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**The Michigan City Park and Recreation Board** met in regular session on Wednesday, March 21, 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, Herrbach, and Latchford (4)**

**Absent: None (0)**

**Also present were:** Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Nelson Pichardo, Park Board Attorney; Elizabeth Emerick, Assistant Zoo Director; Andrew Matanic, Melissa Mullins and Tony Bazil, City IT Department; Bruce Manner, Michigan City Port Authority Board; and Andre Steele, ALCO TV.

- On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the minutes of the March 7, 2018 Park Board meeting.

Park Board President Latchford asked if anyone would like to submit a bid for the Patriot Park Concession Operation, there were none.

Park Board Attorney Pichardo opened a bid submitted by Super C Concession with annual rental amounts of \$8,000.00 in 2018, \$8,500.00 in 2019 and \$9,000.00 in 2020 and a bid submitted by Griffin Sales, LLC with a down payment of \$1,000.00 and 6% of monthly gross sales.

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board authorized Superintendent Kienitz and Attorney Pichardo to review the quotes and award a contract to the most responsive bidder.

Superintendent Kienitz updated the Board on the Fedder's Alley Boardwalk Design Project and Phase II of the Winding Creek Cove Project.

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Major Event License Agreement with Save the Dunes for the 2018 Jammin' with Save the Dunes event in Washington Park and agreed to

waive all fees except for the security deposit in lieu of in-kind services provided by Save the Dunes to the Park Department in 2017 and anticipated services in 2018.

- ❑ On a motion made by Mr. Herrbach, seconded by Mr. Freese and voted for unanimously by the Board, the Board agreed to table the Marquette High School Golf Course Use Agreement.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese 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. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached request submitted by the City IT Department to run fiber optic cable in Washington Park.

Superintendent Kienitz reported on the upcoming Easter egg hunt in Fedder's Alley, the controlled burn on Bismarck Hill, ongoing testing at Monkey Island by Weaver Consultants, the progress of the Old Lighthouse Museum project, the approval on 1<sup>st</sup> reading by the Common Council for funding for the Engineer's Castle at the zoo, the opening of the golf course, and open registration for City Kids Day Camp.

Assistant Superintendent Eason thanked the Port Authority for installing a new gate to separate Fish Camp Restaurant from the Old Lighthouse Museum parking lot, keeping the restaurant's dumpster out of view of museum patrons.

- ❑ 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 \$50,372.42 which included a \$10,000.00 payment from the Zoo Endowment Fund for the Zoo Fallow Deer Barn Project.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #6, 02/25/18 through 03/10/18, in the amount of \$41,594.82.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted team sponsorship donations from Little Caesars Pizza in the amount of \$700.00 and from Triplex Plating, Inc. in the amount of \$350.00.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved payment of invoices charged to the department's credit card in the amount of \$490.24.

- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:01 p.m.

  
Shannon Eason, Assistant Superintendent

  
Larry Silvestri, Park Board Secretary

Minutes prepared by Shannon Eason