

MUNSTER BOARD OF PARKS AND RECREATION
5:00 p.m. Regular Meeting
MUNSTER TOWN HALL
Tuesday, May 20, 2025

MINUTES

1. *CALL TO ORDER*

2. *ROLL CALL*

Board Members Jose Gutierrez, Robyn Paulsen, Scot Pierce, Dan Repay and Kirsten Smith were physically present at Town Hall, as was Town Council Park Board Liaison Chuck Gardiner. Also present at Town Hall were Parks and Recreation staff members Mark Heintz, Kevin Dark, and Janice Uram.

Others present: Wendy Mis, Clerk Treasurer
Nicole Bennett, Town Attorney
Andrew Johnson, Troon Golf
Mike Schultz, MHS Athletic Director
Morgan Nolan, MHS Principal
Tom Kuhn, CSK Architects
Mack Pearson, CSK Architects
See Attachment A

3. *PLEDGE OF ALLEGIANCE*

4. *PUBLIC COMMENT*

Mike Djumovic, 1833 Tulip Lane, wanted to make sure the Board and staff were aware of how bad the poison ivy problem is at Centennial Park. He recommended signage be installed. He inquired as to why the aerator in the pond was anchored with ropes instead of with a weight at the bottom.

Nikola Manojlovic, 10210 Tudor Court, would like the Board to reconsider changing the Cobblestones Park tennis courts over to pickleball.

Olivera Manojlovic, 10210 Tudor Court, would like the Board to reconsider changing the Cobblestones Park tennis courts over to pickleball.

No one else rose the claim the floor.

5. *ADMINISTRATIVE MATTERS*

a. *Approval of Park Board Minutes*

i. April 15, 2025 Minutes

Board Member Paulsen moved with a second by Board Member Repay to approve the May 20, 2025 minutes. Board Members Gutierrez, Paulsen, Repay, Smith and Pierce voted in favor; none voted against.

b. *Confirmation/Approval of Park Vouchers*

- i. Approval of Voucher Register 25-5A dated 5/20/25 totaling \$55,734.47**
- ii. Confirmation of Voucher Register 25-5B dated 4/1-30/25 totaling \$73,782.02**
- iii. Confirmation of Voucher Register 25-5C dated 4/21/25 totaling \$775.00**
- iv. Confirmation of Voucher Register 25-5D dated 5/5/25 totaling \$1,246.50**
- v. Confirmation of Voucher Register 25-5E dated 5/19/25 totaling \$775.00**

Board Member Repay moved with a second by Board Member Paulsen to approve the Park voucher Registers 25-5A, 25-5B, 25-5C, 25-5D and 25-5E. Board Members Guitierrez, Paulsen, Repay, Smith and Pierce voted in favor; none voted against.

c. ***Reports***

i. May Board Report

The Board Report was included in the Agenda Packet. The Director did highlight that collectively the Town is expecting some substantial operational budget cuts in the next three-year cycle based upon changes that have been approved at the state level.

ii. Town Council Liaison Report

Councilman Gardiner wanted to bring to everyone's attention closure of the 45th street bridge.

6. ***ITEMS FOR DISCUSSION/ACTION***

a. Professional Services Agreement for Clubhouse Electrical Redistribution

The agreement covers work that needs to be completed prior to demolition of the clubhouse to ensure electrical amenities in the park continue to operate once the building is removed by redistributing them to a new power panel. It includes the site lighting, dog park gates, the irrigation pumps and the fountains in the pond. The Director recommended the Board approve the Supplemental Services Agreement from SEH dated May 2, 2025 in the amount of \$51,000 and authorize his signature.

Board Member Repay moved with a second by Board Member Paulsen to approve the Supplemental Services Agreement with SEH and authorize the Director to sign. Board Members Guitierrez, Paulsen, Repay, Smith and Pierce voted in favor; none voted against.

b. West Lakes Park Restroom Design

The Director presented the final design from CSK for the restroom and storage building at West Lakes Park. The design has an architect's estimate of \$394,500. The estimate is inline with the budget for this project. The Director recommended the Board approve the design.

Board Member Repay moved with a second by Board Member Paulsen to approve the design concept by CSK as presented and authorize the consultant to proceed with construction documents and bidding processes for the construction of the building. Board Members Guitierrez, Paulsen, Repay, Smith and Pierce voted in favor; none voted against.

c. School Town of Munster Presentation

Athletic Director Mike Schultz and MHS Principal Morgan Nolan gave a presentation about the current and upcoming construction projects at the school's athletic fields.

d. Cobblestones Park Pickleball and Parking Discussion

Potential scenarios were presented and discussion was had which resulted in tabling any projects at the park until additional funding is sourced.

e. Golf Course Management Agreement Discussion

The director brought to the Board's attention that the management agreement for the concessions is up December 31st and the Golf Course management agreement is up on March 3, 2026. The question is should an RFP be put together and sent out, including to the current management in the interest of seeing who is out there and what they have to offer. Discussion was had and it was decided that the Director will draft RFP's separately for the golf management and the concessions and present at the next park board meeting.

f. Shelter/Park Visit

A girl's summer camp from South Haven, Michigan approached the Department about visiting Centennial Park on Monday, July 7th from 4 to 7 p.m. They are a camp of about 500 participants plus staff which is beyond normal capacity allowed at the shelters and therefore requires Board permission. Also, Staff feels this many people would overwhelm the park.

Board Member Repay moved with a second by Board Member Paulsen to decline the request to visit Centennial Park on Monday July 7th. Board Members Guterrez, Paulsen, Repay, Smith and Pierce voted in favor; none voted against.

g. Surplus Furniture Items

Furniture items from the Centennial Park Clubhouse listed in the agenda packet are no longer needed by the Department and are considered surplus. Staff recommends the Board declare the items surplus to allow staff to properly dispose of them which includes donating them to the School Town of Munster.

Board Member Repay moved with a second by Board Member Paulsen to declare the furniture items listed in the agenda packet as surplus. Board Members Guterrez, Paulsen, Repay, and Pierce voted in favor; Board Member Smith abstained.

7. ADJOURNMENT

President Peirce called for a motion to adjourn.

Board Member Gutierrez moved with a second by Board Member Paulsen to adjourn the meeting and the meeting was adjourned at 6:14 p.m.

Janice Uram, Secretary

Date

Scot Pierce, President

Date

**Attendance
Munster Board of Parks and Recreation
May 20, 2025**

Alan Manojlovic	10210 Tudor Court
Olivera Manojlovic	10210 Tudor Court
Doris Manojlovic	10210 Tudor Court
Nikola Manojlovic	10210 Tudor Court
Mike Djumovic	1833 Tulip Lane
Zak Boswell	10204 Royal Court