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The Michigan City Park and Recreation Board met in regular session on Wednesday, March 16, 2022 at the hour of 5:00 P.M. in the Council Chambers at City Hall, City of Michigan City, Indiana.

The Pledge of Allegiance was recited.

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; Pat Voltz, Maintenance Director; Terry Greetham, Special Events Director; and Kaleb Goodwin, City IT Department.

- On a motion made by Mr. Freese, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the minutes of the March 2, 2022 Park Board meeting.
- On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board removed the Youth Baseball Director Job Description from the table.
- On a motion made by Mr. Freese, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached Youth Baseball Director Job Description.
- On a motion made by Mr. Lange, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached 2022 Earth Day Recycled Art Contest hosted by the Washington Park Zoo.
- On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached revised organizational chart, succession table and job descriptions for the Washington Park Zoo.
- On a motion made by Mr. Freese, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board designated Superintendent Ed Shinn and Assistant Superintendent Shannon Eason as signatories on all invoices as required by the Controller's Office as an internal control.

- ❑ On a motion made by Mr. Freese, seconded by Mrs. Sperling and voted for unanimously by the Board, the Board approved the attached 2022 Spring Softball Entry Packet.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board approved the play up/play down waiver for the Youth Baseball League and instructed Superintendent Shinn to have a separate form for each category and remove the language requiring Park Board approval for each form.
- ❑ On a motion by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board accepted the attached proposal, dated March 9, 2022, submitted by Haas and Associates for engineering services for the Zoo Big Cat House Exhibit Expansion Project.
- ❑ On a motion made by Mr. Lange, seconded by Mrs. Sperling and voted for unanimously by the Board approved the attached revised summer schedule for the Park Maintenance Department.
- ❑ On a motion made by Mr. Freese, seconded by Mr. Lange and voted for unanimously by the Board, the Board approved the attached Local Hiring Agreement with Holladay Construction for the Zoo Big Cat Exhibit Expansion Project.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the city hosted Easter Egg Hunt event in Fedder's Alley on Saturday, April 16, 2022.

Superintendent Shinn reported the Senior Center Advisories Board, as tenants of the Senior Center, voted to not close the center when the schools are closed, they will close if there is a state of emergency or the mayor calls a city wide snow day. Mr. Shinn reported a piece of wood found on the beach that looks like a part of a ship was taken to the Old Lighthouse Museum. Mr. Shinn reported on operations at the golf course and Maintenance Department and youth baseball registrations. Mr. Shinn thanked office staff Sally, Eric and Melissa for their help with organizing the baseball league.

- ❑ 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 \$73,849.41.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #4, 02/06/22 through 02/19/22, in the amount of \$51,521.97.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #5, 02/20/22 through 03/05/22, in the amount of \$53,439.91.

- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board accepted donations in the amount of \$350.00 each for Youth Baseball Team Sponsorship from Current Electric, Kabelin Ace Hardware, Dan's Landscaping, Moore's Auto Repair, Leeds Public House, The Parlor, Fox Photography, and Triplex Plating, Inc.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese, and voted for unanimously by the Board, the Board approved payment of invoices totaling \$42,900.00 through the March 7, 2022 Board of Works meeting.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved invoices charged to the Park Department's credit card totaling \$204.63.
- ❑ On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:01 p.m.


Shannon Eason, Assistant Superintendent


Kent Lange, Park Board Secretary

Minutes prepared by Shannon Eason