

Town of Munster
Department of Parks and Recreation
Board Report
February 21, 2023

DIRECTOR/ADMINISTRATION

Centennial Park parking: Asta Parking, the Centennial Park parking management company, is set to begin resident vehicle registration on March 1, for the 2023 pay to park season. The season begins April 1. They have implemented new steps which will verify resident information against the State of Indiana BMV records. Registrations that are not able to be verified through the BMV will have to be verified by park staff for any exceptions. The Town Council is amending the Town's towing ordinance to allow for the potential towing from the park by our contractor. I expect to have a contract with our towing contractor for your consideration at the March meeting.

Centennial Park golf buildings: Staff has been meeting with the architect, landfill contractors, Indigo, and park staff to discuss finer details on the project to help guide the design and layout of the new buildings. The cart storage building was shifted slightly to avoid having to re-route a methane pipeline. Several irrigation lines will likely have to be re-routed and this has been discussed with our irrigation contractor. This work will be done prior to building construction so the lines are not in the way. Once construction begins, access to the course and the driving range will be from the west golf course entrance and a new pathway to get to the driving range will be required.

Fiber Optics RFP: The contractor for the fiber line to Community Park expects to meet our March 24th installation deadline. Work on the installation started the week of Feb. 13.

2023 Athletic Field Permits: 2023 athletic field permits have been sent to all local community organizations. Many of the leagues desire more space. We do our best to share the available park space in town however if participation numbers continue to grow, there will be a need to seek additional park space or find other solutions.

Pool Concession Patio Expansion: Proposals were received and a recommendation for award is on today's meeting agenda as originally planned.

Community Park pool parking lot: The repaving of the Community Park pool parking lot and the south end of Lions Club Drive has been put on hold. After getting updated cost estimates from Deputy Town Manager/Engineer, Jill DiTommaso, we will need to budget additional funds to help cover those costs out of a future bond.

Railroad Marker: There is a historical railroad mile marker (likely 150+ years old) along the Pennsy trail that has been brought to our attention. We are looking at bringing some attention to it and paving an area around it for an educational sign about the marker.

Centennial Park Capital Committee: Councilors Chuck Gardiner and Ken Schoon are the Town Council participants. The committee met on Feb. 13th for the first time and will continue to meet as needed to discuss items and bring recommendations to the Board or Council. I recommend a Park Board study session within the next few weeks to discuss potential future capital improvements at Centennial for consideration by the committee as funding is discussed.

Repair and Replacement Schedule: Staff has started working to update the Repair and Replacement Schedule. The update should be complete by the next board meeting.

RECREATION

Recreation staff attended the Indiana Parks and Recreation's exhibit hall to build relationships with prospective new vendors.

Winter/Spring Recreation Guide is out and registration is ongoing.

Vendor applications were recreated and emailed to past vendors to begin preparing for 2023 events.

The Summer Camp permit was submitted to the School Town of Munster. All head staff will be returning. Five counselors will be returning. Interviews will be held in March to fill the remaining positions.

The summer Intern position has been posted publicly.

Munster Pool management and head guards have been hired for 2023. The next step is to finalize admissions, lifeguard, and swim instructor staff.

Winter Swim Lessons ran well with 45 swimmers and 20 staff. Session #2 started on 2/19.

School Day Off Camp was a success! Eleven campers spent their day making friends while participating in numerous activities. Pizza was provided for lunch.

Daddy Daughter Date Night brought out over 200 fathers and daughters to celebrate. Physicians Urgent Care sponsored the corsages and Orthodontic Specialists sponsored the photo booth. Many in-kind donations were given not only from local businesses for raffle prizes, but also Doc's Smokehouse, Stracks and Munster Donut.

Munster Med Inn and Sheffield Manor sponsored Comfy Cozy Bingo. 54 Keen-Agers played Bingo and enjoyed a Stracks catered lunch. We are Family Home Care sponsored Valentine's Day Bingo. 53 Keen-Agers played, enjoyed a catered lunch and a dessert donated by Munster Girl scouts.

Programs/events to run this month: Cupcakes and Competition, Intro to Violin by Heidi, Koolaid and Kanvas, Little Sluggers, Slam Dunk Basketball, Tiny Punters and Home Improvement Fair.

Learn to Play Mahjongg ran with a Keen-Ager member instructing the class. A full class learned the basics and are eager to begin playing weekly.

Intro to Violin by Heidi ran with 4 students. The class is taught by a Munster Resident who hopes to increase her student population in her home run business.

Eleven January rentals took place in the Social Center. Twelve are scheduled thus far for February.

Membership totals to date

✓ Keen-Ager: 214

✓ Dog Park: 272

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Coffee and Canvas	5	0	\$140.00	\$90.00	\$50.00
Comfy Cozy Bingo	54		\$259.00	\$146.91	\$112.09
Cuban Salsa Dance	4	1	\$425.00	\$300.00	\$125.00
Daddy Daughter Date Night	197	10	\$5,636.00	\$2,412.16	\$3,223.84
Galentine's Night	1	4	\$120.00	\$63.66	\$56.34
Intro to Violin by Heidi	3	1	\$275.00	\$200.00	\$75.00
Learn to Play Mahjongg	4	4	\$392.00	\$234.99	\$157.01
School Day Off Camp	8	3	\$275.00	\$86.52	\$188.48
Valentine's Bingo	53		\$258.00	\$85.41	\$172.59
Winter Swim Lessons – Session #1	39	6	\$3,840.00	\$2,598.50	\$1,241.50
Wintertime Bird Feeding	8	6	\$70.00	\$42.00	\$28.00
TOTAL:	376	35	\$11,690.00	\$6,260.15	\$5,429.85

PARK MAINTENANCE

In addition to daily trash pickup, bathroom cleaning, Social Center set up, gas plant monitoring/maintenance and leachate pump operation/recording, the following tasks were completed;

Maintenance staff participated in snow removal during December and January snow falls.

Three of the four new Z-Trac mowers were delivered and prepped.

All Christmas decorations were taken down.

Twenty new picnic tables were assembled. Six were stained red and placed on the social center patio.

Two new Social Center signs were installed on the east and west sides of the building.

Bathroom sink valves and a RPZ valve in Community Park were rebuilt.

Wood chips were delivered to Rivers Edge for the disc golf club.

New batteries were installed in the dugout storage locksets and new codes were programed.

New Munster Parks and Recreation decals were applied on all of the park maintenance vehicles replacing the old Town of Munster decals.

Small boulders are being placed along the alley at Sunnyside park to keep vehicles from parking on the grass.

A donut wall was built for the recreation department for Daddy Daughter Date Nite.

Assisted the utility department in locating water and sewer lines in Community Park in preparation for the fiber optic line installation.

The office and break room at the fisher St. garage were painted and a new floor was installed in the office replacing forty-year-old carpeting.

Centennial Park Maintenance

The winter tracks were installed on the gator utility vehicle.

The clubhouse kitchens are being cleaned and the equipment sorted and organized.

A coolant leak was cleaned up in the generator building.

Irrigation lines were located and marked where the new pro shop is to be built.

The Dave Cerven recognition sign was installed on hole #1 at the golf course.

All walking paths are being swept with the rotary broom to remove goose droppings.

The automatic gate opener was damaged due to ice buildup and was repaired.

Jenbacher Engine Production

	<u>Run Hours</u>	<u>MWh</u>	<u>Methane</u>
12/07/22	56,961	41,338	3,829,048
02/02/23	57,557	41,653	4,975,796

CENTENNIAL GOLF

Pro-shop

December	<u>2022</u>	<u>2021</u>
Member Rounds	39	60
Public rounds	4	164
Green Fees	\$20	\$1,545
Driving Range	\$0	\$80

Grounds