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The Michigan City Park and Recreation Board met in regular session on Wednesday, September 20, 2017 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, Freese, Silvestri, and Latchford (4)

Absent: None (0)

Also present were: Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Nelson Pichardo, Park Board Attorney; Ryan Allison, Cardno; John Collins; Sergio Kochergin; Shawne Sheldon, Washington Park Zoo; Thomas Chatfield; and Nathaniel Pilla, Save the Dunes.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the minutes of the August 16, 2017 Park Board meeting.

Superintendent Kienitz gave an update on the Washington Park traffic circle project noting the professional services agreement was awarded to SHE.

Jeremy Allison of Cardno updated the Board on the progress of the Bismarck Hill restoration project.

President Chatfield commented that no responses were received for the Bismarck Hill adventure park. A meeting was held with Save the Dunes, the Superintendent and himself regarding public input opportunities and an ecological and environmental assessment if there is any interest in developing Bismarck Hill in the future.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Park Department 2017 2nd quarter report was removed 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 Park Department 2017 2nd quarter report.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Memorandum of Understanding with Michigan City Area Schools allowing them to do environmental restoration work on park property under the direction of the Superintendent or Assistant Superintendent.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached 2018 zoo fees, hours, programs, and contracts.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached "U" program and fees.
- ❑ On a motion made by Mr. Latchford, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the donation of a shelter and ADA route in Fedder's Alley from the Michigan City Exchange Club.
- ❑ 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. 863 transferring money in Park Admin Fund 1301/0802.
- ❑ 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. 864 transferring money in Recreation Fund 1301/0803.
- ❑ 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. 865 transferring money in Senior Center Fund 1304/0000

Superintendent Kienitz reported on the completion of Walker Street Playground, the Old Lighthouse Museum exterior repairs project, Fire & Water restaurant's fall hours, the new FEMA flood plain map which includes North Pointe Pavilion, the removal of unsafe monkey bars in Fedder's Alley, tree removal at Oak Hills Park and Washington Park, staff training on the City's new financial software, grant awards from the Unity Foundation, the Mayor's golf outing, and the City Council Finance Committee meeting for the 2018 budgets. Superintendent Kienitz reported the park sign at Hawkins Park was vandalized and has to be replaced.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese 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 \$235,467.00.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #17, 07/30/17 through 08/12/17, in the amount of \$86,662.73.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #18, 08/13/17 through 08/26/17, in the amount of \$68,596.34.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #19, 08/27/17 through 09/09/17, in the amount of \$64,206.92.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the following minor transfers:

Park Admin Fund 1301/0802

Decrease account no. 01 411.014	Seasonal Salaries	\$ 800.00
Increase account no. 01 411.016	Overtime	\$ 800.00

Recreation Fund 1301/0803

Decrease account no. 01 411.014	Seasonal Salaries	\$1,593.06
Increase account no. 01 01 411.016	Overtime	\$1,593.06

Concession Fund 1315/0000

Decrease account no. 02 421.005	Office Supplies	\$ 700.00
Decrease account no. 02 422.035	Misc. Supplies	\$1,800.00
Decrease account no. 02 422.096	Merch Patriot	\$ 510.00
Increase account no. 02 422.095	Merch Peacock	\$3,010.00

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved payment of invoices totaling \$828.88 out of the Zoo Endowment Fund.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved payment of invoices totaling \$39,468.75 through the September 5, 2017 Board of Works meeting.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved payment of invoices charged to the department's credit card in the amount of \$2,091.31.
- ❑ 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


Larry Silvestri, Park Board Secretary

Minutes prepared by Shannon Eason