

The Michigan City Park and Recreation Board met in regular session on Thursday, April 16, 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. Freese, Milcarek and Mr. Dabney (3)

Absent: Mr. Latchford (1)

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; Kenn Kraus, Hass & Associates, Inc.; Tom Wagner, Wagner Custom Building; Laurie Wink, The News Dispatch; Jason Miller, LaPorte County Convention and Visitor's Bureau; and Andre Steele, ALCO TV.

- **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the minutes of the April 2, 2009 Park Board meeting.

Park Superintendent Jan Orlich reported the Aviary Exhibit at the zoo had a projected completion date of June 1st. Mr. Martinez is moving forward with that project. The perimeter and center posts have been cemented in place. The black vinyl mesh has been put in place. The only items left on that project are construction of the pathway, construction of the desk area to sell the seed sticks, the entrance and exit doorways and landscaping. Mr. Martinez proposes opening the exhibit two to three weeks earlier than expected. The exhibit will be a nice addition to the zoo. Ms. Orlich reported on Phase I of the Electric Upgrade Project in Washington Park stating we were to receive the new breakers from Siemens yesterday and those should be installed, to correct the problem, next week. Ms. Orlich stated we received a quote from Marquiss Electric for Phase III of the Electric Project which encompasses everything west of the main entrance and will include nineteen areas with 15 amp service, 30 amp service in the two small shelters and 800 amp service feeding the existing panel of the Band Stand and a directional bore under Lake Shore Drive for six outlets for Holiday Lights. Ms. Orlich reported the cost of Phase III is approximately \$249,060 that we will have to go to the Council for. Ms. Orlich reported the Maintenance Department has seeded the area east of the main entrance; they have installed an irrigation system which was tested today and everything is working and hopefully

we will have grass popping in the next couple of weeks. Ms. Orlich reported Park Maintenance has constructed a planter on the triangle just over the Franklin Street Bridge which also includes irrigation which was tested today and is working. Ms. Orlich stated, regarding the America in Bloom contest, she is meeting with Master Gardner Jamie Lucchini tomorrow and they will design a plan for the park, which includes the Port Authority, so the design theme will flow throughout the park. Ms. Orlich stated we will be starting that project tomorrow. Ms. Orlich reported she was contacted by a company out of Indianapolis named BLA and they are contracted to perform construction on Highway 421. The construction will not start this year. They are going to be requesting additional land, other than the existing easement which we believe is roughly 75' off of Highway 421, they are requesting an additional 25' and we will probably have to get an estimate on that easement or work with them to see how much of our property they actually want. Ms. Orlich stated we will have to be compensated in some way; either monetary or along the lines of a driveway and an additional parking lot off of Highway 421 for Patriot Park. Ms. Orlich stated she has a rough sketch of the work that Haas & Associates had done at Patriot Park and she scanned that and sent it to BLA. Ms. Orlich stated when she receives more information she will inform the Board so we can make decisions as to how to proceed. Ms. Orlich introduced Mr. Kenn Krause of Haas & Associates who will report on Adams Park project.

Mr. Kraus stated tonight he will report on the results of the questionnaires. Mr. Kraus stated we received 77 questionnaires. Mr. Kraus thanked Mr. Luther Monroe for his help and interest in this project. Mr. Kraus stated basically everything we had on the list received from 84% to 96% rating favorability; so out of all of the items we had on the list, the least favored item still had 84% of people in favor of it; so we received very good recommendations for almost everything we asked for. Mr. Kraus stated items listed under "other" were an additional entrance to the park, activities for all ages including seniors, an ice rink, a splash pad, noise buffers, and a pool. Mr. Kraus stated the biggest negative we received from the questionnaires was the general appearance of the park; 64% said it was poor and only 5% said it was good. Mr. Kraus stated some of the things we will be doing there is dressing up the park and making it look nicer and hopefully the maintenance crews will keep it looking good. Mr. Kraus stated based on all of things we got back in the questionnaires we held a meeting with Ms. Orlich, Mrs. Eason, Mr. Kienitz and Mr. Westphal and we put together a conceptual plan that incorporates everything that was in the questionnaire. It includes a walking trail, basketball courts, a multi-purpose playing field which is a flat grass area which will be graded so it will drain nicely, and a new parking lot. Mr. Kraus stated we are still not sure how many parking spaces we will need because we don't know what is going to happen to the two softball diamonds yet. The question of whether these two diamonds are going to be moved to Patriot Park or not is the big issue. If we get two new diamonds at Patriot Park, Mr. Kienitz can lose these two fields, but if he doesn't get two diamonds he still needs these two for league play. Mr. Kraus stated that would mean we would have to rearrange the walking trail and the multi-use field probably won't be able to go into the park.

Mrs. Eason stated we are at the point right now where we need to look at the cost of refurbishing the fields at Adams Park to make them playable and continue our organized recreational league programming out there or we need to make a commitment to build two new diamonds out at

Patriot Park and work toward completing that park. Mrs. Eason stated we are in the process of getting cost estimates on both. Mrs. Eason stated what we don't want to do is invest money in the Adams Park fields if three or four years down the road we are going to complete Patriot Park; which would be a waste of money. Mrs. Eason stated this is a stopping block right now. Mrs. Eason stated she thinks the Park Board and Council members need to discuss this issue; we need to have this question answered before we can move forward with the design of Adams Park. Mrs. Eason stated Mr. Kienitz is using the fields at Adams at least four days each week so we can't afford to lose them.

Mr. Freese asked if the fields are playable right now.

Mr. Kienitz stated the fencing is in bad shape as are the benches and there is no lighting on one field.

Mr. Freese stated that they are in poor condition.

Ms. Orlich stated most of the community does not want organized play at Adams Park; if we are rebuilding the park we should be keeping all organized play at Patriot Park.

Mr. Freese asked if we have a ball park figure of the cost to build the diamonds at Patriot Park.

Mr. Krause stated he is looking into that right now and he is also looking into what it would cost to refurbish the two diamonds at Adams Park so we can make a comparison.

Mr. Milcarek stated regardless of what decision is made, if a decision is made to go to Patriot Park, are we still going to provide fields for the neighborhood.

Mrs. Eason stated we would have one field with a backstop.

Mr. Kraus stated what we probably would do is keep the backstop and home plate and the infield. We would remove all of the outfield and sideline fences and the dugouts.

Mr. Milcarek stated asked about the detention pond.

Mr. Kraus stated he is planning for it to be a detention pond, which means it will be dry except for immediately after rain storms. Mr. Kraus stated it would probably be grass or some type of vegetation that will need to be moved.

Mr. Milcarek asked how big that would be.

Mr. Kraus answered, hopefully, very shallow.

Mr. Milcarek stated otherwise it would probably have to be fenced off.

Mr. Kraus stated that is the reason it is so big; if he makes it bigger in area he can make it shallower in depth and that is what he is hoping for. Mr. Kraus stated they have not run the numbers yet because we don't know exactly what is going in here.

Mr. Milcarek asked if we have the same thing along Lake Shore Drive.

Mr. Kraus stated there are three of them along Lake Shore Drive and if you didn't know what you are looking at, you probably wouldn't know that they were detention basins.

Mr. Milcarek stated his concern is that it is not deep enough that it could be a danger.

Mr. Kraus stated there are two thoughts about the fence; some think it is an attractive nuisance, because you bring it to everybody's attention by putting a fence around it; there are two schools of thought on that. Mr. Kraus stated he is trying to make it as big as he can and as shallow as he can so it shouldn't pose a safety factor.

Mr. Milcarek asked if there will be pretty good percolation out there.

Mr. Kraus stated he would release it through a pipe and let it continue on its path to the north; the way it goes now; it will have a positive drain.

Mr. Freese asked Mr. Kraus to explain the parking lot.

Mr. Kraus stated the white part on the drawing is an extension to the parking lot which would give us 141 parking spaces. Mr. Kraus stated again, if we don't have two softball diamonds out here, and depending on what happens with the basketball courts, how many courts will be put in, what use they will have, and if there will be tournaments held there, that will determine how many parking spaces we need. Mr. Kraus stated Ms. Orlich had told him, and he believes it was brought up at one of the other meetings that occasionally semi trucks park in this lot overnight. Mr. Kraus stated if we do not need that many spaces we can cut up the parking lot with landscape strips and make it difficult for a semi truck to get in there and turn around and get back out again. Mr. Kraus stated we should put some signs up that state "no overnight parking" and have the police check it out.

Mr. Freese asked if the parking lot would be designed to handle semi trucks.

Mr. Kraus stated no, it is definitely not a heavy duty parking lot pavement section. Mr. Kraus stated the weight adds to the problem and you can see in the photograph all of the cracks and that is mostly from cars so if it can't handle the car traffic, it is definitely not going to handle semi truck traffic. Mr. Kraus pointed out the elements that we think are going to go in Adams; we still need to work out a lot of the details. Mr. Kraus stated we plan to present a Master Plan first draft on May 7, 2009 and then have a workshop after the Board has had a chance to take a look at it. Mr. Kraus stated he doesn't know if the whole Board wants to work on this or if you want to assign one of the Board members or just the staff that has currently been working on it.

Mr. Dabney asked if the 141 parking spaces are based on having both fields in play; it seems like if we don't have both diamonds out there that 141 spaces is a lot.

Mr. Kraus stated that was his point; he doesn't know how many parking spaces we need, but in that area he can fit 141 spaces. Mr. Kraus stated once we know how much we need he can rearrange and maybe make that footprint small or add landscape strips in the middle of it to break up that big expanse of asphalt and make it look nicer; it is a park, you want it to look nice. Mr. Kraus stated once we decide what the uses are going to be for the elements we do put in there then we will be able to decide how many spaces we need.

Mr. Milcarek asked if we could put in another shelter.

Mr. Kraus answered yes, and that was big on the questionnaire; there is already an existing shelter that will remain.

Mr. Milcarek stated 141 parking spaces is a lot; he doesn't think that many people go to church on Sunday.

Mr. Kraus stated when Mr. Kienitz has two games scheduled and two games immediately after that; he needs that many spaces.

Mr. Milcarek stated if we don't that might be a nice place for a shelter.

Mr. Kraus stated what he would like to do is narrow the parking lot and get it further away from the playground equipment but even if we don't have a lot of space between the parking lot and the playground equipment we could add a split rail fence and some bushes; something to separate it so the kids don't run in and out of the parking area. Mr. Kraus stated he expects to have a final plan to the Park Board prior to June 4, 2009 and once everyone agrees on the Master Plan, design can begin on the elements and we can start laying out plans and specifications for bidding and then eventually, construction.

Mr. Milcarek asked what the walking trail would be made out of.

Mr. Kraus stated blacktop holds up pretty good and there are smaller pavers now like they used at Patriot Park to make a 6' or 8' wide path. The route shown is one half mile exactly, not counting the connecting path that allows you to get from the parking lot to the new shelter.

Ms. Orlich stated some people have expressed an interest in bike riding on the path so she thinks we would want to stick to an asphalt type surface.

Mr. Freese stated the project kind of hinges on the ball diamonds.

Mrs. Eason answered very much.

Ms. Orlich stated we really can't move forward until a decision is made in regard to organized play.

Mr. Milcarek asked when the information would be available as far as comparison costs.

Mrs. Eason stated it will be available by April 23, 2009.

Mr. Kraus stated he is going to try to have an engineer's estimate by April 23, 2009.

Mrs. Eason stated she and Ms. Orlich met with the City Council's Park and Recreation subcommittee this morning and they are aware of this situation. We have another meeting scheduled with them on April 23, 2009 and we would like to have everybody looking at the numbers; it is going to take the Council's support for the funding and the Park Board's support as far as the park design. Mrs. Eason stated it will cost a lot more money to build out at Patriot, but it makes sense.

Ms. Orlich stated the other issue in regard to Patriot Park is that you have a superior park for organized sports without irrigation. Ms. Orlich stated it should be a consideration of the Board and the Council, if we were to move all organized sports to Patriot Park, and Ms. Orlich expressed this to Council member this morning, to irrigate the facility whether we do it all at once or in phases. The reels we have will not make it to the furthest points of organized play; either for soccer or for baseball. Ms. Orlich stated that definitely needs to be thrown into the mix if you want Patriot Park to continue to be a premier sports facility. Ms. Orlich stated Adams would also need to be irrigated if organized sports are to remain at Adams Park.

Mr. Milcarek stated Adams Park would offset some of the charges for Patriot Park if we didn't put money into those fields.

Mrs. Eason stated that is the idea behind this; if it is going to cost \$200,000 to bring these fields back up to par we need to ask if we want to spend that \$200,000 there or do we want to put that out at Patriot Park and ask for additional funding. Mrs. Eason stated the second major complaint we heard, besides the park's appearance and the drainage issue is the noise pollution from organized play. The neighbors want a sandlot out there for the kids but they don't want the adult players out there.

Mr. Milcarek stated that would be ideal; a neighborhood park is what it should be.

Ms. Orlich stated we'll work up the costs; and of course the costs are going to be substantially more for Patriot Park. Ms. Orlich stated she feels that we should eventually, even if it takes awhile, work toward putting all organized sports at Patriot Park and irrigating the fields for it to be the premier sports facility it is supposed to be.

Mr. Freese asked Mr. Doyle, because he was part of this, when Patriot Park was built, wasn't the idea to have everything out there.

Mr. Doyle stated yes, he has a little history with Patriot Park. Initially we had to use the water reels because we had no choice in order to get the fields up and running. Mr. Doyle stated we were limited with the bond money we had to work with. Mr. Doyle stated the idea was to eventually move all organized sports to Patriot Park for maintenance reasons because now you have one area to maintain; otherwise you have future costs maintaining other parks. Mr. Doyle stated at the neighborhoods we have had problems with the kids using the fields after they have been dressed for league play so there was a struggle there. There was also the situation of families having children in different age groups playing at different parks so the kids were left unattended. So that was the idea behind Patriot Park; to get as large as an area as we could to condense all of the league play into one area. Mr. Doyle stated he thinks the focus should be to look at the concept and like Ms. Orlich said it is a state of the art park so why not continue to utilize what you have and reduce the maintenance costs at Adams Park for future use and turn it into a neighborhood park.

Mr. Krause stated when they initially bid out Patriot Park there was an alternate for an irrigation system for the four fields that did go in but, as Mr. Doyle said, it was more expensive than we could afford at the time so the lesser expensive water reel system went in. Mr. Kraus explained they designed that system so that we can take the hose connections for the water reels out and replace them with an extension into the field itself with pop-up sprayers and automatic times and different controls. The same mains and pumps can still be used for the well. Mr. Kraus stated they did look into the future for that type of thing and it can be converted over.

Ms. Orlich addressed address Mr. Kraus stating irrigation is a big expense and we all know that and asked him if there is a possibility, if the cost is that high bringing the fields and irrigation in, if that is something we can do in phases.

Mr. Kraus answered you can do that field by field.

Ms. Orlich stated aside from the fields there we also have a huge soccer following and more fields to be built out there and the reels cannot cover the soccer fields so this will definitely have to be addressed and we don't want to move forward with Adams and put fields in if our concentration is going to be Patriot.

Mr. Freese asked if we are planning on irrigation at Adams also.

Mr. Kraus stated we were going to plan on irrigating the grass turf area, the multi-purpose turf area; we were going to put some type of automatic system in there and we will probably put other sprinkler systems in, placed strategically around the park area where you want grass to grow, not just ground cover such as clover or pasture mix that we talked about before, trying to go green and hopefully cut down maintenance costs by planting some type of vegetation that doesn't need to be mowed every week.

Mr. Doyle we will need additional parking at Patriot Park also and then reduce parking at Adams.

Mr. Kraus stated if we don't have organized league play at Adams we could reduce the number of parking spaces. Again, we need to determine what will happen with the basketball courts out there. If there is a 3 on 3 tournament, like we have a Pullman, we will have to determine how many spaces we will need. Mr. Kraus stated again, we are not trying to force organized sports into Adams Park but if it is available for use you know it will be used.

Ms. Orlich stated that is the other reason she brought up the construction with BLA; this is something to keep in the back of our heads if they are going to request property from us from Patriot Park. Currently with the organized play we have at Patriot Park now, there is not sufficient parking; people park all over the grass areas and right now it is just too costly to put a bollard system in. We might want to look into BLA trading a land request for a drive area with a gravel parking lot if we are going to move to Patriot Park accommodate the extra parking that would be needed.

Mr. Kraus stated Mr. Doyle will remember that originally our entrance to Patriot Park was going to be off of Highway 421 but the requirements that INDOT puts on a drive requires a 12' wide deceleration land; you need an acceleration lane on the other side and you need at least a 5' shoulder and you'll need a passing blister on the opposite side of the road for people coming from the north, turning left, we want to be able to let the traffic behind them to get around them, plus there was a lot of fill. If you drive by there you can see the highway is a lot higher than the ground in the park so a lot of fill would have had to be brought in. INDOT requires a very thick asphalt section.

Ms. Orlich asked if that type of a trade would be viable.

Mr. Kraus stated he doesn't know what they are putting in; is it a fiber optic line.

Ms. Orlich stated from what she understands they are putting in another lane.

Mr. Kraus stated we should ask them about trading an easement for a deceleration lane and driveway. Mr. Kraus stated it would have to go in the south end of the park because the north two thirds of the park is very wet and you wouldn't want to put a driveway across that.

Park Board Attorney Pat Donoghue reported the City Council will be considering the Wildlife Ordinance which prohibits the feeding of water fowl and other animals in Washington Park and under the Port Authority's jurisdiction as was described in your Resolution No. 669 and they will be considering that on first reading Tuesday. Mr. Donoghue stated it has been prepared and reviewed and approved by the Council's Attorney for the City Council and that is Mr. Meyer and also by City Attorney Amber LaPaich so we think that Ordinance has every chance of being adopted and we think there is a good bit of support for it on the Council so we don't see any problems with that.

Mr. Donoghue reported on Ben Ross, a property owner in the Sheridan Beach area. Mr. Donoghue stated he did meet with Mr. Ross' Attorney just before our last meeting and went through the records of that real estate that is owned by Mr. Ross. Mr. Donoghue stated if the

Board will recall he had reported preliminarily that the records found by John Doyle, our surveyor, and his opinion was that there was no vacation of Colfax Avenue ever in history as was contended by Mr. Ross. Mr. Donoghue stated, as a matter of fact, there was a vacation which took place on property just to the south of Mr. Ross and it is possible he may have confused that particular record with his own property; his lot is number 81 and the lot in the record is number 84 so we believe we have straightened that confusion out on Mr. Ross' part and therefore it is proper for Mr. Ross to pay his rental under his lease with the Park Department for a small encroachment that he has along his boundary to the north of his lot and Mr. Donoghue will be meeting with Shannon Eason and reporting to Jan Orlich regarding the billings that will take place for Mr. Ross in the amounts that he owes the Park Department and giving him a reasonably short time to make those payments; they are not large amounts, Mr. Donoghue does not have the exact amount. Mr. Donoghue stated if he doesn't, Mr. Donoghue will recommend the Board turn that over for collection.

Mr. Kienitz reported we met with the City Council Finance Committee earlier today and as previously reported at a Board meeting, we discussed the possibility of expanding City Kids Day Camp to an additional site. The City Council Finance Committee is highly in favor of this, as are we, as a staff. We are looking at Memorial Hall for the additional site. Mr. Kienitz submitted a report to the Board showing the average revenue for 2006 through 2008 that we received for City Kids Day Camp. It was previously a \$25 per week charge and we have raised that to \$35 a week this year so potentially that number will go up but it will be somewhere in that area. Mr. Kienitz stated the report shows it will cost approximately \$29,450 to run the camp at Washington Park which includes purchasing equipment, paying the staff, purchasing shirts, purchasing water bottles, and CPR and first aid training for the staff. Mr. Kienitz stated if we run an additional site at Memorial Hall it will cost approximately \$33,600 and we would need the funding to make that happen. Mr. Kienitz stated we are looking at the possibility of expanding the program and Mr. Kienitz asked for the Board's approval to expand City Kids Day Camp to a second site upon receiving funding.

Mr. Milcarek asked how many more children we could accommodate.

Mr. Kienitz answered 65 more; we take 65 here and we want to double the size and mirror what we do here at Washington Park.

Mr. Milcarek asked how easy it would be to obtain 65 more interested children.

Mr. Kienitz stated he thinks it will be easy because he knows there are a lot of kids that don't get involved in any day camps. Mr. Kienitz stated Safe Harbor went from two sites of 65 kids each down to one site of 90 kids several years ago and we lost the YMCA so there are many camps that are not functioning anymore or have downsized and if we can add an additional site we know those kids are out there.

Mr. Milcarek asked if there is any way to know before we would spend the money. Mr. Milcarek asked if the \$33,600 would be offset by about \$10,000 so we are talking about a cost of around \$23,000.

Mr. Kienitz stated that is correct.

Mr. Milcarek asked if there is any way we could feel more comfortable; he would hate to prepare everything and spend this and then no one comes to our party.

Mr. Kienitz stated we are looking at a lot of different approaches at the moment and once again this is all based on getting the funding to expand. Mr. Kienitz stated as far as getting the word out to kids and offering them free or reduced fees, based on their status through the schools, if they are on free or reduced lunch we are looking at allowing free or reduced entry into the program and we are still in the planning process.

Mr. Milcarek asked Mr. Kienitz to explain the extra need for transportation to activities.

Mr. Kienitz stated the second camp drop off and pick up will be at Memorial Hall. The Youth Serving Agencies transports us to swimming on Fridays and we are able to walk to the zoo and walk to the library from Washington Park but from Memorial Hall we will need to be in the transportation schedule of the YSA bus service to get to the various activities.

Mr. Milcarek asked how we transport kids to swimming now.

Mr. Kienitz answered the YSA has two buses and we have a bus schedule that is worked out through the grant so we will just have to make some schedule adjustments through the YSA to make sure we are accommodated.

Mr. Freese stated we accept 65 kids and asked if there is a waiting list.

Mr. Kienitz stated there is a waiting list every year and parents are constantly calling us to see if a spot has opened up. If someone doesn't sign up for a week we will open up that spot but it might only be for that week because they may be on vacation but they signed up first and they have the opportunity to sign up for one week at a time or they can sign up for the entire summer.

Mr. Doyle stated he wanted to clarify that it was not the Finance Committee that met with Park Staff this morning it was the Park and Recreation Committee.

Mr. Greene asked Mr. Kienitz if he would be hiring a new Director for Memorial Hall or if the current Director would be over both.

Mr. Kienitz stated he would like to mirror our existing camp over at Memorial Hall so it would work separately but Mrs. Ohms, as the main Director, could float between camps to make sure the new camp is heading in the right direction.

Mr. Greene asked if we would provide her with transportation.

Mrs. Eason stated we used to have five or six satellite sites and we made it work.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board agreed to proceed with expanding City Kids Day Camp at Memorial Hall contingent on funding from the City Council.

Mr. Milcarek stated in grade school there were many year-end parties held at Memorial Park and it is just ideal out there; it is different from the beach but they are both ideal sites; you will have kids fighting over which one to go to.

Mr. Donoghue reported, regarding encroachments, we are working with one property owner at this time in the 1900 block of Lake Shore Drive. The owners are Mr. and Mrs. Terpstra and they are willing and interested in signing a lease and we have prepared and sent the lease forms to their Attorney in Chicago for that to move forward. Mr. Donoghue reported, for the record, the Board had an Executive Session meeting regarding some of these matters and in regard to some property owners who have not signed their leases and the Board did discuss some strategies in this regard to pursue before filing lawsuits and we will pursue those strategies and report back to the Board.

Ms. Orlich reported the Board received copies of the bidder list for the splash park project and at the bottom, in asterisks, it denotes the award of bids for the April 16, 2009 Park Board meeting. We would like to simply award the concrete, electrical, excavation, masonry and plumbing for that project to move forward. Ms. Orlich reported the second page shows contracts that have already been awarded and the total. Ms. Orlich stated in order for us to proceed with the construction, we do need to award the contracts she just mentioned.

- **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board awarded bids for the splash park for concrete, excavation, electrical, masonry and plumbing work for the splash park.

Mrs. Eason stated the Patriot Park Photography contract, before the Board tonight, has been reviewed by our staff and Mr. Donoghue and has already been signed by Pam Clarkson and her business partner Jodi Zawada. Mrs. Eason stated the Board approved this in concept so tonight we need approval of the agreement and signature by the Board.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached 2009 Location Release for Commercial Photographers with Pam Clarkson of Best Shots for photography services at Patriot Park for the 2009 season.

Ms. Orlich stated the Board has before them an addition to Dh2w's contract for work at the amphitheater. Ms. Orlich stated the scope of work on this project changed resulting in a 40% increase in the work that Dh2w had proposed and they turned a bill into us for an additional \$8,075.

Mr. Donoghue stated he did review the original contract and as far as legalities are concerned it is fine; there is no problem there. Mr. Donoghue stated he would leave it up to the Superintendent to determine the value of this but it is within the contract.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached increase of \$8,075 to Dh2w contract for the amphitheater project.

Ms. Orlich asked the Board to table the amphitheater bid awards.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board agreed to table the bid awards for the amphitheater project.

Mrs. Eason reported the 2008 annual report was submitted to the Park Board approximately 3 weeks ago. Mrs. Eason stated if the Board has had time to review the report she would ask for the Board's approval tonight. Mrs. Eason reported after the Board's approval the report will be distributed to our website, the City Council members, the Mayor, and any other interested parties.

Mr. Freese commented the staff did an excellent job of putting the report together; it was very informative. Mr. Freese stated he knows it is very time consuming but this report is very thorough; it was long reading but he learned some things he had forgotten.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the attached 2008 Park Department Annual Report.

Mrs. Eason reported Michigan City Firefighters Association Local 475 has submitted a request to use Washington Park for their annual "Fill the Boot" campaign for MDA. They have included a map with their layout information. Mrs. Eason stated this is the same as last year; 2008 was a first year event down here and it proved to be hugely successful for them. Mrs. Eason thanked Summer Festival for letting them come on board during the Labor Day weekend. This moves the firefighters off of Highways 421 and 20 which is a very dangerous spot for them to stand and collect money in their boots. This worked out well for them last year and they are asking the Board to honor their request this year.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached request submitted by Michigan City Firefighters Association Local 475 to host their MDA "Fill the Boot" campaign in Washington Park during Labor Day weekend.

Mrs. Eason reported we received a request letter from Mr. Alan Harvey to host a return event. Mrs. Eason provided the Board with a history of the event and how the Board has voted in the past. They are requesting use of the JC Stage on July 4 and 5, 2009 for their free community event which includes potluck dinners, speakers and entertainment. The group does qualify for our 10% non-profit discount.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved the request submitted by Mr. Alan Harvey of River of Life Missionary Church to host Joyfest in Washington Park on July 4 and 5, 2009 at the JC Stage.

Ms. Orlich reported after reviewing the facility and amenity costs for Major Events and with the Park Department getting more involved in major events, we feel it is necessary to add some additional items to the amenity costs and those would be for tent set up and tear down. Ms. Orlich stated it would include tent rental and she is sure somewhere along the line we'll have corporations or organizations that want to rent tents from us. The fees would also include chair rentals and table rentals. Ms. Orlich stated we took the costs involved with our maintenance staff setting those up and we incorporated that into the fee and we are looking for approval for those items to the 2009 facility and amenity costs for major events. Ms. Orlich reported the additions include tent set up and tear down, rental of a 20' x 20' tent, rental of a 20' x 30' tent, rental of a 20' x 40' tent, chair rentals including either plastic chairs or white, padded, wooden chairs and rental of 6' or 8' tables.

Mr. Milcarek asked Ms. Orlich to explain the tent set up and tear down fee.

Ms. Orlich stated there are some events that have contacted Summer Festival and Summer Festival has allowed some of these events to utilize their tents but we construct and tear down the tents with our labor so we need to charge for that labor if Summer Festival so chooses to allow them to utilize their tents. Ms. Orlich stated the other tent rentals would include, instead of corporations coming in and constructing their own tents, us being in charge of that. That is important for a few reasons; we have gas, electric and irrigation lines running throughout the park and we would also like to make a small profit on that and coordinate that through the corporations.

Mr. Freese asked if our manpower could handle that.

Ms. Orlich it would not only handle it, it would pay for their time involved.

- **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached additions to the 2009 Facility and Amenity Costs for Major Events.

Mr. Kienitz stated the Board has before them the Michigan City Triathlon Agreement with Race Director. Mr. Kienitz stated the Board previously and conceptually approved the 2009 Michigan City Triathlon. Mr. Kienitz stated he would like to get the contract approved this evening so we begin the process of finalizing the course and getting the USAT certification that is needed, insurance, equipment, and everything else that is involved in the triathlon. Mr. Kienitz asked the Board to approve the contract this evening.

Mr. Donoghue pointed out he looked at this contract and he didn't catch the liability insurance requirement at the time so that has been added to what you are approving tonight and it indicates the Main Event, which is the race director, shall carry adequate liability insurance and that an insurance certificate shall be provided by the Main Event to Michigan City Triathlon not later than 30 days prior to this events so those were the two items that had to be added.

Mr. Kienitz stated the Board received a copy of the revised contract.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached Michigan City Triathlon Agreement with Race Director.

Mr. Kienitz reported the Contract of Service for the Michigan City Triathlon between the Michigan City Parks and Recreation Department and the LaPorte County Convention and Visitors Bureau is before the Board tonight. The agreement outlines what the Park Department is responsible for and what the LaPorte County Convention and Visitor's Bureau is responsible for as far as the Triathlon; this is a fifty-fifty agreement; all expenses and revenues will be split equally.

Mr. Miller stated they looked over both contracts and think they are both in fine form and they are happy to be on board. Mr. Miller stated once the Park Board approves these contracts they will go before his Board for approval and signature.

- ❑ **On a motion** made by Mr. Dabney, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached Contract of Service for the Michigan City Triathlon between the Michigan City Parks and Recreation Department and the LaPorte County convention and Visitors Bureau.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney 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 \$35,471.55.
- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Dabney and voted unanimously by the Board, the Board approved Payroll #8, 03/22/09 through 04/04/09, in the amount of \$50187.38.

Mr. Milcarek read the following minor transfer into the minutes:

PARK ADMIN DECREASE

1301 0802 01 411.014	Seasonal Salaries & Wages	\$16,000
----------------------	---------------------------	----------

PARK ADMIN INCREASE

1301 0802 01 411.001	Salary & Wages	\$16,000
----------------------	----------------	----------

Mr. Milcarek reported invoices totaling \$5,188.66 were paid through the April 20, 2009 Board of Works meeting.

Mr. Dabney commented he was happy to see the initial drawing of Adams Park; after talking about it he really hopes we can get those two fields out there at Patriot Park for Jeremy's softball program so we can return Adams to a community park. Mr. Dabney asked if the people from the Adams Park neighborhood have seen the drawing yet.

Mrs. Eason stated once we have the Master Plan that Mr. Kraus discussed, we would hope we would have direction from the Council and the Park Board and then we could present the drawings to that group.

Mr. Milcarek thanked the Mayor and the City Council for trying to establish some rules, regulations and penalties for graffiti; Mr. Milcarek thinks that will help our department greatly. Mr. Milcarek stated with all of the news that has been in the newspaper, parents will be telling their children and advising them on what type of penalties there is going to be and that there will be a penalty and he thinks this will help all of the City but especially the Park Department.

Mr. Freese thanked the people in the Adam's Park vicinity for their great response; they are truly interested in their neighborhood park and Mr. Freese is glad to see we are trying to help them out.

Mr. Doyle stated everything is buzzing along as usual and it is always great to see that everything keeps happening for the positive.

Mr. Greene congratulated the Park Board stating it is nice to sit here and watch the Park Board come to a unanimous vote multiple times. Mr. Greene stated you don't know how hard of a job it is on the School Board so congratulations for getting things done.

- **On a motion** made by Mr. Milcarek, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:13 p.m.

Jan Orlich, Superintendent
Michigan City Park Department

Tom Milcarek, Secretary
Michigan City Park Board

Attachments to the April 16, 2009 Park Board meeting:

1. Adams Park Survey Results

2. Adams Park Conceptual Plan
3. City Kids Day Camp Revenue & Expense Report
4. Splash Park Bid Award Summary
5. 2009 Location Release for Commercial Photographers for Patriot Park with Pam Clarkson
6. Increase to Dh2w's Contract for the Amphitheater Project
7. 2008 Park Department Annual Report
8. Michigan City Firefighters Association Local 475 Request to Use Washington Park for their 2009 MDA "Fill the Boot" Campaign
9. Request Letter from Alan Harvey of River of Life Missionary Church to Host Joyfest in Washington Park on July 4 and 5, 2009
10. 2009 Facility and Amenity Costs for Major Events (Amended)
11. Michigan City Triathlon Agreement with Race Director
12. Contract of Service for the Michigan City Triathlon Between the Michigan City Parks and Recreation Department and the LaPorte County Convention and Visitors Bureau
13. Claims Docket Allowance for Vouchers Dated 04/16/09

Minutes prepared by Shannon Eason