

MUNSTER BOARD OF PARKS AND RECREATION
12:00 p.m. Regular Meeting
CENTENNIAL PARK CLUBHOUSE
Tuesday, January 7, 2019

MINUTES

Park Board Members Present: Dan Repay, President; David Cerven, Vice President; Mike Sowards, Secretary; Robyn Paulsen, Member.

Park Staff Present: Greg Vitale, Director of Parks and Recreation; Don Tillar, Centennial Park General Manager; Jill Higgins, Superintendent of Recreation; Janice Uram, Administrative Assistant.

Others Present: Ken School, Town Council Member.

1. *CALL TO ORDER*

President Repay called the meeting to order at 12:01 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*

i. December 17, 2019 Minutes

Secretary Sowards motioned with a second by President Repay to approve the December 17, 2020 minutes. The motion carried by a vote of 4 in favor and 0 opposed.

b. *Confirmation of Park Vouchers*

i. Park Vouchers Confirmed Register #19-12E Totaling: \$35,713.35

Fund 204 Parks & Recreation

Employee Payroll (\$24,749.77+\$10,936.58)

ii. Park Vouchers Approved Register #20-1A Totaling: \$17,467.24

Fund 204 Parks & Recreation \$10,700.64

iii. Park Vouchers Confirmed Register #20-1B Totaling: \$1,233,193.87

Fund 204 Parks & Recreation \$177,888.01

Fund 419 Park Bond Proceeds \$101,425.03

Vice President Cerven motioned with a second by Secretary Sowards to approve Park Voucher Registers 19-12E, 20-1A and 20-1B. The motion carried by a vote of 4 in favor and 0 opposed.

4. *ITEMS FOR DISCUSSION/ACTION*

a. Renewal of Park Department Clothing Agreement

The current purchase agreement for Parks and Recreation Department shirts and uniforms is up with the end of 2019. The agreement allows for the option to renew at the same prices for two additional years. As the staff is pleased with the quality and customer service, the Director recommended the Board approve retaining Topnotch Silk Screening as the Parks and Recreation Department shirt and uniform vendor for 2020 and 2021.

Vice President Cerven motioned with a second by Board Member Paulsen, to approve retaining Topnotch Silk Screening as the Parks and Recreation Department shirt and uniform vendor for 2020 and 2021. The motion carried by a vote of 4 in favor and 0 opposed.

- b. Update on Playground Partnership with Elliott School;
Director of Parks and Recreation.

The Director shared the latest design with the Board. Once the Elliott playground is approved by school administrators, both the Eads and Elliott designs will be presented to the School Board for final approval. Once approved, the equipment can be ordered, and solicitation of installation proposals can begin. The Director anticipates this happening within the next couple of weeks.

5. ADJOURNMENT

Mike Sowards, Park Board Secretary

Date

Dan Repay, Park Board President

Date