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The Michigan City Park and Recreation Board met in regular session on Wednesday, June 17, 2020 at the hour of 5:00 P.M. via a virtual 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 Ms. Espar (4)

Absent: None (0)

Also present were: Mayor Duane Parry; Shannon Eason, Assistant Park Superintendent; Nelson Pichardo, Park Board Attorney; 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 approved the minutes of the March 4, 2020 Park Board meeting.

Assistant Superintendent Eason updated the Board on the progress of the Old Lighthouse Museum construction project.

- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved the attached tree planting plan for park property submitted by the Michigan City Forester.
- ❑ On a motion made by Ms. Espar and voted for unanimously by the Board, the Board removed the Swing King Agreement from the agenda.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the attached Agreement for Services of Golf Professional.
- ❑ On a motion made by Ms. Espar and seconded by Mr. Lange and voted for unanimously by the Board, the Board approved the attached Work from Home and Communicable Disease Policies.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the Park Department's 2020 1st Quarter Report.

- ❑ On a motion made by Ms. Espar, seconded by Mr. Lange and voted for unanimously by the Board, the Board agreed to waive the fee increase from moving four rentals at Memorial Hall from 2020 to 2021 due to the pandemic. The fee increase per rental is \$50.00.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved the change in service proposal with Republic Services for the golf course.
- ❑ On a motion made by Ms. Espar, seconded by Mr. Lange and voted for unanimously by the Board, the Board approved the 2020 Running Wild for the Washington Park Zoo event with one stipulation. Racers will not be able to enter the zoo after the race but will be given a complementary pass to make a reservation to visit during the 2020 season.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved the use of Memorial Hall for city meetings on Mondays through Thursdays in 2020.
- ❑ On a motion made by Ms. Espar, seconded by Mr. Lange and voted for unanimously by the Board, the Board approved changing the job title of two custodians to “Maintenance Seasonal Custodian – Meeting Host and Sanitizer of Buildings due to COVID-19 Pandemic Before and After All City Sponsored Meetings.”
- ❑ On a motion made by Ms. Espar, seconded by Mr. Lange and voted for unanimously by the Board, the Board approved the attached First Addendum to the Memorandum of Understanding Between Michigan City Park Department and NSA/BPA for the management of Patriot Park.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board agreed to hold an Executive Session with Mayor Parry on Monday, June 22, 2020 at 5 pm to discuss filling the vacant Park Superintendent position.

Assistant Park Superintendent Shannon Eason updated the Board on the return of six full time furloughed employees, the opening schedules of the sticker operation, parking operation, Washington Park Zoo, Patriot Park, EVP Volleyball programs, and the Michigan City Senior Center. Mrs. Eason reported on cancelled events and programs in 2020. Mrs. Eason gave project updates on the Singing Sands Trail and reported vandalism at the Fedder’s Alley restroom building which caused \$180.00 in damage and a vehicle accident which resulted damage to the Greenhouse.

- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar 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 \$58,778.38 dated March 4, 2020.

- ❑ 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 \$16,075.99 dated April 1, 2020.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar 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 \$20,879.33 dated April 15, 2020.
- ❑ 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 \$38,552.53 dated May 6, 2020.
- ❑ 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 \$41,250.33 dated May 20, 2020.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved Payroll #6, 02/23/20 through 03/07/20, in the amount of \$42,212.30.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved Payroll #7, 03/08/20 through 03/21/20, in the amount of \$43,207.54.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #8, 03/22/20 through 04/04/20, in the amount of \$43,855.85.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved Payroll #9, 04/05/20 through 04/18/20, in the amount of \$34,251.11.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved Payroll #10, 04/19/20 through 05/02/20, in the amount of \$33,495.78.
- ❑ On a motion made by Mr. Lange, seconded by Mr. Freese and voted for unanimously by the Board, the Board approved Payroll #11, 05/03/20 through 05/16/20, in the amount of \$35,492.92.
- ❑ On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved Payroll #12, 05/17/20 through 05/30/20, in the amount of \$48,591.36.

- 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 from Edgewood Dental for youth baseball sponsorship, and zoo donations in the amounts of \$50.00 from Phi Delta Kappa Fraternity, \$200.00 from Mark D. Lauer, \$75.00 from LaPorte Employee Benefit Fund, 302.00 from Coolspring Elementary School, and \$25.00 from Norma Abbey.
- On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved the following minor transfer:

Golf Fund 2062.000		
Increase account no. 411.013	Salaries and Wages	\$29,422.51
Increase account no. 411.014	Seasonal Salaries	\$29,422.51
- 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 \$2,148.71 out of the Zoo Endowment Fund.
- On a motion made by Mr. Lange, seconded by Ms. Espar and voted for unanimously by the Board, the Board approved payment of invoices totaling \$21,122.38 paid through the March 16th and May 4th, 2020 Board of Works meetings.
- On a motion made by Mr. Freese, supported by all members of the Board, there being no further business, the meeting was adjourned at 6:06 p.m.


 Shannon Eason, Assistant Superintendent


 Kent Lange, Park Board Secretary

Minutes prepared by Shannon Eason