

**MICHIGAN CITY PORT AUTHORITY  
BOARD OF DIRECTORS**

**May 19, 2008**

***TIME & PLACE***

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

***OFFICE & ATTENDANCE***

President James Jaksa presided. Board members in attendance included James Baldwin, James Cadwell, John Haynes and Sam Johns. Harbormaster Tim Frame and Assistant Harbormaster of Administration Mary Ann Pawlicke were also in attendance.

Board members not in attendance included Jonita Davis and John Quinn.

Assistant Harbormaster of Operations Bob Kavanaugh was unable to attend the meeting.

Attorney Jeffrey Katz was not asked to attend this meeting.

Guest in attendance included Ed Arnold from the Michigan City Harbor Grill.

***MINUTES***

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

***GUEST COMMENTS***

Ed Arnold submitted and reviewed the architectural drawings which included building (IRC), electrical (IEC) and mechanical (IMC) codes previously requested by the board. Mr. Jaksa stated although there were no circuit or plumbing codes included (IPC); it was a step in the right direction. Mr. Arnold informed him the completed drawings would include precise roofing, electrical and plumbing codes. The projected opening date has now been set for June 20<sup>th</sup>, which will have the floor leveled and walls built as outlined, with the remaining construction to be completed after the *In-Water Boat Show*, so as not to disrupt marina operations during the height of the season. Mr. Jaksa and the board approved the concept of the project but will meet and review before any final approvals are given.

***BILLS***

Upon motion made by James Baldwin, seconded by Sam Johns, the board approved payment of the bills as presented by Assistant Harbormaster of Administration Mary Ann Pawlicke.

## **REPORT FROM HARBORMASTER**

Harbormaster Frame informed the board of the following topics:

- The first dock representative meeting was held on Saturday, May 10<sup>th</sup>.
- New WiFi service is now available through *NET NITCO*; representatives attend the dock meeting to discuss its features. Access information cards are available in the office.
- Washington Park Basin Dredge Project was completed May 10<sup>th</sup>. *Dan Hoe Excavating, Co.* completed clean up of the beach last week.
- Harbormaster Frame will be speaking before the City Council on Tuesday, May 20<sup>th</sup>.
- Installation of the new fish cleaning equipment has begun today and should be completed mid-week.
- The staff will set buoys this week.

## **REPORT FROM ASSISTANT HARBORMASTERS**

Assistant Harbormaster of Administration Mary Ann Pawlicke informed the board of the following:

- Less than one-third of the boats are currently docked, down from last year due to weather conditions.
- An employee picnic is scheduled for Wednesday from 11:00 a.m. – 1:00 p.m; board members welcomed.

## **COMMITTEE REPORTS**

On behalf of the **Budget and Financial Oversight Committee**, James Baldwin reviewed the vacant slip listing and approximate income with the board:

•	<b>Washington Park Marina</b>	<b>32 open slips</b>	<b>\$ 85,205.00</b>
•	<b>Trail Creek Marina</b>	<b>16 open slips</b>	<b>\$ 19,600.00</b>
•	<b>Sprague Pointe Marina</b>	<b>30 usable slips</b>	<b>\$ 33,075.00</b>

As compared to 2007 when the marina was fully rented, Mr. Baldwin went on to say this puts the Port Authority at approximately minus \$140,000.00 for the 2008 season. Mr. Baldwin suggested as an investment was made to enhance the Sprague Pointe Marina and currently only three (3) slips have been rented, those slips be rented on a monthly basis to earn some type of income. Mr. Jaksa took into consideration that it was still early in the season and felt there was still ample time for interested boaters to inquire on slip rentals and requested that Ms. Davis and Mr. Quinn also had an opportunity to review the statistics prior to the board making any final decision.

Per Mr. Baldwin's inquiry, Assistant Harbormaster Pawlicke informed the board all pertinent information has been forwarded to Attorney Katz regarding the abandoned boat auction and is tentatively scheduled for June.

Mr. Baldwin presented the board with four (4) outstanding bills for boat maintenance that have been deemed uncollectable and asked they be approved for a write-off.

Upon motion made by James Baldwin, seconded by James Cadwell, the board approved to write off uncollectible debts as presented.

On behalf of the **Claims and Insurance Committee**, James Cadwell informed the board, Tom Cipares from General Insurance had completed the Port Authority's portfolio.

On behalf of the **Master Planning and Special Projects Committee**, Sam Johns suggested the board visit the beach when they have an opportunity. Upon completion of the basin dredge, the excavating company did an excellent job in the clean-up process.

On behalf of the **Boater Communications, Special Events and Advertising Committee**, John Haynes had nothing to report.

There was no report for the **Port Operations, Personnel and Marina Policy Committee**,

***OLD BUSINESS***

Sam Johns requested an accounting report on the fishing tournaments be submitted at the next meeting.

***NEW BUSINESS***

Sam Johns is currently working to gain approval for a ten (10) year dredging permit for the north shore project.

***ADJOURNMENT***

Upon motion made by John Haynes, seconded by Sam Johns, the board adjourned the meeting at 5:35 p.m.

Respectfully submitted,

\_\_\_\_\_  
James Cadwell, Board Secretary

Approved On: \_\_\_\_\_  
Date

By: \_\_\_\_\_  
James Jaksa, Board President