MICHIGAN CITY PARK BOARD
Meeting Agenda, Wednesday, June 17, 2026 at 5 p.m.
City Hall in the Council Chambers (lower level)
100 E. Michigan Blvd., Michigan City, IN 46360

Park Board Members
Tim Glidden – Mayoral Appointment 01/03/23-01/04/27
Roscoe Hoffman – Mayoral Appointment 01/01/24-01/03/28
Ryan Labis – Mayoral Appointment 05/28/24 – 05/28/28
Kisha Ward – Mayoral Appointment 01/06/25-01/01/29
Christina Espar – Mayoral Appointment 01/07/26-01/07/30

1. Pledge of Allegiance
2. Roll Call
3. Minutes of Previous Meeting (June 3, 2026)
4. Tabled Business
5. New Business
    a. 2026 Gardena WAIR Fundraiser License agreement
        i. Public Comment / Vote
    b. Washington Park Vendor Proposal
        i. Public Comment / Vote
    c. Special Purchase Request – Wolf Exhibit
        i. Public Comment / Vote
    d. Washington Park Cart/Kiosk Wrap Proposal
        i. Public Comment / Vote
    e. 2026 Facility Rental License Agreement New Language
        i. Public Comment / Vote
    f. 2026 Fall T-Ball Registration Packet
        i. Public Comment / Vote
6. Reports of Officers

a. Superintendent's Report
    i. Vandalism Report
b. Assistant Superintendent's Report
    i. Upcoming Events

7. Planning Commission Liaison Report – Mrs. Espar
8. Port Authority Liaison Report – Mr. Glidden
9. Michigan City Zoological Society Liaison Report – Mr. Labis
10. Attorney's Report
11. Director Reports
    a. Paul Cornwell - PGA Director of Golf Operations
12. Department Finances
    a. City Claims
    b. Payroll No. 12
    c. Reports of Gifts and Donations
    d. Minor Transfers
    e. Zoo Endowment Bills
    f. Board of Works Bills
    g. Credit Card Charges
13. Comments from the Public
    Note: Public comment is limited to three (3) minutes. All comments are to be addressed to the Board President. All comments must be germane to, and within the mandate and authority of this Board.
14. Comments from the Park Board
15. Adjourn

DATE AND TIME OF NEXT PARK BOARD MEETING: Wednesday, July 1, 2026 at 5 p.m.

100 E. Michigan Blvd. / Suite 2
Michigan City, IN 46360-3293
Phone (219) 873-1506
www.emichigancity.com

2026 PROGRAM LICENSE AGREEMENT AND REQUIREMENTS
Approved by the Michigan City Park Board 01/21/26

All programs conducted on Michigan City Parks and Recreation Department ("MCPRD") property require Park Board approval. All documentation pertaining to a proposed program shall be submitted to the Park Superintendent and must be approved by the City's insurance agent and Park Board Attorney before any proposed program will be presented to the Park Board for approval.

Organization We All In Recovery

Contact Name Donnie Allison Phone (219) 249-2170

Address 1912 U.S Highway 20 E-Mail w.a.i.R219@gmail.com

City, State, Zip Michigan City, IN 46360

Driver's License No 3900-14-2500 State Issued IN D.O.B. 09/02/1975

Employer WAIR/We All IN Recovery Employer's Phone (219) 243-3310

PROGRAM DESCRIPTION

Program Date(s) June 20, 2026 Time(s) 10am - 8pm

Description of Event Community Rib cook-off fundraiser with vendors, food, entertainment, and Recovery Resources

What is the participation fee? $20/plate $100/Vendor tables

Exact Location of Event Gardena Park, 800-900 Gardena St, Michigan City, IN 46360

Do you need access to electricity? If so, how much No, Have Generator

Do you need access to water? If so, how many spigots Yes, 3

What is your plan for restroom facilities? Park Restrooms

What is your plan for advertising? Social media, Flyers

List three references related to your program (not relatives):

Name	Address	Phone
Aaron Holiday	1916 US Highway 20	219-814-2966
Micki Webb	422 N Franklin St. Suite H	219-575-0246
Heather Taylor	7451 W Johnson Road	615-999-9772

Subject to the following conditions with which Licensee agrees to confirm:

1. **MINIMUM AGE:** You must be 18 years of age.

2. **LEGAL:** Licensee will comply with all laws of the United States and the State of Indiana, and with all ordinances of the City of Michigan City, in its said use, and will not permit anything to be done on said premises in violation

thereof. If you violate any of the terms or conditions of this License Agreement, MCPRD shall have the right to immediately terminate this Agreement without notice, and MCPRD may pursue all of its rights and remedies at law or in equity including, without limitation, the right to recover court costs and attorney fees.

3. **CANCELLATION:** Approval of this Agreement has been granted with the understanding that MCPRD reserves the right to cancel this Agreement, with or without notice, in the event that the facility becomes unavailable because of some physical condition or an emergency declaration. If you violate any of the terms or conditions of this Agreement, MCPRD shall have the right to immediately terminate this Agreement without notice and may pursue all of its' rights and remedies at law or in equity including, without limitation, the right to recover court costs and attorney fees.

4. **HAZARDS:** No hazardous substances or materials, including but not limited to, flammable materials or liquids, fireworks, pyrotechnic devices, explosives, poisonous materials or plants, strong acids or caustics, or animals of any type will be brought onto the Premises or used in any way on the Premises or on any Park property.

5. **LITTER:** Licensee shall leave the premises clean, placing all paper and other debris in receptacles furnished throughout the property. Do not pour any solution(s) on grass, trees, or vegetation.

6. **INSURANCE:** Licensee is required to be insured adequately and shall maintain insurance coverage in not less than the amounts set forth below for each occurrence.

   A Certificate of Insurance of the Licensee must be submitted to the Park Office, located in City Hall, 100 E. Michigan Blvd., Suite 2, Michigan City, IN 46360 no later than seven (7) days prior to date of scheduled event (or upon submission of this Program License Agreement). If Licensee fails to submit a Certificate of Insurance within this time frame, said permission is deemed automatically revoked by MCPRD. However, if Licensee submits a Certificate of Insurance within said time frame and the City determines said Certificate of Insurance fails to comply with the insurance requirements herein, the City shall notify Licensee immediately and Requester shall cure said defect immediately and no later than forty-eight (48) hours, must provide MCPRD with an amended Certificate of Insurance complying with the requirements herein. If Licensee fails to cure said defect, said permission is deemed automatically revoked by MCPRD, and Licensee forfeits any payment under this Agreement to MCPRD. If permission is deemed automatically revoked under this section, MCPRD shall notify Licensee in writing of the same.

   A copy of the insurance policy and endorsements must be made available upon request of MCPRD.

   The City shall be named as an Additional Insured on all such insurance policies, except worker's compensation. The insurance provided to the additional insured shall be primary and non-contributory with a waiver of subrogation rights in favor of the City. The Additional Insured shall be listed as follows:

   City of Michigan City, Indiana
   100 E. Michigan Blvd.
   Michigan City, IN 46360

   All insurance policies shall contain a clause of endorsement providing that they may not be cancelled, non-renewed, substituted, or materially amended during the term of this Agreement, except after thirty (30) days prior written notice to City. This cancelation provision must be indicated on the Certificate of Insurance. Acceptance of a Certificate of Insurance that does not comply with this section will not operate as a waiver of Licensee's obligations hereunder.

   The insurance limits stated below are not intended to be an indication of exposure nor are they limitations on indemnification. Licensee shall maintain the following insurance limits:

Commercial General Liability (Occurrence Form)	
General Aggregate (other than Prod/Comp Ops Liability)	$2,000,000
Products/Completed Operations Aggregate	$2,000,000
Personal & Advertising Injury Liability	$1,000,000
Each Occurrence	$1,000,000

Workers' Compensation and Employer's Liability	
Workers' Compensation	Indiana Statutory Limits
Employer's Liability	
Bodily Injury by Accident	$500,000 each accident
Bodily Injury by Disease	$500,000 policy limit
Bodily Injury by Disease	$500,000 each employee

7. **INDEMNIFICATION:** The Lessee must follow all applicable federal and state laws, all ordinances of the City of Michigan City, and the Lessor's rules and regulations, which are incorporated herein by this reference, in its said use, and will not permit anything to be done in violation thereof. If Lessee violates any of the terms or conditions of this Agreement, Lessor shall have the right to immediately terminate this Agreement without notice or refund, and Lessor may pursue all of its rights and remedies at law or in equity including, without limitation, the right to recover court costs and attorney fees. Lessee waives, releases, and discharges on behalf of himself/herself, or by any other person or entity acting on his/her behalf or on their own behalf, including but not limited to assignors, heirs, executors, and administrators, the City of Michigan City and MCPRD from any and all claims or demands, liens, rights, costs, expenses, and other related items of damage or actions of any kind on account of, growing out of, or which may result from this Agreement. Lessee shall indemnify and hold harmless the City of Michigan City and MCPRD for all loss to the City of Michigan City and MCPRD resulting from the negligence of the Lessee or any of its agents, servants, employees, and/or representatives in the performance of this Agreement, which arise or in the future may arise. Lessee agrees to assume all liability, jointly and severally, for any and all injuries or damages that may be incurred in the performance of this Agreement, and for those injuries or damages that Lessee, or any of its agents, servants, employees, and/or representatives may cause to any person or property. It is expressly intended that such indemnification and hold harmless obligation shall extend to include attorney fees and any costs incurred by the participation by the City of Michigan City and MCPRD in defending any claim, cause of action, wrongful death causes of action, or demands taken by the Lessee.

8. The following shall be submitted to the Park Office at least seven (7) days prior to program commencing:

   - Licensee shall submit a fully executed and dated Hold Harmless Agreement (exhibit "A").
   - Licensee shall submit a Waiver and Release of Liability to be signed by all program participants (exhibit "B").
   - Licensee shall submit a Submission of Authorization to Conduct Background Check (exhibit "C").

The undersigned hereby certifies that he or she is a duly authorized representative of Licensee and is authorized to execute this Agreement and has done so as his or her own voluntary act and deed; that he or she has carefully read the Agreement, and that he or she fully understands the terms hereof. I affirm under the pains and penalties of perjury that the aforementioned information is true to the best of my knowledge, and that all information submitted with this application, including but not limited to my Certificate of Insurance, is true and accurate. I understand that any false or misleading information, omission, or misrepresentation may result in the denial or revocation of this application and/or the City seeking any additional legal remedies

Signed _____ Date 6/8/26

Approved this _____ day of _____, 202__ by the Michigan City Park Board

_____

Tim Glidden, Park Board President

EXHIBIT "A"

We All In Recovery shall hold the Michigan City Parks and Recreation Department ("MCPRD") harmless from, and indemnify MCPRD against any and all claims, demands, and actions based upon or arising out of any activities performed by We All In Recovery and its employees and agents and individuals participating in the event under the approved request made by We All In Recovery and approved by MCPRD on _____.

We All In Recovery shall, at the request of MCPRD, defend any and all actions brought against MCPRD based upon any such claims or demands brought about and through the event that We All In Recovery is hosting on MCPRD grounds on June 20, 2026.

We All In Recovery hereby agrees to hold harmless, indemnify and otherwise waive all rights of action, now and in the future, that We All In Recovery may have against the City of Michigan City in the State of Indiana, including but not limited to the MCPRD, for any cause of action whatsoever which may accrue or any damages We All In Recovery may suffer due to the approval made by the Park Board on _____ to allow We All In Recovery to host their event at Gardena Park (name of park property).

"I, the undersigned hereby acknowledge and agree that all participants shall sign the attached release of liability."

Dated: 6/8/26

Signature: [signature]

EXHIBIT "B"

WAIVER AND RELEASE OF LIABILITY ASSUMPTION OF RISK AND INDEMNITY AGREEMENT

The Undersigned, _____(PRINT PARTICIPANT'S NAME) (hereinafter referred to as "the Undersigned"), in consideration of Undersigned's participation in this event, including without limitation, the right to participate in the _____ activities, events, and functions related thereto (hereinafter referred to as "EVENT NAME"), hereby executes this WAIVER AND RELEASE OF LIABILITY ASSUMPTION OF RISK AND INDEMNITY AGREEMENT ("Agreement") in favor of the City of Michigan City, Indiana and the Michigan City Parks and Recreation Department, their affiliates, parent and subsidiary organizations, operating divisions, principals, agents, servants, employees, related companies and entities (hereinafter collectively referred to as "Sponsors").

1. Undersigned desires to participate in _____. By signing below, the Undersigned acknowledges and agrees to the following:

- I have been informed that I should obtain a physician's examination and approval prior to beginning this program;
- I certify that I have no medical or physical conditions that could interfere with my safety or the safety of anyone else;
- Although reasonable efforts to minimize damage and avoid injuries will be made, injuries may occur from this program;
- I am aware the Sponsors do not provide health and accident coverage for me and it is my responsibility to pay any medical bills from injuries sustained while participating in the "_____."
- I hereby consent to receive medical treatment which may be deemed advisable in the event of injury, accident and/or illness during this event; and
- I understand that at this event or related activities, I may be photographed. I agree to allow my photo, video or film likeness to be used for any legitimate purpose by the Sponsors, Sponsor's organizations and assigns.

The Undersigned, having acknowledged awareness of the risks of injury, hereby expressly acknowledges and warrants to the Sponsors that the Undersigned will take all precautions necessary to protect the Undersigned against such risks, and that such risks shall be the sole responsibility of the Undersigned.

2. The Undersigned hereby waives, releases and discharges on behalf of himself/herself, or by any other person or entity acting on his/her behalf or on their own behalf, including but not limited to assignors, heirs, executors, and administrators, Sponsors from any and all claims or demands therefore on account of injury, loss, or damage to person or property, wrongful death actions, future claims, demands, liens, rights, costs, expenses, and other related items of damage or actions of any kind on account of, growing out of, or which may result from the Undersigned's participation in "_____ _____", which arise or in the future may arise. The Undersigned expressly agrees to indemnify and hold the Sponsors harmless from any and all claims or demands therefore on account of injury, loss, or damage to person or property, wrongful death actions, future claims, demands, liens, rights, costs, expenses, and other related items of damage or actions of any kind by the Undersigned, or by any other person or entity acting on his/her behalf or on their own behalf, including but not limited to assignors, heirs, executors, and administrators, on account of, growing out of, or which may result from the participation

in "_____", which arise or in the future may arise. It is expressly intended that such indemnification and hold harmless obligation shall extend to and include attorney fees and costs incurred by the participation in Sponsors in defending any claim, causes of action, wrongful death causes of action, or demands taken by the Undersigned. This release shall apply to any "_____ _____" I attend now or in the future.

3. This Agreement shall be construed and enforced in accordance with the laws of the State of Indiana. Should any portion of this Agreement be judicially determined invalid, voidable or unenforceable, for any reason, such portion of this Agreement shall be severable from the remaining portions herein and the invalidity, voidability, or unenforceability thereof shall not affect the validity, effect, enforceability, or interpretation of the remaining provisions of this Agreement.

The Undersigned declares that he/she is over the age of eighteen (18) years, of sound mind, and has carefully read this Agreement and I understand and consent to the terms herein. The Undersigned further declares and represents that no promise, inducement or agreement not herein expressed has been made to the Undersigned, and that the terms of this Agreement are contractual and not a mere recital.

I HAVE READ AND FULLY UNDERSTAND THE TERMS OF THIS AGREEMENT

Signature _____ Date _____
Print Name _____
Emergency Contact Name _____
Emergency Contact Phone Number _____

IF UNDER 18 YEARS OLD, PARENT OR GUARDIAN MUST ALSO SIGN BELOW.
PARENT/GUARDIAN WAIVER FOR MINORS (IF UNDER 18 YEARS OLD)
The Undersigned, parent and natural guardian, does hereby represent that he/she is, in fact, acting in such capacity and agrees to save and hold harmless and indemnify each and all Sponsors referred to above from all liability, loss, cost, claim or damage whatsoever which may be imposed upon Sponsors due to any defect in or lack of such capacity to so act and release said Sponsors on behalf of the minor child and the parents or legal guardian. **I understand that the foregoing Agreement shall apply to my child.** I hereby give permission for my child to participate in the "_____", with the understanding that every reasonable effort will be made to plan for safe participation in this event.

Print Participant's Name _____ Participant's Age_____

Print Name of Parent or Guardian _____

Signature of Parent or Guardian _____ Date _____

Emergency Contact Name _____

Emergency Contact Phone Number _____

"_____" **Registration**
Name _____

Address _____

City, State & Zip Code _____

Email _____ Phone _____

EXHIBIT "C"

MICHIGAN CITY, INDIANA

AUTHORIZATION TO CONDUCT BACKGROUND CHECK

I, Donnie Allison hereby authorize the City of Michigan City,
(printed name)
Indiana and its designated representatives to conduct a comprehensive background review of all statements contained in my program license agreement application including, but not limited to employment history, education, driving record, criminal background, and any other information presented in my program license agreement application.

I also authorize any person, school, current or past employer, or organization to provide relevant information that may be useful. I release such persons and organizations from any form of liability for releasing information relevant to conducting a comprehensive background review.

I understand I may be required to provide documents including, but not limited to a driver's license.

Signature: _____ Date: 6/8/26

Print Full Name: Donnie Allison

Social Security Number: 326-66-6906

Date of Birth: 09/02/1975

Driver's License Number/State: 3900-14-2500 / Indiana

Address: 3 Riley Court, Michigan City, IN 46360

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 06/09/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Samuelson Insurance Agency, Inc PO Box 26 Portage, IN 46368
CONTACT NAME:	Greg Lach
PHONE (A/C, No, Ext):	(219)762-3702
FAX (A/C, No):	(219)763-3112
E-MAIL ADDRESS:	greg@samuelsonagency.com
INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Mount Vernon Fire Insurance Company	26522
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	
INSURED	WE ALL IN RECOVERY DBA: W.A.I.R 1912 US HIGHWAY 20 MICHIGAN CITY, IN 46360

COVERAGES **CERTIFICATE NUMBER:** 00010593-260513150320 **REVISION NUMBER:** 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. *Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y	Y	NPP2600417	10/28/2025	10/28/2026	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N	N/A					PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is additional insured with respect to General Liability on a primary and non-contributory basis as required by written contract. Waiver of subrogation provided to the additional insured as required by written contract. 30 day notice of cancellation provided.

CERTIFICATE HOLDER

City of Michigan City, Indiana
100 E. Michigan Blvd
MICHIGAN CITY, IN 46360

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Greg Lach (GJL)

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Final Proposal — Mobile Lemonade Cart Pilot at Washington Park Beach

Submitted to: Michigan City Parks and Recreation Board

Submitted by: Culinary Ventures LLC

Owner: Daniel Armstrong

Date: June 2026

Proposed location: Washington Park Beach, approximately 300 ft from the existing pavilion/concession area, at an exact location approved by the Parks Department.

1. Executive Request

> Culinary Ventures LLC respectfully requests that the Michigan City Parks and Recreation Board authorize a controlled pilot allowing a small, cashless mobile lemonade cart to operate at Washington Park Beach for the 2026 beach season, subject to the conditions listed in Section 11 of this proposal.

The cart would serve fresh lemonade, lemonade with commercial flavored syrups, commissary-prepared fruit add-ins, and bottled water from a compact, health-department-compliant mobile cart. It is designed to serve beachgoers in a separate section of the beach — approximately 300 ft from the pavilion — without replacing, obstructing, or interfering with the existing pavilion concession operation.

2. Background and Review Path

- A Mobile Food Establishment application has been submitted to the **LaPorte County Health Department** and is currently pending review. No operation will begin until the Health Department issues its approval.
- The Health Department submission includes the cart floor plan, proposed menu, equipment specifications, commissary plan, and standard operating procedures, along with a direct classification question confirming the correct mobile food establishment category for a lemonade menu.

3. Why This Benefits Washington Park

Washington Park Beach is one of Michigan City's most visible lakefront assets. A professionally operated lemonade cart improves the guest experience without requiring the City to build, staff, or manage any new concession structure.

- Adds a family-friendly refreshment option directly on the beach.
- Supports a locally owned small business.
- Creates a controlled vendor model the Board can evaluate before expanding anything.
- Generates daily vending revenue if the Board chooses to charge a vending fee.
- Provides a cashless, low-theft, low-disruption operation.
- Reduces guest congestion around the pavilion by serving a separate beach area.
- Offers bottled water and cold drinks during high-heat beach days.
- Small pilot — not a permanent concession structure, and not a permanent obligation for the City.

4. Proposed Pilot Structure

Pilot term: 30 to 60 operating days during the 2026 beach season, or another term chosen by the Board.

Operating days: Weather-dependent; only on approved days and during approved park/beach hours.

Hours: Up to 7:00 AM – 9:00 PM, or limited to the hours approved by the Board and Parks Department.

Location:

- Approximately 300 ft from the pavilion/concession area.
- Exact placement approved by Parks staff.
- Cart will not block beach access, emergency lanes, lifeguard operations, public walkways, ADA access, or pavilion operations.

Fee: Culinary Ventures LLC is willing to pay a daily vending fee if required. Proposed structures: daily flat fee, seasonal pilot fee, or a percentage/flat hybrid — as determined by the Board.

5. Menu

Proposed items:

- Fresh lemonade.
- Lemonade with commercial syrup flavors: strawberry, peach, mango, kiwi, raspberry.
- Lemonade with commissary-prepared fruit add-ins: strawberries, pineapple, mango.
- Bottled water.

Expressly not proposed:

- No alcohol. No glass containers. No cooking. No open flame.
- No generator unless separately approved.
- No food or drink prepared or stored at home.
- No fried food, grilled food, or meals — this is not a second concession stand.

6. The Cart — Specifications

The cart has been designed specifically to meet LaPorte County mobile food requirements and Indiana 410 IAC 7-26 mobile retail food establishment standards.

- **Body:** Stainless steel / food-grade construction; smooth, nonabsorbent, easily cleanable surfaces; approximately 96 in wide × 42 in deep with a 36–40 in service counter.
- **Handwashing:** Permanently installed one-compartment hand sink dedicated solely to handwashing, with free-flowing hot/cold or tempered water, mounted soap dispenser, individual paper towels, handwash signage, and a lidded waste container.
- **Water system:** 10-gallon food-grade potable water tank with dedicated pump and protected fill inlet.
- **Wastewater:** 12-gallon wastewater tank — 20% larger than the clean tank, exceeding the 15% minimum requirement. Discharge valve remains closed during operation and transport.
- **Cold holding:** Mechanical refrigeration (undercounter unit plus refrigerated cold rail) holding all cut fruit at 41°F or below, with visible thermometers.
- **Ice:** Covered food-grade ice bin with a protected, dedicated scoop; drink ice kept separate from any cold-holding ice.

- **Protection:** Sneeze/contamination guard between customers and all open food; protected syrup, cup, lid, and straw storage; cart-mounted overhead canopy covering the service counter, hand sink, fruit rail, ice bin, and storage.
- **Sanitation:** Sanitizer and test strips on board; lidded trash container positioned away from open food.
- **Presentation:** Clean, professional customer-facing menu panel; compact signage; no amplified sound.

7. Health and Sanitation Plan

Fruit handling:

- All fruit is washed, cut, packed, labeled, and dated at a licensed commissary — never on the beach or at home.
- Cut fruit is transported cold and held at 41°F or below in mechanical refrigeration.
- Staff handle fruit only with dedicated utensils or gloves; customers never self-serve.
- Exposed cut fruit is discarded at the end of each service day unless the Health Department approves another process.

Water and wastewater:

- Clean water comes only from an approved potable source.
- All wastewater is captured in the cart's wastewater tank.
- Wastewater is never dumped on the sand, ground, street, storm drains, restroom fixtures, or park property.
- Wastewater is disposed of off-site at the approved commissary/servicing location.

Commissary support: A licensed commissary is used daily for food and supply storage, fruit preparation, washing/rinsing/sanitizing of all pans, utensils, scoops, and syrup bottles, potable water refill, wastewater disposal, and nightly cart cleaning and restocking.

8. Standard Operating Procedures

Written SOPs have been prepared and submitted with the Health Department application, covering:

- **Opening checklist** — verification of hand sink function, water/wastewater tank status, refrigeration at 41°F or below, labeled and covered fruit, protected ice and single-service articles before any sales begin.
- **Handwashing SOP** — required before service, after any contamination event, and at every task change; hand sanitizer and gloves do not replace handwashing.
- **Temperature log SOP** — refrigeration and each cut fruit logged at opening, every 2 hours during operation, and at close, with written corrective actions (discard if time/temperature safety cannot be verified).
- **Fruit prep SOP** — commissary-only washing, cutting, packing, labeling, and cold transport.
- **Closing SOP** — discard exposed fruit, pack dirty equipment in covered containers, empty wastewater at the commissary, clean and sanitize all surfaces, remove the cart and leave the site clean.

9. Cashless Operation

The cart operates **cashless only** — card, tap-to-pay, mobile wallet, and other approved electronic payments.

This reduces theft risk and cash handling on public property, speeds up transactions, creates complete sales records (useful if the Board adopts a percentage-based fee), and eliminates change-making errors.

10. Safety and Park Operations

Culinary Ventures LLC will operate under all conditions set by the Board and Parks Department:

- Maintain general liability insurance with the City/Park listed as additional insured if required.
- Maintain Health Department approval and all required business/vendor permits.
- No glass containers anywhere in the operation.
- **Customer trash plan:** A lidded customer trash receptacle is stationed at the cart so beach trash from cart sales never ends up on the sand. Staff monitor and pick up any cart-related litter in the surrounding service area throughout the day. All cart and customer trash is hauled off-site by the vendor at close each day — park trash receptacles will not be used for cart waste, adding zero burden to park trash collection.
- Site left clean every day.
- Cart removed daily unless the Parks Department approves on-site storage.
- Never block emergency access, lifeguard operations, pedestrian paths, ADA routes, or pavilion activity.
- Immediate shutdown during unsafe weather, high wind, lightning, blowing sand, equipment failure, any sanitation issue, or at the request of Parks staff.

Relationship to the pavilion concession: The cart is placed approximately 300 ft away, carries a deliberately limited menu, and serves beachgoers already located away from the pavilion. The pilot can be adjusted or discontinued if it creates any operational conflict.

11. Suggested Approval Conditions

The Board retains full control. Approval can be made conditional and revocable on the following terms:

1. LaPorte County Health Department approval required before operation.
2. Certificate of insurance on file before operation.
3. Daily/seasonal vending fee paid as set by the Board.
4. Cart removed daily unless otherwise approved.
5. All cart and customer trash collected in lidded receptacles and removed off-site by the vendor daily — no use of park trash receptacles for cart waste.
6. No glass, no littering, no wastewater dumping.
7. No operation during unsafe weather.
8. Parks staff may pause or revoke vending privileges at any time for noncompliance.

12. Requested Board Action

Culinary Ventures LLC requests that the Board approve the following:

> ***Motion:*** *To authorize Parks Department staff to finalize a pilot vending location and operating agreement with Culinary Ventures LLC for a mobile lemonade cart at Washington Park Beach for the 2026 beach season, conditioned upon (1) LaPorte County Health Department approval, (2) required insurance and permits, (3) a vending fee as set by the Board, (4) a location approximately 300 ft from the pavilion approved by Parks staff, and (5) compliance with all park rules, staff direction, and the conditions in this proposal.*

This is a low-risk way to support a local small business, improve the beach guest experience, and test a controlled mobile vendor model without creating a permanent obligation for the City. If it works, the park gains a useful amenity and vending revenue. If it does not, the pilot can be adjusted or discontinued.

13. Exhibits

Prepared and available to the Board and staff:

- **Exhibit A** — Mobile Food Establishment application (submitted to LaPorte County Health Department; pending).
- **Exhibit B** — Lemonade cart floor plan.
- **Exhibit C** — Proposed menu.
- **Exhibit D** — Cart SOP summary (handwashing, temperature logs, fruit prep, opening/closing).
- **Exhibit E** — Health and sanitation plan.
- **Exhibit F** — Commissary information.

Contact

Daniel Armstrong — Owner, Culinary Ventures LLC
314 Holliday St, Michigan City, IN 46360
Phone: 414-721-6440 · Email: danielarmstrong15@gmail.com

100 E. Michigan Blvd. / Suite 2
Michigan City, IN 46360-3293
Phone (219) 873-1506
www.emichigancity.com

06/17/2026

Michigan City Park Board
100 E. Michigan Boulevard
Michigan City, IN 46360

Re: **Washington Park Zoo Wolf Safety Holding Area Fence**

Dear Board Members,

IC 5-22-10 provides special purchasing methods available to the City of Michigan City, Indiana.

Michigan City Department of Parks and Recreation Purchasing Policy

Special Purchase (I.C. 5-22-10-1)

7.1 A special purchase must be made with as much competition as is practicable under the circumstances. (I.C. 5-22-10-2).

7.2 The Park Board or purchasing agent may make a purchase of the following without solicitation of bids or proposals: (*This list intended for illustrative purposes only. Purchasing Agent must pull up specific statute and read the terms and conditions for the respective specific purchase*)

IC 5-22-10-4 Emergency Conditions

Installation of a fenced in, and gated, safety holding area is crucial for the safety of zookeepers and the wolves in the exhibit. The new holding will enable staff to move the wolves safety from the main yard to a spacious holding area while they are working in the exhibit.

7.3 If a Special Purchase exceeds a purchasing agent's authorized limit as set forth in Section 6.0 of this Policy, absent exigent circumstances, a purchasing agent must still seek prior approval from the Park Board for said purchase and use of Special Purchase procedure.

7.4 Important Record-Keeping Procedures for Purchasing Agents: (I.C. 5-22-10-3)

a. A purchasing agent must maintain the contract records for a special purchase in a separate file.

b. In this file, the purchasing agent must state a written detailed description of the basis for the special purchase and the selection of a particular vendor.

c. The purchasing agent must maintain a record listing all contracts made as Special Purchases for five (5) years, and the record must contain the following information:

Scope of Services and Specifications:

Install fencing to create a safety holding area in the Wolf Exhibit

Installation of 28 linear feet of 9' high 9-gauge mesh chain link fence, heavy duty rails, wire lines on top rails, reinforced welds and gate brackets, post mounted on concrete pad, two hinge gates, two 32"w x 9' tall man gates, and four heavy duty steel lock latch sets.

Location is in the northeast corner of the wolf exhibit yard, adjacent to the existing holding dens.

Contractor
Fence Master, Inc. – was able to schedule immediate repair. Original contractor for the existing wolf exhibit fencing.
20400 South Cottage Grove Avenue
Chicago Heights, IL 60411
219-465-5600
Quote received from Tim Rickard over the phone on June 3, 2026 at 12:40 pm
$8,148.00

7.5 If the Park Board approves a Special Purchase, the City Clerk shall maintain a record of said purchase as required by Section 7.4 above.

Submitted by
Zoo Director Jamie Huss

Approved by the Michigan City Park Board on June 17, 2026

Tim Glidden, Park Board President

WASHINGTON PARK COMMUNITY PARTNER PROGRAM
2026 PILOT SPONSORSHIP INITIATIVE

Michigan City Park and Rec is seeking authorization to implement a pilot sponsorship program for select parking enforcement carts and parking payment kiosks located within Washington Park.

The proposed program would provide local businesses the opportunity to sponsor one of four parking enforcement carts or one of four parking payment kiosks for the remainder of the 2026 season. Sponsorship recognition would be incorporated into professionally designed wraps that maintain MC Parks and Rec branding while recognizing participating community partners.

Washington Park welcomes more than 750,000 visitors annually, making these assets highly visible throughout the park. Unlike traditional signage, the sponsorship recognition would be limited to equipment already operating within the park and would not require the installation of any new permanent structures.

The pilot program is intended to help protect recent investments in the parking operation while generating revenue for improvements that enhance visitor experience, wayfinding, and public safety. Revenue generated through the program would help offset costs associated with equipment wraps, safety lighting, and other operational enhancements that make the parking system more visible, understandable, and safer for park visitors.

The proposed inaugural sponsorship rate is $1,000 - $1500 per asset for the remainder of the 2026 season. With four enforcement carts and four parking kiosks available, the program has the potential to generate up to $12,000 in sponsorship revenue.

Sponsors would receive recognition directly on the sponsored asset in Washington Park. We reserve the right to approve or reject sponsorships based on compatibility with the mission and values of Michigan City Parks & Recreation.

Staff believes this pilot program provides an opportunity to partner with local businesses while supporting improvements that benefit visitors and enhance the overall appearance, safety, and effectiveness of Washington Park's parking operations.

Staff respectfully requests authorization to move forward for the 2026 season.

WASHINGTON PARK
PARKING KIOSK
WRAP CONCEPT

DESIGN HIGHLIGHTS

PARK BRANDING
Prominent logo and consistent park identity

CLEAR WAYFINDING
Bold "PAY HERE" callout with directional arrows

CONTACTLESS OPTION
ParkMobile QR code for easy mobile payments

SPONSOR RECOGNITION
Dedicated space to thank local partners who support the park

COLOR PALETTE

SAFETY GREEN
#A6CE39

CHARCOAL GRAY
#33393D

THANK YOU FOR SUPPORTING WASHINGTON PARK



FRONT VIEW



LEFT SIDE VIEW



RIGHT SIDE VIEW



BACK VIEW





100 E. Michigan Blvd. / Suite 2
Michigan City, IN 46360-3293
Phone (219) 873-1506
www.emichigancity.com

2026 PARK FACILITY RENTAL AGREEMENT

Approved by Michigan City Parks & Recreation Board on 01/21/26

Application Date_____ (minimum of 14 days prior to rental date)

Name of Group_____ Requested by _____

Address_____

City, State, Zip _____
Home Phone_____ Work Phone_____

Cell Phone _____ Email _____

Facility Requested _____ Specific Area(s) Requested_____

Date(s) of Event(s) _____ Doors/Gates Open at _____

Time Event Begins _____ Time Event Ends _____

Name of Event(s) _____

Description of Event(s) _____
_____
_____

1. **RESERVATION:** The Superintendent and/or Board shall clear each request with respect to date, time, and other arrangements and will approve or deny use of Park property and facilities on the basis of Park Board policy. The Park Board reserves the right to demand sufficient time for full investigation, notice and arrangements of all requests for the use of Park property and reserves first claim to the use of its own property. Cancellations may be issued by the Superintendent and/or Board with or without notice, and where applicable, refunds may be provided. All approvals are to be granted with this understanding. In no case will those who have been granted permission assign, transfer, sublet, or charge a fee to others for the use of Park property. Groups or persons will not be granted rental approval when the request is for activities that are in conflict with Park Department programs, contracts, affiliations, or not authorized by Park Board policy.
2. **EVENT ADMISSION FEES:** The Michigan City Parks & Recreation Department reserves the right to charge an admission, parking, or other fees to Patriot Park. (The Park Department will give notice to any league, group, or organization if fees will be charged as part of the usage agreement.) No outside group is allowed to charge any admission, parking, or any other fee without consent and approval by the Superintendent and/or Park Board.
3. **HOLD HARMLESS:** Any group or individual renting or using any property or facility of the Parks & Recreation Department ("User" or "Licensee" of "Lessee") hereby agrees to be responsible for taking all reasonable and necessary actions to ensure the safety of the persons and property of all participants in the events during the rental period, including but without limitation, employees, participants, associates, guests, spectators and any member of the public in attendance at any of the events being held by User at the facility of the Parks & Recreation Department. Any group or individual renting or using any property or facility of the Park & Recreation Department hereby agrees to hold harmless the City of Michigan City, the Department of Parks & Recreation, its Board, employees, and agents from any and all liability arising from or related to in any way the use of the property or facility including costs of defense, judgments, settlements, and attorney's fees, but only in proportion to and to the extent such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the User, its invitees, licensees, officers, agents or employees in conjunction with the events being held by the User at the facility of the Parks & Recreation Department.
4. **INDEMNIFICATION:** The Lessee must follow all applicable federal and state laws, all ordinances of the City of Michigan City, and the Lessor's rules and regulations, which are incorporated herein by this reference, in its said use, and will

not permit anything to be done in violation thereof. If Lessee violates any of the terms or conditions of this Agreement, Lessor shall have the right to immediately terminate this Agreement without notice or refund, and Lessor may pursue all of its rights and remedies at law or in equity including, without limitation, the right to recover court costs and attorney fees. Lessee waives, releases, and discharges on behalf of himself/herself, or by any other person or entity acting on his/her behalf or on their own behalf, including but not limited to assignors, heirs, executors, and administrators, the City of Michigan City and MCPRD from any and all claims or demands, liens, rights, costs, expenses, and other related items of damage or actions of any kind on account of, growing out of, or which may result from this Agreement except as may result from the sole negligence or willful misconduct of the City of Michigan City and MCPRD and it's officials, representatives, and personnel. Lessee shall indemnify and hold harmless the City of Michigan City and MCPRD for all loss to the City of Michigan City and MCPRD resulting from the negligence of the Lessee or any of its agents, servants, employees, and/or representatives in the performance of this Agreement, which arise or in the future may arise. Lessee agrees to assume all liability, jointly and severally, for any and all injuries or damages that may be incurred in the performance of this Agreement, and for those injuries or damages that Lessee, or any of its agents, servants, employees, and/or representatives may cause to any person or property, except as may result from the sole negligence or willful misconduct of the City of Michigan City and MCPRD and it's officials, representatives or personnel. It is expressly intended that such indemnification and hold harmless obligation shall extend to include attorney fees and any costs incurred by the participation by the City of Michigan City and MCPRD in defending any claim, cause of action, wrongful death causes of action, or demands taken by the Lessee.

5. **CONCESSION:** Any group who wants concessions to be offered during the activity must make this request at the time reservation is made for utilization of the facility. The sale of all concessions shall be in the control of the Parks & Recreation Department. No rental or sponsored group shall be allowed to bring its own concessions for sale without authorization from the Michigan City Parks & Recreation Department.
6. **REQUIRED STAFF**: The Michigan City Parks & Recreation Department reserves the right to determine when a staff member or an employee of the City must be utilized for supervision, security or custodial services. The person or group must pay for such service when required in accordance with this policy. A Park Department supervisor, staff member or City employee shall be on duty whenever deemed necessary by the Superintendent and/or Park Board. The staff member/employee's hourly rate (or overtime rate if so required) will be charged to the User.
7. **NO SMOKING**: Patriot Park and Gardena Park are non-smoking facilities.
8. **INSURANCE**: Certificates of liability insurance coverage for the renter, lessee or vendor shall be provided for each day of the event to the Parks & Recreation Department prior to the event with the following minimum insurance requirements.

   Liability. Comprehensive General Liability insurance, written on occurrence form, is required for Licensee and for all of the Event's vendors, exhibitors, volunteers, licensees, invitees, employees, agents, material suppliers and contractors operating on the Premises including without limitation, (i) food/beverage vendors, (ii) entertainers, sound or production companies, (iii) amusement rides/attractions, (iv) tent companies or other tent contractors, and (vi) arts and craft vendors. General Liability Insurance must list the City of Michigan City as additional insured on a primary and non-contributory basis with the following limits and shall continue the same throughout the term of this Agreement:

General Aggregate (other than Prod/Comp Ops Liability)	$2,000,000
Products/Completed Operations Aggregate	$2,000,000
Personal & Advertising Injury Liability	$1,000,000
Each Occurrence	$1,000,000
Damage to Premises Rented (Each Occurrence)	$ 100,000

   A Waiver of subrogation in favor of the City of Michigan City shall be included.
9. **SCHEDULES, FIELD PREPARATION, EQUIPMENT, AND MAINTENANCE OF FACILITIES:** You must submit a complete copy of your schedule in order for fields to be prepared for games or practice. Distance requirements for bases and pitching, or for soccer goals, etc., or any other field specifics, must be included with each schedule submitted.

   The Michigan City Parks & Recreation Department, after receiving schedules from the separate leagues and organizations, reserves the right to reassign dates, times, or facilities for any reason.

   Any misuse of the Michigan City Park & Recreation Department's facilities may cause your league, organization, or group to forfeit all remaining scheduled dates, times, facilities, and/or Parks.

   Any organization using the Michigan City Parks & Recreation facilities and/or parks/fields must clean up all litter, garbage and debris before leaving. More specifically, the organization granted permission to use the facility should instruct coaches and/or supervisors to bring a plastic garbage bag to the facility each time a team has a scheduled

game and use it to assure all waste is disposed of properly. The plastic bag and/or refuse can be thrown in the garbage barrels provided at the facilities and parks. Failure to comply may result in forfeiture of previously approved facilities, and/or a fee being charged to the organization for cleanup.

Teams from organized groups **may not practice on fields already prepared for games by the Parks Department**. All coaches from respective groups and organizations should be given specific instructions and a copy of "approval schedules" to avoid this situation. Failure to cooperate and comply will result in termination of usage privileges.

Neither the City of Michigan City nor the Michigan City Parks & Recreation Department is responsible for providing any equipment. The Parks & Recreation Department will not be responsible for any damage, miss-use, or theft of any and all equipment owned or provided by individual leagues, groups, or organizations at our facilities. Any league, organization, or group that wishes to supply its' own equipment that remains at Parks & Recreation facilities must request such approval from the Parks Department. Any and all equipment approved to be positioned and left at any Parks and Recreation facilities may be used by other groups and may not necessarily be for the exclusive use of said league, organizations or groups. Groups must follow and enforce all Parks & Recreation and Patriot Park (if used) rules.

No unauthorized vehicles are permitted beyond the signs indicating such, and/or beyond the locked chain heading towards the concession area at Patriot Park.

All leagues, organizations, or groups are asked to treat and respect each of Michigan City Parks & Recreation facilities as if it is their own!

10. **PAYMENT AND FEES:** Requests for facility use, when charges are involved, will require full payment upon approval by the Superintendent and/or Park Board.

    Patriot Park Rental Fees: $225.00 per day per field. If the event continues a second day, $225.00 per day per field up to a maximum $2,000.00 if all five baseball/softball fields are used or if all soccer areas/fields are used. If event on second day finishes before noon, the charge will be $113.00 per field. $113 per field for additional afternoon/evening only events for a practice on a single baseball, softball or soccer field.

    Gardena and Oak Hills Rental Fees: $100.00 per day. $40.00 per field for single afternoon/evening use.

    ORGANIZED GROUPS/ORGANIZATIONS: Outside groups that use Patriot Park will be charged the Patriot Park daily rates. However, any group/organization that is sponsored by or partners with Michigan City Parks & Recreation and uses Patriot Park on a regular, consistent basis for leagues or activities will be charged a rate as per its' defined usage. The Department of Parks & Recreation will establish a pre-determined fee and use agreement. Said fee will be determined prior to usage approval being granted. The Superintendent and/or Park Board will recommend and approve all such fees.

IN WITNESS whereof, Lessor by its duly appointed officers and the Lessee named above have caused this agreement to be signed the date and year first above written.

I affirm under the pains and penalties of perjury that the aforementioned information is true to the best of my knowledge, and that all information submitted with this application, including but not limited to my Certificate of Insurance, is true and accurate. I understand that any false or misleading information, omission, or misrepresentation may result in the denial or revocation of this application and/or the City seeking any additional legal remedies

Signed: _____ Date:_____

LESSOR: MICHIGAN CITY INDIANA PARKS AND RECREATION DEPARTMENT

☐ Rental Fee Paid_____ Receipt Number_____Date_____

Received By _____

☐ Certificate of Liability Received by _____ Date_____

**** * * THERE WILL BE A $30 SERVICE FEE CHARGED FOR ALL RETURNED CHECKS * * ****

MICHIGAN CITY 2026 FALL TBALL
REGISTRATION PACKET

MICHIGAN CITY
PARKS & RECREATION DEPT.

AGES 4-6
$45

AGE REQUIREMENT: DIVISION IS DETERMINED BY THE AGE OF THE PARTICIPANT AS OF August 24th, 2026.

Program Runs: August - October

RETURN REGISTRATION / WAIVER WITH PAYMENT TO:
MICHIGAN CITY PARKS & RECREATION, 100 E. MICHIGAN BLVD. SUITE 2, MICHIGAN CITY, IN. 46360

Make checks payable to: MC Parks & Rec or Download "The OttoApp" on your phone to register.

The DEADLINE TO REGISTER IS August 8th, 2026

Registration is not valid until all documents are submitted, including the **PARENT/GUARDIAN CODE OF ETHICS** form, and all applicable registration fees are paid in full.

DISCOUNTS

- **Sibling –** receive a $5 fee reduction for each child when signing up siblings.
  - **Discount(s) apply to immediate family members ONLY.**
- **Coaching –** receive a $10 rebate if a guardian is coaching.

Interested in coaching? Adults 18 or older must fill out an application form and complete a background check through the Parks Office to be considered. Find "202 I WANT TO COACH/Volunteer" on the OttoApp to sign up to coach.

Questions?

Please contact the Michigan City Parks & Recreation Department
PHONE: 219-873-1506
William Walker | Assitant Superintendent – wwalker@emichigancity.com

2026 Michigan City Fall T-ball

Dear Park Board,

We would love to offer a fall T-ball league this year. We feel that the 4–6-year-old age group is often left out of sporting leagues. While fall is football season, fall T-ball is a way to keep kids active and socially involved after the summer break and events. Not only is this good for the kids but it continues to grow and keep interest in baseball year round.

The league will consist of two weeks of practice, then 4 weeks of 2 games a week. Plan is that even with a couple rain out games the league should be over by the 2nd week of October.

The price will be $45 per participant. We will have a sibling discount of $5 available. We will also give a $10 discount to those parents that are selected to coach teams.

As this is the first year, I am not sure how many teams we will be able to field for the fall league, but I am excited to find out and possibly test out the 8u market next year.

Our goal is to make our programming make sense financially. With T-ball and 8u not using umpires, these leagues have a chance to generate more revenue in the calendar year to make up for the summer league's financial loss.

Timeline:

Signups start	6/15/26
Signups end	8/09/26
Practice starts	8/24/26
Games start	9/7/26

Thank you for the consideration,

William Walker
Assistant Superintendent
Michigan City Parks and Recreation

PARTICIPANT REGISTRATION & INFORMATION

PARTICIPANT'S NAME: _____
FIRST MI LAST

PREFERRED NAME / NICKNAME: _____

AGE: _____ BIRTH DATE: _____/_____/_____ MALE ☐ FEMALE ☐
As of August 24, 2026

SELECT DIVISION
PLEASE CIRCLE

T-BALL
BOYS & GIRLS
4-6 YEARS

UNIFORM SIZE:
Unisex sizes, please circle.

	SHIRT						PANTS					
YOUTH	XS	S	M	L	XL		YOUTH	XS	S	M	L	XL
ADULT	S	M	L	XL	XXL		ADULT	S	M	L	XL	XXL

Has your child previously played baseball or softball? If so, please list below. YES ☐ NO ☐

Division / Position: _____

List any position your child excels in or would like to improve on: _____

_____

HOUSEHOLD / GUARDIANSHIP

PRIMARY GUARDIAN: _____
FIRST MI LAST

ADDRESS: _____
STREET ADDRESS CITY STATE ZIP

PRIMARY PHONE: _____ CAN WE TEXT? ☐ YES ☐ NO

SECONDARY PHONE: _____

PRIMARY EMAIL ADDRESS: _____ CAN WE EMAIL? ☐ YES ☐ NO

SECONDARY GUARDIAN: _____ CELL #: _____

RELATIONSHIP TO ATHLETE: _____ SECONDARY #: _____

COACH INTEREST / PARENT INTEREST

Are you interested in coaching or serving as an assistant coach? ☐ HEAD COACH ☐ ASSISTANT
(If you have indicated yes, please submit *an application form & complete a background check.*)

Are you interested in assisting the coaches during practice? ☐ YES ☐ NO
(If you have indicated yes, please *complete a background check.)*

PARTICIPATION WAIVER

WAIVER MUST BE READ and SIGNED BY PARENT/GUARDIAN FOR ANY PARTICIPANT UNDER AGE 18

Purpose: FOR PARTICIPANTS OF MINORITY AGE (UNDER AGE 18 AT THE TIME OF REGISTRATION). To give permission for participation in **M**ichigan **C**ity **Y**outh **B**aseball & **S**oftball **L**eagues, tournaments, and programs. To enable parents to authorize the provision of emergency treatment for their children who are injured or become ill while under the authority of MCYBL and/or Michigan City Parks & Recreation staff or volunteers in the event the parents or guardians cannot be reached.

This is to certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release as provided above of all the Releases, and for myself, my heirs, assigns, and next of kin, I release and agree to indemnify and hold harmless the Michigan City Youth Baseball & Softball League and its board, the City of Michigan City, its Park Board and Department of Parks & Recreation, the Michigan City Area Schools and its Board of Trustees, any and all governing bodies and organizations and all personnel connected therewith, from any and all liability from any claim that arises out of participation in the Michigan City Youth Baseball & Softball League, tournaments and programs as provided above, EVEN IF ARISING FROM THEIR NEGLIGENCE.

In consideration of _____, my minor child/ward ("my child"), being allowed to participate in any way in the Michigan City Baseball & Softball League program, related events, and activities, the undersigned acknowledges, appreciates and agrees that

1) The risk of injury to my child from the activities involved in these programs is significant, including the potential for permanent disability and death, and while particular rules, equipment, and personal discipline may reduce this risk, the risk of serious injury does exist; and,
2) FOR MYSELF, SPOUSE, AND CHILD, I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASES or others, and assume full responsibility for my child's participation; and,
3) I willingly agree to comply with the program's stated and customary terms and conditions for participation. If I observe any unusual significant concern in my child's readiness for participation and/or in the program itself, I will remove my child from participation and bring such to the attention of the nearest official or staff immediately and,
4) I myself, my spouse, my child, and on behalf of my/our heirs, assigns, personal representatives, and next of kin, HEREBY RELEASE THE OTHER PARTICIPANTS, SPONSORING AGENCIES, SPONSORS, ADVERTISERS, and if applicable, owners and lessors of premises used to conduct the event ("Releases"), WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property incident to my child's involvement or participation in these programs, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE, to the fullest extent permitted by law.
5) I, for myself, my spouse, my child, and on behalf of my heirs, assigns, personal representatives, and next of kin, HEREBY INDEMNIFY AND HOLD HARMLESS all the above Releases from any and all liabilities incident to my and my child's involvement or participation in these programs, EVEN IF ARISING FROM THEIR NEGLIGENCE to the fullest extent permitted by law.
6) I understand that the Michigan City Baseball & Softball League and/or Michigan City Parks & Recreation (*Michigan City Baseball & Softball League / the "Department"*) may take photographs of me and others while we are participating in the program, league and/or tournament, (the *"Program"*), for which I am registering, and I hereby assign to said Michigan City Baseball & Softball League/the Department the right to any photographic image of me obtained during my participation in the program to be used by Michigan City Baseball & Softball League/the Department for any purpose related to its activities.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

_____	_____	_____
PRINTED NAME OF GUARDIAN	SIGNATURE OF GUARDIAN	DATE - MM/DD/YYYY

MEDICAL CONSENT

Name: _____ Relationship to Athlete: _____

Best way to reach you: ☐ CALL: _____ ☐ TEXT: _____ ☐ EMAIL: _____

Allergies & Medications (list): _____

_____**I/we hereby grant consent to any and all health care providers designated by MCUBO and/or Michigan City Parks & Recreation to provide my child** _____ **any necessary medical care as a result of any injury/illness. This consent includes first aid and transportation to/from health care providers.**

_____	_____	_____
GUARDIAN'S PRINTED NAME	GUARDIAN'S SIGNATURE	DATE - MM/DD/YYYY

PARENT / GUARDIAN CODE OF ETHICS PLEDGE

The following Code of Ethics has been developed in compliance with standards as set forth by the Michigan City *Youth Baseball & Softball League*, the City of Michigan City, Department of Parks & Recreation, and the *National Alliance for Youth Sports (NAYS)*.

The primary objective of the Michigan City Youth Baseball & Softball League is to provide a fun, positive, safe learning experience for everyone involved. To accomplish this objective, we will need the assistance and understanding of every parent, guardian, and fan. Our primary responsibility is to develop good citizens and baseball players and to instill a passion for the game in our players. Our success in achieving such objectives and responsibilities is not measured by wins and losses but rather in what we teach the players in terms of sportsmanship and fair play and always offering positive reinforcement.

I hereby Pledge to provide positive support, care, and encouragement for my child and all children participating in youth sports by following this Parent / Guardian Code of Ethics Pledge.

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports event.
- I will place my child's emotional and physical well-being ahead of my personal desire to win.
- I will insist that my child plays in a safe and healthy environment.
- I will treat each child participating as an individual, remembering the children's large range of emotional and physical development.
- I will be reasonable in my demands on my child and all participants, and I will always remember that the players are children, not miniature professional athletes.
- I will support coaches and officials of the league working with my child to encourage a positive and enjoyable experience for all.
- I will always exhibit proper and ethical behavior while interacting with players, coaches, officials, league officials, and fellow parents at practices and games. I understand that the use of foul or abusive language is strictly prohibited.
- I will demand a sports environment for my child that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
- I will do my very best to make youth sports fun for my child.
- I will ask my child to treat other players, coaches, fans, and officials with respect and dignity regardless of race, sex, creed, or ability.
- I promise to help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting and supporting the coaches and officials, or providing transportation.
- I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that each coach upholds the Parents' and Coaches' Code of ethics.
- I WILL REMEMBER THAT I AM A YOUTH SPORTS PARENT AND SUPPORTER AND THAT THE GAME IS FOR CHILDREN AND NOT ADULTS.

With my signature, I acknowledge that I have read, understood, and accepted the terms of this document and will do my best to fulfill the terms. I understand that not upholding the terms of this code and agreement can result in my ejection from the facility or any other game or practice locations.

GUARDIAN'S PRINTED NAME	GUARDIAN'S SIGNATURE	DATE - MM/DD/YYYY

PARENT / GUARDIAN CODE OF ETHICS PLEDGE

The following Code of Ethics has been developed in compliance with standards as set forth by the Michigan City *Youth Baseball & Softball League*, the City of Michigan City, Department of Parks & Recreation, and the *National Alliance for Youth Sports (NAYS)*.

The primary objective of the Michigan City Youth Baseball & Softball League is to provide a fun, positive, safe learning experience for everyone involved. To accomplish this objective, we will need the assistance and understanding of every parent, guardian, and fan. Our primary responsibility is to develop good citizens and baseball players and to instill a passion for the game in our players. Our success in achieving such objectives and responsibilities is not measured by wins and losses but rather in what we teach the players in terms of sportsmanship and fair play and always offering positive reinforcement.

I hereby Pledge to provide positive support, care, and encouragement for my child and all children participating in youth sports by following this Parent / Guardian Code of Ethics Pledge.

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports event.
- I will place my child's emotional and physical well-being ahead of my personal desire to win.
- I will insist that my child plays in a safe and healthy environment.
- I will treat each child participating as an individual, remembering the children's large range of emotional and physical development.
- I will be reasonable in my demands on my child and all participants, and I will always remember that the players are children, not miniature professional athletes.
- I will support coaches and officials of the league working with my child to encourage a positive and enjoyable experience for all.
- I will always exhibit proper and ethical behavior while interacting with players, coaches, officials, league officials, and fellow parents at practices and games. I understand that the use of foul or abusive language is strictly prohibited.
- I will demand a sports environment for my child that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
- I will do my very best to make youth sports fun for my child.
- I will ask my child to treat other players, coaches, fans, and officials with respect and dignity regardless of race, sex, creed, or ability.
- I promise to help my child enjoy the youth sports experience by doing whatever I can, such as being a respectful fan, assisting and supporting the coaches and officials, or providing transportation.
- I will require that my child's coach be trained in the responsibilities of being a youth sports coach and that each coach upholds the Parents' and Coaches' Code of ethics.
- I WILL REMEMBER THAT I AM A YOUTH SPORTS PARENT AND SUPPORTER AND THAT THE GAME IS FOR CHILDREN AND NOT ADULTS.

** PARENT/GUARDIAN COPY **

MICHIGAN CITY PARK DEPARTMENT

CLAIMS DOCKET for June 17, 2026

MUNICIPAL FUNDS	**$**	**106,833.95**
GOLF PETTY CASH	**$**	**2,618.95**
TOTAL CLAIMS:	**$**	**109,452.90**

(Payable voucher register in lieu of signing each claim the governing body is allowing)

Authorized Signature((s)

Date

I have examined the vouchers listed on the forgoing accounts payable register, consisting of the following pages, except for vouchers not allowed as shown on the register, such vouchers are allowed in the total amount shown. I hereby certify that each of the listed vouchers and the invoices or bills attached thereto are true and correct and I have audited same in accordance with IC 5-11-10-1-6

6/17/26

Tamiko Smith

Signature

City of Michigan City

6/17/2026 Michigan City Park Department Payment Register

From Payment Date: 9/1/2025 - To Payment Date: 6/17/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
Municipal - Municipal Funds							
Check							
210342	06/04/2026				Accounts Payable	Cross, Miranda	$13.10
210444	06/12/2026				Accounts Payable	Clemons, AD	$240.00
210445	06/12/2026				Accounts Payable	Curley, Stephen	$80.00
210446	06/12/2026				Accounts Payable	Gowan, Liam	$40.00
210447	06/12/2026				Accounts Payable	Henderson, Cameron, Lee	$120.00
210448	06/12/2026				Accounts Payable	Howard-Fulwider, Patrick	$390.00
210449	06/12/2026				Accounts Payable	Jessica Schmidt	$300.00
210450	06/12/2026				Accounts Payable	Krachinski, Cary, D	$700.00
210451	06/12/2026				Accounts Payable	Pendleton, Jackson	$80.00
210452	06/12/2026				Accounts Payable	Wesley Schmidt	$155.00
210453	06/12/2026				Accounts Payable	White, William, James	$40.00
210473	06/17/2026				Accounts Payable	Ace Hardware	$46.62
210474	06/17/2026				Accounts Payable	Alaska Zoo	$2,125.33
210475	06/17/2026				Accounts Payable	All Points Fire & Safety Inc	$1,804.40
210476	06/17/2026				Accounts Payable	American Association of Zoo	$205.00
210477	06/17/2026				Accounts Payable	Barthel Enterprises LLC	$64.75
210478	06/17/2026				Accounts Payable	Beacher Business Printers	$90.53
210479	06/17/2026				Accounts Payable	Brandts Old Fashion Inc	$3,454.11
210480	06/17/2026				Accounts Payable	Brilliant Gift	$1,355.88
210481	06/17/2026				Accounts Payable	Brimar Industries LLC	$302.74
210482	06/17/2026				Accounts Payable	Brittany Wolford	$100.00
210483	06/17/2026				Accounts Payable	Cavalier, Bill	$100.00
210484	06/17/2026				Accounts Payable	City Supply Inc	$303.95
210485	06/17/2026				Accounts Payable	City's Pure Ice	$92.00
210486	06/17/2026				Accounts Payable	D&M Excavating Inc	$255.14
210487	06/17/2026				Accounts Payable	Department Of Water Works	$7,027.98
210488	06/17/2026				Accounts Payable	DeVries Tire Co	$272.00
210489	06/17/2026				Accounts Payable	Eason, Shannon	$19.76
210490	06/17/2026				Accounts Payable	Fisher Auto Parts, Inc.	$88.74
210491	06/17/2026				Accounts Payable	Flowbird America Inc.	$37,284.00
210492	06/17/2026				Accounts Payable	Friedman & Associates	$1,500.00
210493	06/17/2026				Accounts Payable	Frontier Lawn & Recreation	$130.80
210494	06/17/2026				Accounts Payable	Gabriel Garcia	$100.00

6/17/2026 Michigan City Park Department Payment Register

From Payment Date: 9/1/2025 - To Payment Date: 6/17/2026

210495	06/17/2026	Accounts Payable	Gordon Food Service Inc	$2,646.52
210496	06/17/2026	Accounts Payable	Harrell's, LLC	$4,173.20
210497	06/17/2026	Accounts Payable	Huss, Jamie	$388.81
210498	06/17/2026	Accounts Payable	Indiana Golf Foundation, Inc.	$1,797.00
210499	06/17/2026	Accounts Payable	Jennifer Rusboldt	$100.00
210500	06/17/2026	Accounts Payable	Joseph Condon	$100.00
210501	06/17/2026	Accounts Payable	Judith Somer	$100.00
210502	06/17/2026	Accounts Payable	KaziDelicious Creations	$100.00
210503	06/17/2026	Accounts Payable	Keystone Cooperative, Inc	$1,379.67
210504	06/17/2026	Accounts Payable	Krall, Holly	$100.00
210505	06/17/2026	Accounts Payable	Lakeshore Foods Corporation	$253.00
210506	06/17/2026	Accounts Payable	LaPorte County Family YMCA	$200.00
210507	06/17/2026	Accounts Payable	LaPorte County Health	$25.00
210508	06/17/2026	Accounts Payable	LaPorte County Project	$2,674.28
210509	06/17/2026	Accounts Payable	Lowe's	$9.75
210510	06/17/2026	Accounts Payable	Lydia Lemmons	$100.00
210511	06/17/2026	Accounts Payable	Maria Overlay Art	$100.00
210512	06/17/2026	Accounts Payable	Memory Threads	$2,323.46
210513	06/17/2026	Accounts Payable	Menards	$689.74
210514	06/17/2026	Accounts Payable	Millbrook Cricket Farm Inc	$202.76
210515	06/17/2026	Accounts Payable	Mini Melts of America, LLC	$2,509.80
210516	06/17/2026	Accounts Payable	NAPA AUTO PARTS	$374.93
210517	06/17/2026	Accounts Payable	Nature's Way - NWP Inc.	$61.75
210518	06/17/2026	Accounts Payable	NIPSCO	$2,476.44
210519	06/17/2026	Accounts Payable	Northwest Meat Company	$2,505.08
210520	06/17/2026	Accounts Payable	Onesource	$182.87
210521	06/17/2026	Accounts Payable	Osterhout, Rebecca	$100.00
210522	06/17/2026	Accounts Payable	Park Loyalty Inc.	$3,695.45
210523	06/17/2026	Accounts Payable	PepsiCo Beverage Sales LLC	$2,428.41
210524	06/17/2026	Accounts Payable	Raymond Kominiarek	$100.00
210525	06/17/2026	Accounts Payable	Reprographic Arts Inc	$405.80
210526	06/17/2026	Accounts Payable	Republic Services , Inc	$1,308.47
210527	06/17/2026	Accounts Payable	Runnings	$181.72
210528	06/17/2026	Accounts Payable	Scholl Dairy Company	$1,089.25
210529	06/17/2026	Accounts Payable	Sentinel Alarm Inc	$284.50
210530	06/17/2026	Accounts Payable	Service Sanitation, Inc.	$751.07
210531	06/17/2026	Accounts Payable	Serviscape LLC	$2,889.00
210532	06/17/2026	Accounts Payable	SiteOne Landscape Supply, LLC	$3,912.80
210533	06/17/2026	Accounts Payable	Tri-State Electrical Supply, Inc.	$45.30
210534	06/17/2026	Accounts Payable	Waste Management Of Indiana,	$2,075.42

6/17/2026 Michigan City Park Department Payment Register

From Payment Date: 9/1/2025 - To Payment Date: 6/17/2026

210535	06/17/2026		Accounts Payable	Zoey Irk	$100.00
210536	06/17/2026		Accounts Payable	Barnett, Shontique	$300.00
210537	06/17/2026		Accounts Payable	Beck, Gracie	$300.00
210538	06/17/2026		Accounts Payable	Carr, Karen	$300.00
210539	06/17/2026		Accounts Payable	Chance, Tom	$300.00
210540	06/17/2026		Accounts Payable	Crawford, Alexis	$300.00
210541	06/17/2026		Accounts Payable	Crown Point Christian School	$24.00
210542	06/17/2026		Accounts Payable	Dombkowsi, Tom	$100.00
210543	06/17/2026		Accounts Payable	Drake, Robb	$30.00
210544	06/17/2026		Accounts Payable	Garner, Joe	$300.00
210545	06/17/2026		Accounts Payable	Kelley, Ryan	$300.00
210546	06/17/2026		Accounts Payable	Ledesma III, Antonio	$300.00
210547	06/17/2026		Accounts Payable	Rigterink, Debbie	$76.87
210548	06/17/2026		Accounts Payable	Scott, Taylar	$20.00
210549	06/17/2026		Accounts Payable	Summers-Pipkin, Kendall	$300.00
210550	06/17/2026		Accounts Payable	Wood, Randy	$60.00
		Total			**$106,833.95**

City of Michigan City

6/17/2026 Golf Petty Cash Payment Register

From Payment Date: 9/1/2025 - To Payment Date: 6/17/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
Golf Petty Cash - MC Golf Course Petty Cash							
Check							
1711	05/29/2026				Accounts Payable	Indiana Beverage	$801.10
1712	05/29/2026				Accounts Payable	United Beverage Co Inc	$434.35
1713	06/05/2026				Accounts Payable	Indiana Beverage	$1,154.95
1714	06/05/2026				Accounts Payable	United Beverage Co Inc	$228.55
Type Check Totals:							**$2,618.95**

Payroll #12 2026
5/26/26 - 6/06/26
Pay Date 6/12/26

Approved this 17 day of June 2026

Total Payroll: **$128,683.59**

Tim Glidden, President

Ryan Labis Vice President

Christina Espar, Secretary

Kisha Ward, Member

Payroll #12 2026 5/24/26 - 6/06/26 Pay Date 6/12/26	2026 BUDGET	2026 PAY PERIOD	2026 YTD DISBURSEMENTS	2026 BUDGET BALANCE
ADMINISTRATION 2204.502				
SALARIES & WAGES (NON-TEMPORARY)				
FULL TIME REG	$297,613.00	$11,446.65	$137,354.50	$160,258.50
FULL TIME O.T.	$375.00	$0.00	$23.85	$351.15
BOARD PAYROLL (SPECIALTY PAY)	$9,000.00	$730.78	$2,975.00	$6,025.00
TOTAL ADMIN NON-TEMPORARY REG	***$297,613.00***	***$11,446.65***	$137,354.50	***$160,258.50***
TOTAL ADMIN NON-TEMPORARY O.T.	***$375.00***	***$0.00***	$23.85	***$351.15***
TOTAL ADMIN SPECIALTY PAY	***$9,000.00***	***$730.78***	$2,975.00	***$6,025.00***
SEASONAL SALARIES & WAGES (TEMPORARY)				
PT STICKER CLERK REG	$10,988.00	$2,392.32	$5,367.48	$5,620.52
PT STICKER CLERK OT	$0.00	$0.00	$0.00	$0.00
PT ASST PKNG SUPV REG	$6,369.00	$1,047.50	$1,420.41	$4,948.59
PT ASST PKNG SUPV OT	$0.00	$0.00	$0.00	$0.00
PT PARKING ATTND REG	$60,000.00	$5,140.26	$7,543.26	$52,456.74
PT PARKING ATTND OT	$275.00	$0.00	$0.00	$275.00
PT PARKING SUPV REG	$45,000.00	$3,439.32	$5,200.18	$39,799.82
PT PARKING SUPV OT	$100.00	$0.00	$0.00	$100.00
PT OASIS ADMISSION CLERK REG	$0.00	$0.00	$0.00	$0.00
PT OASIS ADMISSION CLERK OT	$0.00	$0.00	$0.00	$0.00
PT OASIS ASST OPERATOR REG	$0.00	$0.00	$0.00	$0.00
PT OASIS ASST OPERATOR OT	$0.00	$0.00	$0.00	$0.00
PT OASIS OPERATOR REG	$0.00	$0.00	$0.00	$0.00
PT OASIS OPERATOR OT	$0.00	$0.00	$0.00	$0.00
TOTAL ADMIN TEMPORARY REG	***$122,357.00***	***$12,019.40***	$19,531.33	***$102,825.67***
TOTAL ADMIN TEMPORARY O.T.	***$375.00***	***$0.00***	$0.00	***$375.00***
TOTAL ADMIN NON-TEMPORARY	***$297,613.00***	***$11,446.65***	$137,354.50	***$160,258.50***
TOTAL ADMIN TEMPORARY	***$122,357.00***	***$12,019.40***	$19,531.33	***$102,825.67***
TOTAL ADMIN SPECIALTY PAY	***$9,000.00***	***$730.78***	$2,975.00	***$6,025.00***
TOTAL ADMIN OVERTIME	***$750.00***	***$0.00***	$23.85	***$726.15***
TOTAL ADMIN PAYROLL	**$429,720.00**	**$24,196.83**	$159,884.68	**$269,835.32**

NOTES:

Payroll #12 2026 5/24/26-6/06/26 Pay Date 6/12/26	2026 BUDGET	2026 PAY PERIOD	2026 Y-T-D DISBURSEMENTS	2026 BUDGET BALANCE
GOLF 2508.000				
SALARIES & WAGES (NON-TEMPORARY)				
GREENS SUPT REG	$68,800.00	$2,596.15	$31,153.80	$37,646.20
ASST GREENS SUPT REG	$111,025.80	$1,755.00	$26,399.25	$84,626.55
ASST GREENS SUPT O.T.	$2,000.00	$0.00	$445.52	$1,554.48
GOLF PRO	$74,766.00	$2,875.62	$34,507.44	$40,258.56
GOLF MAINT LABORER	$45,427.20	$0.00	$12,377.56	$33,049.64
GOLF MAINT LABORER O.T.	$1,060.00	$0.00	$73.71	$986.29
TOTAL NON-TEMPORARY REG	***$300,019.00***	***$7,226.77***	***$104,438.05***	***$195,580.95***
TOTAL NON-TEMPORARY O.T.	***$3,060.00***	***$0.00***	***$519.23***	***$2,540.77***
SEASONAL SALARIES & WAGES (TEMPORARY)				
ASST. GOLF MANAGER	$35,300.00	$0.00	$0.00	$35,300.00
ASST. GOLF MANAGER O.T.	$0.00	$0.00	$0.00	$0.00
MAINTENANCE REG	$76,685.90	$6,034.69	$26,089.75	$50,596.15
MAINTENANCE O.T.	$500.00	$0.00	$0.00	$500.00
PRO SHOP PART TIME REG	$83,107.10	$9,689.02	$37,618.43	$45,488.67
PRO SHOP PART TIME O.T.	$500.00	$0.00	$0.00	$500.00
TOTAL TEMPORARY REG	***$195,093.00***	***$15,723.71***	***$63,708.18***	***$131,384.82***
TOTAL TEMPORARY O.T.	***$1,000.00***	***$0.00***	***$0.00***	***$1,000.00***
TOTAL GOLF NON-TEMPORARY	***$300,019.00***	***$7,226.77***	***$104,438.05***	***$195,580.95***
TOTAL GOLF TEMPORARY	***$195,093.00***	***$15,723.71***	***$63,708.18***	***$131,384.82***
TOTAL GOLF OVERTIME	***$4,060.00***	***$0.00***	***$519.23***	***$3,540.77***
TOTAL GOLF PAYROLL	***$499,172.00***	***$22,950.48***	***$168,665.46***	***$330,506.54***
TOTAL GOLF TAXES				

NOTES:

PR 7 RICHARD HASSETT TAKEN FROM FT/SHOULD BE PRO PART TIME $39.00

PR 8 RICHARD HASSETT TAKEN FROM FT $91.00

PR 11 ORD.# 4800 INCREASE SEASONAL WAGES $35,300/INCREASE FT WAGES $1,300

Payroll #12 2026 5/24/26 - 6/06/26 Pay Date 6/12/26	2026 BUDGET	2026 PAY PERIOD	2026 Y-T-D DISBURSEMENTS	2026 BUDGET BALANCE
MAINTENANCE 2204.505				
SALARIES & WAGES (NON-TEMPORARY)				
MTCE FULL TIME REG	$542,961.00	$20,492.10	$256,961.43	$285,999.57
MTCE FULL TIME O.T.	$18,500.00	$180.18	$1,306.80	$17,193.20
PATRIOT FULL TIME REG	$30,000.00	$1,747.20	$8,686.86	$21,313.14
PATRIOT FULL TIME O.T.	$500.00	$40.95	$90.09	$409.91
SEASONAL SALARIES & WAGES	***(TEMPORARY)***			
MTCE PART TIME REG	$226,089.00	$14,655.85	$79,777.44	$146,311.56
MTCE PART TIME O.T.	$5,000.00	$232.91	$419.59	$4,580.41
PATRIOT PART TIME REG	$89,991.00	$7,137.64	$25,937.80	$64,053.20
PATRIOT PART TIME O.T.	$1,000.00	$554.48	$1,134.98	($134.98)
TOTAL MTCE NON-TEMPORARY	***$572,961.00***	***$22,239.30***	***$265,648.29***	***$307,312.71***
TOTAL MTCE TEMPORARY	***$316,080.00***	***$21,793.49***	***$105,715.24***	***$210,364.76***
TOTAL MTCE OVERTIME	***$25,000.00***	***$1,008.52***	***$2,951.46***	***$22,048.54***
TOTAL MTCE PAYROLL	***$914,041.00***	***$45,041.31***	***$374,314.99***	***$539,726.01***
TOTAL MTCE TAXES				

NOTES:
PR 3 ADJUST BEGIN BALANCE (MTCE FULL TIME REG) -$30,000

Payroll #12 2026 5/24/26-6/06/26 Pay Date 6/12/26	2026 BUDGET	2026 PAY PERIOD	2026 Y-T-D DISBURSEMENTS	2026 BUDGET BALANCE
RECREATION 2204.503				
SEASONAL SALARIES & WAGES (TEMPORARY)				
FULL TIME POSITION	$0.00	$0.00	$0.00	$0.00
FULL TIME O.T.	$0.00	$0.00	$0.00	$0.00
PLAYGROUND REG	$21,605.00	$1,717.33	$1,717.33	$19,887.67
PLAYGROUND O.T.	$0.00	$0.00	$0.00	$0.00
PLAY SUPV REG	$15,000.00	$813.75	$813.75	$14,186.25
PLAY SUPV O.T.	$500.00	$0.00	$0.00	$500.00
PLAY DIR REG	$6,000.00	$0.00	$0.00	$6,000.00
PLAY DIR O.T.	$500.00	$0.00	$0.00	$500.00
SUMMER INTERN REG	$0.00	$0.00	$0.00	$0.00
SUMMER INTERN OT	$546.00	$0.00	$0.00	$546.00
TOTAL REC TEMPORARY	***$42,605.00***	***$2,531.08***	$2,531.08	***$40,073.92***
TOTAL REC OVERTIME	***$1,546.00***	***$0.00***	$0.00	***$1,546.00***
TOTAL REC PAYROLL	***$44,151.00***	***$2,531.08***	$2,531.08	***$41,619.92***
TOTAL REC TAXES				

NOTES:
PR #10 RES. NO. 1089 DECREASE SEASONAL WAGES $10,000

Payroll #12 2026 5/24/26-6/06/26 Pay Date 6/12/26	2026 BUDGET	2026 PAY PERIOD	2026 Y-T-D DISBURSEMENTS	2026 BUDGET BALANCE
SENIOR CENTER 2204.506				
SALARIES & WAGES (NON-TEMPORARY)				
FT SENIOR CENTER DIRECTOR	$60,655.22	$2,332.89	$27,994.68	$32,660.54
PT SENIOR CENTER AIDE REG	$39,666.78	$1,516.07	$19,208.37	$20,458.41
PT SENIOR CENTER AIDE O.T.	$812.00	$0.00	$0.00	$812.00
TOTAL SENIOR NON-TEMPORARY	***$100,322.00***	***$3,848.96***	***$47,203.05***	***$53,118.95***
TOTAL SENIOR OVERTIME	***$812.00***	***$0.00***	***$0.00***	***$812.00***
TOTAL SENIOR PAYROLL	**$101,134.00**	**$3,848.96**	**$47,203.05**	**$53,930.95**
TOTAL SENIOR TAXES				

NOTES:

Payroll #12 2026 5/24/26-6/06/26 Pay Date 6/12/2026	2026 BUDGET	2026 PAY PERIOD	2026 Y-T-D DISBURSEMENTS	2026 BUDGET BALANCE
ZOO 2056.504				
SALARIES & WAGES (NON-TEMPORARY)				
ZOO FULL TIME REG	$461,890.00	$18,629.57	$217,265.57	$244,624.43
ZOO FULL TIME O.T.	$20,000.00	$2,851.47	$10,726.74	$9,273.26
SEASONAL SALARIES & WAGES (TEMPORARY)				
ZOO PART TIME REG	$113,915.00	$3,880.25	$42,557.28	$71,357.72
ZOO PART TIME O.T.	$2,220.00	$73.14	$414.67	$1,805.33
TOTAL ZOO NON-TEMPORARY	***$461,890.00***	***$18,629.57***	***$217,265.57***	***$244,624.43***
TOTAL ZOO TEMPORARY	***$113,915.00***	***$3,880.25***	***$42,557.28***	***$71,357.72***
TOTAL ZOO OVERTIME	***$22,220.00***	***$2,924.61***	***$11,141.41***	***$11,078.59***
TOTAL ZOO PAYROLL	***$598,025.00***	***$25,434.43***	***$270,964.26***	***$327,060.74***
TOTAL ZOO TAXES				
PARK CNCSSN 2053.000				
SEASONAL SALARIES & WAGES (TEMPORARY)				
CONCESSION ATTEND REG	$71,952.00	$4,350.50	$21,963.00	$49,989.00
CONCESSION CASHIER OT	$1,185.00	$330.00	$665.64	$519.36
ZOO GIFT SHOP ATTND/OFFICE ASST I	$20,000.00	$0.00	$0.00	$20,000.00
ZOO GIFT SHOP CASHIER O.T.	$0.00	$0.00	$0.00	$0.00
TOTAL PK CNCSSN TEMPORARY	***$91,952.00***	***$4,350.50***	***$21,963.00***	***$69,989.00***
TOTAL PK CNCSSN OVERTIME	***$1,185.00***	***$330.00***	***$665.64***	***$519.36***
TOTAL PK CNCSSN PAYROLL	***$93,137.00***	***$4,680.50***	***$22,628.64***	***$70,508.36***
TOTAL PK CNCSSN TAXES				

NOTES: