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**The Michigan City Park and Recreation Board** met in regular session on Wednesday, May 20, 2015 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. Chatfield, Latchford, Freese, and Dabney (4)**

**Absent: None (0)**

**Also present were:** Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Joe Doyle, City Council Liaison; Jason Richardson, Director of Golf; Moe Mroueh; Martin Bobcek, Global Engineering; Jessica Rosier, Barker Mansion Director; and Andre Steele, ALCO TV.

- On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the minutes of the May 6, 2015 Park Board meeting.
- On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the minutes of the May 6, 2015 Executive Session.
- On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board agreed to remove the 2015 1<sup>st</sup> quarter report from the table.
- On a motion made by Mr. Dabney, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Park Department 2015 1<sup>st</sup> quarter report.
- On a motion made by Mr. Dabney, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Amendment One to the Community Development Office Memorandum of Understanding for the Pullman Park Project to construct a new parking lot south of the new picnic shelter.
- On a motion made by Mr. Dabney, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to table naming the new pavilion in Washington Park to their June 3, 2015 meeting to allow for public input.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Dabney and voted for unanimously by the Board, the Board accepted the attached proposal submitted by Moe Mroueh for the concession lease in the new building in Washington Park.
- ❑ On a motion made by Mr. Dabney, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Concession Lease with Moe Mroueh contingent on approval by the City Council.
- ❑ On a motion made by Mr. Dabney, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Resolution No. 807 requesting the City Council's approval of a 5 year concession lease with an option to renew for 5 years.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Michigan City Summer Festival's request to host a circus in Washington Park on Monday, August 24, 2015 in a mutually agreeable location.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the attached request submitted by LaPorte County Special Olympics to use Adams Park for softball practice.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved a request from Barker Mansion Director Jessica Rosier to install an interpretive sign in Washington Park. The Park Board will have to approve the final design.
- ❑ On a motion made by Mr. Dabney, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Resolution No. 806 transferring money in Admin Fund 1301/0802.

Park Superintendent Jeremy Kienitz reported on the donation of an SUV by Michigan City Police Department for the parking operation, the City Council meeting last night, summer restroom schedules, lifeguard operation hours, the construction of the new lifeguard tower, the Fedder's Alley Dune Restoration Project, the new wolf exhibit, the Senior Center volunteer banquet, and the upcoming 2016 budget preparation.

Martin Bobcek of Global Engineering updated the Board on the progress of the new operations building in Washington Park.

Assistant Superintendent Shannon Eason reported on the Hansen Park Kayak Launch Project, the hours of the parking and sticker clerk operations and the water quality testing and notification program.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney 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 \$76,533.87.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved Payroll #10, 04/26/15 through 05/09/15, in the amount of \$57,230.03.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board accepted a \$300.00 donation from Harbor Chevy Buick GMC for youth baseball.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the following minor transfer:

Zoo Fund 1301 0804			
Decrease 02 422.031	household supplies		\$1,000.00
Increase 02 423.003	small tools		\$1,000.00

- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved the following minor transfer:

Concession N/R Fund 1315/0000			
Decrease 01 411.014	seasonal salaries		\$1,500.00
Increase 01 413.003	unemployment		\$1,500.00

- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved payment of invoices totaling \$215.88 out of the Zoo Endowment Fund.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Dabney and voted for unanimously by the Board, the Board approved payment of charges made to the department's credit card in the amount of \$979.63.
- ❑ On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:00 p.m.

  
 Shannon Eason, Assistant Superintendent

  
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Phil Freese, Park Board Secretary

Attachments to the May 20, 2015 Park Board meeting:

1. Park Department 2015 1<sup>st</sup> Quarter Report
2. Golf Pro Concession Agreement
3. Amendment One to CDBG MOU for Pullman Park Project
4. Concession Lease Proposal Submitted by Moe Mroueh
5. Concession Lease with Moe Mroueh
6. Resolution No. 807
7. Special Olympics Request to Use Adams Park
8. Washington Park Interpretive Sign Request
9. Resolution No. 806 Transferring Money in the Admin Fund
10. Claims Docket Allowance for Vouchers Dated 05/19/15

Minutes prepared by Shannon Eason