

**MICHIGAN CITY PORT AUTHORITY
BOARD OF DIRECTORS MEETING**

April 2, 2007

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.

PRESIDING OFFICER & ATTENDANCE

President James Jakska presided. Board members in attendance included James Cadwell, John Haynes, John Quinn and Linda Simmons. Harbormaster Tim Frame, Assistant Harbormaster of Administration Mary Ann Pawlicke and Assistant Harbormaster of Operations Bob Kavanaugh and Attorney Jeffrey Katz were also in attendance.

Board members James Baldwin and Sam Johns were unable to attend this meeting.

Guests in attendance included Mike Hampel with the Charter Boat Association, Tom Milcarek from the Michigan City Park Department Board of Directors, Charlotte Pest and Clyde Zeek from the Michigan City Yacht Club.

MINUTES

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

BILLS

Upon motion made by John Quinn, seconded by Linda Simmons, the board approved payment of the bills as presented.

REPORT FROM HARBORMASTER

Harbormaster Tim Frame informed the board the maintenance staff has continued sand removal along the north end of the lot and at the ramp along with assistance from the Park Department. He went on to state the broom attachment for the tractor should be installed by the end of the week.

Harbormaster Frame informed the board he has been reviewing bids for the 700 & 800 dock resurfacing; meanwhile due to safety issues, they will both be closed until work has been completed.

Harbormaster Frame informed the board weather permitting, he hopes to have the water turned on sometime during the week of April 9th, which would be a week ahead of schedule.

Harbormaster Frame informed the board Tom Egan of *Access Unlimited* has informed him that with the exception of the weather proof control box, the handicapped lift will be shipped tomorrow (April 3rd).

Harbormaster Frame informed the board he has received three (3) bids to have water and electric service installed at the Sprague Pointe Marina docks. He and Sam Johns will review these at the next meeting.

REPORT FROM ASSISTANT HARBORMASTERS

Assistant Harbormaster of Operations Bob Kavanaugh informed the board the Trail Creek staff has launched two (2) boats with eight (8) more currently on this weeks schedule.

Assistant Harbormaster Kavanaugh informed the board the staff has completed 710 days, 7,781 hours without a lost time accident.

Assistant Harbormaster Kavanaugh informed the board the staff has spent approximately 24.2 hours on sand clean-up utilizing the tractor.

Assistant Harbormaster of Administration Mary Ann Pawlicke informed the board all customer information has now been transferred into the new marina software program. She went on to say the State Board of Accounts suggested additional billing is cleared from the old system prior to transferring our balances.

COMMITTEE REPORTS

There was no report for the Budget and Financial Oversight Committee.

Linda Simmons had nothing to report for the Claims and Insurance Committee.

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

On behalf of the Boater Communications, Special Events and Advertising Committee, John Haynes informed the board the first *Boater Dock Committee* meeting will be held on Saturday, April 14th, 2007.

On behalf of the Port Operations and Marina Policy Committee, John Quinn informed the board he had several motions to submit.

Upon motion made by John Quinn, seconded by James Cadwell, the board authorized Attorney Jeffrey Katz to submit a letter of interest to purchase the *ACE Body* shop property, subject to a trade of property with the DNR (formally *George Marina*).

Upon motion made by John Quinn, seconded by Linda Simmons, the board approved to award the 2007 fuel contract to *Knoll Bros*.

Upon motion made by John Quinn, seconded by Linda Simmons, the board awarded the Dockside Café contract to *4C's Vending LLC*, for a one (1) year period with landlords option to renew.

Upon motion made by John Quinn, seconded by James Cadwell, the board awarded one (1) additional parking pass to each charter boat for the 2007 boating season.

OLD BUSINESS

There was no old business to report for this meeting.

NEW BUSINESS

John Quinn informed the board he would be attending the April 5th Parks & Recreation Department board meeting and James Cadwell would attend the meeting on May 3rd.

GUEST COMMENTS

Mike Hampel inquired about fluctuating fuel costs and poor delivery service and whether or not the Port Authority was locked in to one (1) vendor. The board along with Attorney Katz assured him these issues were specified within the contract and any future problems would be handled through the attorney.

Per Mr. Hampel's inquiry a menu for the new Dockside Café was submitted for him to review along with the café hours of operation. Opening day is still scheduled for May 1st, 2007.

In reference to Mr. Hampel's inquiry regarding the Brewery development, Attorney Katz explained that all monies had been received and they now hold a lease.

In reference to Mr. Hampel's inquiry regarding the purchase of property form ACE Body Shop, the board informed him the Port Authority was only in the beginning stages of discussion and would update any progression during future meeting.

ADJOURNMENT

Upon motion made by John Quinn, seconded by James Cadwell, the meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Board Secretary, James Cadwell

Approved On: _____
Date

By: _____
Board President, James Jaksa