



100 E. Michigan Blvd. / Suite 2
Michigan City, IN 46360-3293
Phone (219) 873-1506
Fax (219) 873-1506
www.michigancityparks.com

The Michigan City Park and Recreation Board met in regular session on Wednesday, April 27, 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; LaKaye Toney, Oak Hill Back to School Event; Shawne Sheldon, Jamie Huss and Elizabeth Emerick, Washington Park Zoo; Arber Himaj and Mike Milotovic, Michigan City Sanitary District; Joel Baldin and Cassandra Rice, Hitchcock Design Group; John Moultrie; Richard Chambers, The News Dispatch; and Andre Steele, ALCO TV.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the minutes of the April 6, 2016 Park Board meeting.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board tabled the Michigan City Sanitary District's request to place an electric car charging station in the parking lot at Millennium Plaza.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached loan agreement to place a troop of Tamarins in another zoo.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Memorandum of Understanding with the Washington Park Zoological Society.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Resolution No. 831 titled "Approving the Sale of the Property Commonly Known as the "Greenhouse Property" Located on Lake Shore Drive to the Michigan City Redevelopment Commission."

Joel Baldin and Casandra Rice of Hitchcock Design Group presented an update on the status of the Washington Park Master Plan project.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board accepted the attached quote submitted by Midwest Golf and Turf for 22 new golf carts.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board voted to change the closing time of the main parking lot in Washington Park to midnight on Fridays and Saturdays, and by special request on other nights if there is an event.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Golf Pro Revenue Collection and Reimbursement Policy contingent on final approval from the State Board of Accounts.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the EARN Indiana Employer Agreement for the 2016 grant program.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached animal acquisition request submitted by the Washington Park Zoo.
- ❑ 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 National Playground Compliance Group for design services for the Gardena Playground Renovation Project and instructed Attorney Katz to prepare a service agreement.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Therapy in Motion program and fees, with 80% of program fees going to the instructor and 20% being receipted by the Park Department.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Quilting Class Program and fees.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached request submitted by International Friendship Gardens to use ten picnic tables for an event on June 16, 2016.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously the Board, the Board approved the attached Agreement Between Owner and Contractor with Stanley Electric for the replacement of lights at the Michigan City Skate Park.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board tabled the Park Department's 2016 1st Quarter Report.

Park Superintendent Jeremy Kienitz reported on open registration for the City Kid's Day Camp program, the lifeguard program, a few building issues at the North Pointe Pavilion, a zoo article featured in the Northwest Indiana Times, the completion of the golf course culvert project, the status of the golf course tree removal project, and vandalism at Pullman and Hawkins Parks.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri 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 \$67,008.44.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved Payroll #8, 03/27/16 through 04/09/16, in the amount of \$44,156.75.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board accepted a donation in the amount of \$15.00 from Merchant Services.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the following minor transfer:

ZOO FUND 1301/0804

Decrease account no. 03 436.005	Repair & Maintenance-Other	\$2,500.00
Increase account no. 03 436.001	Repair & Maintenance-Building	\$2,500.00

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

PARK ADMIN FUND 1301/0802

Decrease account no. 02 422.035	Other Miscellaneous Supplies	\$ 170.00
Increase account no. 02 422.037	Other Clothing	\$ 170.00

- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved payment of invoices totaling \$4,426.00 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 payment of invoices totaling \$31,049.00 through the May 2, 2016 Board of Works meeting.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved payment of charges totaling \$33.47 made 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 6:57 p.m.


Shannon Eason, Assistant Superintendent


Phil Freese, Park Board Secretary