

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

AGENDA

LAPORTE COUNTY PARKS AND RECREATION BOARD

Meeting Starting immediately after the 5:00 Public Meeting

June 6 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**
- IV. APPROVAL OF MINUTES**
- V. FINANCIAL REPORTS**
- VI. SUPERINTENDENTS REPORTS**
 - A. Administrative Report**
 - Land and Water Grant Submitted
 - Interviewing for Maintenance Foreman
 - 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** Jon – Kate
 - F. Rules Committee** Erin – Jon
- VIII. OLD BUSINESS**
- IX. NEW BUSINESS**
 - A. 2018 Budget Request**
- X. PUBLIC COMMENT**
- XI. BOARD & STAFF COMMENTS**
- XII. ADJOURNMENT**

**Next Meeting: August 8, 2017– 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 – Jean Lawson lcparcs@csinet.net

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

Maintenance Office — lcparcs@csinet.net

Boyd Lomow - Barbara Janeczko

*LaPorte County Park Board
May 2, 2017 Minutes*

I. CALL TO ORDER

Brian called the meeting to order at 5:15 PM.

II. ROLL CALL

Present: Jim Holifield, Kate Ardissono, Ron Knickrehm, Mary Foell, Brian Root and Jon Nebelung
Staff Present: Jeremy Sobecki, Jean Lawson
Public Present: Paul Ardissono, Alco Videographer, Commissioner Rich Mrozinski, Commissioner Mike Gonder, Larry Smith, Paul Ardissono, Pat Brown

III. APPROVAL OF AGENDA

Kate Ardissono made a motion to approve the Agenda as submitted.
Ron Knickrehm seconded the motion. The motion passed 6-0.

IV. APPROVAL OF MINUTES

Kate Ardissono made a motion to approve the minutes from the March 7, 2017 meeting. The motion was seconded by Mary Foell. The motion passed 6-0.

VI. FINANCIAL REPORTS

Kate Ardissono made a motion to approve the financial reports from March and April 2017. Jon Nebelung seconded the motion. The motion passed 6-0.

VII. SUPERINTENDENTS REPORTS

A. Administrative Report

Jeremy reported to the Board that we would be losing our Maintenance Supervisor soon. He will be going to the Council Meeting on May 30 to ask permission to hire a replacement for him.

B. Maintenance & Construction Report

C. Program Report

D. Park Counts

VIII. 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

The Planning Committee will meet after the meeting to discuss possible dates for future meetings about the Land and Water Grant.

F. Rules Committee Erin – Jon no report

IX. OLD BUSINESS

A. Floating Trail Update

Jeremy has been working with the DNR and Mike from the GIS Department to secure the proper permits for the project. We are in the process of getting the permits from the DNR Division of Water. The project is being paid for with a donation from Margaret Buerger and the Park Foundation. It will be a floating bridge that will connect the trail through the Nature Preserve with this side of the park making it a looped trail.

X. NEW BUSINESS

A. Consider DNR Land & Water Conservation Fund grant For Improvements at Luhr County Park

After the discussion at the public meeting prior to the Board Meeting, Kate Ardissono made a motion to allow Jeremy to work with the planning committee to complete the application for the Land and Water Grant and to allow Brian Root to sign the application once it is completed and ready to send in. Ron Knickrehm seconded the motion. The motion passed 6-0.

XI. PUBLIC COMMENT

XII. BOARD & STAFF COMMENTS

Ron Knickrehm told the Board that the Kankakee River was still too high to take the signs down to the campsite, but he would take care of it when the water goes down.

Jeremy thanked Jim Jackson for all his hard work. We will miss him.

XIII. ADJOURNMENT

Kate Ardissono made a motion to adjourn the meeting. Ron Knickrehm seconded the motion. The motion passed 6-0.

**Next Meeting June 6, 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 rangerlaura@csinet.net

Maintenance Office – Jim Jackson – lparks@csinet.net

Boyd Lomow - Barbara Janeczko

LAPORTE COUNTY PARKS LEDGER ACCT BALANCES As of May 31, 2017

1000-10111-000-155	Park Superintendent	\$ 34,350.20		
1000-10117-000-155	Office Manager	\$ 23,112.00		
1000-10130-000-155	Seasonal Employees	\$ 41,910.53		
1000-10136-000-155	Parks & Recreation Board Members (7)	\$ 7,980.00		
1000-10152-000-155	Park Maintenance Employees	\$ 74,457.90		
1000-10195-000-155	Chief Naturalist	\$ 51,310.80		
			TOTAL	\$ 233,121.43
1000-20001-000-155	Office & Nature Center Supplies	\$ 1,685.94		
1000-20015-000-155	Uniforms	\$ -		
1000-20020-000-155	Park Repair and Maintenance	\$ 2,475.96		
1000-20025-000-155	Gas & Oil & Vehicle Maintenance	\$ 8,052.85		
			TOTAL	\$ 12,214.75
1000-30002-000-155	Postage	\$ 233.85		
1000-30008-000-155	Equipment Rental	\$ 100.00		
1000-30009-000-155	Dues	\$ 321.10		
1000-30012-000-155	Repairs - Equipment	\$ 2,528.91		
1000-30018-000-155	Mileage	\$ 100.00		
1000-30027-000-155	Educational Inst. Training (Conf & Workshop)	\$ 747.30		
1000-30040-000-155	Electric	\$ 6,023.51		
1000-30093-000-155	Lease Agreements (Copier Contract)	\$ 1,790.23		
1000-30096-000-155	Program Promotion	\$ 786.00		
1000-30098-000-155	Pond Stocking & Weed Control	\$ 305.00		
1000-30100-000-155	Propane	\$ 4,637.25		
1000-30101-000-155	Waste Disposal	\$ 2,415.00		
1000-30102-000-155	Grounds Maintenance	\$ 2,479.96		
1000-30103-000-155	Trail Maintenance	\$ 3,000.00		
1000-30104-000-155	Safety & First Aid	\$ 380.63		
1000-30121-000-155	Building Repair & Maintenance	\$ 1,202.84		
1000-30155-000-155	Landscaping	\$ 1,118.55		
1000-32044-000-155	Engineering/Professional/Consultant Services	\$ 2,700.00		
			TOTAL	\$ 30,870.13
			TOTAL 200,300,400's	\$ 43,084.88
			TOTAL GENERAL BUDGET	\$ 276,206.31
2052-20200-000-0259	Non-Reverting Operating Fund Expenditure Acct	\$ 63,439.10		
2052-20510-000-0259	Non-Reverting Sales Tax Receipts	\$ 2,267.82		
1179-20200-000-0560	Non-Reverting Capital Fund	\$ 13,742.23		
Special Found Account	Bluhm Endowment	\$ 35,292.46		
Special Found Account	Luhr Foundation Account	\$ 21,235.10		
Special Account	Small Animal Shelter	\$ 3,256.90		

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>
5/1/2017		Balance		\$ 38,643.96	\$ 38,643.96
5/5/2017		Jeremy Sobecki	\$ 2,146.88		\$ 36,497.08
5/19/2017		Jeremy Sobecki	\$ 2,146.88		\$ 34,350.20

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>
5/1/2017		Balance		\$ 26,001.00	\$ 26,001.00
5/5/2017		Jean Lawson	\$ 1,444.50		\$ 24,556.50
5/19/2017		Jean Lawson	\$ 1,444.50		\$ 23,112.00

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>
5/1/2017		Balance		\$ 45,037.34	\$ 45,037.34
5/5/2017		Sharon Bonner	\$ 172.80		\$ 44,864.54
5/5/2017		Katie Gurnicz	\$ 84.92		\$ 44,779.62
5/5/2017		Ken Havlin	\$ 248.40		\$ 44,531.22
5/5/2017		Joanne Janisch	\$ 167.52		\$ 44,363.70
5/5/2017		Michael Pickens	\$ 711.00		\$ 43,652.70
5/5/2017		Charles Wright	\$ 169.83		\$ 43,482.87
5/19/2017		Sharon Bonner	\$ 172.80		\$ 43,310.07
5/19/2017		Katie Gurnicz	\$ 117.04		\$ 43,193.03
5/19/2017		Ken Havlin	\$ 248.40		\$ 42,944.63
5/19/2017		Joanne Janisch	\$ 314.10		\$ 42,630.53
5/19/2017		Michael Pickens	\$ 720.00		\$ 41,910.53

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>
5/1/2017		Balance		\$ 7,980.00	\$ 7,980.00

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>
5/1/2017		Balance		\$ 83,765.12	\$ 83,765.12
5/5/2017		Jim Jackson	\$ 1,708.73		\$ 82,056.39
5/5/2017		Boyd Lomow	\$ 1,516.15		\$ 80,540.24
5/5/2017		Barbara Janeczko	\$ 1,428.73		\$ 79,111.51
5/19/2017		Jim Jackson	\$ 1,708.73		\$ 77,402.78
5/19/2017		Boyd Lomow	\$ 1,516.15		\$ 75,886.63
5/19/2017		Barbara Janeczko	\$ 1,428.73		\$ 74,457.90

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>
5/1/2017		Balance		\$ 57,724.64	\$ 57,724.64
5/5/2017		Laura Moyer	\$ 1,444.50		\$ 56,280.14
5/5/2017		Niki Schmutte	\$ 1,762.42		\$ 54,517.72
5/19/2017		Laura Moyer	\$ 1,444.50		\$ 53,073.22
5/19/2017		Niki Schmutte	\$ 1,762.42		\$ 51,310.80

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>
5/1/2017		Balance		\$ 1,758.44	\$ 1,758.44
5/12/2017		Coastal Valley Water	\$ 61.50		\$ 1,696.94
5/26/2017		Coastal Valley Water	\$ 11.00		\$ 1,685.94

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>
5/1/2017		Balance		\$ 4,300.96	\$ 4,300.96
5/12/2017		Parkreation	\$ 1,825.00		\$ 2,475.96

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>
5/1/2017		Balance		\$ 8,557.83	\$ 8,557.83
5/12/2017		LaPorte County Highway	\$ 504.98		\$ 8,052.85

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>
5/1/2017		Balance		\$ 1,200.00	\$ 1,200.00
5/12/2017		Kabelin Ace Hardware	\$ 26.15		\$ 1,173.85
5/12/2017		LaPorte Postmaster	\$ 940.00		\$ 233.85

MEMBERSHIP/DUES - ACCT#1000-30009-000-155

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 720.05	\$ 720.05
5/12/2017		Outdoor Indiana	\$ 28.00		\$ 692.05
5/12/2017		The News Dispatch	\$ 295.95		\$ 396.10
5/15/2017		Elan - NAI Dues - Niki	\$ 75.00		\$ 321.10

EQUIPMENT REPAIR - ACCT#1000-30012-000-155					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 2,544.73	\$ 2,544.73
5/12/2017		Deweys Auto Supply	\$ 15.82		\$ 2,528.91
EDUCATIONAL INSTITUTION TRAINING - ACCT#1000-30027-000-155					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 1,251.20	\$ 1,251.20
5/12/2017		Laura Moyer Reimbursement	\$ 24.45		\$ 1,226.75
5/15/2017		Elan - NAI Conf. Gas & Motel	\$ 420.56		\$ 806.19
5/26/2017		Niki Schmutte - NAI Gas	\$ 58.89		\$ 747.30
ELECTRIC - 1000-30040-000-155					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 6,880.82	\$ 6,880.82
5/26/2017		<u>NIPSCO</u>	\$ 857.31		\$ 6,023.51
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>
5/1/2017		Balance		\$ 1,875.20	\$ 1,875.20
5/12/2017		Surf Air Wireless	\$ 24.95		\$ 1,850.25
5/12/2017		Verizon	\$ 60.02		\$ 1,790.23
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>
5/1/2017		Balance		\$ 800.00	\$ 800.00
5/26/2017		Pinecrest Industries	\$ 495.00		\$ 305.00
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>
5/1/2017		Balance		\$ 2,460.00	\$ 2,460.00
5/12/2017		Miller's Port-a-Pots	\$ 45.00		\$ 2,415.00

GROUPS 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>
5/1/2017		Balance		\$ 3,078.58	\$ 3,078.58
5/12/2017		Kabelin Ace Hardware	\$ 35.45		\$ 3,043.13
5/12/2017		Menard's	\$ 91.48		\$ 2,951.65
5/12/2017		New Durham Hardware	\$ 13.18		\$ 2,938.47
5/15/2017		Elan - Amazon	\$ 292.97		\$ 2,645.50
5/26/2017		Menard's	\$ 165.54		\$ 2,479.96
LANDSCAPING - ACCT #1000-30155-000-155					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 1,350.00	\$ 1,350.00
5/12/2017		Pavey Excavating	\$ 96.36		\$ 1,253.64
5/26/2017		Co-Alliance LLP	\$ 40.00		\$ 1,213.64
5/26/2017		Menard's	\$ 95.09		\$ 1,118.55
NON-REVERTING OPERATING FUND - ACCT#2052-20200-000-259					
<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 62,288.54	\$ 62,288.54
4/27/2017		Receipts		\$ 1,092.50	\$ 63,381.04
4/27/2017		Receipts-Reimbursements		\$ 300.00	\$ 63,681.04
5/4/2017		Receipts		\$ 1,507.30	\$ 65,188.34
5/4/2017		Receipts-Reimbursements		\$ 150.00	\$ 65,338.34
5/11/2017		Receipts		\$ 1,178.50	\$ 66,516.84
5/12/2017		Imogene Eichelberg	\$ 100.00		\$ 66,416.84
5/12/2017		Julie Owen	\$ 100.00		\$ 66,316.84
5/12/2017		Kenisha Hughes	\$ 50.00		\$ 66,266.84
5/12/2017		William Rose	\$ 100.00		\$ 66,166.84
5/12/2017		Women in Leadership	\$ 50.00		\$ 66,116.84
5/19/2017		Receipts		\$ 375.00	\$ 66,491.84
5/26/2017		Constructive Pathways	\$ 50.00		\$ 66,441.84
5/26/2017		Jenny Mondt	\$ 100.00		\$ 66,341.84
5/26/2017		Grayson Davis	\$ 225.00		\$ 66,116.84
5/26/2017		Kabelin Ace Hardware	\$ 39.68		\$ 66,077.16
5/26/2017		Kaleena Mark	\$ 100.00		\$ 65,977.16
5/26/2017		Karen Klosinski-Puetzer	\$ 100.00		\$ 65,877.16
5/26/2017		Kelly Wozniak	\$ 125.00		\$ 65,752.16
5/26/2017		Lakeshore Foods	\$ 120.84		\$ 65,631.32
5/26/2017		Mary Beth Schramlin	\$ 100.00		\$ 65,531.32
5/26/2017		Nature Watch	\$ 148.17		\$ 65,383.15
5/26/2017		Seven Calvin	\$ 100.00		\$ 65,283.15
5/26/2017		Shane Warrington	\$ 100.00		\$ 65,183.15
5/26/2017		Stanley Coles	\$ 100.50		\$ 65,082.65
5/26/2017		Zero Waste	\$ 1,643.55		\$ 63,439.10

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>
5/1/2017		Balance		\$ 2,242.77	\$ 2,242.77
5/1/2017		Indiana Dept. of Revenue	\$ 198.60		\$ 2,044.17
5/27/2017		Sales Tax Collected		\$ 53.55	\$ 2,097.72
5/4/2017		Sales Tax Collected		\$ 88.20	\$ 2,185.92
5/11/2017		Sales Tax Collected		\$ 60.20	\$ 2,246.12
5/19/2017		Sales Tax Collected		\$ 21.70	\$ 2,267.82

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>
5/1/2017		Balance		\$ 13,742.23	\$ 13,742.23

SMALL ANIMAL SHELTER

<u>DATE</u>	<u>P.O. #</u>	<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017				\$ 2,827.90	\$ 2,827.90
4/27/2017		Small Animal Shelter		\$ 165.50	\$ 2,993.40
5/4/2017		Small Animal Shelter		\$ 105.00	\$ 3,098.40
5/11/2017		Small Animal Shelter		\$ 143.50	\$ 3,241.90
5/19/2017		Small Animal Shelter		\$ 15.00	\$ 3,256.90

PARK FOUNDATION BLUHM ENDOWMENT FUND

<u>DATE</u>		<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 36,342.46	\$ 36,342.46
5/17/2017		<u>Playpower LT Farmington</u>	\$ 1,050.00		\$ 35,292.46

PARK FOUNDATION LUHR ACCOUNT

<u>DATE</u>		<u>ITEM</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
5/1/2017		Balance		\$ 21,235.10	\$ 21,235.10

Administrative Report
(April 26, 2017-May 24, 2017)
June 6, 2017 Board Meeting

- ✓ Working with Cardno on LARE grant, all permits received except Corps of Engineers
- ✓ Working with DNR Water to get necessary permit to put in floating boardwalk trail to connect trails at Red Mill with donation from Margaret Buerger and Park Foundation
- ✓ DNR Division of Water gave their findings on the dam notch at Red Mill to address complaint from Mark Skalka. It seems the notch was not built as drawn so Corps of Engineers is figuring out how to repair (still waiting on decision)
- ✓ Submitted Land and Water Grant for possible DNR grant for expansion and improvements at Luhr
- ✓ Contractor making repairs to paved trail at Bluhm and sealing west section
- ✓ Attended hearing about connecting trail in Westville, appraisers to review land purchase and should be purchased soon
- ✓ Interviewed and hired seasonal maintenance staff we are at full staff for seasonals!
- ✓ Met with Pat Brown about DNR grant application
- ✓ Gave presentation to Duneland Flyfishers about LARE project at Creek Ridge
- ✓ Met with Larry Smith to research potential land purchase near Westville for Foundation
- ✓ Attended Commission and Council meeting to gain support for Land and Water Grant application
- ✓ Met with District Forester about grant at Luhr
- ✓ Trained seasonal laborer employees
- ✓ Presented information to Westville middle schoolers about dam restoration project at Red Mill

Grounds/Maintenance Board Report for May 2017

All Parks –

Regular cleaning and maintenance of park facilities
Water tests completed on seasonal systems
Small trees and branches cleared from trails after high winds
Mowing, weed whipping, blowing off trails at all parks

Bluhm –

Installed bag toss games
Installed a new grill
Cut back brush from horse trails
Contractor began repairing Lincoln Memorial Trail

Creek Ridge –

Repaired damaged portion of Boardwalk
Pulled weeds from playgrounds
Put new mulch in playgrounds
Mowed back the disc golf course

Luhr –

Set up tents for Soil & Water Field Days
Added mulch to playgrounds
Weed eating all around the pond for Fun Fishing Days
Sprayed weeds in parking lot and trail cracks

Red Mill –

Fixed posts on playground
Brought in dirt and graded behind Smith Hall by bag toss games
Planted grass and spread straw around bag toss games
Brought in dirt for fill by old homestead site
Planting prairie grass by old homestead
Repaired the stove in Smith Hall
Opened up the EEC for the season
Weeded flower beds
Put new mulch in playground
Removed hanging tree from entrance drive that was blown down by high winds
Planted flowers on the back deck

Machinery Maintenance

General Maintenance of all vehicles
Prepared all mowers for mowing season

Program Report May 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.
- Did 17 School and group programs. 893 participants
- Held 5th grade field days at Luhr Park. 1025 participants
- Set up and took down tents for field days.
- Did one Natures Tiny Tots program at Luhr. 20 participants
- Did one Senior Lifestyles program at Luhr. 21 participants
- Worked on several items to get ready for upcoming programs.
- Distributed flyers to the schools.
- Mailed the pioneer day's volunteer form to last year's participants.
- Updated the parks email and snail mailing lists.
- Did one Movin' 'n Groovin' Fitness Fun program at Luhr.

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									0	12,911
Visitors									0	34,380
July *										
Vehicles									0	7,219
Visitors									0	19,658
August										
Vehicles									0	13,383
Visitors									0	34,906
September										
Vehicles									0	13,561
Visitors									0	34,827
October										
Vehicles									0	6,938
Visitors									0	18,315
November										
Vehicles									0	6,062
Visitors									0	16,313
December										
Vehicles										7,888
Visitors										20,961
YTD TOTALS										
Vehicles	7,455	0	26,534	0	8,332	0	9,592	0	51,913	121,171
Visitors	18,637	0	66,334	0	25,477	0	23,980	0	134,428	320,936

*Totals taken July 20th

BUDGET ESTIMATE FOR

Park and Recreation Board - 155

LaPorte County

For Calendar Year 2018

	Item	Total Estimate	Approved
1 PERSONAL SERVICES			
Salaries and Wages			
10111 Park Superintendent	\$55,819.50		
10117 Administrative & Finance Assistant PAT II Step 5	\$38,308.00		
10152 Park Maint. & Const. Supervisor LTC III	\$44,427.00		
10152 Park Maintenance Technician LTC II	\$39,420.00		
10152 Park Maintenance Technician LTC II	\$37,147.00		
10195 Chief Naturalist PAT III - Step 9	\$46,740.00		
10195 Rec & Education Programmer PAT II	\$37,557.00		
10136 Board Members	\$7,980.00		
10130 Seasonal/Part-time	\$50,000.00		
		\$357,398.50	\$0.00
Employee Benefits		\$0.00	\$0.00
Other Personal Services		\$0.00	\$0.00
Total Personal Services		\$357,398.50	\$0.00
2 SUPPLIES			
Office Supplies			
20001 Office and Nature Center Supplies	\$2,500.00		
		\$2,500.00	\$0.00
Operating Supplies			
20025 Gas & Oil & Vehicle Maintenance	\$10,500.00		
		\$10,500.00	\$0.00
Repair and Maintenance Supplies			
20020 Park Repair and Maintenance -	\$5,000.00		
		\$5,000.00	\$0.00
Other Supplies			
20015 Uniforms -	\$1,400.00		
		\$1,400.00	\$0.00
Total Supplies		\$19,400.00	\$0.00

	Item	Total Estimate	Approved
3 OTHER SERVICES AND CHARGES			
Professional Services			
32044	Engineering/Professional/Consultant	\$3,000.00	
		\$3,000.00	\$0.00
Communication and Transportation			
30002	Postage	\$1,200.00	
30018	Mileage	\$100.00	
		\$1,300.00	\$0.00
Printing and Advertising			
30005	Printing	\$0.00	
30006	Photo & Video	\$0.00	
30096	Program Promotion	\$2,400.00	
		\$2,400.00	\$0.00
Insurance			
		\$0.00	\$0.00
Utility Services			
30040	Electric	\$11,500.00	
30100	Propane	\$8,000.00	
30101	Waste Disposal/Toilet Pumping	\$3,000.00	
		\$22,500.00	\$0.00
Repairs and Maintenance			
30093	Lease Agreements	\$2,300.00	
30012	Repairs/Equipment	\$4,000.00	
30102	Grounds Maintenance	\$8,500.00	
30103	Trail Maintenance	\$3,000.00	
30121	Building Repair and Maintenance	\$2,500.00	
		\$20,300.00	\$0.00
Rentals			
30008	Equipment Rental	\$100.00	
		\$100.00	\$0.00
Debt Service			
		\$0.00	\$0.00
Other Services and Charges			
30097	Display Rehabilitation	\$0.00	
30098	Pond Stocking and Weed Control	\$800.00	
30104	Safety and First-Aid	\$500.00	
30027	Education Inst./Training/Conference & Travel	\$2,500.00	
30009	Membership/Dues	\$1,400.00	
30155	Landscaping (all parks)	\$2,000.00	
		\$7,200.00	\$0.00
Total Other Services and Charges		\$56,800.00	\$0.00

	Item	Total Estimate	Approved
4 CAPITAL OUTLAYS			
Land		\$0.00	\$0.00
Buildings		\$0.00	\$0.00
Improvements Other Than Building		\$0.00	\$0.00
Machinery and Equipment		\$0.00	\$0.00
	Sub-Total:	\$0.00	\$0.00
Other Capital Outlays			\$0.00
Total Capital Outlays		\$0.00	\$0.00
Total Budget Estimate		\$433,598.50	\$0.00

(1) (We) hereby certify that the foregoing is a true and fair estimate of the necessary expense of the

LaPorte County Park and Recreation Board and Department

for the calendar year 2013 for the purposes therein specified.

Dated this 4th day of June, 2012.

Jeremy J. Sobecki, Superintendent