

**MUNSTER BOARD OF PARKS AND RECREATION
REGULAR MEETING
TUESDAY, JUNE 16, 2015, 7:00 P.M.
MUNSTER TOWN HALL ROOM A**

MINUTES

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Vice President Dan Repay.

Park Board members present: Park board members present: Dan Repay, Vice President; Dave Cerven, Secretary; Mike Sowards, Board Member; John Friend, School Board Liaison; and Dave Nellans, Town Council Liaison. Absent: Marcus Olsen, President.

Town Staff Present: Greg Vitale, Director of Parks and Recreation; Barb Holajter, Superintendent of Recreation; Jerry Rosko, Superintendent of Parks, Jessica DiGiulio, Food and Beverage Manager, Janice Uram, Administrative Assistant.

Others Present: Eugene Feingold

2. PUBLIC INPUT

Vicki Williams 7849 Jefferson; Mrs. Williams wanted to suggest the Park Department consider purchasing some vacant property that is for sale in the 500-600 block of River Drive for use by the public as a green space. The Board acknowledged and thanked her for the suggestion

Devin Shinkle, NINB News; Mr. Shinkle had questions about how the board planned to prevent the situation with the Olthoff work/contract from happening again.

The Director of Parks and Recreation answered that all future contract negotiations will be done "by the book" with proper paperwork, documentation and approvals.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes of May 19, 2016

Dave Cerven motioned to approve the minutes. The motion was seconded and passed 4-0.

b. Confirmation of Park Vouchers

Park Vouchers Confirmed Register #15-5E: Totaling:	\$73,284.74
Fund 204 Parks & Recreation	
(Employee payroll \$56,722.23 +\$16,562.51)	

Park Vouchers Confirmed Register #15-5F: Totaling:	\$77,098.72
Fund 204 Parks & Recreation	

Park Vouchers Confirmed Register #15-6A Totaling:	\$88,521.90
Fund 204 Parks & Recreation	61,312.20

Fund 419	Park Bond Proceeds	23,687.00
Park Vouchers Confirmed Register 15-6B Totaling:		\$178,501.95
Fund 204	Parks & Recreation	88,041.50
Fund 419	Park Bond Proceeds	86,264.90

Dave Cerven motioned to approve the Park Vouchers. The motion was seconded and passed 4-0.

c. Reports

Parks and Recreation Department Report

The Director of Parks and Recreation pointed out to the Board that the West Lakes bid had been extended to June 23. The improvements to the pool with paint, new signage and some plants and flowers at the entrance have made a great impact on the overall appearance of the facility. With regard to the pool, Dave Nellans explained that the Town is looking a replacing split-surface concrete with brick and mortar, which should be taken into consideration for the pool and it's age.

Dave Nellans acknowledged the hard work of the Park Department for the charity Police softball game success and how it showcased the ballpark facility.

Energy Systems Group – May/June, 2015 Report

4. ITEMS FOR DISCUSSION/ACTION

- i. Explanation of 2015 Bond Process and Proposed Calendar; Gene Feingold

Mr. Feingold explained to the Board the differences between a general obligation bond and a park district bond issuance, and the two parts a park district bond. He advised the Board on their role throughout the approval process.

- ii. Authorization for President to sign a deed to the Town for property at Centennial Park.

Attorney Feingold presented to the Board, Resolution 2015-04, a resolution to transfer property deemed parkland property by Centennial Village, LLC to the Town.

Dan Repay motioned to approve the Resolution 2015-04. The motion was seconded and passed 4-0.

- iii. Resolution 2015-02: Declaratory Resolution to Proceed with the Issuance of Bonds

The Board reviewed the Declaratory Resolution and inquired about how closely the expenditures must stay within the scope of the proposed expenditures. Mr. Feingold explained that if any major changes need to be

made or funds moved, they will need to go to Counsel first. The Board questioned if there was enough money appropriated for the clubhouse at Centennial Park. Dave Nellans indicated The Town is also looking to finance some of the costs.

Dave Cerven motioned to approve Resolution 2015-02. The motion was seconded and approved 4-0.

iv. Olthoff, Inc. Contract Update

There was discussion with Mr. Feingold about the difference between contract extensions and change orders. The Board questioned if the final bill from Olthof is for the entire Phase IV scope of work. The Board recommended an Executive Session. Two dates were proposed, June 23, 2015 and June 24, 2015. The Executive Session date will be posted 48 hours prior to the meeting date.

v. Resolution 2015-03: Extension of Unit Prices – Community Park Walsh & Kelly

The Board reviewed the unit prices that are under the contract extension.

Mike Sowards motioned to approve Resolution 2015-03. The motion was seconded and approved 4-0.

vi. 2014 Centennial Banquet and View Restaurant Financials

The Board reviewed the financials presented. It was agreed that further numbers were needed, including utility expenses, excluding external lighting, etc., and inclusive of the concessions at the pool and Community Park, in an effort to get gross receipts for 2014. This information will be gathered by the Food and Beverage Manager.

5. ***ADJOURNMENT***

The next Regular Board of Parks and Recreation meeting in July 7, 2015, 12:00 p.m. at Centennial Park Clubhouse

Mike Sowards motioned to adjourn. The motion was seconded and the meeting was adjourned at 8:40 p.m.

Park Board Secretary

Date

Park Board President

Date