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The Michigan City Park and Recreation Board met in regular session on Wednesday, January 6, 2016 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 Silvestri (4)

Absent: None (0)

Also present were: Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Jeff Katz, Park Board Attorney; Randy Durham, Greens Superintendent, Elizabeth Durham; Chris Kaufman Supervisor of Maintenance Operations; Sandy Kalinowski, Supervisor of Maintenance Administration; Andy Matanic, City I.T. Director; Frank Sileheimer, City Forester; Ross Balling, EVP Tour; Richard Chambers, The News Dispatch; and Andre Steele, ALCO TV.

Mr. Latchford nominated Mr. Chatfield as President, there were no other nominations.

- On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board elected Mr. Chatfield as the 2016 Park Board President.

Mr. Freese nominated Mr. Latchford as Vice President, there were no other nominations.

- On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board elected Mr. Latchford as the 2016 Park Board Vice President.

Mr. Latchford nominated Mr. Freese as Secretary, there were no other nominations.

- On a motion made by Mr. Latchford, seconded by Mr. Chatfield and voted for unanimously by the Board, the Board elected Mr. Freese as the 2016 Park Board Secretary.

Park Board President Chris Chatfield appointed Mr. Latchford to serve as the Planning Commission Liaison, Mr. Freese to serve at the Port Authority Liaison and Mr. Silvestri to serve as the Zoo Society Liaison. All members accepted the assignments.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the minutes of the December 16, 2015 Park Board meeting.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted the attached proposal submitted by Marquiss Electric in the amount of \$163,376.00 for the Maintenance Building Electric Upgrade Project and approved the attached Agreement between Owner and Contractor.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to issue a Notice to Proceed to Marquiss Electric for the Maintenance Building Electric Project.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board accepted the attached proposal submitted by Jon's Tree Service, Inc. in the amount of \$123,500.00 for the Golf Course Tree Removal Project, approved the attached Agreement between Owner and Contractor and agreed to issue a Notice to Proceed.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Agreement with EVP Tour for 2016 beach volleyball leagues and tournaments.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Michigan City Youth Baseball League, rules and fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the purchase of a new point of sale system.

Park Superintendent Jeremy Kienitz reported the Zoo Society received a grant award from the Margaret and Otto Zack Foundation in the amount of \$120,000.00, the City Council heard on first reading the 2016 capital requests at their meeting last night, and a funding request for the Washington Park Master Plan will be on the Redevelopment Commission's January 11, 2016 meeting agenda.

Mr. Kienitz reported a holiday light display in Washington Park was vandalized.

Mr. Kienitz introduced the Supervisor of Maintenance Administration Sandy Kalinowski and Supervisor of Maintenance Operations Chris Kaufman.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford 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 \$33,622.03.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved Payroll #26, 12/06/15 through 12/19/15, in the amount of \$41,380.29.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board accepted a donation for holiday lights in the amount of \$50.00 and a donation from Merchant Services in the amount of \$110.02.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the following minor transfer:

Zoo Fund 1301/0804

Decrease account no. 01 412.022	Vacation Bonus	\$1,220.55
Increase account no. 01 411.001	Salaries and Wages	\$1,220.55

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

Senior Center Fund 1301/0806

Decrease account no. 01 411.016	Overtime	\$ 711.25
Increase account no. 01 411.001	Salaries	\$ 711.25

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

Park Maintenance Fund 1301/0805

Decrease account no. 01 411.014	Seasonal Salaries	\$2,205.15
Increase account no. 01 411.001	Salaries & Wages	\$2,205.15

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved payment of invoices totaling \$14,151.50 out of the Zoo Endowment Fund.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved charges totaling \$337.42 charged to the department's credit card.

- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:06 p.m.


Shannon Eason, Assistant Superintendent


Phil Freese, Park Board Secretary

Attachments to the January 6, 2016 Park Board meeting:

1. Marquiss Electric Proposal and Contract for Maintenance Building Electric Upgrade Project
2. Marquiss Electric Notice to Proceed
3. Jon's Tree Service Proposal, Contract and Notice to Proceed for Golf Course Tree Removal Project
4. 2016 EVP Tour Agreement
5. 2016 Michigan City Youth Baseball League
6. Michigan City IT Director Point of Sale System Recommendation
7. Claims Docket Allowance for Vouchers Dated 01/06/16

Minutes prepared by Shannon Eason