

**MUNSTER BOARD OF PARKS AND RECREATION
REGULAR MEETING
Tuesday, April 5, 2016
CENTENNIAL PARK CLUBHOUSE
12:00 P.M. Regular Meeting**

MINUTES

1. *CALL TO ORDER*

The meeting was called to order by President Dan Repay at 12:00 p.m.

Park board members present: Dan Repay, President; Mike Sowards, Secretary; John Friend, School Board Liaison; Lee Ann Mellon, Town Council Liaison.

Park staff present: Greg Vitale, Director of Parks and Recreation; Barb Holajter, Superintendent of Recreation; Rod Potts, Superintendent of Maintenance; Janice Uram, Administrative Assistant.

Others present: Bill Rehanak, Sr. Vice President, Billy Casper Golf

2. *PUBLIC INPUT*

Mr. Robert Cashman, 1632 Wilson St., Munster

Mr. Cashman was present to ask the Board and the Director if there was a space to store a large parade trailer for the Boy Scouts. The trailer is only used once a year; the storage area they have used in the past is no longer available. The Director will look into finding some space.

3. *ADMINISTRATIVE MATTERS*

a. *Approval of Park Board Minutes*

March 15, 2015 Minutes

Vice President Cerven motioned to approve the Park Board Minutes of February 16, 2016. The motion was seconded, and carried by a vote of 3 in favor and 0 opposed.

b. *Confirmation of Park Vouchers*

- i. Park Vouchers Confirmed Register #16-3E Totaling: \$67,406.92
Fund 204 Parks & Recreation
(Employee payroll \$48,986.78+\$18,420.14)
- ii. Park Vouchers Confirmed Register #16-4A Totaling: \$54,848.99
Fund 204 Park & Recreation \$40,262.99
Fund 419 Park Bond Proceeds \$14,586.00
- iii. Park Vouchers Approved Register #16-4B Totaling: \$89,453.10
Fund 204 Parks & Recreation \$57,224.91
Fund 419 Park Bond Proceeds \$61,657.19

Secretary Sowards motioned to approve Park Voucher Registers 16-3E, 16-4A, and 16-4B. The motion was seconded, and carried by a vote of 3 in favor and 0 opposed.

4. ITEMS FOR DISCUSSION/ACTION

a. Billy Casper Representative; Transition Update

Bill Rehanak gave a brief and informal verbal update on the transition at Centennial Park to Billy Casper Golf. He told the Board a formal presentation and update will be presented at the May board meeting.

b. Centennial Park Funds Transfer

The Director of Parks and Recreation discussed a preliminary financial analysis that Billy Casper Golf recently submitted. Due to a few unintended startup costs the transfer amount will increase slightly. The Director recommended the board authorize the Town of Munster to Transfer up to \$130,000.00 from the existing budget to the new Town of Munster/Billy Casper Golf shared account to fund the operations of the Centennial golf Course and potentially the Community Park and Pool concession stands.

Board Liaison Friend motioned the board authorize the Town of Munster to Transfer up to \$130,000.00 from the existing budget to the new Town of Munster/Billy Casper Golf shared account to fund the operations of the Centennial Golf Course and potentially the Community Park and Pool concession stands. Secretary Sowards seconded the motion; the motion carried by a vote of 3 in favor and 0 opposed.

c. Repair & Replacement Schedule Update

The Director presented the Board with an updated Repair and Replacement schedule reflecting what has been completed on the schedule, and will be accomplished this yet this year. The Director advised the Board the intent of keeping up with the Schedule is to eventually reduce the park bond issue.

d. 2016 National Recreation and Park Association Field Report

The Director gave an overview of the field report highlighting the useful information it provides, pointed out some statistics that apply to the Park Department.

5. ADJOURNMENT

The next regular Board of Parks and Recreation meeting is scheduled for Tuesday, April 19, 2016, at 7:00 p.m. at Munster Town Hall.

The next regular Board of Parks and Recreation meeting is scheduled for Tuesday, May 3, 2016, at 12:00 p.m. at Centennial Park Clubhouse.

Board Liaison Friend motioned to adjourn; the motion was seconded and the meeting was adjourned at 12:33 p.m.

Park Board Secretary

Date

Park Board President

Date