

**The Michigan City Park and Recreation Board** met in regular session on Thursday, March 19, 2009 at the hour of 5:00 P.M. in the Michigan City Parks and Recreation Office, 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. Latchford, Freese, Milcarek and Mr. Dabney (4)**

**Absent: None (0)**

**Also present were:** Jan Orlich, Superintendent; Patrick Donoghue, Park Board Attorney; Joe Doyle, City Council Liaison; Shannon Eason, Director of Administrative Services and Special Projects; Bill Greene, School Board Liaison; Jason Richardson, Director of Golf; Jeremy Kienitz, Recreation Director; Jack Arnett, LaPorte County Convention and Visitor Bureau; Pam Clarkson; Kenn Kraus and Darren Jones, Haas & Associates; Brent Bachman; Carolyn Pahs; George Kazmierczak; Andre Steele, ALCO TV; Ron Miller, W.E.F.M. Radio; and Laurie Wink, The News Dispatch.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the minutes of the March 5, 2009 Park Board meeting and the minutes of the March 5, 2009 Adams Park Public Hearing.

Park Superintendent Jan Orlich reported we have partnered with LaPorte County Impact to utilize their individuals that are receiving aid in exchange for activity hours. We held interviews and brought them on board and they are now serving in the Zoo, the Maintenance Department, Patriot Park, and with custodial services. We received nine more applications and interviews are scheduled for Tuesday, March 24, 2009. Those individuals will be placed with the flower attendants, custodial services and in the Maintenance Department for beach and park clean up. Ms. Orlich reported she met with Tim Ellis and conducted a conference call with the design team at Water Odyssey and planned the additional water features for the splash park. Ms. Orlich reported we are using a nautical theme. Ms. Orlich stated she had the pleasure of meeting with the Lions Club on Thursday, March 12, 2009; she had a nice dinner with them and had time to make a presentation discussing the splash park, beach management, which they were very receptive to, the new interactive aviary exhibit at the zoo, and renovations to the amphitheater. Ms. Orlich promoted the golf course and challenged each one of them to come out and play her.

Ms. Orlich reported she and Mr. Kienitz met with Mike Brenner who is the Chief Ranger for the National Park Service. They discussed beach safety and signage and the possibility of creating new signage that will be bilingual and will be used throughout the beachfront locations. Ms. Orlich stated Mr. Brenner let us know about something interesting called Bioblitz. Indiana Dunes is teaming up with National Geographic to host a two day event at the Indiana Dunes. They are asking for volunteers; they will split up and search the dune areas for new plant and animal species and those will go on record and eventually will be televised through the National Geographic channel. That will be held Friday, May 15 and Saturday, May 16, 2009. Ms. Orlich stated she, Mrs. Eason, Mr. Walus and Mr. Kienitz are preparing a six-part beach management series for The News Dispatch. The first of the series will take place around Memorial Day with the other five to follow throughout the summer months. We are also preparing a two-part series for ALCO on beach management and both of those will be broadcast; the first part on Wednesday, June 10, 2009 and the second on Wednesday, July 8, 2009. Ms. Orlich reported City Forester Frank Sileheimer has gotten his hands on 32 trees and donated those to the park. The Maintenance Department along with offender laborers have planted those trees throughout Washington Park just west of Lot #2. Those trees include Red Maple, Burr Oak, Red Oak and Serviceberry. Ms. Orlich reported she met with Jim Jaksa and Tim Frame to discuss the location of the concession trailer. Ms. Orlich stated we are trying to stay off of the wall area and entertained the idea of putting that concession trailer over by the restroom facility and the Port Authority has no problem with us placing the trailer over in that area so that looks very promising for us. Ms. Orlich reported we met with LaPorte County Convention and Visitor Bureau regarding two major events that we will be working on hand in hand with LPCVB this season. The first is the Power Boat National and Ms. Orlich put a packet in the Board's mailboxes regarding that event. Ms. Orlich stated this is going to be a huge event and she had the opportunity to attend the Sarasota, Florida event and Jason Miller from the LaPorte County CVB participated in the Key West, Florida event. Ms. Orlich stated we met with the representatives of the power boat races. Ms. Orlich stated this will be an annual event; it is going to be a sanctioned event and we are expecting anywhere from 20,000 to 30,000 people on our beachfront. The dates for this event are August 7<sup>th</sup> through August 9<sup>th</sup>, 2009. Ms. Orlich stated we approached the LaPorte County CVB to ask for their help in hosting the Triathlon. Ms. Orlich stated Mr. Kienitz will tell you about that in his report. Ms. Orlich introduced LaPorte County Convention and Visitor Bureau Executive Director Jack Arnett and Sports Development Manager Jason Miller.

Mr. Arnett stated they are glad to be here and are here tonight in case the Board has any questions regarding these events. Mr. Arnett stated Mr. Kienitz has done a great job of breaking down the responsibilities for the Triathlon and we are just starting that process. Mr. Arnett stated he will be bringing most of his staff over here next Thursday to start setting up teams and getting things going; this is a huge undertaking but we are excited about getting together; it is going to be new for a lot of us. This is such a big project we don't want to let anything fall through the cracks so we are starting the process early and pulling the teams together to get that going. Mr. Arnett stated, with regard to the boat race, Mr. Miller is really the expert on that and that is certainly another huge event we are going to be having right outside here.

Mr. Miller asked if there are any questions about the boat race.

Mr. Bachmann asked how far off of the wall the boat race will be.

Mr. Miller answered about one hundred yards which is well within your line of sight; you will see a lot more at that distance than just the rooster tail.

Mr. Miller stated we had a really good walk-through yesterday with the folks from Super Boat International and we think we have everything pretty well mapped out. Mr. Miller stated people are asking him where things are going to go and now he can answer those questions. Mr. Miller stated we are going to fill the park that weekend with both boats and spectators and it is going to be a lot of fun. Mr. Miller stated they look forward to working with the whole Department and the Park Board; they are really excited. Mr. Miller stated they have a contract for three years and as long as we want to keep the race and make it a fun event we can have it as long as we want. There are two or three races on the circuit that have been in the same cities for twenty or thirty years; it is a really established organization and this will be the only race on Lake Michigan and one of only two in the Great Lakes region. Mr. Miller stated we are already hearing that we are going to draw a lot of boating enthusiasts from around the entire Midwest because all of the other races are in Florida, North Carolina and New York so we have the corner on the market from here to the west.

Ms. Orlich stated the Police Department, the Coast Guard and the Port Authority are on board.

Mr. Latchford asked Mr. Miller what the route will be on the lake.

Mr. Miller stated we envision a six mile course; two and a half miles on each straight away; it is a rectangular course. One turn will be right off of the end of the lighthouse pier and the course will go down to stop 20 and come back. This will be a good spectator course for several miles down the beach.

Ms. Orlich stated there will be event set up for dry dock in lot #1, which we will discuss in length further, to allow spectators to go up to the boats and ask the drivers and throttle men questions about the boats. There will be bands, vendors and VIP areas. Media will be placed at the lighthouse. Ms. Orlich stated we have worked out most of the logistics and we will be meeting with LPCVB for final contract issues and things like that.

Mr. Miller stated we had a really good meeting yesterday with the Super Boat folks, Tim Frame and Jim Jaksa from the Port Authority, and Ms. Orlich and Mr. Kienitz from the Park Department and we really have a lot of good stuff worked out.

Mr. Latchford asked if these boats are large enough that if the lake gets a little rough that it won't affect the race.

Mr. Miller stated they have raced in fifteen foot rollers before; they don't necessarily like it, but they do it. Mr. Miller stated those boats are made to deal with that kind of surf so as long as they

can see out of their canopies they are going to run, which means if there is a torrential downpour, they will wait until the rain subsides, but other than that they are ready to go.

Ms. Orlich mentioned medical staff and helicopters will also be on call for anything that happens. The LaPorte County CVB has really done their homework. Ms. Orlich stated she attended this in Sarasota and it is an unbelievable event and hopefully they will want to come back after the three year contract.

Mr. Miller stated the Sarasota race that Ms. Orlich is talking about has been around for nineteen years so that gives you an idea of the kind of organization this is.

Mr. Milcarek stated he thinks this is a fabulous opportunity for Michigan City; he has watched NASCAR automobile racing and he is sure everybody is familiar with the Daytona 500 and that grew from a little bitty thing like we are starting here and he doesn't mean small but this grew into the most amazing thing and he sees no reason why this shouldn't have a large opportunity to grow and do something for the area.

Ms. Orlich commented Sarasota draws roughly 40,000 people to the beach for that one day event and several thousand more for the parade and the festivities that go along with it and it brings tourism dollars into the City and that is something we could all benefit from.

Mr. Arnett stated they are locking up the television contract tomorrow morning. The Travel Channel will be contracted and part of their presentation will not only be the race itself, but they are going to put in snips of the County and Michigan City to cover the whole hour show. That is really going to expose Michigan City and that is pretty exciting. Mr. Arnett stated Fox Sports will also be contracted.

Mr. Miller stated there may be one other network involved as well so we could be on three major cable networks by the time the race comes around.

Ms. Orlich stated Pam Swenson is here tonight and is interested in providing a souvenir photo service for us at Patriot Park for the 2009 season. She would basically be taking action photos of all players including life size posters similar to the Fat Head brand. The photos would be taken the day of the game; they would also be available to take home that same day. Ms. Orlich introduced Mrs. Swenson.

Mrs. Swenson stated she had been involved in youth sports; she has a twelve year old and an eight year old and she continually takes photos and everybody wants her to share them and she thinks this would be an opportunity to share her hobby while promoting Michigan City and the Parks and Recreation Department. Mrs. Swenson showed the Board samples noting they are rough samples as she has not invested in the equipment yet; she is waiting to see how things fair here. Mrs. Swenson stated she will incorporate tournament logos on the photographs. She will have three or four photographers taking pictures of every team and every child. The photos will be downloaded onto a computer and the parents can come up and look at the photos and chose the ones they want. They can choose an 8" x 10", (2) 5" x 7", or a wallet sheet. The other

product would be available on an order basis. Mrs. Swenson showed the Board a sample of a Fat Head noting they are doing this with Major League baseball players; they take an actual life size photo of the player and it is a decal for the kid's walls. This would be an order situation; they would order it and they would receive it in three to four weeks. The decal can be posted on the wall and it can be removed and placed somewhere else. Mrs. Swenson stated she is interested in offering people a souvenir right then and there; pick it, print it and take it home that day.

Mr. Kienitz asked Mrs. Swenson if she is planning on setting up during the week during recreational leagues.

Mrs. Swenson stated she would like to set up at any opportunity that she could as long as the contract makes that feasible. Mrs. Swenson stated she would work with Mr. Kienitz on the different logos for the different tournaments. Mrs. Swenson stated some people won't want the logo on their pictures, but others will.

Mr. Dabney asked if Mrs. Swenson if this is only for baseball or would it be available for basketball as well.

Mrs. Swenson stated the contract right now is simply for baseball; baseball is easier for the photographers because of the movement. Baseball almost guarantees you can get a picture of every child batting and on the field.

Mrs. Swenson stated she has a rough draft of a contract.

Ms. Orlich stated when that is completed we will present it to the Board and they can review and if they have any questions they can ask you.

Mr. Latchford stated he spoke with Mrs. Swenson and she has some investments she needs to make in equipment and baseball season is right around the corner and we don't have a contract. Mr. Latchford stated the contract would be the basic agreement that we normally enter into giving her exclusive rights to have souvenir photos at Patriot Park for the 2009 season if we haven't already given those rights to a tournament. Mr. Latchford stated we can work all of those things out.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board gave Mrs. Swenson tentative approval to operate her photo souvenir business at Patriot Park during the 2009 season contingent on approval of the contract.

Ms. Orlich reported we had some old, outdated chairs in our conference room and we found an organization named Parents and Friends which is a special needs organization and they have been sitting on plastic lawn chairs. We donated our seven chairs to that organization.

Mr. Latchford asked Ms. Orlich how many people have been brought on through LaPorte County Impact.

Ms. Orlich stated we brought in ten people, six have stayed with us and we have nine more applicants to interview Tuesday.

Ms. Orlich stated she does have a vandalism report, unfortunately. The weather is breaking and the vandalism is starting. At Pullman Skate Park on Monday, March 9, 2009 at 7 a.m. the light box was broken; the light fixtures were on all weekend and during the daylight hours. Graffiti was on the door on the bathroom. They broke into the control room that houses the DVR for the cameras and luckily the DVR was out being serviced. A report was filed with Officer Krantz. At Gardena Park on Wednesday, March 18, 2009 at 8 a.m. we noticed that a picnic table was broken; seats, supports and a top board was off and that was reported to Officer Baker. At Karwick Nature Park on Monday, March 9, 2009 at 9 a.m. the Maintenance staff noticed tire tracks and ruts from tires riding through the length of the crossways. This was reported to Officer Krantz. At Winding Creek Cove on Monday, March 9, 2009 at 8 a.m. there was gang graffiti on the parking lot asphalt. Ms. Orlich reported Maintenance Director Darren Westphal has found a product on the market that removes graffiti. This is an application that you spray on and it virtually wipes off. The cost is high but we invested in two cases at \$60 per case.

Mr. Dabney stated this is for the people in the neighborhood on the west side of Pullman Park. Mr. Dabney stated he used to play basketball over there a lot; he grew up over there and he knows there are a lot of complaints from the public over there about what the Park Department does not do for your park over there but we have to stop the vandalism at that park. Mr. Dabney stated he has been on the Board for just over a year and we have heard numerous vandalism reports from your neighborhood and Mr. Dabney asked the people on the west side of town to please watch out for that park and do a little self policing there. Mr. Dabney hears the complaints about how we do nothing about that side of town and he is asking the neighbors to help with the vandalism on that side of town.

Park Board Attorney Pat Donoghue reported the Board will recall the litigation that is still pending on the case of Mr. Johnson who drown after a lamp post he was swinging on broke and he tumbled into Trail Creek. Mr. Donoghue stated he has had a request for a number of documents and discovery requests with interrogatories; Mr. Donoghue is working on that and will report back to the Board after that work is done; that case is still in the courts.

Mr. Latchford asked how we are responsible for doing that work, shouldn't our insurance carrier be doing that.

Mr. Donoghue stated our insurance carrier is doing the work. This is a request that came to the City Attorney and then to him to coordinate this; he is not representing the Park Department in this case at all. The Park Department is being represented by Traveler's Insurance and their attorneys.

Mr. Donoghue reported the City Council has heard on second reading the pending Ordinances regarding the Washington Park concessions which will be performed in house this year and the splash park operating budget. Those have moved on to third reading and we expect they will be heard on April 6, 2009 and we look forward to having those approved by the City Council.

Mr. Kienitz reported Ms. Orlich, Mrs. Eason, Mr. Latchford and he had a workshop with the City Council Financial Committee and one of the subjects that were brought up was City Kids Day Camp and the fact that we can't reach as many kids as possible and there are kids being left out around the community. Mr. Kienitz reported we house anywhere from 65 to 85 kids down here in the summer. The Park Office is our main hub. Mr. Kienitz stated we are looking at the potential and possibility of expanding to a second site at Memorial Hall. In essence, we would be doubling our camp size and the number of staff that would be needed to make that happen. City Council members Mr. Espar, Mr. Doyle, Mr. McKee, and Ms. Nelson asked Mr. Kienitz to come up with some numbers so we could look at the cost of potentially expanding day camp. Mr. Kienitz presented the attached report to the Board. Mr. Kienitz explained the first page gives a breakdown of seasonal salaries for lifeguards, day camp staff and a summer intern. The report goes on to project what we are looking at for 2009 as well as a breakdown for adding Memorial Hall as a site. Mr. Kienitz provided costs for what we would need for the current day camp and what we would need for the site at Memorial Hall which includes staff, materials, and equipment. Mr. Kienitz stated, as you can see, the cost to put on day camp is quite significant. Mr. Kienitz stated he looks forward to working with the City Council to see what possibility there are for the future.

Mr. Milcarek asked how many children we currently serve and how many we will serve at Memorial Hall.

Mr. Kienitz stated we have 65 to 75 sign ups here and we usually have a waiting list. We are planning the same number at Memorial Hall.

Mr. Milcarek asked what the cost per child is.

Mr. Kienitz answered \$35 per child per week.

Mr. Milcarek asked how that offsets the costs.

Mr. Kienitz stated we are providing a very good service; not much.

Mr. Dabney stated last year he tried to get Mr. Kienitz some student workers and he will try this again this year. Purdue North Central has a work study program and the students can get paid through their financial aid funds to do programs like this so Mr. Dabney will try to help Mr. Kienitz again this year.

Mr. Freese asked Mr. Kienitz how many people he needs on staff.

Mr. Kienitz stated we have three leaders for every 25 kids; we try to stay in that range so it is not too overwhelming and so we can control our groups.

Mr. Latchford stated we are working with the City Council to try to roll this benefit out to more people but it is going to require funding from the Council to make this happen. Mr. Latchford asked Mr. Kienitz if the cost to expand to Memorial Hall is \$33,600.

Mr. Kienitz answered that is correct.

Mr. Doyle asked what the extra \$3,000 is for at Memorial Hall.

Mr. Kienitz explained we would have to purchase equipment that we already have at the current camp such as games, art supplies, water bottles, etc.

Mr. Latchford thanked Mr. Kienitz for putting that together so quickly noting this is a great program.

Mrs. Swenson stated it is a great program; her family has not used the program but she has friends that tell her their kids love it; they want to go.

Mr. Donoghue stated the Board received an encroachment status report. Mr. Donoghue stated we have had some recent developments and he would like to request an Executive Session to go over some legal strategies with the Board. Mr. Donoghue stated he will arrange that prior to the next meeting.

Mr. Donoghue stated there is one pending item which relates to a property owner by the name of Ben Ross. Mr. Donoghue will be meeting with Mr. Ross' Attorney tomorrow. There is an issue regarding Colfax Avenue and the layout of Colfax Avenue and Mr. Donoghue believes he is able to answer at this time. Mr. Donoghue stated this will be part of the discussion we will have at the Executive Session.

Mr. Donoghue reported the Board has authorized Mr. Richardson and Mr. Donoghue to proceed with obtaining a beer and wine permit for beverage service at the two golf courses; the north course and the south course. Mr. Donoghue stated the economic times are requiring cities and Park Departments to find ways of obtaining additional revenues and Mr. Donoghue thinks anyone who is familiar with golf courses knows that having a beer service would probably be a good idea. Mr. Donoghue stated this would provide a source of revenue from the golf tournaments and the general use of the golf course by having beverage service at both the clubhouse on the south course and the clubhouse on the north course; that is the intention that has been brought before the Board. Mr. Donoghue stated that requires that there be two permits from the Alcohol and Tobacco Commission in Indianapolis. Mr. Donoghue stated we have provided the Board with copies of the applications for those permits just so you can get familiar with what we have to work with. There is nothing surprising or unusual about the applications or the questions involved. The permit requirement for each of these permits is \$750 so we have been in contact with the City Controller's Office and they are prepared to draw two checks payable to Indiana Alcohol and Tobacco Commission for those permit application fees. There are two Resolutions that accompany the process that we are involved in and they are before the Board tonight. Resolution No. 670 is the Resolution which is requesting the Common Council adopt an Ordinance to provide for the revenues and expenses that would be related to the alcoholic beverage services at the golf courses. This is similar to the procedure that we have underway right now regarding the concessions in Washington Park. In other words, the City

Council will be asked to provide for an amendment to our budget for the coming year so funds can be used to buy the product and the revenues can be accounted for in the Golf Non-Reverting Fund which is where, as you know, all of the business that takes place at the golf courses is accounted for. Mr. Donoghue stated those funds are restricted to use at the golf course and for the benefit of improvements at the golf course. Mr. Donoghue stated that is the first Resolution, Resolution No. 670; it is really quite simple. There is a projection that Mrs. Eason and Mr. Richardson have worked on regarding sales and regarding expenses and they have done some research at other golf courses in order to arrive at those and they do show this is a self sustaining service; it will involve a profit over and above expenses and Mr. Donoghue is sure that anybody that sells alcoholic beverages should be expected to make a nice profit. Mr. Donoghue stated Resolution No. 671 is specific to the filing of the permit. It also is quite straight forward and it is required by the State of Indiana to certify authority on the part of Park Superintendent Jan Orlich and Director of Golf Jason Richardson to sign these documents as we send them in, in order to obtain the permits we need. Mr. Donoghue stated again, it is very simple. Mr. Donoghue stated Resolution No. 671 was not in the Board's packet. Mr. Donoghue read the resolving clause. Mr. Donoghue stated the public hearing we are referring to there is conducted by our LaPorte County Alcoholic Beverage Board. Mr. Donoghue attended one last October or November and at that time he noticed Mr. Jim Kintzele is on that Board as well as other people from the County; several of whom Mr. Donoghue knows personally and it is a matter of presenting the intention, the location, the need and why we want to provide alcoholic beverage service at the golf course. There is a required scaled drawing of the service area, the seating area, and the building. In this case, we have two of those; we have the south clubhouse and the north clubhouse. Mr. Richardson is working on those drawings and they will be ready to accompany this permit and they will be discussed at that public hearing. There will be an ad in the newspaper about the hearing. They have been conducting them at City Hall in LaPorte. Mr. Donoghue doesn't know if they will continue to do that, but wherever the hearing is, we'll be representing the Park Board in presenting the reasons and justifications for the permits to be issued. Mr. Donoghue stated Mr. Richardson is here tonight to answer any questions you have regarding the details of how he intends to operate this; he will be named as the manager; he will have to have assistant managers because, as most of you know, there must always be a manager or an assistant manager on the premises at anytime it is open for business. There will be servers who will have to have licenses from the State and those are things we have to move forward with and have ready before they can open for business. Mr. Donoghue is suspecting if we can get cooperation from the Alcohol and Tobacco Commission that it is possible they may be open for the first part of June 2009.

Mr. Bachmann asked what the cost of insurance is for that operation.

Mr. Donoghue stated we have talked with our insurance carrier and he believes we do have a quote and it is around \$1,900 per year; we are not serving hard liquor; we are serving only beer and wine. Mr. Donoghue stated this would be a rider; it is not a separate policy so it is a more reasonable expense.

Mr. Milcarek asked if the servers will be bonded.

Mr. Donoghue responded it is not necessary for them to be bonded; they will have to go through a training program and we have obtained the information for that and they will have to attend a program in either Schererville, Indiana or in South Bend, Indiana and Mr. Richardson will be making those arrangements. Mr. Donoghue understands this is a one day program for training and it teaches a number of things and one of the important things is being able to recognize a person is just about ready to be over served so you can simply say I'm sorry but we can't serve you anymore; that is one of the key things. This is a new requirement of the State. Mr. Donoghue stated no, they will not be bonded because it is not required.

Mr. Kazmierczak asked Mr. Donoghue how minors will be restricted.

Mr. Donoghue stated the clubhouse situation out there is we do allow minors into the building and they have what they call a limited separation requirement meaning that as long as we separate the area of service from the general business area in that room at the clubhouse, they will be satisfied with that. Mr. Donoghue stated we have to make the proposal as to how we are going to do that and they will tell us whether or not they are satisfied and if not they will advise us on what they want us to do.

Mr. Kazmierczak asked if the expenditure to partition that room off is part of this.

Mr. Donoghue stated it would be but we have such wonderful in-house maintenance people so we would need some supplies, lumber possibly, but we don't regard that as a terrific expense because of the talent we have. Mr. Donoghue invited Mr. Kazmierczak to look at the new Board Room upstairs and how beautiful it is noting it was all done by in-house maintenance people.

Mr. Latchford stated it takes a tremendous amount of coordination and effort and research from Mr. Donoghue, Mr. Richardson, Mrs. Eason and Ms Orlich to recognize the need to increase revenue and fulfill a need or want from the public and this should definitely work out great for everyone involved. Mr. Latchford thanked everyone for their hard work on this.

- ❑ **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board adopted the attached Resolution No. 670 titled "A Resolution of the Michigan City Park Board Requesting that the Michigan City Common Council Adopt an Ordinance Providing for Revenue and Expenses Related to the New Alcoholic Beverage Service at the Michigan City Municipal Golf Courses.
- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board adopted the attached Resolution No. 671 titled "A Resolution of the Michigan City, Indiana Parks and Recreation Board Authorizing the Filing and Processing of an Application of Beer and Wine Retail Sales Permit for the Michigan City Municipal Golf Courses.

Mr. Donoghue stated we will move forward with this as soon as possible and both Mr. Richardson and Ms. Orlich will be supervising the application and filing and so forth.

Ms. Orlich stated a contract for design and engineering service for Adams Park Improvements is before the Board tonight. Haas & Associates will act on behalf of the Park Department for all design, engineering, bidding, construction, and post construction services. Ms. Orlich recommended the Board approve the contract this evening.

Mr. Donoghue stated this is the contract we have used at the Park Department for many years; it is a standard contract and it is not a contract that is presented by Haas & Associates for us to sign; we are very careful about providing benefits and protections for the Park Department in the contracts we sign.

Mr. Latchford stated this contract takes preliminary plans and public input. Mr. Latchford stated Haas & Associates presented a proposal up through but not including the whole project.

Mrs. Eason stated the Board accepted the proposal submitted by Haas & Associates on February 19, 2009 and that proposal was for preliminary planning, stakeholder input and the Master Plan with a do not exceed figure of \$24,000. When those processes are completed they will be able to present a proposal for the other two items to finish that contract.

Mr. Latchford asked how this contract for engineering services plays into what we haven't approved yet; would they be held to the fees in attachment "A".

Mr. Donoghue answered they are held to their proposal.

Mr. Latchford stated the contract is in greater scope than what they have presented to us for approval thus far.

Ms. Eason stated there are four items on their proposal. Items C and D, which are the design, bidding and construction, cannot be proposed until they have completed tasks A and B. Ms. Eason stated what they intend to do is completed tasks A and B and then amend their initial proposal and the Board will have to approve that under this contract.

Mr. Donoghue stated that is correct; the Board will agree or not agree with what they propose; you have that amount.

Ms. Eason noted the amount is not in the contract; it refers back to the proposal. Mrs. Eason stated Mr. Latchford is correct; the Board has only approved part of this.

Mr. Latchford asked if they will be held to the engineering services contract and if that will supersede whatever we approve as we move forward.

Mr. Donoghue stated that is correct.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached contract for Engineering Services for Adams Park Master Plan and Improvements with Haas & Associates.

Ms. Orlich stated the Board has before them the contract for Construction Project Representative Services for Reconstruction of the Guy Foreman Bicentennial Amphitheater. Ms. Orlich stated Haas & Associates, with their expertise, will consult on the services and the renovations of the Amphitheater as far as the integrity of the structure and will consult with the Park Department to establish construction timelines. Ms. Orlich stated since this project will basically be completed in phases due to the constraints of the amphitheater season upon us. Ms. Orlich stated we will provide half of the construction, what we can complete, before the season and the rest of it after the season closes.

Mr. Latchford commented there is a not to exceed figure of \$1,500 on this contract.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached contract with Haas & Associates for Construction Project Representative Services for Reconstruction of the Guy Foreman Amphitheater.

Mr. Kienitz reported in the latter part of 2008 the Board had conceptually approved the Soccer in the Sand Tournament to be held here on July 11, 2009. The organization from California is looking at Washington Park in Michigan City to be one of thirteen stops on their circuit. This includes San Diego, California, Detroit, Michigan, Cincinnati, Ohio, and Galveston, Texas, to name a few. Soccer in the Sand is a five on five tournament in the sand on the beach. Each team is guaranteed three games for a \$250 fee. They will play two 12-minute halves. There will be 9 year olds through 18 year olds plus a men's, women's and co-ed division. Mr. Kienitz thanked Mr. Donoghue for helping him put the lease together. The Board will see we are proposing a few waiver for this first year event. We will be able to maintain and house our own concessions and generate revenue that way as well as the parking revenue so we will be able to generate some revenue off of the event. They will be providing insurance to cover themselves with us listed as additionally insured. Mr. Kienitz asked the Board to approve the attached 2009 Soccer in the Sand Tournament Major Event Lease.

Mr. Freese asked if that date is open or if there is anything else going on.

Mr. Kienitz stated the date is open; it is the day before the fireworks. They usually do a two-day event but because this is a first year event here they want to shoot for one day and see if it will continue and if we can make it grow in following years.

Mr. Latchford asked Mr. Kienitz if he has any idea how many participants will be involved.

Mr. Kienitz answered he doesn't know yet; it is still early in the planning process. Mr. Kienitz has been in contact with the Director and we are waiting to finalize the contract so we can move forward.

Mr. Latchford stated on the front page of the contract it states they can bring in many types of vendors and exhibitors for their fundraising effort and later it talks about the demised area.

Mr. Donoghue stated that is only soccer gear, clothing and related posters and such. Mr. Donoghue stated our food concession will be their only source of food and beverage so we anticipate making a profit from that event.

Mr. Kienitz stated outside of shirts they sell sock type shoes they can wear in the sand to protect their feet while they play and Mr. Donoghue is correct in everything else he mentioned.

Mr. Latchford stated he wants to make sure we don't give competing groups the same right.

Mr. Donoghue stated we never do that.

- **On a motion** made by Mr. Dabney, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached 2009 Soccer in the Sand Tournament Major Event Lease Agreement and agreed to waive the fees for this first year event.

Mrs. Eason reported she included in the Board's packet a history of the Patriot Park Billboard Program since it's inception in 2002; it lists the revenue that has been received by the Park Department. Mrs. Eason stated after some discussion with the Patriot Park staff, Mr. Kienitz and herself we thought it would be prudent to put this program out for proposals this year. We sent request for proposals to four different companies in Michigan City we thought might be interested in the program and we also advertised it in the News Dispatch. Mrs. Eason stated she received two proposals; one from McKay Printing who was our vendor last year and also held under the contract for the three years prior to that under Abacus Printing, and one from a local advertising and printing firm in Michigan City, Aquarian Promotions. Mrs. Eason stated after speaking with both companies in an interview process we feel we would like to go forward with a new vendor this year. Mrs. Eason stated she doesn't believe the program meets the goals that were set for it so we would like to try someone new to see if we can generate some more interest. This will be a two year contract with an option to renew after a successful first season. Mrs. Eason stated her recommendation is to accept the proposal submitted by Aquarian Promotions. Mrs. Eason stated the contract is before the Board tonight for approval and signature. Mrs. Eason noted the season is approaching quickly.

Mr. Milcarek stated this is a two year contract and asked if we have the right of refusal after the first year.

Mrs. Eason answered that is correct.

Mr. Freese asked Mrs. Eason, regarding McKay Printing, if we had discussed with them previously increasing their effort. Mrs. Eason stated she and Mr. Kienitz met with their sales person last year before we renewed their contract and discussed many ideas to increase revenue. Mrs. Eason stated they did increase revenue but we still think the program could do a lot better than it is doing so we would like to try something new this year and see what happens.

Mr. Latchford stated considering the number of events and the number of National events we are going to have there, especially this summer, there is a nice potential.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board accepted the attached contract with Aquarian Promotions for the 2009/2010 Patriot Park Advertising Billboard Program.

Mr. Latchford thanked Mrs. Eason and Mr. Kienitz for their work on this project noting it is nice to get a packet like this with all of the historical revenue and the previous contracts; this makes it easy to go through.

Mrs. Eason reported we put out a request for qualifications for the Patriot Park Soccer Building and Parking Lot Project for design and engineering services. This was advertised in The News Dispatch on February 24<sup>th</sup> and again on March 3<sup>rd</sup>, 2009 with a submission deadline of March 11, 2009. We received RFQ packets; one from a Chicago, Illinois firm and two from local Michigan City firms. Mrs. Eason stated she and Ms. Orlich read through and reviewed the qualifications. Mrs. Eason stated we think it is prudent to keep our tax dollars in the State of Indiana, particularly in Michigan City when possible so we excluded the RFQ from Illinois which left us with two. Mrs. Eason noted the Illinois firm did have one person on their staff that resides in Michigan City. However, the other two firms employ people who reside and work in Michigan City. Mrs. Eason stated out of the two firms that turned in RFQ's, one of them was the lead design engineering firm on Patriot Park from its inception including the restroom and concession building, the drainage, the parking lots, and the new soccer fields so Mrs. Eason thinks it just makes sense to recommend for them for this project because they are so familiar with the park and the work that has already been done out there. They also have a great deal of the work done regarding the drawing process from working on projects out there. Mrs. Eason recommended the Board accept the RFQ submitted by Haas & Associates.

Mrs. Pahs asked what the location and size of the building and parking lot would be.

Mrs. Eason stated that will be determined through this engineering process after we meet with stakeholders.

Mr. Latchford stated we've made some new soccer fields and we are trying to get something to work well with those new soccer fields so the general location will be near the soccer fields.

Mrs. Pahs stated she lives across the street and this is close to home so she was wondering what it was going to look like; she wants to make sure she doesn't have some shack across the street.

Mr. Latchford stated it will be a good looking building.

- **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board accepted the RFQ submitted by Haas & Associates for the Patriot Park Soccer Building and Parking Lot Project.

Mr. Kienitz stated the Board received a letter from Hannah Wilson, Duneland Lutheran High School's Athletic Director. Mr. Kienitz stated last year they approached us in the same fashion

with their girl's softball team who were in their first year. They are now in their first year of putting together a baseball program. They have approached us again this year for field usage and the ability to use our fields whether it be Gardena or even Patriot Park when available for practice and games. Mr. Kienitz stated Ms. Wilson could not be here this evening due to a prior commitment, but it is Mr. Kienitz recommendation to the Board that we allow Duneland Lutheran High School use of our facility free of charge in a partnership program with them.

Mr. Freese asked how Gardena fields look.

Mr. Kienitz stated with the winter season there is a lot of work that needs to be done but he has already been in contact with Pat Voltz and Darren Westphal and we are making proper arrangements to get out to Gardena and start working on those fields to make them playable.

Mr. Latchford stated since Mr. Kienitz is making this recommendation he is assuming worked out well with this group.

Mr. Kienitz stated it worked out very well. They used our facility for one home game last year for their girl's softball team and used fields for practice. They are very good to work with.

- **On a motion** made by Mr. Freese, seconded by Mr. Milcarek and voted unanimously by the Board, the Board agreed to allow Duneland Lutheran High School to use our facilities for their 2009 baseball program.

Mr. Kienitz stated we are partnering with LaPorte County Convention and Visitor Bureau on the 2009 Triathlon. Last year we held the event here in Washington Park and it was a great success and Mr. Kienitz expects this year we will go well above and beyond what we did last year. This year will be a little bit different in the fact we are moving the date up to August 23, 2009 which is available in the park; there are no other major events. Mr. Kienitz stated he is still looking at hosting a kids Triathlon along with an Olympic distance Triathlon. The difference this year is this will be our event; meaning Michigan City Park Department and LaPorte County CVB. We will be taking the registration fees for this and everything will go through us. We are not farming this out to an organization to bring in their tour or program. Mr. Kienitz is really excited about that opportunity. This will allow us to put our names on it and make it our event so we will take ownership as opposed to just supplying the facility. This will be something, like the boat race, that will grow and eventually maybe we can compete with Chicago. Mr. Kienitz stated we are working with Paula Turk; she is going to be coming in to direct the race; she is an individual that is eager for the opportunity to be a race director so we will be working strictly with her. Mr. Kienitz stated we will be putting a team together; meaning a committee to organize all of the events because this is not a one or two person job; it takes multiple people and multiple hands to accomplish this by August 23, 2009. We are behind the 8-ball here but eager to get going. Mr. Kienitz asked the Board to approve the concept of the Triathlon event in Washington Park on August 23, 2009. Mr. Kienitz stated he will come back to the Board at a later date for final approval of all contracts and agreements.

Mr. Latchford stated this is a significant amount of additional work to do this on our own verses bringing in the group we used last year.

Mr. Kienitz stated very much so.

Ms. Orlich stated that is where LaPorte County CVB comes in; they have offered all hands to work closely with us. We will be working them many days, afternoons and evenings and their hold staff will be brought on board to work with us on the Triathlon.

Mr. Latchford stated a Triathlon is kind of funny; if you just look at it on the surface it doesn't appear to be complicated, especially if it is well run, but when you start peeling the layers back and taking a look at the amount of effort it takes to coordinate the event it is significant.

Mr. Miller thanked Mr. Kienitz, Ms. Orlich and the Park Department for letting them come on board with this event this year; they are really excited and everyone is ready to help out and get this done and they really love the fact that now the City is going to be able to call this Triathlon it's own.

Mr. Kienitz stated LaPorte County CVB has been outstanding in their efforts up to this point and we really look forward to working with them on this event.

Mr. Donoghue stated he was very impressed by Mr. Kienitz's efforts last year to coordinate with the Towns of Beverly Shores and Long Beach and the Police Departments of those communities. Mr. Donoghue stated he has had to do that a number of times and it is not easy and he did a wonderful job, very impressive, and Mr. Donoghue applauds Mr. Kienitz's efforts.

Mr. Latchford asked Mr. Kienitz if he would be using his contacts from last year.

Mr. Kienitz stated yes.

Mr. Latchford asked if this would be held the weekend of August 23<sup>rd</sup> and 24<sup>th</sup>.

Mr. Kienitz stated it will be held Sunday, August 23<sup>rd</sup>; it will be a one day event.

- **On a motion** made by Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the 2009 Triathlon in concept and approved the date of August 23, 2009.

Mr. Kienitz stated we are currently running an indoor baseball class at Elston Middle School and we are looking to add a pitching clinic for our older age group of 8 year olds to 12 year olds. It will be at Patriot Park from April 13, 2009 through May 18, 2009 on Monday afternoons from 4 p.m. to 5 p.m. The cost is \$40 per participant. Every participant must bring a catcher over the age of 18 years of age and preferably a parent or guardian. You can't just have your friend come catch for you; we want to keep this as safe as possible to hopefully prevent any injuries because

with pitching and catching in baseball that tends to happen. The instructor will receive 80% of the participant registration fees.

Mr. Freese how many participants are expected.

Mr. Kienitz stated he is not sure; this is a first year program. The program is prior to the start of the baseball season. It is only once a week because we want to make sure we are not throwing kids arms out. Mr. Kienitz stated if we can get ten to fifteen kids for the first clinic he would be very happy. Mr. Kienitz stated Bart Stormer, who runs our baseball class will be the main instructor, along with Dave Shinn and Scott Cuma assisting.

Mr. Dabney asked if we plan to reach out to the young ladies noting we have some good softball teams in the area.

Mr. Kienitz stated the Girls Softball Coach at the High School offers her own camps and clinics and Mr. Kienitz doesn't want to duplicate anything that is already going on at the high school.

- **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the 2009 pitching clinic and fees.

Mrs. Eason stated she the Board received in their packets an email and photographs that were sent to Phil Latchford. Mrs. Eason stated after discussing at length our current parking operation and the traffic flow in the park and taking into consideration the new splash park facility that is going to be open this summer we think we need to redesign lot #2. We need to bring traffic back into that area for the zoo and the splash park. The entrance at the amphitheater has not been successful; it creates confusion, we make very little money and it represents a security risk with the staff being isolated. Mrs. Eason stated the proposal is that we close the entrance at the amphitheater; reopen lot #2 as it was before and use the amphitheater drive as an exit only. Mrs. Eason stated we would also like to remove the parking booth at Millennium Plaza and not staff that area at all; it is not a money maker; it is not our property. Mrs. Eason stated the argument was always that we use that area to police people who try to sneak in the park. Mrs. Eason stated she doesn't believe the wages we pay justify preventing cars sneaking in the park; she doesn't believe it is that big of a problem. Mrs. Eason stated we would like to stop that and just keep an eye on people who try to come in through the back gate. Mrs. Eason stated the redesign really goes back to the way it was before we moved the entrance. The entrance has been moved off of the curve of Lake Shore Drive so there is a better line of sight. There is still enough room to stack four cars off of Lake Shore Drive which is the same as it was before. We would have to lose twelve parking spaces in that roadway. There is no way around that and we hate to lose any parking spaces. We could parallel park there or route the traffic through the parked cars without opening that roadway, but we need to realize the majority of people in that lot have children and we don't want kids crossing between parked cars to keep it safe we need an open roadway that is unobstructed. Mrs. Eason stated Mr. Westphal would need to saw cut the existing curb to an 18' width and that can be done in house. Woodruff and Sons agreed to come in and asphalt that area at no charge to us while they are working on their projects out here. The only cost we will incur is the cost of cones to delineate the walk way and we will have to run electric to the booth.

Marquiss has submitted a quote of just over \$1,000. Mrs. Eason stated we would like the Board's permission to move ahead with that quickly so when we set up our parking operation it will be with the new design and the new traffic flow.

Ms. Orlich added we will be adding a four way stop for safety reasons.

Mrs. Eason stated the areas around the curb that will be cut out as well as the existing islands will be planted this summer with native grasses.

Mr. Latchford stated he thinks this is a good idea and he thanked everyone up here for recognizing the fact that we are going to have increased activity down here and not just accepting the status quo and trying to make things better. Mr. Latchford stated he thinks it is going to work.

- ❑ **On a motion** made by Mr. Freese, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached changes to the parking operation and traffic flow in Washington Park.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Freese and voted unanimously by the Board, the Board approved city claims filed on account of appropriations for the Parks and Recreation Department in the amount of \$48,656.37.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Freese and voted unanimously by the Board, the Board approved Payroll #5, 02/08/09 through 02/21/09, in the amount of \$43,445.69.

Mr. Milcarek reported invoices totaling \$5,184.20 were paid through the March 16, 2009 Board of Works meeting.

Mr. Milcarek commented it is getting to be more and more exciting each year. There are a multitude of things happening to remove the excuse that there is nothing for the people of Michigan City to do and that always brings a smile to his face. Mr. Milcarek thanked Ms. Orlich and the Park Department staff for the new conference room; it is delightful; it was done in house at a minimum expense. Mr. Milcarek thanked Mr. Latchford, Mr. Doyle and Mr. Greene once again because finally the School Board issue has been settled; thank you for your efforts.

Mr. Freese commented echoed Mr. Milcarek's comments and stated not only are there many things going on but the size of some of the things we are undertaking is really exciting. Mr. Freese wished Mr. Kienitz and everyone good luck; those will be tremendous assets to Michigan City and are good ideas.

Mr. Latchford thanked Woodruff and Sons and the staff for working with Woodruff; we will work together and get that done.

Mr. Donoghue echoed the Board's comments; he agrees one hundred percent with what everyone has said.

Mr. Doyle stated he is very happy to see the progress that is being made with the LaPorte County CVB and what can be accomplished with teamwork. Mr. Doyle told Ms. Orlich, Mrs. Eason and all of the Park Department employees to keep up the good work; it is good to see things happening and they are all positive.

Mr. Greene stated with all of the things Mr. Kienitz has going for him he hopes he will have good cooperation with our sister schools from this point on.

- **On a motion** made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:26 p.m.

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Jan Orlich, Superintendent  
Michigan City Park Department

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Tom Milcarek, Secretary  
Michigan City Park Board

Attachments to the March 19, 2009 Park Board meeting:

1. City Kids Day Camp Costs Report
2. Encroachment Status Report Dated March 19, 2009
3. Resolution No. 670
4. Resolution No. 671
5. Application for New Alcohol Permits
6. Contract for Engineering Service for Adams Park Master Plan and Improvements with Haas & Associates
7. Contract for Construction Project Representative Services for Reconstruction of the Guy Foreman Amphitheater
8. 2009 Soccer in the Sand Tournament Major Event Lease Agreement
9. Patriot Park Advertising Billboard Program Proposals
10. Patriot Park Advertising Billboard Program with Aquarian Promotions for the 2009/2010 Seasons
11. History of Patriot Park Billboard Program
12. Request Letter from Duneland Lutheran High School to Use Our Fields for Their 2009 Baseball Program
13. 2009 Michigan City Triathlon Event
14. 2009 Pitching Clinic Fees
15. Lot #2 Redesign and Change to Traffic Flow and Parking Operation

16. Claims Docket Allowance for Vouchers Dated 03/19/09

Minutes prepared by Shannon Eason