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**The Michigan City Park and Recreation Board** met in regular session on Wednesday, September 2, 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; Tim and Gwen Hullinger, Action Fence; Randy Durham, Greens Superintendent; Elizabeth Durham; Martin Bobcek; 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 August 19, 2015 Park Board meeting.

Three proposals for the maintenance facility fencing and gate project were opened and read aloud. The proposals were submitted by Action Fence Company, Fence Masters and Northwest Indiana Fence Company.

- On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the attached bid submitted by Gariup Construction Company for the Golf Course Culvert Project in the amount of \$437,702.00, awarded the attached contract and approved issuing a Notice to Proceed.
- On a motion made by Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board accepted the attached proposal submitted by Deutscher Construction, LLC for the curbs and kiosk pad at Hansen Park in the amount of \$8,650.00 and awarded the attached contract.
- On a motion made by Mr. Latchford, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the attached Addendum, dated August 26, 2015, to the

Memorandum of Understanding, dated April 1, 2015, with The Alliance for the Great Lakes for the Winding Creek Cove Best Management Practices Demonstration Project.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the proposal submitted by Woodruff and Sons, Inc. in the amount of \$15,800.00 for phase one the Winding Creek Cove Best Management Practices Demonstration Project, awarded the contract and approved issuing a Notice to Proceed.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board authorized Attorney Katz to prepare a Request for Proposals for the Memorial Hall Garage Repair Project.
- ❑ On a motion made by Mr. Dabney, seconded by Mr. Latchford and voted for unanimously by the Board, the Board agreed to table the Michigan City Public Art Committee's request to place a sculpture near the North Pointe Pavilion in Washington Park and asked Mrs. Eason to go back to the committee to suggest other locations in Washington Park.
- ❑ On a motion made by Mr. Dabney, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Resolution No. 814 transferring money in the Park Maintenance Fund 1301/0805.

Park Superintendent Jeremy Kienitz reported on the status of the zoo maintenance driveway drainage project, the golf course tree removal project, upcoming 2016 budget workshops, the installation of the kayak launch at Hansen Park, the Hansen Park ribbon cutting ceremony, a tour of Hansen Park by the US Environment Protection Agency, the US Department of the Interior, the US Forest Service and the National Park Service, the September 19<sup>th</sup> Adopt-a-Beach cleanup global event, the end of lifeguard and parking operations on Monday, September 7<sup>th</sup>, and new hours for the Fire and Water Restaurant in the North Pointe Pavilion.

Martin Bobcek of Global Engineering updated the Board on the status of the new building in Washington Park.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the attached Change Orders 019 through 025 with Global Engineering and Gariup Construction Company for the new operations building in Washington Park; however they did not agree to changing the substantial completion dates on Change Orders 021 through 024; the substantial completion will remain June 19, 2015.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached pay request no. 7 to Gariup Construction Company for the new operations building in Washington Park.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney 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 \$43,223.82.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved Payroll #17, 08/02/15 through 08/15/15, in the amount of \$81,660.85.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the following minor transfer:

Golf Fund 1314/0000

Decrease account no. 02 422.021	Gasoline	\$4,000.00
Increase account no. 02 423.035	Misc. Merchandise	\$4,000.00

- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the following minor transfer:

Park Maintenance Fund 1301/0805

Decrease account no. 02 422.021	Gasoline	\$7,700.00
Decrease account no. 03 436.001	Bldg. Repair & Maintenance	\$3,500.00
Decrease account no. 03 435.003	Heat-Bottled Gas	\$ 500.00
Decrease account no. 03 436.002	Other Repair & Maintenance	\$ 200.00
Increase account no. 02 422.025	Diesel	\$2,500.00
Increase account no. 02 423.002	Repair Parts	\$3,200.00
Increase account no. 02 423.003	Small Tools	\$2,000.00
Increase account no. 03 435.001	Gas & Electric	\$4,200.00

- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved payment of invoices totaling \$998.20 out of the Zoo Endowment Fund.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved charges totaling \$203.50 made to the department's credit card.
- ❑ On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:00 p.m.

  
 Shannon Eason, Assistant Superintendent



Phil Freese, Park Board Secretary

Attachments to the September 2, 2015 Park Board meeting:

1. Gariup Construction Proposal, Contract and Notice to Proceed for Golf Course Culvert Project
2. Deutscher Construction Proposal, Contract and Notice to Proceed for Hansen Park Curbs and Kiosk Pad Contract
3. Addendum to the Memorandum of Understanding with The Alllance for the Great Lakes
4. Michigan City Public Art Committee Request to Place Sculpture at North Pointe Pavilion
5. Resolution No. 814 Park Maintenance Fund Transfer
6. Global Engineering and Gariup Construction Change Orders No 019 through 025
7. Gariup Construction Pay Request No. 7
8. Claims Docket Allowance for Vouchers Dated 09/02/15

Minutes prepared by Shannon Eason