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The Michigan City Park and Recreation Board met in regular session on Wednesday, July 19, 2023 at the hour of 5:00 P.M. in the Council Chambers at City Hall, City of Michigan City, Indiana.

The Pledge of Allegiance was recited.

On the call of the roll, the following Board Members were found to be present or absent:

Present: Messrs. Freese and Glidden, and Mrs. Sperling (3)

Absent: Mr. Latchford (1)

Also present were Ed Shinn, Superintendent; Shannon Eason, Assistant Superintendent; Laura Nirenberg, Park Board Attorney; Pat Voltz, Maintenance Director; Bryant Dabney, City Council Liaison; Bruce Manner, Michigan City Port Authority; Dominic Yanke, Park Intern; Jamie Huss, Shawne Sheldon and Julia Cole, Washington Park Zoo; Nick Sebert, Holladay Construction Group; Dominique Edwards, Walker Street Community Garden; Teresa Brown; Michelle Dzielinski, Larson Danielson Construction Company; Kim and Michelle Glidden; Scott Miller, LaPorte County Convention and Visitors Bureau; and Drew White, ALCO TV.

- ❑ On a motion made by Mr. Glidden, seconded by Mr. Sperling and voted for unanimously by the Board, the Board approved the minutes of the July 5, 2023 Board meeting.

Dominique Edwards of the Walker Street Community Garden updated the Board on activities at the Garden and a planned farmer's pop up market and family movie night.

- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board removed the Bolt for the Heart event banner from the table.

Superintendent Shinn reported the Police Department chose another location to display the banner so no further Park Board action was taken.

Park Board Vice President Phil Freese asked if there were any bids to be submitted for the Senior Center renovation project. There were none and the submission period was closed.

Assistant Superintendent Shannon Eason opened and read aloud the following bids:

Submitted by Gibson-Lewis, LLC on 07/20/23 at 10:13 am with a base bid of \$274,300.00 and Alternate #1 bid of \$24,300.00.

Submitted by Holladay Construction Group on 07/20/23 at 3:27 pm with a base bid of \$198,000.00 and Alternate #1 bid of \$17,000.00.

Submitted by Larson Danielson Construction Company, Inc. on 07/20/23 at 4:55 pm with a base bid of \$219,612.00 and an alternate bid of \$13,614.00.

- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board held over the Senior Center Renovation Project bids for review and recommendation at their next meeting.
- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the amendment to the Professional Services Agreement with Jones Petrie Rafinski for additional services for the Water Tower Park Renovation Project in the amount of \$3,800.00.
- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached bid documents for the Water Tower Park Renovation Project.
- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached Resolution No. 1010 transferring money in Zoo Fund 2204.504.
- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached request submitted by the Michigan City Fire Department to host their Hoosier Burn Camp in Washington Park on August 12, 2023 and agreed to waive parking fees, zoo admission fees and supply picnic tables for the event.
- ❑ On a motion made by Mr. Glidden, seconded by Mr. Sperling and voted for unanimously by the Board, the Board approved the attached revisions to the Park Department's Small Purchase Policy which now includes purchasing guidelines for Federally funded projects.
- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the Special Purchase Policy Request for fire-related repairs to the Peanut Bridge.

Superintendent Shinn reported on the Zoo Society's fund raising cruise, repairs need to the Millennium Plaza Fountain, golf maintenance operations, tree surveys for our parks by Park Intern Dominic Yanke, and thanked the Street Department for materials and labor to repair the golf course cart paths.

- ❑ On a motion made by Mrs. Sperling, seconded by Mr. Glidden and voted for unanimously by the Board, the Board agreed to keep \$1,000,000.00 in the Park's 2024 capital requests for a new zoo gift shop and classroom and instructed zoo staff to provide more detailed revenue and expense projections for the new facility prior to budget workshops with the City Council.
- ❑ On a motion made by Mr. Glidden, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved city claims filed on account of appropriations for the Parks and Recreation Department in the amount of \$88,419.83.
- ❑ On a motion made by Mr. Glidden, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #14, 06/25/23 through 07/08/23, in the amount of \$117,584.00.
- ❑ On a motion made by Mr. Glidden, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved payment of invoices totaling \$1,799.11 charged to the department's credit card.
- ❑ On a motion made by Mr. Glidden, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:24 p.m.

Shannon Eason, Assistant Superintendent

Tim Glidden, Park Board Secretary

Minutes prepared by Shannon Eason