

MUNSTER BOARD OF PARKS AND RECREATION
5:00 p.m. Regular Meeting
TOWN HALL MAIN MEETING ROOM
Tuesday, May 15, 2018

MINUTES

Park Board Members Present: Mike Sowards, President; Robyn Paulsen, Vice President; David Cerven, Board Member; Joe Simonetto, Town Council Liaison.

Park Staff Present: Greg Vitale, Director of Parks and Recreation; Barb Holajter, Superintendent of Recreation; Jerry Rosko, Superintendent of Park Maintenance; Janice Uram, Administrative Assistant.

Others Present: Dave Nellans, Town Council Member.

1. CALL TO ORDER

The meeting was called to order by President Sowards at 5:03 p.m.

2. PUBLIC INPUT

There was no public input. No one from the public was present.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes

May 1, 2018 Minutes

Board Member Cerven motioned with a second by Vice President Paulsen, to approve the May 1, 2018 minutes. The motion carried by a vote of 3 in favor and 0 opposed.

b. Confirmation of Park Vouchers

i. Park Vouchers Confirmed Register #18-4F Totaling: \$43,583.36
Fund 204 Parks & Recreation
Employee Payroll (\$29,552.54+\$14,030.82)

ii. Park Vouchers Confirmed Register #18-5C Totaling: \$44,492.35
Fund 204 Parks & Recreation
Employee Payroll (\$30,348.93+\$14,143.42)

iii. Park Vouchers Approved Register #18-5D Totaling: \$48,689.55
Fund 204 Parks & Recreation \$18,676.10
Fund 419 Park Bond Proceeds \$29,428.85

Board Member Cerven motioned with a second by Vice President Paulsen, to approve Voucher Registers 18-4F, 18-5C and 18-D. The motioned carried by a vote of 3 in favor and 0 opposed.

c. Reports

i. May Board Report

The Director thanked park maintenance for their efforts mowing the Town's 26 parks while short-handed till seasonal workers are available. A Master Plan open house is scheduled for May 31 at 6:00 p.m. The Town, including the Park Department has moved to merit-based staff evaluations which will be starting

soon. Maintenance staff is working hard on the plumbing, pumps, etc., to ready the pool for opening day, May 26. Mother's Day brunch is sold out at both sittings for a total of 240 guests. Golf rounds are trending to be just over 3000 for the month of May.

ii. June Event Calendar

The June programs and event calendar was included in the board packet.

iii. Munster Day Notes; Emails

Copies of hand-made thank you cards and notes made by Eads School students were included in the board packet.

4. ITEMS FOR DISCUSSION/ACTION

a. Community Care Network, Incorporated Lease Agreement

Community Care Network will be leasing Centennial Park Clubhouse to host a fitness program that will generate approximately \$13,000 in revenue per year. They will be using the facility as a "home" for the program. The Director recommended the Board approve the lease agreement as discussed at the meeting. The Board agreed to approve the lease agreement with modification to insurance portion of the lease.

Board Member Cerven motioned, with a second by Vice President Paulsen to approve the Lease Agreement between the Town of Munster and Centennial Park Golf Management, LLC, and Community Care Network for the lease of the Horizon and Lakeview Salon at Centennial Park Clubhouse, with the insurance modifications discussed. The motion carried by a vote of 3 in favor and 0 opposed.

b. Special Event Report; Car Show

The Recreation Superintendent reported that the car show was a great success, and thanked the board members who judged. A total of 138 cars were on show; 75 registered on-site that morning. Revenue was approximately \$5,000; license plate and t-shirt sales were about \$400.

c. Parks & Recreation Project Update

The irrigation lines and heads are in at West Lakes Park; once the electrical cabinet and pads are installed Nipsco will be called to connect the electrical; the field maintenance company will then move deep tine aerate and seed. The excavation for the Beech park walking path is starting; the paving contractor will do all restoration work once the path is complete. Cement work at the top of the dog park is complete; the shelters are ready to ship and once the concrete work is complete they will be installed and sod will be laid. The River's Edge disc golf course expansion will start as soon as the contractor finishes a current project within a couple of weeks. The curb installation at Community Park is complete and is successful in keeping drivers off the grass. The Frank Hammond sidewalk is complete and mulch and seed is down; drainage will be looked at in the future; residents are very pleased with the sidewalk. The Frank Hammond tennis court re-surfacing has been delayed due to the weather and will start up as soon as it permits. Stewart park playground installation is complete. The Centennial Park amphitheater work is complete. The golf course bunker restoration project is on-going; holes 3, 8 and 9 are complete, 5 is almost finished and work has just started on hole 4.

d. Repair & Replacement Schedule Update

An updated Repair & Replacement schedule was included in the board packet for informational purposes. The updates reflect the status of the many on-going and completed projects throughout the Department.

5. ***ADJOURNMENT***

Board Member Cervan motioned to adjourn with a second by Vice President Paulsen. The meeting was adjourned at 5:52 p.m.

Dan Repay, Park Board Secretary

Date

Michael Sowards, Park Board President

Date