES

A. Executive Committee	Brian – Ron	no report
B. Budget Committee	Jim – Mary	no report
C. Personnel Committee	Mary – Erin	no report
D. Property Committee	Kate – Jim	no report
E. Planning Committee	Jon – Kate	no report
F. Rules Committee	Erin – Jon	no report

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Approve 2018 Park Board Meeting Dates

After all the board members agreed that they did not need any of the dates changed, Kate Ardissono made a motion to accept the Park Board Meeting dates as submitted. Mary Foell seconded the motion. The motion passed 7-0.

X. PUBLIC COMMENT

XI. BOARD & STAFF COMMENTS

Jeremy and the Board members thank Jean for her years of service and wished her a happy retirement. She thanked Jeremy and all the staff and board members for being such wonderful people to work with.

Brian Root announced the next meeting would be December 5, 2017.

XII. ADJOURNMENT

Kate Ardissono made a motion to adjourn the meeting. Ron Knickrehm seconded the motion. The motion passed 7-0.

Next Meeting December 5, 2017 at 5:00PM

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

**LaPorte County Park Board Members: Kate Ardissono – Jon Nebelungs – 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 – Jean Lawson lparks@csinet.net

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

Maintenance Office – lparks@csinet.net

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

SUPERINTENDENT - ACCT #1000-10111-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$15,028.28
10/6/17		Jeremy Sobecki	2,146.88		\$12,881.40
10/20/17		Jeremy Sobecki	2,146.88		\$10,734.52
11/3/17/		Jeremy Sobecki	2,146.88		\$8,587.64
11/17/17		Jeremy Sobecki	2,146.88		\$6,440.76
12/1/17		Jeremy Sobecki	2,146.88		\$4,293.88

ADMINISTRATIVE AND FINANCE ASSISTANT - ACCT #1000-10117-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$10,111.50
10/6/17		Jean Lawson	3,611.25		\$6,500.25
10/20/17		Charmian Kalk	1,532.88		\$4,967.37
11/3/17		Charmian Kalk	1,532.88		\$3,434.49
11/17/17		Charmian Kalk	1,532.88		\$1,901.61
12/1/17		Charmian Kalk	1,532.88		\$368.73

PARTTIME AND SEASONAL EMPLOYEES - ACCT #1000-10130-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$13,838.20
10/6/17		Sharon Bonner	183.60		\$13,654.60
10/6/17		Andrea Dove	198.00		\$13,456.60
10/6/17		Katie Gurnicz	582.93		\$12,873.67
10/6/17		Ken Havlin	248.40		\$12,625.27
10/6/17		Joanne Janisch	316.71		\$12,308.56
10/6/17		Jacob Pickens	567.00		\$11,741.56
10/6/17		Michael Pickens	720.00		\$11,021.56
10/20/17		Sharon Bonner	324.00		\$10,697.56
10/20/17		Andrea Dove	378.00		\$10,319.56
10/20/17		Katie Gurnicz	502.60		\$9,816.96
10/20/17		Joanne Janisch	410.94		\$9,406.02
10/20/17		Jacob Pickens	650.25		\$8,755.77
10/20/17		Michael Pickens	668.25		\$8,087.52
10/20/17		Devin Smythe	146.88		\$7,940.64
11/3/17		Sharon Bonner	183.60		\$7,758.04
11/3/17		Andrea Dove	110.25		\$7,646.79
11/3/17		Katie Gurnicz	321.30		\$7,325.49
11/3/17		Ken Havlin	248.40		\$7,077.09
11/3/17		Joanne Janisch	162.28		\$6,914.81
11/3/17		Jacob Pickens	470.25		\$6,444.56
11/3/17		Michael Pickens	666.00		\$5,778.56
11/17/17		Sharon Bonner	172.80		\$5,605.76

11/17/17		Ken Havlin	248.40		\$5,357.36
11/17/17		Joanne Janisch	355.98		\$5,001.38
11/17/17		Jacob Pickens	393.75		\$4,607.63
11/17/17		Michael Pickens	639.00		\$3,968.63
12/1/17		Sharon Bonner	199.80		\$3,768.83
12/1/17		Ken Havlin	248.40		\$3,520.43
12/1/17		Joanne Janisch	209.40		\$3,311.03
12/1/17		Jacob Pickens	2,974.74		\$3,016.29
12/1/17		Michael Pickens	641.25		\$2,375.04

BOARD MEMBERS - ACCT #1000-10136-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$7,980.00
12/1/17		Kate Ardissono	570.00		\$7,410.00
12/1/17		James Holifield	665.00		\$6,745.00
12/1/17		Ronald Knickrehm	665.00		\$6,080.00
12/1/17		Erin Lozano	475.00		\$5,605.00
12/1/17		Jon Nebelung	475.00		\$5,130.00

MAINTENANCE EMPLOYEES ACCT #1000-10152-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$39,521.06
10/6/17		Bob Goethals	1,401.77		\$38,119.28
10/6/17		Barbara Janeczko	1,428.73		\$36,690.56
10/6/17		Boyd Lomow	1,516.15		\$35,174.41
10/20/17		Bob Goethals	1,401.77		\$33,772.64
10/20/17		Barbara Janeczko	1,428.73		\$32,343.91
10/20/17		Boyd Lomow	1,516.15		\$30,827.76
11/3/17		Bob Goethals	1,401.77		\$29,425.99
11/3/17		Barbara Janeczko	1,428.73		\$27,997.26
11/3/17		Boyd Lomow	1,516.15		\$26,481.11
11/17/17		Bob Goethals	1,401.77		\$25,079.34
11/17/17		Barbara Janeczko	1,428.73		\$23,650.61
11/17/17		Boyd Lomow	1,516.15		\$22,134.46
12/1/17		Bob Goethals	1,401.77		\$20,732.69
12/1/17		Barbara Janeczko	1,428.73		\$19,303.96
12/1/17		Boyd Lomow	1,516.15		\$17,878.81

NATURALISTS - ACCT#1000-10195-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$17,797.60
10/6/17		Niki Schmutte	1,762.42		\$16,034.68

10/6/17		Laura Moyer	1,444.50		\$14,590.18
10/6/17		Niki Schmutte	1,762.42		\$12,827.76
11/3/17		Laura Moyer	1,444.50		\$11,383.26
11/3/17		Niki Schmutte	1,762.42		\$9,620.84
11/17/17		Laura Moyer	1,444.50		\$8,176.34
11/17/17		Niki Schmutte	1,762.42		\$7,858.42
12/1/17		Laura Moyer	1,444.50		\$6,413.92
12/1/17		Niki Schmutte	1,762.42		\$4,651.50

OFFICE AND NATURE CENTER SUPPLIES - ACCT#1000-20001-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$303.33
10/13/17		Coastal Valley Water	\$ 22.00		\$281.33
10/13/17		Coastal Valley Water	\$ 27.00		\$254.33
10/13/17		Coastal Valley Water	\$ 27.50		\$226.83
10/13/17		Scotty's Dynamic Designs	\$ 9.00		\$217.83
10/27/17		Coastal Valley Water	\$ 11.00		\$206.83
10/27/17		HR Direct	\$ 62.74		\$144.09
10/27/17		Kabelin	\$ 48.32		\$95.77
10/27/17		Kemps Office City	\$ 469.97		-\$374.20
10/27/17		Transfer from 1000-2001-000-0155		\$374.20	\$0.00
11/13/17		Coastal Valley Water	\$ 27.00		-\$27.00
11/13/17		Kabelin	\$ 62.10		-\$89.10
11/13/17		Karhtess Clothing	\$ 24.00		-\$113.10
11/13/17		Kemps Office City	\$ 7.59		-\$120.69
11/13/17		Transfer from 1000-20025-000-0155		\$120.69	\$0.00

UNIFORMS - ACCT #1000-20015-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
10/27/17		Karhtess Clothing	\$ 162.00		-\$162.00
10/27/17		Transfer from 1000-20025-000-0155		\$162.00	\$0.00

PARK REPAIR AND MAINTENANCE - ACCT#1000-20020-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
10/13/17		Riggs Outdoor Power	\$ 21.88		-\$21.88
10/13/17		Hatfield Pest Control	\$ 125.00		-\$146.88
10/13/17		Big C Lumber	\$ 347.64		-\$494.52

10/13/17	Diamond Traffic Products	\$ 257.68		-\$752.20
10/13/17	Pavey Excavating Co.	\$ 483.00		-\$1,235.20
10/13/17	Transfer from 1000-20025-000-0155		\$1,235.20	\$0.00
10/27/17	Kabelin Ace Hardware	\$ 29.68		-\$29.68
10/27/17	Lowes	\$ 732.37		-\$762.05
10/27/17	Menards	\$ 5.29		-\$767.34
10/27/17	Menards	\$ 19.99		-\$787.33
10/27/17	Menards	\$ 45.12		-\$832.45
10/27/17	Transfer from 1000-20025-000-0155		\$832.45	\$0.00
11/13/17	Menards	\$ 80.64		-\$80.64
11/13/17	Transfer from 1000-20025-000-0155		\$80.64	\$0.00
11/27/17	Menards	\$ 6.01		-\$6.01
11/27/17	Menards	\$ 10.05		-\$16.51
11/27/17	Menards	\$ 29.74		-\$46.25
11/27/17	Menards	\$ 7.28		-\$53.53
11/27/17	Menards	\$ 291.52		-\$345.05
11/27/17	Sherwin-Williams	\$ 478.45		-\$823.50
11/27/17	Shaffner Tire	\$ 25.00		-\$848.50
11/27/17	Transfer from 1000-20025-000-0155		\$848.40	\$0.00

GAS & OIL & VEHICLE MAINTENANCE - ACCT#1000-20025-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$4,794.21
10/13/17		Transfer to 1000-20020-000-0155	\$ 1,235.20		\$3,559.01
10/27/17		LaPorte County Highway	\$ 571.69		\$2,987.32
10/27/17		Transfer to 1000-20001-000-0155	\$ 374.20		\$2,613.12
10/27/17		Transfer to 1000-20015-000-0155	\$ 162.00		\$2,451.12
10/27/17		Transfer to 1000-20020-000-0155	\$ 832.45		\$1,618.67
11/13/17		Transfer to 1000-20001-000-0155	\$ 120.69		\$1,497.98
11/13/17		Transfer to 1000-20200-000-0155	\$ 80.64		\$1,417.34
11/27/14		LaPorte County Highway	\$ 562.23		\$855.11
11/27/17		Transfer to 1000-20020-000-0155	\$ 848.50		\$6.61

POSTAGE - ACCT#1000-30002-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$151.26
11/13/17		Transfer to 1000-32044-000-0155	\$ 151.26		\$0.00

EQUIPMENT RENTAL - ACCT#1000-30008-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$32.90
11/13/17		Transfer to 1000-32044-000-0155	\$ 0.80		\$32.10

11/27/17		Transfer to 1000-30101-000-0155	\$ 32.00		\$0.10
<u>MEMBERSHIP/DUES - ACCT#1000-30009-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$97.45
11/13/17		Indiana Park & Rec Assn - Dues	\$ 672.00		-\$574.55
11/13/17		Transfer from 1000-20027-000-0155		\$574.55	\$0.00
<u>EQUIPMENT REPAIR - ACCT#1000-30012-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
10/13/17		Kaiser Auto LLC	\$ 92.28		-\$92.28
10/13/17		Kaiser Auto LLC	\$ 491.64		-\$583.92
10/13/17		Riggs Outdoor Power	\$ 21.88		-\$605.80
10/13/17		Transfer from 1000-30100-000-0155		\$605.80	\$0.00
10/27/17		Riggs Outdoor Power	\$ 46.72		-\$46.72
10/27/17		Transfer from 1000-30093-000-0155		\$46.72	\$0.00
11/13/17		Harmon Expert Auto Service	\$ 1,496.91		-\$1,496.91
11/13/17		Ridge NAPA Auto Parts	\$ 5.77		-\$1,570.00
11/13/17		Transfer from 1000-30100-000-0155		\$1,421.26	-\$81.42
11/13/17		Transfer from 1000-30018-000-0155		\$81.42	\$0.00
<u>MILEAGE - ACCT#1000-30018-000-155</u>					
	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$100.00
11/13/17		Transfer to 1000-20012-000-0155	\$ 81.52		\$18.58
11/27/17		Transfer to 1000-30101-000-0155	\$ 18.58		\$0.00
<u>EDUCATIONAL INSTITUTION TRAINING - ACCT#1000-30027-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$747.30
11/13/17		Transfer to 1000-30009-000-0155	\$ 574.55		\$172.75
11/13/17		Transfer to 1000-30040-000-0155	\$ 172.75		\$0.00
<u>ELECTRIC - 1000-30040-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$875.39
10/13/17		Nipsco	\$ 1,118.80		-\$243.41

10/13/17		Transfer from 1000-30100-000-0155		\$243.41	\$0.00
10/13/17		Nipsco	\$ 209.60		-\$209.60
10/27/17		Nipsco	\$ 82.79		-\$292.39
10/27/17		Transfer from 1000-30100-000-0155		\$292.39	\$0.00
11/13/17		Nipsco	\$ 648.98		-\$648.98
11/13/17		Transfer from 1000-20025-000-0155		\$172.75	-\$476.23
11/13/17		Transfer from 1000-30096-000-0155		\$476.23	\$0.00

LEASE AGREEMENTS - ACCT#1000-30093-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$905.85
10/13/17		Verizon	\$ 60.02		\$845.83
10/27/17		Transfer to 1000-30012-000-0155	\$ 46.72		\$799.11
10/27/17		Transfer to 1000-30101-000-0155	\$ 207.13		\$591.98
11/13/17		Surf	\$ 24.95		\$567.03
11/13/17		Verizon	\$ 60.02		\$507.01
11/13/17		Transfer to 1000-30040-000-0155	\$ 476.23		\$30.78
11/27/17		Transfer to 1000-30101-000-0155	\$ 30.78		\$0.00

PROGRAM PROMOTION - ACCT#1000-30096-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$593.13
10/13/17		Transfer to 1000-30102-000-0155	\$ 195.19		\$397.94
11/13/17		Transfer to 1000-32044-000-0155	\$ 397.94		\$0.00

POND STOCKING AND WEED CONTROL - ACCT#1000-30098-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$80.00
11/27/17		Transfer to 1000-30101-000-0155	\$ 80.00		\$0.00

PROPANE - ACCT#1000-30100-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$3,358.14
10/13/17		Transfer to 1000-30040-000-0155	\$ 243.41		\$3,114.73
10/27/17		Transfer to 1000-30040-000-0155	\$ 292.39		\$2,822.34
11/13/17		Co-Alliance	\$ 1,401.08		\$1,421.26
11/13/17		Transfer to 1000-30012-000-0155	\$ 1,421.26		\$0.00

WASTE DISPOSAL - ACCT#1000-30101-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
10/13/17		Miller's Port a Pot	\$ 86.79		-\$86.79
10/13/17		Miller's Port a Pot	\$ 106.08		-\$192.87
10/13/17		Transfer from 1000-30096-000-0155		\$192.87	\$0.00
10/13/17		Miller's Port a Pot	\$ 207.13		-\$207.13
10/27/17		Transfer from 1000-30096-000-0155		\$207.13	\$0.00
11/27/17		Miller's Port a Pot	\$ 20.00		-\$200.00
11/27/17		Transfer from 1000-30008-000-0155		\$32.00	-\$168.00
11/27/17		Transfer from 1000-30018-000-0155		\$18.50	-\$149.42
11/27/17		Transfer from 1000-30093-000-0155		\$30.78	-\$118.64
11/27/17		Transfer from 1000-30098-000-0155		\$80.00	-\$38.64
11/27/17		Transfer from 1000-30121-000-0155		\$1.40	-\$37.24
11/27/17		Transfer from 1000-30155-000-0155		\$37.24	\$0.00

GROUNDS MAINTENANCE - ACCT#1000-30102-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
10/13/17		Menards	\$ 14.56		-\$14.56
10/13/17		Menards	\$ 12.76		-\$27.32
10/13/17		Menards	\$ 28.07		-\$55.39
10/13/17		Menards	\$ 26.43		-\$81.82
10/13/17		Menards	\$ 14.29		-\$96.11
10/13/17		Menards	\$ 24.89		-\$121.00
10/13/17		Menards	\$ (24.89)		-\$96.11
10/13/17		Menards	\$ 28.99		-\$125.10
10/13/17		Menards	\$ (22.41)		-\$102.69
10/13/17		Menards	\$ 23.48		-\$126.17
10/13/17		Kabelin	\$ 13.48		-\$139.65
10/13/17		Kabelin	\$ 8.99		-\$148.64
10/13/17		Kabelin	\$ 9.19		-\$157.83
10/13/17		Kabelin	\$ 13.72		-\$171.55
10/13/17		Kabelin	\$ 7.18		-\$178.73
10/13/17		Frontier	\$ 5.49		-\$184.22
10/13/17		New Durham Hardware	\$ 10.97		-\$195.19
10/13/17		Transfer from 1000-30096-000-0155		\$195.19	\$0.00

TRAIL MAINTENANCE

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
<u>SAFETY AND FIRST AID - ACCT#1000-30104-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
<u>BUILDING REPAIR AND MAINTENANCE - ACCT#1000-30121-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$1.41
11/27/17		Transfer to 1000-30101-000-0155	\$ 1.40		\$0.01
<u>LANDSCAPING - ACCT #1000-30155-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$37.24
11/27/17		1000-30101-000-0155	\$ 37.24		\$0.00
<u>PROFESSIONAL CONSULTANT - ACCT#1000-32044-000-155</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$0.00
11/13/17		Handel Design	\$ 550.00		-\$550.00
11/13/17		Transfer from 1000-30096-000-0155		\$397.94	-\$152.06
11/13/17		Transfer from 1000-30002-000-0155		\$151.26	-\$0.80
11/13/17		Transfer from 1000-30008-000-0155		\$0.80	\$0.00
<u>NON-REVERTING OPERATING FUND - ACCT#2052-20200-000-259</u>					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance		67,926.31	67,926.31
9/25/17		Pioneer Days Deposit		7,436.78	75,363.09
9/28/17		Receipts		964.85	76,327.94
9/28/17		Receipts - Reimbursements		150.00	76,477.94
10/4/17		Receipts		352.00	76,829.94
10/4/17		Receipts - Reimbursements		150.00	76,979.94
10/13/17		Abigail Cook	\$100.00		76,879.94
10/13/17		Amanda Mary	\$100.00		76,779.94
10/13/17		Big R	\$39.98		76,739.96
10/13/17		Big R	\$2.34		76,737.62

10/13/17	Big R	\$64.70	76,672.92
10/13/17	Boy Scout Troup 321	\$350.00	76,322.92
10/13/17	Brooke Aloia	\$100.00	76,222.92
10/13/17	Coulters	\$144.00	76,078.92
10/13/17	Fun Express LLC	\$434.43	75,644.49
10/13/17	Gordan Food Services	\$220.37	75,424.12
10/13/17	Iva Farlie	\$100.00	75,324.12
10/13/17	Johnny on the Spot	\$440.00	74,884.12
10/13/17	Kabelin Ace Hardware	\$11.69	74,872.43
10/13/17	Kabelin Ace Hardware	\$21.74	74,850.69
10/13/17	Kabelin Ace Hardware	\$4.13	74,846.56
10/13/17	Kabelin Ace Hardware	\$34.19	74,812.37
10/13/17	Lakeshore Foods Corp - Als	\$36.00	74,776.37
10/13/17	Linsay Malik	\$100.00	74,676.37
10/13/17	Ludwig Fish & Produce Co	\$376.63	74,299.74
10/13/17	Ludwig Fish & Produce Co	-\$198.37	74,498.11
10/13/17	Menards	\$3.87	74,797.24
10/13/17	Menards	\$13.96	74,480.28
10/13/17	Paul Stofko	\$100.00	74,380.28
10/13/17	Pro Drive Asphalt Maint	\$2,310.00	72,070.28
10/13/17	Riggs Outdoor Power - LaPorte	\$4,276.00	67,794.28
10/13/17	S & S Worldwide	\$139.98	67,654.30
10/13/17	Tammy J Heinen	\$800.00	66,854.30
10/27/17	Big R	\$125.76	66,728.54
10/27/17	Don Bennett	\$100.00	66,628.54
10/27/17	Fun Express LLC	\$39.98	66,588.56
10/27/17	Grayson Davis	\$300.00	66,288.56
10/27/17	Gordan Food Services	\$54.33	66,234.23
10/27/17	Hobby Lobby	\$126.85	66,107.38
10/27/17	Lakeshore Foods Corp - Als	\$34.64	66,072.74
10/27/17	Mary Beth Schramlin	\$100.00	65,972.74
10/27/17	Sandy Weston	\$50.00	65,922.74
10/27/17	Scott Fischer	\$75.00	65,847.74
11/8/17	Healthcare Foundation of LaPorte	70,000.00	135,847.74
11/13/17	Petty Cash	\$37.23	135,810.51
11/13/17	Gordan Food Services	\$210.69	135,599.82
11/13/17	Hawkins Print Shop	\$270.00	135,329.82
11/13/17	Lakeshore Foods Corp - Als	\$11.16	135,318.66
11/13/17	Menards	\$80.24	135,238.42
11/13/17	Amelia Lasky	\$225.00	135,013.42
11/13/17	Don Bennett	\$100.00	134,913.42
11/13/17	Erika Montes	\$100.00	134,813.42
11/13/17	Iva Farlie	\$100.00	134,713.42
11/13/17	Mary Beth Schramlin	\$100.00	134,613.42
11/13/17	Paul Stofko	\$100.00	134,513.42
11/13/17	Robert & Valerie Buscher	\$50.00	134,463.42
11/27/17	Kristina fuller	\$50.00	134,413.42

11/27/17		Kevin Mansfield	\$100.00		134,313.42
11/27/17		Jered Benson	\$100.00		134,213.42
11/27/17		Sandra Behrens	\$100.00		134,113.42
11/27/17		Shannon Mannella	\$50.00		134,063.00
11/17/17		Kayla Golden	\$100.00		134,063.42
11/27/17		Sona Murarka	\$100.00		133,963.42
11/27/17		Norma Mark	\$100.00		133,863.42
11/27/17		MC Chrysler Dodge	\$4,366.50		129,496.92
11/27/17		In Control Communications	\$100.00		129,396.92
11/27/17		Fun Express LLC	\$74.66		129,322.26
11/27/17		Menards	\$27.98		129,294.28
11/27/17		Nipsco	\$411.18		128,883.10
11/27/17		Hobby Lobby	\$126.85		128,756.25
11/27/17		S & S Worldwide	\$139.98		128,616.27
11/27/17		Floor Stores of America	\$4,945.97		123,670.30
11/27/17		Ridge NAPA	\$10.99		123,659.31
11/27/17		Coastal Valley Water Co.	\$53.25		123,606.06
11/27/17		Menards	\$4.88		123,601.18
11/27/17		Transfer to LARE Grant Acct.	\$10,084.84		113,516.34

NON-REVERTING OPER. FUND SALES TAX COLLECTED - ACCT#2052-20510-000-259

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			2,130.64
10/4/17		Sales Tax Collected		18.90	2,149.54
10/19/17		Sales Tax Collected		13.30	2,162.84
10/26/17		Sales Tax Collected		31.85	2,194.69
11/2/17		Indiana Dept of Revenue	\$61.85		2,132.84

NON-REVERTING CAPITAL FUND EXPENDITURES - ACCT #1179-20200-000-560

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$ 68,338.08
10/27/17		Local Match B F S #79424	\$969.00		67,369.08

SMALL ANIMAL SHELTER

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17					4,735.40
10/4/17		Small Animal Shelter	\$37.00		4,772.40
10/19/17		Small Animal Shelter	\$30.00		4,802.40

11/2/17		Small Animal Shelter	\$96.10		4,898.50
11/16/17		Small Animal Shelter	\$20.00		4,918.50
		<u>PARK FOUNDATION BLUHM ENDOWMENT FUND</u>			
<u>DATE</u>		<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$33,204.26
		<u>PARK FOUNDATION LUHR ACCOUNT</u>			
<u>DATE</u>		<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
10/1/17		Balance			\$14,049.12

Administrative Report
(September 26, 2017-November 22, 2017)

December 5, 2017 Board Meeting

- ✓ Led hike at Bluhm County Park and Luhr County Park for two different Leadership LaPorte County Groups
- ✓ Met with DNR about Land and Water Grant
- ✓ Met with DNR and contractor at Creek Ridge
- ✓ Met with Bill Woodruff about tree donation at Creek Ridge
- ✓ Met with Pat Brown about Land and Water Grant at Luhr
- ✓ Assisted with Mom/Son Dance
- ✓ Helped with school program at Luhr to fill in for Niki
- ✓ Attended Healthcare Foundation of LP luncheon to accept grant for trail construction at Luhr
- ✓ Working with new office manager to help get office duties lined out
- ✓ Cut trees out of path for new floating boardwalk installation coming soon
- ✓ Met with contractor about floating boardwalk installation
- ✓ Installed DNR Fish and Wildlife provided trail camera to assist them in sampling by photo around Indiana
- ✓ Attend Commissioner meeting to request two new trucks
- ✓ Attend Council meeting to request two new trucks
- ✓ Attend Park Foundation Board Meeting in October
- ✓ Help Foundation Board with poster framing project that will put a framed poster in each public school in LP County
- ✓ Help maintenance staff with planning of improvements to EEC building to include new lower deck and new flooring in bottom level.

Ground & Maintenance Report November 2017

All Parks

Regular Maintenance of Park Facilities

Mowing and leaf pickup

Playground safety inspections

Continue winterizing small equipment

Bluhm

Blew out water lines and winterized fountains

Clean up of down trees from wind

Luhr

Install dedication bricks on path by Nature Center

Blew out water lines and winterized outside fountains

Final Repairs to Dodge Dump truck

Creek Ridge

Install new Steel Headers sign

Blew out water lines and winterized outside fountains

Ordered new decking for Steel headers walk lower deck

Ground & Maintenance Report October 2017

All Parks

Regular Maintenance of Park Facilities
Mowing and weeding
Playground safety inspections
Change oil and lube 2005 Chevy Canyon
Begin winterizing small equipment
Install new dog waste boxes provided by Pets Plus
Got pricing for new Maintenance trucks

Bluhm

Removed wall covering and repaired walls in Fath Trail Bathroom
Removed down trees along Lincoln Trail
Removed Landscaping, trees and shrubs from behind Shop

Luhr

Prep Scag lawn mowers with leaf vac system
Set up and tear down for pet fest
Ram Dump Truck repaired Def System and new oil pan by Harmon Auto

Creek Ridge

Paint serving tables at all shelters
New cab and heater install on Kubota RTV by Riggs
Began work on steel headers boardwalk lower section

Program report October / November 2017

- 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.
- Worked on the Naturally Speaking Newsletter.
- Did 12 School and group programs. 485 participants
- Did 15 Public programs. 616 participants
- Did several things to get ready for upcoming programs. Including the Mom and son dance, discovery days, senior lifestyles, essential oils class, pet fest, fishing nights and more.
- Purchased items for programs.
- Planned winter and spring programs.
- Re-organized office files and went through some supplies.
- Sent Pioneer Days thank you notes and organized files for next year. Did financial report for the event.

LAPORTE COUNTY PARKS ATTENDANCE TOTALS - 2017

<u>MONTH</u>	<u>LUHR</u>	<u>CREEK RIDGE</u>	<u>BLUHM</u>	<u>RED MILL</u>	<u>TOTALS</u>	<u>LAST YEAR</u>
January						
Vehicles	1,107	3,577	1,092	1,480	7,256	7,107
Visitors	2,767	8,942	4,359	3,700	19,768	19,593
February						
Vehicles	1,081	3,476	829	1490	6,876	11,202
Visitors	2,702	8,690	3,058	3,725	18,175	30,036
March						
Vehicles	983	4,363	1,173	2194	8,713	10,841
Visitors	2,457	10,907	3,953	5,485	22,802	28,164
April						
Vehicles	914	8,466	1,447	1,320	12,147	9,721
Visitors	2,285	21,165	4,629	3,299	31,378	25,427
May						
Vehicles	3,370	6,652	3,791	3,108	16,921	14,338
Visitors	8,426	16,630	9,478	7,771	42,305	38,356
June						
Vehicles	2,905	11,384	2,356	3,686	20,331	12,911
Visitors	7,262	28,460	7,326	9,215	52,263	34,380
July *						
Vehicles	2,135	5376	1486	3214	12,211	7,219
Visitors	5,338	13,440	4867	8035	31,680	19,658
August						
Vehicles	2,277	4,926	1,609	2,570	11,382	13,383
Visitors	5,692	12,315	5,148	4,845	28,000	34,906
September						
Vehicles	5,212	6,428	2,732	4,925	19,297	13,561
Visitors	6,515	8,035	4,393	6,155	25,098	34,827
October						
Vehicles	4,609	3,912	2487	3,138	14,146	6,938
Visitors	5,763	4,890	3,676	3,923	18,252	18,315
November						
Vehicles	3,239	7,581	2,268	5,676	18,764	6,062
Visitors	4,050	9,475	3,577	7,096	24,198	16,313
December						
Vehicles						7,888
Visitors						20,961
YTD TOTALS						
Vehicles	27,832	0 66,141	0 21,270	0 32,801	0 148,044	121,171
Visitors	53,257	0 142,949	0 54,464	0 63,249	0 313,919	320,936

*Totals taken July 20th

** Park Counters sent in for repair