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**The Michigan City Park and Recreation Board** met in regular session on Wednesday, July 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; Cassandra Rice, Andy Howard, Joel Baldwin, and Bill Inman, Hitchcock Design Group; Dale Engquist; Craig Phillips, City Planner; Jessica Gage, Assistant City Planner; Patrick Dougherty, Exchange Club; Bill Hazelgrove; 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 June 15, 2016 Park Board meeting.

Hitchcock Design Group presented the attached review of the Washington Park Master Plan.

- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Sexual Abuse and Misconduct Prevention Policy which will be added to the Personnel Policies Handbook.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached final design for the Gardena Playground Renovation Project.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached travel request submitted by Superintendent Jeremy Kienitz.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached 2017-2019 capital equipment and projects request.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the 2016 capital purchases of a Toro mower, a John Deere Gator, a Kabota tractor and a Progressive mower.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Resolution No. 833.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Resolution No. 834.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Resolution No. 835.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Resolution No. 836.

Park Superintendent Jeremy Kienitz reported the department received a 3-way alcohol permit for the North Pointe Pavilion, the kayak launch at Hansen Park was featured in a national magazine, Boat U.S., a walk through is being scheduled at the North Pointe Pavilion to discuss items that need to be remedied prior to warranty expiration; the parade and fireworks went well thanks to the hard work of our maintenance, parking and lifeguard staff, the upcoming Lighthouse Jazz Festival, and the upcoming Soccer in the Sand Tournament.

- ❑ 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 \$153,081.48.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved Payroll #13, 06/05/16 through 06/18/16, in the amount of \$85,006.80.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board accepted donations from Meijer for the parade in the amount of \$500.00, from R. Cohn for youth baseball in the amount of \$50.00 and from 1<sup>st</sup> Merchant Services for the 2<sup>nd</sup> quarter give back program in the amount of \$25.36.
- ❑ 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 \$42,326.25 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 \$75,250.70 through the 07/05/16 Board of Works meeting.

- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:37 p.m.

  
Shannon Eason, Assistant Superintendent

  
Phil Freese, Park Board Secretary

Minutes prepared by Shannon Eason