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The Michigan City Park and Recreation Board met in regular session on Wednesday, November 7, 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 Latchford (3)

Absent: Mr. Herrbach (1)

Also present were: Jeremy Kienitz, Superintendent; Shannon Eason, Assistant Superintendent; Shaw Friedman, Friedman and Associates; Elizabeth Emerick, Washington Park Zoo; 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 October 17, 2018 Park Board meeting.

Superintendent Kienitz updated the Board on the Zoo Castle preservation project and phase III of the Winding Creek Cove project.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board removed the 2019/2020 Administrative Fees and Contracts from the table.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached 2019 and 2020 fees and contracts.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board removed the Community Development Block Grant Memorandum of Understanding for the Walker Street Community Garden from the table.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Community Development Block Grant Memorandum of Understanding for the Walker Street Community Garden.

- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached animal placement request.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached Indiana Department of Environmental Management application for 2019 funding for water quality testing and notification.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the submission of an Indiana Department of Natural Resources Lake Michigan Coastal Program grant for the Sheridan Beach Public Access and Erosion Control Project.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board tabled the Park Department's 2018 3rd 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 contract renewal with Hatfield Pest Control Services for the 2019 season.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached contract renewal with Johnson Johns for the 2019 season.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Change Order Numbers 1 through 7 submitted by Larson-Danielson for the Zoo Castle Preservation Project.
- ❑ 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. 886 transferring money in Recreation Fund 2056.503.
- ❑ 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. 887 transferring money in Zoo Fund 2056.504.
- ❑ 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. 887 transferring money in Park Maintenance Fund 2056.505.

Park Superintendent Jeremy Kienitz reported on the upcoming Festival of Holiday Lights, the Washington Park west parking lot project, the 10% off golf season pass sale, the closing of the North Course for the winter, the closing of the zoo for the season, and winterization of park facilities. Mr. Kienitz thanked Mr. Zachary Archambault for his Eagle Scout Project. Zach

constructed equipment boxes for Patriot Park. The Park Department will be putting a recognition plaque on each of the boxes.

Attorney Shaw Friedman reported his office received a Notice of Tort Claim against the City from Attorney Guy DiMartino.

- ❑ 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 \$49,052.52.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #22, 10/07/18 through 10/20/18, in the amount of \$50,030.69.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached minor transfers:

Recreation Fund 2056.503

Decrease account no. 422.033	Pesticides/Chemicals	\$2,170.00
Increase account no. 423.031	Small Tools	\$2,170.00

Zoo Fund 2056.504

Decrease account no. 413.004	Unemployment	\$2,600.00
Decrease account no. 413.014	Buy Back Vacation	\$ 884.00
Decrease account no. 435.030	Heat	\$ 150.00
Decrease account no. 437.020	Rental Equipment	\$ 150.00
Decrease account no. 439.091	Education	\$ 500.00
Decrease account no. 432.040	Telephone	\$1,900.00
Decrease account no. 436.010	Repair/Maintenance Building	\$ 180.00
Increase account no. 411.014	Seasonal Salaries	\$2,600.00
Increase account no. 411.016	Overtime	\$ 884.00
Increase account no. 435.050	Sewer	\$ 800.00
Increase account no. 435.010	Electric	\$2,080.00

Park Maintenance Fund 2056.505

Decrease account no. 422.021	Gasoline	\$2,800.00
Decrease account no. 422.022	Oil	\$ 4.00
Decrease account no. 411.014	Seasonal Salaries	\$2,250.00
Decrease account no. 435.040	Water	\$4,000.00
Increase account no. 422.026	Diesel	\$2,800.00
Increase account no. 422.033	Pesticides	\$ 4.00
Increase account no. 411.016	Overtime	\$2,250.00
Increase account no. 435.010	Electric	\$2,600.00

Increase account no. 439.090

Contractual Services

\$1,400.00

- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 5:43 p.m.


Shannon Eason, Assistant Superintendent


Larry Silvestri, Park Board Secretary

Minutes prepared by Shannon Eason