

Town of Munster
Department of Parks and Recreation
Board Report November 19, 2019

DIRECTOR/ADMINISTRATION

Munster Parks and Recreation recently received 46 new native trees that were funded by Nipsco and through a Little Calumet River Basin Development Commission grant. Most of the trees will be planted around the new playgrounds at Frank H. Hammond and West Lakes Park and at the Centennial Park dog park. The trees will partially satisfy a master plan recommendation to add additional shade around playgrounds and public areas.

The Munster Parks and Recreation Department is currently phasing out text advertising and is encouraging enrollees to sign up for E-911 and to opt-in to department news from a list of options.

The decking on the bridge between Twin Creek Park and White Oak Park has been replaced with composite decking. The old planks were uneven and slippery after a rainfall. This is a safer alternative that also looks great.

Requests for sealed bids for the purchase of the Centennial Park golf cart fleet have been advertised in accordance with the town's purchasing policy. The bids are due on November 13 at 10:20am. At 10:30am, the bids will be opened and read aloud at a public meeting.

A pre-proposal meeting for the Parks and Recreation Landscaping contract was held on November 6 with 7 contractors in attendance. Final proposals are due on November 20. The goal of this competitive process is to receive the best possible product at the best price.

The November 4 ribbon cutting for the Centennial Park stairway was a huge success. It was attended by a large crowd and members of the press.

The Parks and Recreation Department office will be closed on November 28 and 29 for Thanksgiving. Online registration will be available for anyone wishing to register for programs.

MAINTENANCE

Although they have already dealt with two unseasonal snow events, the Parks and Recreation maintenance employees will all be attending an annual snowplow training on November 25.

RECREATION

Superintendent was a classroom reader to 2 Kindergarten classes at Eads School.

Work continues on the Winter/Spring Recreation Guide. New classes include; Pickleball, Disc Golf, "Kids in the Park" series, Kid's Flea Market Event, Dueling Pianos Trip, Real Estate Classes and more. The program fees and charges will be submitted next month for Park Board approval.

Superintendent and Marketing Manager were granted access to the RAVE system. Video tutorials were used for training.

Keen-Agers have been busy: Lady Catherine and the Real Story of Downton Abbey, Halloween BINGO, Maggiano's Little Italy, "Out to Lunch" at Gene and Gorgetti's park van trip.

November was a successful month for trips and activities with the Collette Vacations Travel Show, Hardy's Reindeer Ranch trip, Shopping at Little Traveler in Geneva, and a trip to Four Winds Casino.

Upcoming December trips and events include the Holiday Arts and Crafts Fair, Keen-Ager Holiday Party, Rock Along with Santa and Lawry's Chicago Christmas & Zoo Lights (full).

2020 rentals opened November 1. At this time, 16 rentals have been scheduled. 12 rentals were scheduled at the Social Center during the month of November. This does not include the two continuous groups that rent the Social Center on a regular basis. There are 12 rentals scheduled so far for December.

Facility	2019 to-date	2018
Heritage Park Weddings	7	8
MCP – Birthday Party	22	31
MCP – Private Party	18	22
Park Shelters	73	57
Social Center	144	141
Total	264	259

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Drawing/Cartooning – Youth and Adult	10	6	\$1,930.00	\$1,158.00	772.00
Gene & Gorgetti's – Out to Lunch Trip	6	3	155.00	25.00	130.00
Halloween BINGO	17	41	291.00	83.60	207.40
Lady Catherine/Downton Abbey	13	10	1,125.00	681.48	443.52
Maggiano's – Out to Lunch Trip	1	8	135.00	25.00	110.00
Shopping the World at Little Traveler	15	24	1,449.00	800.00	649.00
Susan's School of Dance Fall Programs	7	0	455.00	364.00	91.00
Travel Show - Collette	7	6	0.00	0.00	0.00
Wado-Ki Karate	13	2	305.00	25.00	280.00
Winter Soccer Camp	11	0	770.00	462.00	308.00
Yoga and Breathing	13	4	685.00	445.25	239.75
TOTAL:	113	104	\$7,300.00	\$4,069.33	\$3,230.67

* \$250 Brochure Ad Sponsorship

CENTENNIAL PARK

Banquets

There were a record 9 weddings in October. The food and beverage performance for October well exceeded budget. November's forecast is to exceed budget as well.

Budget: \$54,350; Actual: \$79,031)

Banquet inquiries are 1487 year to date.

Promotion of our Thanksgiving Day Dinner Catering is under way with a slight price increase in 2019. Sales can be made in person or through our website.

There was 1 rental of The View.

Golf

The golf operation continues to perform well and was ahead of budget.

<u>October</u>		
Rounds	Budget: 1,400	Actual: 1,464
Revenue	Budget: \$7,002	Actual: \$7,381

The driving range business is performing well and has almost met budget.

October Revenue: Budget: \$2,045 Actual: \$2,030.

Concessions

The Triple Play Café was open a few days this month. Pool Concessions have closed for the year.

October Revenue: Budget: \$2,286 Actual: \$5,985