



100 E. Michigan Blvd. / Suite 2
Michigan City, IN 46360-3293
Phone (219) 873-1506
Fax (219) 873-1506
www.michigancityparks.com

The Michigan City Park and Recreation Board met in regular session on Wednesday, February 18, 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, Freese, and Dabney (4)

Absent: None (0)

Also present were: Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Jeff Katz, Park Board Attorney; Joe Doyle, City Council Liaison; Shem Khalil and Martin Bobcek, Global Engineering; Jennifer Olson, LaPorte County Healthy Communities; Tim Mahoney, National Playground Compliance Group; Andrew Deutscher Construction; Katie Slater, Alzheimer's Association; Dave DeLau, DeLau Landscaping; Jamie Huss, Zoo Director; Shawne Sheldon, Retail and Accounting Clerk; Tara Miller, Senior Center Director; Herb Higgin, Safe Harbor; Ebony Roberts; Sylvia Roberts; April Hopper-Moore; Denten Moore; Peter Blacus, Gariup Construction; Richard Chambers, The News Dispatch; and Andre Steele, ALCO TV.

- On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the minutes of the February 4, 2015 Park Board meeting.
- On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the minutes of the February 4, 2015 Executive Session.
- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board removed the Park Department 2014 4th Quarter Report from the table.
- On a motion made by Mr. Dabney, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Park Department 2014 4th Quarter Report.
- On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board approved the attached Resolution No. 799 banning smoking at Patriot, Gardena and Adams Parks.

- ❑ On a motion made by Mr. Dabney, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached 2015 Jammin' with Save the Dunes Major Event License Agreement.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board accepted the attached proposal from Miller's Construction Service, Inc. for port-a-pot services in 2015.

Attorney Jeff Katz reported two bids were received for the Pullman Park Renovation Project. Both bids were opened. Deutscher Construction submitted a base bid of \$248,500.00. Gariup Construction submitted a base bid of \$279,500.00. The bids will be reviewed.

Attorney Jeff Katz reported one proposal was accepted for landscaping and maintenance services at Millennium Plaza. Mr. Katz opened the proposal from DeLau Landscaping.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached agreement with SmithGroup JJR for the assessment and restoration plan for Bismarck Hill. Funding will be provided by the Michigan City Redevelopment Commission as stated in their 07/01/14 meeting minutes.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached preliminary plans for the zoo maintenance drive drainage project and authorized Haas & Associates to prepare final drawings, specifications and estimated costs.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board authorized Zoo Director Jamie Huss to apply for a Captive Bred Wildlife Permit.
- ❑ On a motion made by Mr. Dabney, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2015 Alzheimer's walk event request and agreed to waive all related fees.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the colors and materials recommended by Global Engineering for floors and walls in the new operations building in Washington Park.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Change Order No. 002 submitted by Gariup Construction Company, revising the platform at the new operations building in Washington Park from wood to concrete and block in the amount of \$27,710 which will be taken out of allowance no. 3.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Change Order No. 003 submitted by Gariup Construction Company to relocate Comcast service, at the new operations building in Washington Park in the amount of \$5,732.08 which will be taken out of allowance no. 4.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board agreed to waive parking fees for participants of the Run Wild for the Zoo 5K fundraising event.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board tabled the Park Department 2014 annual report.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted quotes from LaPorte County Appraisal Service, Inc. in the amount of \$350.00 and Valuation Services, LLC in the amount of \$2,300.00 for appraising the new concession area in the Washington Park operations building and providing fair market rental value.

Superintendent Jeremy Kienitz reported on ongoing cross training of the administrative staff and the Senior Center sponsored luncheon held for Park Department staff last week. Mr. Kienitz would like to hire Jamie Huss as the Zoo Director effective December 21, 2014, which is the first pay period of 2015.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board authorized Attorney Jeff Katz to send a letter to JMTD Productions terminating the major event lease agreement for the Panacea Music Festival because the promoter has defaulted on the lease requirements.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved hiring Jamie Huss as Zoo Director.
- ❑ 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 \$61,427.75.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved Payroll #3, 01/18/15 through 01/31/15, in the amount of \$43,449.87.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board accepted donations from Wagner Agency in the amount of \$300.00 and Fox Photography in the amount of \$300.00 for sponsorship of the youth baseball league.

- On a motion made by Mr. Freese, seconded by Mr. Mr. Latchford and voted for unanimously by the Board, the Board approved payment of credit card charges in the amount of \$654.00.
- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:33 p.m.


Shannon Eason, Assistant Superintendent


Phil Freese, Park Board Secretary

Attachments to the February 18, 2015 Park Board meeting:

1. Park Department 2014 4th Quarter Report
2. Resolution No. 799 Smoking Ban
3. 2015 Jammin' with Save the Dunes Major Event License Agreement
4. 2015 Port-a-Pot Quotes
5. SmithGroup JJR Bismarck Hill Assessment and Restoration Plan Agreement
6. Zoo Maintenance Driveway Drainage Project Preliminary Plans
7. Authorization for Captive Bred Wildlife Permit
8. 2015 Alzheimer's Event Request
9. Change Order No. 002 from Gariup Construction for New Operations Building in Washington Park
10. Change Order No. 003 from Gariup Construction for New Operations Building in Washington Park
11. Zoo Society 5K Fundraising Event Request
12. LaPorte County Appraisal Service, Inc. Quote for Appraisal Services
13. Valuation Services, Inc. Quote for Appraisal Services
14. Claims Docket Allowance for Vouchers Dated 02/12/15

Minutes prepared by Shannon Eason