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The Michigan City Park and Recreation Board met in regular session on Wednesday, February 7th, 2018 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. Freese, Silvestri and Herrbach (3)

Absent: Mr. Latchford (1)

Also present were: Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Nelson Pichardo, Park Board Attorney; Jack Arnett, LaPorte County Convention and Visitors Bureau; Karl Swihart, NSA/BPA; Stephanie Dege and Andy Jasicki, Michigan City High School; Larry Spaeth; Bruce Manner, Michigan City Port Authority; John Thatcher; Shawne Sheldon, Washington Park Zoo; Abigail Thayer, Event and Recreation Coordinator; Nicole Messacar, LaPorte County Soil and Water Conservation District; Larry Butcher, Emergency Management Director; and Andre Steele, ALCO TV.

- On a motion made by Mr. Herrbach, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the minutes of the January 17, 2018 Park Board meeting.

Superintendent Kienitz introduced the City's new Events and Recreation Director Abigale Thayer.

Assistant Superintendent Eason welcomed the Michigan City High School Wolves Environmental Restoration Team and congratulated them on their prestigious Governor's Award for Environmental Excellence.

Superintendent Kienitz updated the Board on the Fedder's Alley Boardwalk project and Winding Creek Cove Bank Stabilization Project.

- On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved a change order to the Bismarck Hill Restoration Project allowing excess funding to be used to build a trail system on Bismarck Hill.

- ❑ On a motion made by Mr. Herrbach, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board accepted the donation of a flatbed trailer from the Zoo Society.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved the attached job description for a seasonal Zoo Maintenance Craftsman position.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved a revision to the 2018 Salary Order to add the position and pay rate for the seasonal Zoo Maintenance Craftsman position.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board agreed to table the Park Department's 2017 4th Quarter Report.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board agreed to table the Park Department's 2017 Annual Report.
- ❑ On a motion made by Mr. Herrbach, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached request from the Alzheimer's Association to host their annual Walk to End Alzheimer's event in Washington Park on October 6, 2018.
- ❑ On a motion made by Mr. Herrbach, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Memorandum of Understanding between the Michigan City Park Board, the Michigan City Redevelopment Commission and the Michigan City Port Authority regarding the Washington Park Traffic Circle, Parking Lot and Lighting Projects.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved the attached Memorandum of Understanding with the Town of Trail Creek regarding use of their ball fields for the 2018 Michigan City Youth Baseball League.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved the attached proposal submitted by the National Softball Association and Baseball Players Association for exclusive use of Patriot Park during the 2018 season and instructed Attorney Pichardo to draft a contract.
- ❑ On a motion made by Mr. Herrbach, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached License Agreement for the 2018 Food Truck Festival in Washington Park.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board tabled the Washington Park sign proposal.

Superintendent Kienitz reported on the 2018 Easter Egg Hunt in Washington Park, the 2018 Indiana Park and Recreation Association conference he attended, the National Recreation and Park Association conference in November 2018, the status of the Monkey Island Assessment Project, the status of the Rotary Children's Castle Assessment Project, the status of the Washington Park Traffic Circle Project and a planned workshop on March 14, 2018, the status of the Old Lighthouse Museum Restoration Project, and open registration for the Michigan City Youth Baseball and Softball League.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach 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 \$41,962.60 and payment of invoices totaling \$46,300.00 out of the Zoo Endowment Fund.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved Payroll #2, 12/31/17 through 01/13/18, in the amount of \$40,195.43.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved Payroll #3, 01/14/18 through 01/27/18, in the amount of \$40,144.08.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Herrbach and voted for unanimously by the Board, the Board approved payment of invoices totaling \$1,478.99 charged to the department's credit card.
- ❑ On a motion made by Mr. Herrbach, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:15 p.m.


Shannon Eason, Assistant Superintendent


Larry Silvestri, Park Board Secretary

Minutes prepared by Shannon Eason