

**Town of Munster**  
**Department of Parks and Recreation**  
**Board Report October 15, 2019**

**DIRECTOR/ADMINISTRATION**

The Director of Parks and Recreation attended a shared ethics training along with a number of other public employees on September 25.

The old White Oak Park/Twin Creek Park bridge planks are scheduled to be replaced with composite wood planks the last week of October.

The Centennial Park Stairway is about 95% complete. It will be opened to the public within the next couple of weeks.

Munster Parks and Recreation is hosting a USSSA softball tournament October 11-13. There will be almost 30 teams and 80 total games.

The Director of Parks and Recreation has been working with Project Gee on some park cleaning efforts; the group has picked up trash at White Oak and Twin Creek Parks already and will soon pick up sticks and trash at Bieker Woods ahead of the Bieker Woods Night Walk.

A thank you goes out to former Northwest Indiana resident and artist David Brewer for donating a statue to the Department. The statue will be placed at Centennial Park in the near future.

The Grove Park Tennis court resurfacing project is now complete. The Director has received positive feedback on the project.

The 40,000-hour gas plant overhaul started last week and will continue through next week.

Fall youth sports in Munster are ending now. This window of a few weeks before it gets cold allows the staff to do some repairs and maintenance on the fields and complexes.

**MAINTENANCE**

Fall memorial trees and plaques have been ordered and will arrive soon.

Winterization of the park irrigation systems and drinking fountains will begin in the next couple of weeks.

Quotes are being received at this time for a number of vehicle and equipment replacements.

It is getting colder, but the maintenance department is still mowing the parks weekly. This should slow down in a few weeks.

The staff is currently addressing some irrigation problems at Centennial Park. Irrigation has been a problem for years due to settling.

## RECREATION

### Staff

The new Recreation Supervisor immediately began helping with event preparation and is researching files on everything Munster Pool.

The Superintendent marketed trips, luncheons and Keen-Ager Membership at the Hammond YMCA's Senior Fair. Vendors were approached to partner with on ad sponsorship and programs.

Work on the Winter/Spring Recreation Guide has started.

Staff attended Munster Chamber of Commerce Meeting. Ale Fest and Bieker Woods were promoted.

### Programs/Events

Evaluations for the 2019 Community Market were created and distributed. Decisions about the 2020 season will be made based on this feedback; continue or nix the event.

An array of free programming was offered this past month: 10 Warning Signs of Alzheimers, Basics of a Living Trust: Is it for me?, and Developing a Home & Personal Protection Plan.

Keen-Ager activities for October include: Maggiano's Little Italy Out to lunch trip, Chair Yoga, Halloween BINGO and Lady Catherine and the Real Story of the Downton Abbey.

A special thanks goes out to Humane Indiana for their support of the Animals Galore event. A skunk, possum, owl and turtle were brought in and discussed. Pizza and a craft were also offered.

Although raining, the Big Wheel 500 event ran! 34 children participated in this bike race. Upon completion of each age group, medals and trophies were awarded and over 20 raffle prizes were given away. Volunteer support was obtained through Munster High School and positive event feedback was shared with staff. Pictures are included in the Board Packet.

In partnership with the Jurgen's family and the Autism Society, Chance's Kingdom Field Day was created. Over 25 children participated and this FREE event which consisted of sporting activities, playground fun, rock painting, a nerf blaster battle, book donations to the Little Free Library on-site, Paleta Man's ice cream and 2 nerf giveaways.

Mayflower Tours offered a free Travel Show to potential travelers looking at both domestic and international travel. The representative was able to offer some trips with high discounts including free airfare and home pick-up.

Due to the "perfect fall day" Pumpkins, Witches, & Hayrides was a huge success! With 20 vendors, 6 activity stations and a costume contest, attendance for both paid and unpaid attendees was near 1,000.

## Park Rentals

12 rentals were scheduled at the Social Center during the month of October. This does not include the two groups that rent the Social Center on a regular basis. There are 10 rentals scheduled so far for November.

| 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          | 139          | 141        |
| <b>Total</b>           | <b>259</b>   | <b>259</b> |

## FINANCIAL SUMMARY OF COMPLETED PROGRAMS

| PROGRAM                                     | R            | NR         | REVENUE             | EXPENSE            | VARIANCE           |
|---|--------------|------------|---------------------|--------------------|--------------------|
| 10 Warning Signs of Alzheimers (*)          | 16           | 0          | \$ 250.00           | \$20.00            | \$ 230.00          |
| Basics of a Living Trust: Is it for me? (*) | 16           | 6          | 250.00              | 15.00              | 235.00             |
| Big Wheel 500                               | 26           | 8          | 1,080.00            | 560.53             | 519.47             |
| Community Market                            | 13           | 127        | 8,405.33            | 3,125.45           | 5,279.88           |
| CPR Certification                           | 3            | 1          | 220.00              | 120.00             | 100.00             |
| Drawing Classes (youth/adult)               | 9            | 4          | 1,240.00            | 744.00             | 496.00             |
| Fall Soccer                                 | 313          | 58         | 22,994.00           | 8,552.13           | 14,441.87          |
| Four Winds Casino – 9/24                    | 10           | 26         | 1,211.00            | 708.50             | 502.50             |
| Garwood Orchards                            | 0            | 6          | 105.00              | 15.00              | 90.00              |
| Hot Shots Sports – Session #1               | 20           | 3          | 1,295.00            | 822.25             | 472.75             |
| Pumpkins, Witches, Hayrides OH MY!          | 650+         |            | 8,826.00            | 2,417.15           | 6,408.85           |
| Tennis lessons – Youth and Adult            | 33           | 12         | 3,450.00            | 1,952.76           | 1,497.24           |
| Tiny Tykes                                  | 6            | 0          | 600.00              | 290.00             | 310.00             |
| Tumblebear Gymnastics                       | 14           | 3          | 914.00              | 714.00             | 200.00             |
| Yoga and Breathing                          | 9            | 9          | 720.00              | 468.00             | 252.00             |
| ZUMBA                                       | 9            | 2          | 625.00              | 540.00             | 85.00              |
| <b>TOTAL:</b>                               | <b>1,147</b> | <b>265</b> | <b>\$ 52,185.33</b> | <b>\$21,064.77</b> | <b>\$31,120.56</b> |

\* \$250 Brochure Ad Sponsorship

## CENTENNIAL PARK

### Banquets

September saw a record 9 weddings. The food and beverage performance for September well exceeded Budget of \$113,691.84, with Actual of \$152,413.69. November's forecast exceeds budget also.

On-line and telephone event inquiries have exceeded 1,400 since the first of the year.

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

### Rentals

There were 8 Shelter rentals in August and 2 rentals of The View.

**Golf**

The golf operation continues to perform well and was ahead of budget until the rain on the last 2 weekends of the month.

**September**

|         |                  |                  |
|---------|------------------|------------------|
| Rounds  | Budget: 2,890    | Actual: 2,811    |
| Revenue | Budget: \$18,683 | Actual: \$15,464 |

The driving range business did well but was also hurt by the rain at the end of the month.

September Revenue: Budget: \$5,850 Actual: \$5,290.

**Concessions**

The operational season for The Triple Play Café is winding down, but still operating.  
Performance in September was \$564 (open 3 days only).