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The **Michigan City Park and Recreation Board** met in regular session on Wednesday, March 1, 2017 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, Freese, Silvestri, and Latchford (4)

Absent: None (0)

Also present were: Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Amber Doff, Friedman & Associates; Duane Seifert, Current Electric; Shawne Sheldon, Washington Park Zoo, Mike Dempsey, ALCO; Gabrielle Gonzalez, The News Dispatch; and Andre Steele, ALCO TV.

- On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the minutes of the February 6, 2017 Park Board meeting.

President Chris Chatfield asked if there were any quotes to be submitted for the Zoo Water & Sewer Project. There were no quotes submitted for the project.

President Chris Chatfield asked if there were any quotes to be submitted for the Zoo Electric Service Project. There were no additional submissions.

Attorney Amber Doff opened a quote received from Current Electric on 03/01/17 at 4:46 pm in the amount of \$14,387.00 and a quote received from Marquiss Electric on 03/01/17 at 3:25 pm in the amount of \$18,143.00.

- On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board instructed Superintendent Kienitz and Attorney Pichardo to review the quotes and award the contract to the lowest and most responsive quoter.

President Chris Chatfield asked if there were any quotes to be submitted for the Zoo Generator Project. There were no additional quotes submitted for the project.

Attorney Amber Doff opened a quote received from Current Electric on 03/01/17 at 4:46 pm in the amount of \$20,135.00 and a quote received from Marquiss Electric on 03/01/17 at 3:25 pm in the amount of \$37,680.00.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board tabled the zoo generator quotes for review and recommendation by Superintendent Kienitz and Attorney Pichardo.

President Chris Chatfield asked if there were any quotes to be submitted for 2017 Port-a-Pot Service. There were no additional submissions.

Attorney Amber Doff opened a quote received from Miller's Port-a-Pots on 03/01/17 at 12:45 pm in the amount of \$32,960.00 and a quote submitted by Johnson Johns on 03/01/17 at 11:30 am in the amount of 37,522.00 and a quote submitted by Johnny on the Spot, Inc. received 02/28/17 at 2:58 pm in the amount of 26,325.00.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board tabled the 2017 Port-a-Pot Services quotes for review and recommendation by Superintendent Kienitz and Attorney Pichardo.

Superintendent Jeremy Kienitz reported the Bismarck Hill Restoration Project is going well. He expects to have the RFQ for ropes courses and zip lines on the next agenda. He reported City Planner Craig Philips is working on the RFQ for the traffic circle and new entrance to Washington Park.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board removed the Park Department 2016 4th Quarter Report from the table.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Park Department 2016 4th Quarter Report.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board removed the Park Department 2016 Annual Report from the table.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board tabled the Park Department 2016 Annual Report.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached request from the Michigan City Police Department to host their annual Easter egg hunt in Fedder's Alley on Saturday, April 8, 2017.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2017 Adult Softball League and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Major Event License Agreement with Save the Dunes for their annual Jammin' with Save the Dunes event on Saturday, June 3, 2017 at the amphitheater in Washington Park.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached 2017 City Kids Day Camp program and fees.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the nomination of Assistant Superintendent Shannon Eason to Indiana Department of Natural Resource's Lake Michigan Coastal Program Advisory Board.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Request for Quotes for the Walker Street Playground Renovation Project.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Request for Quotes for landscaping around the electrical panels at North Pointe Pavilion.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Request for Quotes for door strikes at the North Pointe Pavilion.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Request for Quotes for a Polaris Ranger for the lifeguards.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the purchase of an AccessDeck beach decking system from Access Rec, LLC.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board tabled the Otis Elevator Maintenance Agreement.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved attached Resolution No. 853.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Resolution No. 854.

Superintendent Kienitz reported we are accepting applications for seasonal employees, he worked out the agreement with Immanuel Lutheran Church for the Gather at Gardena events, Arcadis has installed and is monitoring the water wells at the maintenance facility on Highway 12, we are replacing our beach marking system flag holders, tree removal has been completed by Jon's Tree Service and Green Leaves at the golf course, the golf maintenance staff is also removing trees, we met with the City Council Finance Committee last night for funding to move the parking sticker operation to North Pointe Pavilion and it passed with a vote of 2 to 1, our 2017 Salary Order will be heard on 3rd reading by the City Council on March 7, 2017. Mr. Kienitz thanked the Indiana State Prison Inmate Program and listed the many projects they have helped us complete.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese 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 \$2,404.46.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese 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 \$46,805.19.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #3, 01/15/17 through 01/28/17, in the amount of \$38,183.39.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #4, 01/29/17 through 02/11/17, in the amount of \$37,567.23.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the following donations:

NIPSCO – Winding Creek Cove Phase II –improved fishing access	\$5,000.00
Little Caesar's Pizza – youth baseball team sponsor	\$ 350.00
Fox Photography – youth baseball team sponsor	\$ 350.00
Moore's Auto Repair – youth baseball team sponsor	\$ 350.00
Prendergast Agency – youth baseball team sponsor	\$ 350.00
All Right Plumbing – youth baseball team sponsor	\$ 350.00

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

ADMIN FUND 1301/0802

Decrease account no. 03 439.011	Contractual Services	\$656.22
Increase account no. 03 432.002	Postage	\$656.22

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

SENIOR CENTER FUND 1301/0806

Decrease account no. 01 411.016	Overtime	\$800.00
Increase account no. 01 411.001	Seasonal Salaries	\$800.00

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved payment of invoices totaling \$79,297.00 through the February 21, 2017 Board of Works meeting.
- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:42 p.m.


Shannon Eason, Assistant Superintendent


Larry Silvestri, Park Board Secretary

Minutes prepared by Shannon Eason