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The Michigan City Park and Recreation Board met in regular session on Wednesday, January 5, 2022 at the hour of 5:00 P.M. via a Zoom meeting.

On the call of the roll, the following Board Members were found to be present or absent:

Present: Messrs. Latchford, Freese, and Lange, and Mrs. Sperling (4)

Absent: None (0)

Also present were Ed Shinn, Superintendent; Shannon Eason, Assistant Superintendent; Laura Nirenberg, Park Board Attorney; Jamie Huss, Zoo Director; Elizabeth Emerick, Assistant Zoo Director; Pat Voltz, Maintenance Director; Dalia Zygas, City Council Liaison; Victor Tieri, Harbor Country Adventures; Scott Kuchta, Haas & Associates; and Kaleb Goodwin, City IT Department.

- On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board elected Mr. Latchford as Park Board President.
- On a motion made by Mr. Lange, seconded by Mr. Latchford and voted for unanimously by the Board, the Board elected Mr. Freese as Park Board Vice President.
- On a motion made by Mr. Freese, seconded by Mr. Latchford and voted for unanimously by the Board, the Board elected Mr. Lange as Park Board Secretary.

Mr. Latchford will serve as the liaison to the Planning Commission, Mr. Freese as the liaison to the Port Authority Board, and Mr. Lange to the Michigan City Zoological Society Board.

- On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board approved the minutes of the December 15, 2021 Park Board meeting.

Scott Kuchta of Haas & Associates reported three bids were received for the Zoo Cat House Exhibit Expansion Project. He reviewed the bids, and all are competitive. However, they are over the project budget. The Park Board can reject the bids and rebid at a later date, reduce the scope of the project to fit into the budget, or seek additional funding. The apparent low bidder is Holladay Construction Group.

- On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board tabled the Zoo Cat House Exhibit Expansion Project instructing the

Superintendent's to reach out to Holliday Construction to investigate value engineering to reduce the cost while simultaneously seeking additional funding.

- ❑ On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board removed the Service Sanitation Agreement renewal from the table.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached North Pointe Pavilion Agreement and rental fees.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board renewed year two of the three year agreement with Service Sanitation for Port-a-Pot Services in 2022.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Latchford and voted for unanimously by the Board, the Board approved the attached 2022 Beyond the Beach Music Festival Major Event License Agreement.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board accepted the attached proposal submitted by Kil Architecture for the Old Bandstand Preservation Project.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board approved the attached Professional Services Agreement with Kil Architecture for the Old Bandstand Preservation Project and agreed to issue a Notice to Proceed.
- ❑ On a motion made by Mr. Lange, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board agreed to request an additional appropriation from Mayor Parry to add two full time zoo positions.
- ❑ On a motion made by Mr. Lange, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached job descriptions to become effective immediately.
- ❑ On a motion made by Mr. Lange, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached Request for Quotes Documents for tree work at the Golf Course.

Superintendent Shinn reported on leaf and snow removal by the maintenance department and preventative maintenance and season golf pass sales at the golf course. Superintendent Shinn thanked Green Leaf Tree Service for their donation of work to the zoo in the amount of \$500.00.

- ❑ On a motion made by Mr. Lange, 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 \$5,114.08.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #26, 11/28/21 through 12/11/21, in the amount of \$41,286.73.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #27, 12/12/21 through 12/25/21, in the amount of \$50,155.54.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted donations from Lynn Bowers for the zoo in the amount of \$250.00 and from Barbara Macudzinski Trust in the amount of \$250.00.
- ❑ On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:09 p.m.


Shannon Eason, Assistant Superintendent


Kent Lange, Park Board Secretary

Minutes prepared by Shannon Eason