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**The Michigan City Park and Recreation Board** met in regular session on Thursday, January 22, 2015 at the hour of 5:00 P.M. in the Council Chambers at City Hall, 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. Chatfield, Latchford, and Freese (3)**

**Absent: Mr. Dabney (1)**

**Also present were:** Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Joe Doyle, City Council Liaison; Shawne Sheldon, Zoo Retail and Accounting Clerk; Elizabeth Emerick, Assistant Zoo Director; Jason Richardson, Director of Golf; Greg Skwiat; Shem Khalil, Global Engineering; Linda Simmons, LaPorte County Convention and Visitors Bureau; Debbie Studtman, Park Accounts Payable-Budget Clerk; and Andre Steele, ALCO TV.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the minutes of the January 7, 2015 Park Board meeting.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Request for Proposals for the Pullman Park Renovation Project and agreed to allow Superintendent Kienitz to solicit bids for the project.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached greensfee rates for Veteran's at the Michigan City Golf Course.
- ❑ On a motion made by Mr. Latchford, seconded by M. Freese and voted for unanimously by the Board, the Board accepted the attached recommendation submitted by Michigan City Redevelopment Commission Executive Director Craig Phillips to accept the attached Statement of Qualifications submitted by SmithGroup, JJR for an ecological assessment of Bismarck Hill in Washington Park. The two departments will work together to develop the scope of services.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to allow the Superintendent to choose the most responsive quote and move forward with the Washington Park Zoo petting yard barn roof project.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board agreed to table the 2015 zoo hours, fees, programs and events.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached animal acquisition and placement request submitted by Assistant Zoo Director Elizabeth Emerick.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to allow the zoo management staff to issue up to (10) complimentary family day passes (2 adults and 2 children) during the 2015 season.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board agreed to allow the Director of Golf to issue up to (10) complimentary rounds of golf with cart rental for a foursome during the 2015 season.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached event request for the 2015 Annual Dyngus Day Dash 5K.
- ❑ On a motion made by Mr. Latchford, seconded Freese and voted for unanimously by the Board, the Board approved the attached 2015 Waltz and Merengue Dance Program and fees.

Shem Khalil of Global Engineering updated the Board on the progress of the new building in Washington Park. Mr. Khalil report two change orders will be presented to the Board at their next meeting.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the color recommendations made by Global Engineering of warm limestone and antique bronze for the exterior stonework on the new Washington Park seasonal operations building.

Park Superintendent Jeremy Kienitz reported he will be meeting with Maintenance Director Bob Graves at Global Engineering to review hardware options for the new building. He reported he will be meeting with Gariup Construction next Tuesday and will continue meetings on a regular basis to the keep the project on track. He reported the 2015 IPRA conference was extremely beneficial this year for him and his staff.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the concept of the Best Management Practices Demonstration Project at Winding Creek Cove and approved of having the project engineered. The project will be 100% grant funded.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved city claims filed on account of appropriations for the Parks and Recreation Department in the amount of \$37,464.05.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved Payroll #1, 12/21/15 through 01/03/15, in the amount of \$43,233.37.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board accepted a donation in the amount of \$82.71 from Merchant Services.
- ❑ On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:21 p.m.

  
 Shannon Eason, Assistant Superintendent

  
 Phil Freese, Park Board Secretary

Attachments to the January 22, 2015 Park Board meeting:

1. 2015 Veteran Golf Fees
2. Recommendation Letter from Michigan City Redevelopment Commission Executive Director Craig Phillips
3. SmithGroup JJR Statement of Qualifications – Bismarck Hill Ecological Assessment
4. Zoo Petting Yard Barn Roof Quotes
5. Animal Acquisition and Placement Request
6. Request to Distribute 10 Complimentary Zoo Passes in 2015
7. Request to Distribute 10 Complimentary Golf Passes in 2015
8. 2015 Dyngus Day Dash 5K Request
9. 2015 Waltz and Merengue Dance Program and Fees
10. Winding Creek Cove Best Management Practices Demonstration Project
11. Claims Docket Allowance for Vouchers Dated 01/16/15

Minutes prepared by Shannon Eason