MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS

May 20, 2019

TIME & PLACE

The regular meeting of the Michigan City Port Authority Board of Directors was called to order at 5:00 p.m. in the Port Authority board room.

ATTENDANCE

Board President Sam Ferguson presided. Board members in attendance included Aaron Garrett, John Haynes, Sam Johns, Agnes Meer and Dan Messina. Harbormaster Tim Frame and Assistant Harbormaster of Administration Mary Ann Pawlicke were in attendance along with Attorney Joe Zaknoen.

Board member Bruce Manner was unable to attend this meeting.

GUESTS & GUEST COMMENTS

Guests in attendance included Mike Cooper and Patty Pond (Jr. Sail), Herb Philbrick (MCYC), Roger Protraz (Dh2W) and Victor Tieri (Harbor Country Adventures).

Mr. Tieri informed the board the tour boat would arrive on Friday and discussed tour schedules and routes along with the various groups that have scheduled tours this season. Permits were filed with the Parks & Recreations Dept. for permission to hold events along the City Dock; permits also filed with the State for beer and wine for tasting events. Went on to explain how the various kayak rentals will coincide with events through Friendship Gardens. Would like to add parasailing opportunities in 2020. Mrs. Meer recommended that Mr. Tieri reach out to the City’s events coordinator, the LaPorte County Visitors Bureau along with the Event Director of Michigan City Schools to get his information out to the public. The board discussed parking for his customers in relation to the new lot, however Mr. Tieri did not feel that they had experienced much of an issue last year.

Mr. Philbrick from the MCYC submitted a request for rafting privileges during this season’s major racing events. A list of event dates and services required was submitted.

MCYC PHRFection Race:

- Scheduled for August 10th & 11th
- Approximately thirty-five (35) yachts participating.
- Host Harbor MCPA to provide rafting privileges along the City dock at no charge to participants.

TRI-State Race:

- Scheduled for September 1st & 2nd
- Approximately thirty-five (35) yachts participating.
- 1 Security Guard
- Host Harbor MCPA to provide rafting privileges at no charge to participants.
- The MCPA would be identified as a major sponsor.

Mr. Philbrick submitted the necessary insurance requirements the board has requested during their past events.
In reference to concerns expressed by the board, Harbormaster Frame conveyed to them the racing events would not conflict with the tour boat.

Upon motion made by John Haynes, seconded by Aaron Garrett, the board unanimously approved the MCYC racing proposal for docking as presented.

Mr. Protraz informed the board that the Sprague Pointe Bathhouse project had been placed out for a second bid with only one (1) bid received from B&DJ Associates in the amount of one hundred fifty-seven thousand, nine hundred thirty-five point ninety ($157,935.90) dollars. Discussed specifics of bid with the board regarding the structure, shower and fixtures. Bid to be reviewed by Attorney Zaknoen.

**MINUTES**

Upon motion made by Dan Messina, seconded by Aaron Garrett, the board unanimously approved the minutes to the previous meeting.

**REPORT FROM HARBORMASTER**

Harbormaster Tim Frame reported on the following:

- West Parking Lot Project
  - Attended a walk-through meeting with SEH, Inc. and Gariup Construction.
  - Reviewed punch list; some minor issues to be completed.
  - Landscaping plants arriving in June.
  - Cobblestone areas to be enhanced.
  - Sidewalk area to be improved.
  - Parking lot will be operational by the holiday weekend.

Per inquiry by Mr. Johns regarding the topography of the parking lot, Harbormaster Frame assured the board that the Park Departments next phase of their MasterPlan did include enhancement of the eastern edge of lot and beyond.

- Edgewater Resource Group
  - Met with Colin Hassinger to discuss options to the ESD Project along with how to move forward on the re-decking project.
  - A written summary will be submitted next week which will then be reviewed with the committee.
  - Discussed the ESD project as it pertains to re-decking. Would be phased in to switch out power box as each dock is completed.

- Missing life ring buoy’s will be replaced; the MCFD is working on new brackets to be retro-fitted to secure them.

**REPORT FROM ASSISTANT HARBORMASTER**

Assistant Harbormaster of Administration Mary Ann Pawlicke reported that there were ninety-two (92) customer cancellations and ninety-five (95) new customers this season. As many of the cancelled customers were due to non-payment, it is expected that several of these will return as the season progresses.

**COMMITTEE REPORTS**

1. On behalf of the Budget and Financial Oversight Committee, Aaron Garrett reviewed the bills to be paid.
Upon motion made by Aaron Garrett, seconded by Agnes Meer, the board unanimously approved all bills to be paid.

2. On behalf of the **Claims and Insurance Committee**, John Haynes had nothing to report.

3. On behalf of the **Port Operations, Personnel and Marina Policy Committee**, Sam Ferguson had nothing to report.

4. On behalf of the **Boater Communications and Special Events Committee**, Dan Messina reported that the first Dock Representative meeting will be held on June 1st and suggested Mrs. Pawlicke review the list of reps for any updates.

5. There was no report for the **Master Planning and Special Projects Committee**.

6. On behalf of the **Advertising and Public Relations Committee**, Agnes Meer reported on the following events:

- **Saturday & Sunday, May 25th & 26th**
  - Food Truck Festival @ Fedders Alley
- **Saturday, June 8th**
  - Boo @ the ZOO
- Swale Music Festival
  - Wescott Park

**REPORT FROM ATTORNEY**

Attorney Joe Zaknoen reported on the following:

- Memorandum circulated to staff regarding past due accounts and the MCPA’s collection policy and regulations was discussed during an executive session. The board will review and make an additional recommendation to move forward.

**OLD BUSINESS**

There was no old business to discuss during this meeting.

**NEW BUSINESS**

Mr. Cooper informed the board the **MCYC** will be having a pancake breakfast on Saturday, May 25th, prior to the annual **Blessing of the Fleet**, which will be conducted at 11 a.m.

**ADJOURNMENT**

Upon motion made by John Haynes, seconded by Aaron Garrett, the board adjourned the meeting at 6:04 p.m.

Accepted by: _________________________  Respectfully submitted, _________________________

Tim Frame, Harbormaster  John Haynes, Board Secretary

Approved On: _______________________

By: ________________________________

Sam Ferguson, Board President

There were no attachments to these minutes.

Minutes prepared by Kristen N. Winkelstern