

**The Michigan City Park and Recreation Board** met in regular session on Thursday, March 15, 2007 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. McKee, Latchford, Milcarek and Mr. Freese (4)**

**Absent: None (0)**

**Also present were:** Darrell Garbacik, Park Superintendent; Patrick Donoghue, Park Department Attorney; Joe Doyle, City Council Liaison; Shannon Eason, I.T. Manager; Jeremy Kienitz, Recreation Director; Johnny Martinez, Zoo Director; Tim Haas, Haas & Associates; Phil Jankowski, City Council; Hezzie Mitchell, 5<sup>th</sup> Ward Representative; Linda Simmons, Port Authority Board; Jason Miller, The News Dispatch; Andre Steele, ALCO TV.

- **On a motion** made by Mr. Milcarek, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the minutes of the March 1, 2007 Park Board meeting.

Mr. Garbacik reported that we had a very momentous and exciting event at the zoo this morning. At 11 a.m., for the first time, our North American Carnivores, more specifically two female Grizzly Bears and two female Mountain Lions were released into the new North American Carnivore Exhibit. Mr. McKee, Mr. Doyle and Mrs. Eason were there. It was quite a sight to see and behold. The animals thoroughly enjoyed their new habitat which was shown by their playful nature and exploration of their new surroundings. This was an historic day for the zoo. Mr. Garbacik provided the Board with a few photos of the animals in the new exhibit along with information that was provided to the News Dispatch regarding the exhibits. Mr. Garbacik reported that one of the items in the 2007 capital improvements was a designation to make improvements to the Primate House. Mr. Garbacik has recently received a proposal from G. M. Fedorchak & Associates, Inc. to do some design work. Mr. Gerald Fedorchak, Jr. has been on site and has met with Mr. Martinez at the zoo to get a grasp of what we are looking for there. We have since received a proposal for services from Mr. Fedorchak that Mr. Garbacik was very pleased with as far as the amount for the design work. Basically it is a not-to-exceed amount of less than \$5,000. Mr. Garbacik asked the Board to accept the proposal and allow him to sign an agreement with G. M. Fedorchak & Associates so we may begin the design of the remediation of the Primate House.

Mr. McKee stated that a few years ago we had a proposal on what he thinks was an Otter exhibit and part of the original entrance and everybody was all excited and the guy saved for last the price tag which he thinks was around 2.4 million dollars and then all of the air went out of the balloon. Mr. McKee asked if Fedorchak & Associates are cognizant of dollars that are not to be exceeded in terms of design and so forth and if so where do we sit on that.

Mr. Garbacik explained that they are and that was discussed very specifically with Mr. Fedorchak. He understands that we have a set amount of funding to make this happen and Mr. Garbacik is very familiar with the situation that happened with Fanning/Howey. The big difference here is that we are remediating an existing exhibit versus that proposal which was for an Otter paradise. This is a little bit different scope but certainly Mr. Garbacik is confident that Mr. Fedorchak has a thorough understanding and appreciation that we do have limited funding to make this happen and that he will proceed with that in mind.

Mr. Milcarek stated that there is a mote around Monkey Island and asked why that couldn't be a place for Otters.

Mr. Garbacik explained that we have a new Otter habitat that the Otters are going in. There is no circulatory system or purification system in that mote and it is not in good shape to house any species right now whether in the mote or out of the mote. There is a three year fundraising campaign underway right now by the Zoo Society to tackle Monkey Island. We have had some preliminary design work done thanks to Mr. Martinez.

Mr. Martinez explained that there are several answers to be given. One of the reasons is that Otters, being as small as they are, two animals this size would be lost in that enormous facility, you wouldn't even see them most of the time. Also, we have leakage in that mote area. It has cracks all over it and every winter we are sealing it up. Also, going through the system of filtration units, it wouldn't be feasible to maintain them in that exhibit. Mr. Martinez stated he thinks they will enjoy their new exhibit with the water fall and under water viewing and hopefully they will be here within the next few weeks.

Mr. McKee asked in terms of the funding, what is the final dollar amount give or take a few thousand, as to what we would spend eventually and would that come from Zoo Endowment Funds or fundraising dollars.

Mr. Garbacik stated that we have \$100,000 dedicated for that project outside of Endowment Funds and that is coming from riverboat dollars he believes; it was part of the Council's Ordinance on capital improvements. The Mayor proposed it and it was approved by the Council for that specific use. The beginning balance is \$100,000 and we'll get a better grasp on cost as Mr. Fedorchak performs his services and then we may be looking at some Endowment dollars if it would exceed that.

Mr. Martinez reported that he and Mr. Fedorchak walked through the site and looked at the structure and underneath at the supporting cages and things and he is coming back to us with his

proposal and a cost estimate with a not to exceed figure and we are waiting to hear back from him.

Mr. Milcarek asked if there is a chance that we could get any grants to fix that; are there any grants available.

Mr. Martinez stated that he has not looked in to it but that is one of the things that he does want to do and he talked about going down to Indianapolis, where the Foundation Center is, to look at all types of grants. There are a lot of grants out there for education and things along those lines but not too many for construction.

Mr. Garbacik stated that we are looking at grants however, and when he says we, and in fact we have applied for grants in the past, and on some of the more historic structures such as the Engineer's Castle where because of it's uniqueness and architecture we would be very, very interested and pleased to remediate that following the guidelines of a grant for historic structures. The trade off there is that it tends to cost more money to rehab versus if you make improvements or update any facility, and especially one that is historic, outside of some grant parameters sometimes it is more cost effective to do it that way, so we do look into that.

Mr. Latchford asked if we had any Endowment dollars remaining at the end of 2006?

Mr. Garbacik stated that we do and in fact we have not been before the Enrichment Corporation for the 2007 dollars yet. A little bit later in Mr. Garbacik's report we will ask the Board about signing a lease termination with the Water Department on the property line issue to get that resolved. We have sort of been sitting on and stock piling Endowment dollars for that maintenance building. We are ready to sit down and come up with the specs to bid that out so we anticipate and hope that we won't have to use all of the remaining Endowment dollars just for the maintenance building. Therefore, there probably should be some left to help out with the Primate building and some of our smaller barns and enclosures for the animals which are in dire need of rehab as well so we are looking at that and we are hoping to get all of that accomplished.

Mr. Martinez explained that we have some small brick structures there that are completely uninsulated; they don't even have doors on them and so what we have been doing is going in and trying to insulate them and attach doors and things along these lines but again, by remodeling these little structures they still don't serve the purpose. A perfect example is our pair of Zebras. They both don't fit into one of these small cubicles. It is an 18' x 20' facility with an open door and we can't even manage or control them. There is no way we can lock them into the building. When the Vet comes to treat them he has to open the back window and tranquilize them or try to shoot them from the door. What we proposed was instead of trying to renovate that facility we would just build a new Zebra barn. That would make it more cost effective and it wouldn't be so labor intensive so that we can manage and control the stock that we have.

Mr. Garbacik added that one of the things that we have been able to do, thanks to Mr. Martinez' talents and leadership, once we get to some of the interior works and remodeling and things of that nature, Mr. Martinez brings in prison workers as laborers. He will go in and supervise,

whether it is putting up drywall or insulation or things like that. The zoo these days is doing a very good job of getting the bang for the buck and making things work with the dollars available.

Mr. Martinez stated that they provide the materials and instruction. Last year they repaired a complete roof on our winter holding area and they insulated the red barn. They did some tremendous things for us and we hope to capitalize on that again this year.

- **On a motion** made by Mr. Freese, seconded by Mr. Milcarek and voted unanimously by the Board, the Board accepted the attached proposal for services for renovation to the Primate House submitted by G. M. Fedorchak & Associates.

Mr. Garbacik stated that over the past couple of weeks he, Mr. Martinez and Jason Richardson from the Golf Course sat down and met with both Coca Cola and Pepsi to determine which vendor to go with for the Park and Recreation beverage vending. All things being analyzed Mr. Garbacik recommended that we go with Pepsi. We have been with Pepsi and had a very good relationship with them. Mr. Garbacik believes Mr. Doyle would echo those sentiments in regard to the festivals and such; they have been very good to work with on a service level as well as basically taking care of us. In essence the price pointing of the two proposals were very similar and almost identical where Pepsi gets the nod though, is in its contribution back to the Park which basically would be for a five year period, we would received \$6,000 annually or \$30,000 over the next five years. Basically, Coca Cola was \$1,000 less annually in that consideration so it certainly makes the Pepsi proposal a winner in his mind so Mr. Garbacik asked the Board for approval to go ahead and enter into a five year relationship with Pepsi.

Mr. Freese asked if that includes Patriot Park and the Golf Course.

Mr. Garbacik stated that includes everything; they would be exclusive to the park system so all of our vendor contracts that we would enter into, concession wise, would be with the understanding that they would be using Pepsi.

Mr. Latchford asked if we could enter into a multi-year agreement such as this legally and did it need to be advertised.

Mr. Garbacik answered that we requested proposals.

Mr. Donoghue stated he thinks that it is alright as a vendor situation because it is not a lease agreement; they don't enter into an agreement for using any particular space they are really just supplying the materials to us so that makes it different.

Mr. McKee asked Mr. Garbacik when he spoke in terms of price pointing if he was talking about the product that they deliver through us whether it be water or soft drinks.

Mr. Garbacik stated that it would be our purchase price or the vendors' purchase price.

Mr. McKee asked Mr. Garbacik if those are what you compared and stated that they are very similar.

Mr. Garbacik stated that is correct.

- **On a motion** Mr. Latchford, seconded by Mr. Milcarek and voted unanimously by the Board, the Board agreed to enter into a five year relationship with Pepsi.

Mr. Garbacik stated that the Board received the Lease Termination Agreement proposal from the Water Department which will resolve that long standing issue. Both Mr. Garbacik and Mr. Donoghue have reviewed that document and made some suggested additions to it and it was approved by the Water Board at their meeting this past Tuesday. They have signed the Agreement and it is before the Board tonight. Mr. Garbacik asked the Board to also approve that agreement and provide its' signature at tonights' meeting.

- **On a motion** made by Mr. Freese, seconded by Mr. Latchford and voted unanimously by the Board, the Board approved the attached Lease Termination Agreement with the Water Department.

Mr. Garbacik informed the Board that we have been doing an analysis of the lighting on the Old Band Stand. Frequently the bulbs are burning out and are in need of replacement and of course we don't like to see the bulbs burned out on that beautiful structure. Mr. Garbacik reported in looking into that and comparing the prices of the bulbs we have discovered that the fixtures are European and come from Paris and it's not a standard bulb that could be put in as a replacement bulb and they are very inefficient. One of our local vendors in Michigan City, at no charge to us, has met with Mr. Garbacik and Mr. Westphal to do an analysis and the information is just coming in. In the near future Mr. Garbacik hopes to bring a proposal to the Park Board, and Mr. Garbacik is keeping the Mayor in the loop on this as well, to remediate that system and probably go to a fluorescent system, which will not involve a total replacement of the old fixtures, rather, replacing just the socket portion of the fixtures which will allow us to use a more modern, standard, up-to-date fluorescent bulb that will add tens of thousands of hours of burning as well as reducing our utility cost to burn the lights. Mr. Garbacik intends to also communicate with the Questers on that and they may even be interested in helping out with that and then Mr. Garbacik cannot imagine anything else that we could possibly do to the Old Band Stand. It is going to represent some more efficiency as far as the light bulbs themselves, our cost to burn them and dramatically reduce the amount of effort of our Maintenance Department in changing the bulbs because they would do it much less frequently.

Mr. Garbacik stated that he talked to Mr. Milcarek a couple of weeks ago and the Port Authority had made an observation as have some of you, as we have ourselves, that the flags, and in particular at Millennium Plaza, were getting frayed and not looking too well so Mr. Garbacik and Mr. Westphal have, through emails and communication with City Hall and the Planning Department as well as the Fire Department and the Police Department, come up with a much improved approach to that. First, all flags within the park system and all American flags in particular at this time have been replaced including the one at Millennium Park and the one in

the campus area near the Old Band Stand. The rest of those flags at Millennium Plaza however, are specialty flags so the Fire Department and the Police Department have decided that we will start ordering them in pairs then if one should get damaged we could replace it quickly. There is a City of Michigan City flag as well which has been ordered and received so hopefully as of tomorrow all of the flags will be replaced. Part of the challenge is that every flag at Millennium Plaza except for the American has to be changed using a lift truck. They do not have a pulley system or what we prefer throughout the park system is to get the pulley system that is actually inside of the pole so that only we can get to them and that deters some of the temptation to steal our flags. Mr. Garbacik's understanding is that when the Monument was designed and built and the flag poles were ordered those were much less money per pole and the maintenance of it probably wasn't considered as much as we might have. In any event, fortunately one of the flags is a Fire Department flag and they have a very good aerial unit so that may be how we change those flags tomorrow. We are all working together to get that taken care of.

Mr. Garbacik stated that he doesn't have any vandalism to report but as the weather improved and as happens on an annual basis folks get excited, especially some of our younger citizens and park patrons and lot #1 becomes a very attractive gathering spot and some of our "burn your tires" enthusiasts tend to show off down here. We did have an incident Monday evening where basically a truck with larger wheels kind of gunned it and took off from a parked position and made a sharp turn and three of the tires were sort of on some sand but the fourth one hit pure pavement and the truck actually rolled all the way over which was pretty scary. Fortunately Mr. Garbacik doesn't think anybody got hurt and the Police are handling that matter. Mr. Garbacik reported that the Police Department is doing a good job and making a concentrated effort to keep things safe down here in the park.

Mr. McKee asked Mr. Garbacik what time the Pullman lights come on and what time they are turned off.

Mrs. Eason responded that the lights at the basketball courts and the skate park come on at dusk and will turn off at 10 p.m. When school is out the Mayor requested that the lights be left on until 11 p.m.

Mr. Garbacik stated that normally we wait until spring break to actually turn them on but because the weather was so nice we elected to turn them on earlier this year.

Mr. Freese reported that Zoobilee will be held this Saturday and it will be a St. Patrick's Day theme because it is St. Patrick's Day.

Mr. Garbacik explained that the Zoobilee is part of the three year fundraising campaign that he spoke about earlier to renovate Monkey Island.

Mr. Donoghue reported that we did have a meeting as planned regarding the Phase II Water Department Plan with the engineers for the Water Department, Greeley and Hansen, LLC out of Indianapolis and Tim Haas. That meeting went very well. We believe that we have everything moving in the direction that we have reported to you in the past. Mr. Donoghue distributed to

the Board a copy of a letter we just received from the Water Department. They did award the contract to Woodruff and Sons on Tuesday night, March 13<sup>th</sup>, and we will set up a meeting with Todd Bell of Woodruff for this coming week with Tim Haas and the Water Department engineers and we'll work toward getting the construction limits and the easement that we have reported to the Board in the past.

Mr. Donoghue reported that he did have the conference that he had been planning on, regarding encroachments, with Baker & Daniels last week but he has not been able to follow up on that this week. We do have the documents that they are looking at ready to go and we should have a report on that for you by the next meeting.

Mr. Garbacik reported that the Board approved the proposal submitted by Sports Endeavors, Inc. at it's last meeting and the update and additions to the contract have been made and so we are asking for the contract to be approved and signed this evening.

- **On a motion** made by Mr. Latchford, seconded by Mr. Freese and voted unanimously by the Board, the Board approved the attached Michigan City Department of Parks and Recreation Commercial Lease Agreement for Bicycle, Kayak and Beach Gear Rentals with Sports Endeavors, Inc.

Mr. Kienitz reported that beginning April 2<sup>nd</sup> through May 31<sup>st</sup> we are going to try something that has not been done during his tenure at the Park Department and that is an adult Jazzercise class that will be offered at the high school Mondays, Tuesdays and Thursdays. The cost is \$35 per month or \$60 for both months. The instructor is a teacher at the high school and she will receive 80% of all class fees. The volleyball camps and classes are contracted out to Sports Endeavors, Inc. Mr. Kienitz read through the attached fees and noted that camps last for a full week and are one hour and thirty minute sessions. The classes are eight weeks long for one hour per evening one night per week. Mr. Kienitz asked the Board to approve \$25 per week for City Kids Day Camp participants. That fee covers swimming, a library program, a computer education program, a ropes course, and free breakfast and lunch from the Michigan City Area Schools. There is also a zoo program; it is almost an endless list of activities including art and music. There is a lot of programming within that eight weeks throughout the summer.

Mr. Latchford asked how many kids we can accommodate in City Kids Day Camp.

Mr. Kienitz responded that we take up to 65 participants weekly. They can pay up front for the full summer or they can pay weekly. If a child is not going to be here then we go to our waiting list and bring in another kid from that age group to fill the spot.

Mr. McKee asked Mr. Kienitz if that is one of our more successful programs.

Mr. Kienitz answered very much so.

Mr. McKee asked Mr. Kienitz what it would take to expand that from the financial and man power side and asked if we are out of room where we hold it so that you couldn't take on any more.

Mr. Kienitz stated that we are definitely out of room. If it rains or we have bad weather, this room is what we use. It's really nice when the weather does cooperate because we are outside and under the J.C. Stage; they are able to eat lunch there. We have so many different programs going on so one age group might be at the zoo and another one would be here, or one might be at the library and the other two groups are here so we are able to spread out a little bit. We limit the number to 65 for that reason. Participants were cut from 75 to 65 participants last year because of the budget and we had to cut down the number of leaders that we were able to hire.

Mr. Garbacik stated that this program is very structured and we want to have an appropriate ration of supervision to participants and he added that the solution to our space limitation falls within the Washington Park Master Plan and within the new Park Office which would include many other amenities and a community center and a larger space, not only for that program, but for other things as well. There has been some confusion out there that we are only proposing a new Park Office but if you look at the whole plan and the verbiage you'll see that there are other elements included in that.

Mr. Freese asked Mr. Kienitz what age range can participate in the program.

Mr. Kienitz answered 6 year olds to 11 year olds.

Mr. Freese asked if they are then divided up into three groups.

Mr. Kienitz answered yes, there are three separate age groups and there are two to three leaders per age group with a maximum of 25 kids in each group.

Mr. Freese asked if Mr. Kienitz has any trouble getting 25 kids in each group.

Mr. Kienitz answered no.

Mr. McKee stated that if we had unlimited space, how many kids do you think would sign up or how many kids do we turn away.

Mr. Kienitz answered that the waiting list is endless and without knowing exact numbers he would say the list has at least 50 kids on it.

Mr. McKee asked Mr. Kienitz to break down the numbers to a per person cost and provide that information to the Board.

Mr. Kienitz stated that in the past year everyone was struggling with the same thing we did with having to down size. Safe Harbor went from two sites to one site so in essence, there are a lot of kids in our community that weren't reached for a summer program and that is very unfortunate.

Mr. McKee asked Mr. Kienitz to show what kind of cost we experience with that. Is this a net loss project and even if it is it seems ok from the standpoint that we are reaching so many kids in a positive way. Mr. McKee asked Mr. Kienitz to get back with him with what it would take to expand the program by 20, 50 or 200 participants, whatever we are turning away. Mr. McKee stated that it seems really odd that we don't finance things that are so in need.

Mr. Kienitz stated that a lot of things are paid for, like going to swimming and the library and the food. All of that is paid for by a grant that we are part of with the Youth Serving Agencies of Michigan City and LaPorte County. A lot of that is already paid for. The only real expense that we have is equipment and personnel costs.

Mr. McKee stated that if there is any way possible to expand the program to its' need we should look into it, sometimes we have programs where nobody signs up and this is quite the opposite so if we could match that need somehow, it would be good.

- **On a motion** made by Mr. Freese, seconded by Mr. Milcarek and voted unanimously by the Board, the Board approved the attached 2007 Jazzercise, volleyball class, volleyball camp, and City Kids Day Camp Fees.

Mr. Garbacik reported that the Board received a document regarding the NACE exhibit releasing most, but not all of the escrow to the contractor and then the balance that remains would then be released when it is 100% complete and we are about 98% now.

Mr. Martinez stated that right now they are completing some of the rock work. They have completed the planters this morning and now they are sealing up the underside of the windows at the Otter exhibit. Within the next few days they will have the upper section completed.

Mr. Garbacik reminded the Board that we did add on to the project; we had a change order so that is what we are working on.

- **On a motion** made by Mr. Freese, seconded by Mr. Latchford and voted unanimously by the Board, the Board approved the partial release of retainage escrow funds to Larson-Danielson.
- **On a motion** made by Mr. Latchford, seconded by Mr. Milcarek and voted unanimously by the Board, the Board tabled items E. Organizational Chart and F. Job Descriptions to the meeting of April 5, 2007.

Mrs. Eason reported that the In Water Boat Show is requesting discounted exhibitor parking permits as they have in the past. The proposed fees reflect a 25% discount off of our normal parking rates that the Board has approved for 2007. The fees are rounded to the nearest dollar to avoid giving out change at our parking booth. Passes will be sold at Lot #1 but the majority are sold in advance in the exhibitor kits. It works out well this way.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Latchford and voted unanimously by the Board, the Board approved the attached 2007 In Water Boat Show Exhibitor Parking Permits.

Mr. Garbacik reported that the Board received a request from Senior Center Director Tara Miller to the 2007 IASC Conference on April 12 & 13, 2007 in Fishers, Indiana for an estimated cost of \$591.06. Mr. Garbacik recommended that the request be approved and she be allowed to renew the Senior Center's membership in the Indiana Association of Senior Centers.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Latchford 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 \$24,459.24 and \$2,636.50.

Mr. Milcarek reported that invoices totaling \$429.03 were paid through the Board of Works meeting.

- ❑ **On a motion** made by Mr. Milcarek, seconded by Mr. Latchford and voted unanimously by the Board, the Board approved Payroll #5, 02/11/07 through 02/24/07, in the amount of \$46,873.86.

Mr. McKee commented that a lot of times we hear everything that is wrong rather than things that are right and he happened to be at a West Side Improvement Group meeting last night and everyone there was very complimentary of the park system. There were a lot of compliments about the skate park and Pullman Park regarding how well kept it is and he thought he would pass that on to the Maintenance Department. It is nice to be recognized on a positive note and it certainly was at the meeting.

Mr. Doyle stated that he had the honor of being at the new zoo exhibit today. This is another asset to the park system. There are a lot of positive things happening and it is nice to see the park system continue to be a band leader of getting things done, so keep up the good work.

- ❑ **On a motion** made by Mr. Latchford, supported by all members of the Board, there being no further business, the meeting was adjourned at 5:47 p.m.

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Darrell L. Garbacik, Superintendent  
Michigan City Park Board

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Tom Milcarek, Secretary  
Michigan City Park Board

Attachments to the March 15, 2007 Park Board meeting:

1. G. M. Fedorchak & Associates Proposal for the Primate House
2. Lease Termination Agreement with Water Department
3. Water Department Letter Regarding Construction Easement and Staging Area Location
4. Michigan City Department of Parks and Recreation Commercial Lease Agreement for Bicycles, Kayaks and Beach Gear Rentals with Sports Endeavors, Inc.
5. 2007 Jazzercise, Volleyball Class, Volleyball Camp, and City Kids Day Camp Fees
6. Joint Written Authorize for the Partial Release of Retainage Escrow Funds to Larson-Daniels Construction Company, Inc. for the Washington Park Zoo North American Carnivore Exhibit
7. 2007 In Water Boat Show Discounted Exhibitor Parking Permits
8. Travel Request submitted by Tara Miller to attend the IASC Conference in Fishers, Indiana on April 12<sup>th</sup> & 13<sup>th</sup>, 2007

Minutes prepared by Shannon Eason