



**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, October 19, 2016 at the hour of 4:00 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; Nelson Pichardo, Park Board Attorney; Paul Patrick and Lauren Zielke, NIPSCO Easement Project; Bruce Manner, Michigan City Port Authority Board; 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 October 5, 2016 Park Board meeting.

President Chris Chatfield asked if there were any quotes to be submitted for the zoo SUV or maintenance pickup truck. There were no submissions.

- On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board closed the submission period for accepting quotes for the zoo and maintenance vehicle.

Park Board Attorney Nelson Pichardo opened the one quote received from Lakeshore Ford, 244 Melton Road, Burns Harbor, Indiana and read the following quotes:

2017 Ford Explorer 4 x 4 \$27,421  
2017 Ford F-250 4 x 4 with 8' box \$33,576

- On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board tabled the quotes to their November 2, 2016 for review and recommendation by Attorney Nelson.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board removed the 2017 Golf Fees and Contracts from the table.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached 2017 Golf Fees and Contracts.

The Park Board was presented with the attached survey and stakeholder interview results for the Park Departments 2017-2021 Master Plan and asked to provide comments not later than Wednesday, October 26, 2016.

The Park Board President opened the floor to public comment regarding the Park Departments 5-Year Master Plan. There was no comment.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached Memorandum of Understanding with the Michigan City Area Schools Corporation for the service learning project at Hansen Park.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board tabled NIPSCO's request for a permanent and temporary easement at Patriot Park.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached 2017 BPA Youth Travel Baseball League and Fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Request for Quotes for tree work at the zoo with the modification of removing emergency work and adding a completion date and damages for not completing the work on time.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Freese and voted for unanimously by the Board, the Board instructed Attorney Nelson to review the Concession Agreement with Fire and Water Restaurant and report back to them at a future meeting.
- ❑ 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 3<sup>rd</sup> Quarter Report.
- ❑ 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. 847 transferring funds in Recreation Fund 1301/0803.

Park Superintendent Jeremy Kienitz reported on the restoration of the Rotary Centennial monument in Washington Park, fall cleanup, the Festival of Holiday Lights, a vacant Maintenance

Foreman position, the last day the zoo will be open is October 31, 2016, Trivia Night at the Senior Center, and the approval of the 2017 budgets and salary order.

Attorney Nelson Pichardo reported a letter was sent to Otis Elevator Company regarding our warranty period. They sent back a maintenance agreement with a commencement date of January 1, 2017. Neither date corresponds with the warranty period so he will contact them and report back to the Park Board at their next meeting.

- ❑ 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 \$71,121.77.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved Payroll #21, 09/25/16 through 10/08/16, in the amount of \$51,867.15.
- ❑ 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 \$1,057.65 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 \$38,495.10 through the November 7, 2016 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 5:25 p.m.

  
Shannon Eason, Assistant Superintendent

  
Phil Freese, Park Board Secretary

Minutes prepared by Shannon Eason