

**MICHIGAN CITY PORT AUTHORITY
BOARD of DIRECTORS**

January 25, 2010

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

President James Jaksa presided. Board members in attendance included James Cadwell, Jonita Davis, Todd Dickard, John Haynes, Sam Johns and Dan Messina. Assistant Harbormaster of Administration Mary Ann Pawlicke and Assistant Harbormaster of Operations Dan Hoepf were both in attendance along with Attorney Jeffrey Katz.

Harbormaster Tim Frame was unable to attend this meeting.

Attending guest was Steve Kreighbaum from the *Charter Boat Association*.

MINUTES

Upon motion made by James Cadwell, seconded by John Haynes, the board approved the minutes to the previous meeting.

BILLS

Todd Dickard reviewed the bills including the bond payment of \$27,037.50 to *Horizon Trust & Investments*.

Upon motion made by Todd Dickard, seconded by Sam Johns, the board approved payment of the bills as presented.

REPORT FROM HARBORMASTER

There was no report during this meeting.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Dan Hoepf informed the board the staff has continued to refurbish the damaged finger piers at Sprague Pointe Marina. In addition, maintenance work is being completed on two (2) of the hydraulic trailers and he went on to report that the staff is still working to take down the remaining holiday lights, weather permitting.

Safety report: The staff has completed 580 days (6,635 hours) without an incident and 1,616 days (18,103 hours) without a lost time accident.

Assistant Harbormaster of Administration Mary Ann Pawlicke informed the board, she and Harbormaster Frame met earlier this afternoon with Jack Gillen from the *Hoosier CoHo Club* to discuss this year's fishing tournaments. Mrs. Pawlicke submitted their letter requesting the Port Authority's support during the tournaments.

- **Pro/Am Tournament on Saturday, April 24th**
 - **Free dockage for the period Monday, April 19th thru Sunday, May 2nd.**
 - *This applies only to participants registered for both tournaments*

- **CoHo Classic Tournament on Saturday & Sunday, May 1st & 2nd**
 - **Free dockage for the period Monday, April 26th thru Sunday, May 2nd**
 - *This applies to participants registered for classic only*

Assistant Harbormaster Pawlicke reviewed the concessions given during the 2009 tournaments which stated participants received complimentary dockage only for the night before and during the tournament, with a \$10.00 fee per night for any others in between, unless pre-registered for both tournaments.

Upon motion made by Sam Johns, seconded by James Cadwell the board approved complimentary dockage during the Pro/Am and CoHo Classic Tournaments as presented. Dan Messina abstained his vote.

Assistant Harbormaster Pawlicke informed the board there are thirty four (34) vacant slips at Washington Park Marina, fourteen (14) of which are forty (40') feet.

Assistant Harbormaster Pawlicke submitted a letter of cancellation received from long time slip holders Dennis & Edith O'Malley, thanking her and the staff for their helpfulness and service over the years.

COMMITTEE REPORTS

On behalf of the **Budget and Financial Oversight Committee**, Todd Dickard requested the remaining funds in the amount of \$128,000.00 in our money market account at *Fifth/Third Bank*, be transferred into short term certificates of deposit to recompense the monthly service fees we currently pay out.

Upon motion made by Todd Dickard, seconded by Dan Messina, the board approved the transfer of \$128,000.00 in the non-interest bearing money market account, to short term certificates of deposit at *Fifth/Third Bank*.

Mr. Dickard reviewed current rates recommending an increase in the vendor fee from \$100.00 to \$125.00. He went on to discuss the transient docking fee which is currently priced at \$1.00 per foot per night or a minimum of \$30 per night at Washington Park and a minimum of \$20.00 per night at Trail Creek Marina. He suggested setting the rate according to slip size with an additional \$1.00 per foot for overage and raise the minimum to \$35.00 and \$25.00 per night respectively. The City Dock fee will remain the same at \$1.00 per foot per night. In addition, Mr. Dickard suggested the RV Parking at Trail Creek be increased from \$25.00 to \$40.00 per night.

Upon motion made by Todd Dickard, seconded by Sam Johns, the board approved rate increases for vendor fees, transient docking and RV parking as proposed.

Mr. Dickard informed the board the committee discussed the bond payment schedule, recommending that it be paid off early. The committee requested that Attorney Jeff Katz attend their next meeting in an effort to better understand the Port Authority's options.

On behalf of the **Claims and Insurance Committee**, James Cadwell had nothing to report.

On behalf of the **Master Planning and Special Projects Committee**, Sam Johns had nothing to report.

On behalf of the **Boater Communications and Special Events Committee**, John Haynes confirmed with Assistant Harbormaster Pawlicke that the first Dock Representative meeting of the season was scheduled for the second Saturday in May. Mr. Haynes suggested the initial meeting be scheduled in April to discuss possible changes with the roster; however it was the general consensus that as the majority of boaters do not arrive until late spring, attendance would be minimal.

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

On behalf of the **Public Relations and Advertising Committee**, Jonita Davis informed the board the committee would meet on Friday, January 29th at 3:30 p.m. to discuss advertising for the 2010 boating season.

OLD BUSINESS

In regards to the Millennium Park Seawall Refacing Project, Sam Johns informed the board the bids have been tabulated and reviewed and a reference investigation has been conducted on the quality and ability of *Thatcher Foundations, Gary, Indiana*, who has a long and strong history of major marina projects. He and Harbormaster Frame conducted an interview with engineers from both *Abonmarche Consultants* and *Thatcher Foundations* in which they concluded had a strong understanding of the project and specifications as presented. Mr. Johns informed the board although we are still waiting for the final permit from IDEM, we are assured it is a matter of days before final approval.

Referencing the Mayors State of the City Address, Ms. Davis inquired if *Thatcher Foundations* can comply with the Michigan City hiring practices. Attorney Katz informed the board all contract documents were acceptable pertaining to the requirements of the Michigan City hiring agreements and certified payroll.

Upon motion made by Sam Johns, seconded by James Cadwell, the board awarded the Millennium Park Seawall Refacing Project to *Thatcher Foundations* in the sum of \$763,000.00, contingent upon the pending IDEM permit.

NEW BUSINESS

Sam Johns proposed the appointment of *Abonmarche Consultants* as the construction management team for the Millennium Park Seawall Refacing Project to oversee construction meetings, material testing, surveillance and 100% inspections to include a final project packet in the amount of \$36,000.00.

Upon motion made by Sam Johns, seconded by James Cadwell, the board approved appointment of *Abonmarche Consultants* as Construction Administrator for the Millennium Park Seawall Refacing Project in the sum of \$36,000.00 as proposed.

Attorney Jeff Katz informed the board fuel bid proposals for the 2010 boating season are prepared and the proposal for the food service lease at Dockside Café will be published this week with bid openings to be conducted in March.

James Jaksa informed the board he received communications from Ken Alvey of LEMTA who will be in town next week to meet with the Lakefront Art Festival committee.

ADJOURNMENT

Upon motion made by James Cadwell, seconded by Todd Dickard, the board adjourned the meeting at 5:25 p.m.

Approved On: _____
Date

By: _____
James Jaksa, Board President

Respectfully submitted,

John Haynes, Board Secretary