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The Michigan City Park and Recreation Board met in regular session on Monday, February 6, 2017 at the hour of 5:00 P.M. in the Emergency Operation Center 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 and Silvestri (3)

Absent: Mr. Latchford (1)

Also present were: Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Nelson Pichardo, Park Board Attorney; Elizabeth Emerick and Shawne Sheldon, Washington Park Zoo; Ryan Allison, Cardno; Mike Yacullo, Ciroba Group; Stephanie Gordon, Sacred Dunes; Gabriella Gonzalez, The News Dispatch; and Andre Steele, ALCO TV.

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the minutes of the January 18, 2017 Park Board meeting.

President Chris Chatfield asked if there were any bids to be submitted for the Bismarck Hill Restoration Project. There were no submissions and Mr. Chatfield closed the submission period.

Park Board Attorney Nelson Pichardo opened a bid submitted by Cardno in the amount of \$427,052.40 and a bid submitted by Applied Ecological Services in the amount of \$417,341.98.

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

Kurt Garner presented a draft copy of Washington Park Works Progress Administration Historic Structures Report for the Park Board's review noting it will be presented to the Michigan City Redevelopment Commission at their meeting on February 13, 2017.

Superintendent Kienitz reported he expects to have the Request for Qualifications for the zip line and ropes course on Bismarck Hill prepared for the Park Board's March 1, 2017 meeting.

He and Attorney Pichardo have spoken with Charlie Keene of General Insurance to make sure they have the proper insurance requirements. City Planner Craig Phillips is working on the Request for Qualifications for engineering of the Washington Park Entrance Project. The Naval Armory staff has an interest in the new entrance project and would like to be added as a project stakeholder.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Yoga on the Beach Program presented by Sacred Dunes and agreed to waive parking fees for instructors and participants.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached 2017 Tower Run request submitted by the Piranha Swim Club and agreed to sponsor them again in 2017.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached request submitted by Immanuel Lutheran Church to host a Gather at Gardena event on the third Saturday of each month from May through September. The Board instructed Attorney Pichardo to prepare a use agreement for the events.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached animal acquisition request submitted by Zoo Director Jamie Huss.

President Chatfield opened the floor for public input on the Walker Street Playground Renovation Project. There was no comment.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached final design 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 the Zoo Discovery Center Water and Sewer Installation Project, the Zoo Discovery Center and Deck Installation Project and the Zoo Generator Installation Project.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Request for Quotes for 2017 port-a-pot service.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board renewed the contract with Hatfield Pest Control for 2017 pest control services.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board tabled the Park Department's 2016 4th quarter and annual reports.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached funding request to the Michigan City Redevelopment Commission for upgrades to 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 funding request to the Mayor and City Council for an additional appropriation to move the annual Washington Park sticker distribution office from City Hall to North Pointe Pavilion.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board approved submission of an invoice from Kurt Garner in the amount of \$23,566.26 for the Washington Park and Washington Park Zoo WPA Works Assessments and an invoice from Wiss, Janney, Elstner Associates, Inc. in the amount of \$16,200 for masonry condition assessments of WPA buildings in Washington Park Zoo to the Michigan City Redevelopment Commission for payment.

Park Superintendent Jeremy Kienitz reported he, Mr. Silvestri and Mrs. Eason attended the Franklin Street lift bridge stakeholder meeting on January 26th at the Port Authority. This is a long range plan. A permanent bridge structure has been ruled out. It looks like restoration will be the answer. The Wellness Wednesday program will begin on April 12th at 5 pm at the YMCA. This is a run walk with many partners including the Park Department, Police Department, YMCA, General Insurance, Franciscan Alliance, and Health Link and gets the community active. Superintendent Kienitz reported the City Council will hear on first reading the request for an additional appropriation for a beach UTV and ADA beach mats and he will inform the Board when the Finance Committee meeting is scheduled, he will be attending the Michigan City Redevelopment meeting on February 13th to discuss the Washington Park Master Plan projects, the Karstens Chili Cook Off will be held on Saturday, February 18th from noon to 3 pm at the Elks Lodge, and the Washington Park Master Plan received a merit award from the Illinois Chapter of the American Society of Landscape Architects.

Superintendent Kienitz reported someone vandalized a picnic table at Joe Hawkins Park costing the department \$130.00.

- ❑ 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 \$47,122.87.

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #2, 01/01/17 through 01/14/17, in the amount of \$36,727.83
- On a motion made by Mr. Freese supported by all members of the Board, there being no further business, the meeting was adjourned at 7:00 p.m.


Shannon Eason, Assistant Superintendent


Larry Silvestri, Park Board Secretary

Minutes prepared by Shannon Eason