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**The Michigan City Park and Recreation Board** met in regular session on Wednesday, December 12, 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; John Nekus and Rob Carstens, Commodore CRAM; Suzann Tice, Andrea Frederick and Arturo Muñoz, Michigan City High School Color Run; Richard Warner, Washington Park Zoo; Edward Munin; Ross Balling, EVP; Bruce Manner, Michigan City Port Authority; Nelson Pichardo, Park Board Attorney; 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 November 7, 2018 Park Board meeting.

Superintendent Kienitz updated the Park Board on the Zoo Castle Preservation Project and phase III 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 change order no. 8 submitted by Larson Danielson for the Zoo Castle Preservation Project.
- On a motion made by Mr. Freese, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved that attached Park Department 2018 3<sup>rd</sup> 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 Major Event License Agreement for the 2019 Lake Michigan Catamaran Championship Regatta.
- 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 NSA/BPA for the management of Patriot Park during 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 request to host a color run in Washington Park submitted by Michigan City High School.
- ❑ On a motion made by Mr. Herrbach, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Major License Agreement for the 2019 Soccer in the Sand Tournament.
- ❑ 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 for 2019 with EVP Academies.
- ❑ On a motion made by Mr. Herrbach, seconded by Mr. Silvestri and voted for unanimously by the Board, the Board approved the attached 2019 Michigan City Municipal Band schedule.
- ❑ 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. 889 transferring money in the Senior Center Non-Reverting Fund.

Superintendent Kienitz reported on the holiday lights, the WEFM Radio Chatter program on December 5<sup>th</sup>, the electronic warning sign for Washington Park, removal of trees along Lake Shore Drive, and active shooter training for City Hall employees. Superintendent Kienitz reported he attended the NSA/BPA Hall of Fame Awards Banquet and we received the first ever Director's Award of Excellence.

- ❑ 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 \$154,120.68.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #23, 10/21/18 through 11/03/18, in the amount of \$47,914.29.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #24, 11/04/18 through 11/17/18, in the amount of \$44,943.18.
- ❑ On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #25, 11/18/18 through 12/01/18, in the amount of \$45,536.65.

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted a donation in the amount of \$100.00 from Chappy's Stadium Inn for the zoo.

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the following minor transfer:

Concession Fund 2053.000

|                              |                    |          |
|------------------------------|--------------------|----------|
| Decrease account no. 423.011 | Building Materials | \$212.00 |
| Decrease account no. 423.031 | Small Tools        | \$ 50.00 |
| Increase account no. 429.005 | Misc. Merchandise  | \$262.00 |

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the following minor transfer:

Admin Fund 2056.502

|                              |                 |          |
|------------------------------|-----------------|----------|
| Decrease account no. 422.031 | Household       | \$ 81.00 |
| Increase account no. 421.005 | Office Supplies | \$ 81.00 |

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the following minor transfer:

Recreation Fund 2056.503

|                              |                      |            |
|------------------------------|----------------------|------------|
| Decrease account no. 439.090 | Contractual Services | \$2,378.00 |
| Increase account no. 435.010 | Electric             | \$2,378.00 |

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the following minor transfer:

Zoo Fund 2056.504

|                              |                      |          |
|------------------------------|----------------------|----------|
| Decrease account no. 422.023 | Tires & Tubes        | \$ 4.00  |
| Decrease account no. 429.001 | Other Supplies       | \$294.00 |
| Decrease account no. 439.090 | Contractual Services | \$116.00 |
| Increase account no. 422.031 | Household            | \$148.00 |
| Increase account no. 423.031 | Small Tools          | \$150.00 |
| Increase account no. 436.020 | Equipment Repairs    | \$116.00 |

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the following minor transfer:

Park Maintenance Fund 2056.505

|                              |                 |           |
|------------------------------|-----------------|-----------|
| Decrease account no. 421.005 | Office Supplies | \$ 146.00 |
| Decrease account no. 422.022 | Oil             | \$ 3.00   |

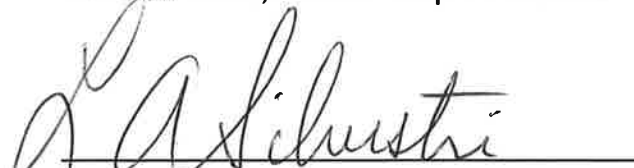
|                              |                     |            |
|------------------------------|---------------------|------------|
| Decrease account no. 422.026 | Diesel              | \$ 6.00    |
| Decrease account no. 423.011 | Building Materials  | \$ 885.00  |
| Decrease account no. 423.031 | Small Tools         | \$ 3.00    |
| Decrease account no. 435.040 | Water               | \$1,300.00 |
| Increase account no. 422.021 | Gasoline            | \$1,018.00 |
| Increase account no. 422.031 | Household           | \$ 25.00   |
| Increase account no. 439.090 | Contractual Service | \$1,300.00 |

- On a motion made by Mr. Silvestri, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the following minor transfer:

|                               |                     |           |
|-------------------------------|---------------------|-----------|
| Senior Center Fund 2056.506   |                     |           |
| Decrease account no. 411.016  | Overtime            | \$ 812.00 |
| Decrease account no. 432.0410 | Telephone           | \$ 246.00 |
| Increase account no. 411.013  | Salaries            | \$ 812.00 |
| Increase account no. 439.090  | Contractual Service | \$ 246.00 |

- 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 \$6,150.41 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 \$319,082.44 through the December 17, 2018 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 totaling \$3,750.06 charged to the department's credit card.
- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:15 p.m.

  
Shannon Eason, Assistant Superintendent

  
Larry Silvestri, Park Board Secretary