

Town of Munster
Department of Parks and Recreation
Board Report March 16, 2021

DIRECTOR/ADMINISTRATION

A proposal for surveillance cameras for the Centennial Park clubhouse, which is in the 2020 bond, has been received. A decision will not be made on the capital purchase until the structural engineer's report on the building has been presented.

An internal meeting has been scheduled for March 23rd regarding the landfill and generator at Centennial Park. Staff will be made aware of all the various consultants who assist the Town with the maintenance, reporting, repairs and future planning for the facility.

Waiting for input from the Munster Lions Club after contacting them about the revised stage sponsorship sign.

Curt Foreman has informed Indigo that he will not do any pop-up beer gardens this year due to the dusk closing time and because it significantly reduces the potential to recoup investment in the events and make a profit. He then was still considering doing them in June and July when dusk is closer to 9pm. Staff has had a discussion with Indigo about potentially running similar event(s) in-house.

Met with the Superintendent of Operations to look into some accessibility improvements at F.H. Hammond Park.

Prepared a proposal for the Town Manager to have a "Park Attendant" at Centennial Park based on an example at Wicker Park. The proposal provides a way to have a staff member on-site during the busy evenings and weekends. This could be done at a cost of about \$15,000, mid-April through September. The main focus of this person would be having a presence in the park, deal with conflicts before they arise by talking with users, and encouraging everyone to abide by the park rules and guidelines. This will allow the masses maximum enjoyment of the park. The Park Attendant would be our 'eyes and ears' in the park during the busiest season of the year.

RECREATION

Staff is working hard on the Summer Recreation Guide. New programs and events include: Culture Fest, Land O'Frost Field Day, Land O'Frost Kiddie Karnival in conjunction with the Community Market, partnering with Crossfit 219 and much more.

Building use permits have been approved by the School Town of Munster for Summer Camp and Enrichment. Staff is hard at work to finalize details by April.

Staff continues to stay up-to-date by attending multiple webinars. These include: Camp in a Box via SCampCon, NRPA Young Professionals and LERN Council Meeting about Summer Camp and in-person classes.

Planning for the opening of the pool is underway. The 2021 proposal is included in the board meeting packet for discussion at the March 16 meeting. The Recreation Supervisor in charge of the pool has become recertified in CPR, AED, First Aid and Lifeguarding.

Musical entertainment has been secured for the Community Market. Staff will continue to seek vendors.

Programs/events to run this month: Scavenger Hunt, St. Patrick's BINGO, CSRI Egg Decorating, CSRI Poppin' & Flix, Craft in a Box, Habla Espanol classes (youth, teen and adult), Kool-aid and Kanvas, Picnic Playdate, Gridiron Flag Football, Intro to Sports, Tiny Tykes, Wado-Ki Karate, Ladies Empowerment Walk, Community Egg Hunts, Flashlight Egg Hunt, Adult Egg Hunt, Spring Fling Virtual Fair, Bridal Fair, Drive-By Bunny Visit and How Money Works.

The jury for the Holiday Art & Crafts Fair met and accepted 60 vendors for the event which is scheduled for December 4 & 5.

Event sponsorship is beginning to trickle in. Seven businesses have confirmed donation of funds or in-kind donations, such as gift cards.

Keen-agers currently number 113. Volunteers are willing to again run daily activities now that the State is in the "blue" category. Membership checks will be conducted weekly.

JoAnne Sills, who has been a Keen-Ager BINGO volunteer for the past 20 years stepped down last week due to health concerns. She will be missed and hard to replace.

Fourteen March rentals are scheduled for Social Center. Currently, 6 rentals are scheduled in April. Restrictions have continued to loosen, 125 people are allowed to gather in the Social Center.

Gridiron Flag Football and Intro to Sports will begin this week at the Southland Center. Registration for both classes are close to maximum.

Spring soccer registration continues to increase with 273 registered to date. Registration is still down from past seasons, however it is clear that the Community is ready to return to active play.

Valentine's BINGO was the first Keen-Ager event to take place in 2021. Lunch was provided by Oak Street Health and candy was donated by Region Vein Clinics.

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Babysitting Lessons & Safety Training	3	0	\$165.00	\$75.00	\$90.00
Craft in a Box – March	3	0	\$ 60.00	\$10.00	\$50.00
Indoor Soccer Skills	8	3	\$690.00	\$ 93.00	\$597.00
Intro to Baseball	7	2	\$490.00	\$60.00	\$430.00
Koolaid and Kanvas	6	2	\$160.00	\$96.00	\$64.00
Poppin ‘n Flix – CSRI	4	15	\$105.00	\$10.99	\$94.01
Spanish Class	4	1	\$220.00	\$132.00	\$88.00
Valentine’s BINGO	5	10	\$133.00	\$15.00	\$118.00
Wado-Ki Karate	22	6	\$ 770.00	\$25.00	\$745.00
Wine Tasting Tour	0	6	\$210.00	\$20.00	\$190.00
TOTAL:	62	45	\$3,003.00	\$536.99	\$2,466.01

PARK/CENTENNIAL MAINTENANCE

Park Maintenance

Plowed snow for Public Works and Parks several times, cleared parking lots and walking paths.

A snow blower slid off the path and into the split rail fence in Community. Temporary repairs were made until after the ground thaws and the correct posts can be purchased.

All trucks were washed and interiors were cleaned after the snowstorms.

Worked with Castongia Tractor on specs for the purchase of 2 Z-Trac mowers and a new Gator.

Removed the non-functioning “sounds of water” sound board from the Tot-Lot playground. Options are being reviewed to repair or replace.

All Community Park wireless routers had to be reset to get the low temp alarms working again.

Assisted the Indigo mechanic to re-assemble the vehicle lift after the hydraulic cylinders were repaired.

Loaded all the tools into the new service truck. Removed the saddle and side boxes from the old service truck which will be used by the mowing crew.

20 new picnic tables were delivered and are being assembled. These will be stored for large rentals and events. The stock at the yard has been dwindling due to broken and missing tables.

All Community Park bathrooms were cleaned and stocked.

Energy Information Administration reports were completed and submitted.

Centennial Maintenance

Plowed snow for Public Works and Centennial several times, cleared parking lots and walking paths.

Replaced damaged ceiling tiles in the men's bathroom at the clubhouse; condensation from a boiler vent caused water damage.

Replaced the tractor snow blower with the rotary broom.

Installed a new step and hydraulic door cylinder on the 1575 tractor.

Met with Midwestern Electric about getting electric for pay to park kiosk locations.

Worked overtime to meet with Arctic Engineering after one of the boilers started leaking. Cleaned up the boiler room.

Cleared snow from the entertainment stage for the property and building surveyors.

Supplied a ladder and met with attorneys at the clubhouse. Showed them around the building and pointed out where most of the repairs have been made on the walls.

The methane generator shut down due to a leak on the landfill. Cabeno Environmental came out with a snowmobile and found leaks at two well heads and made repairs. The generator is now up and running again.

Picked up the repaired cast iron bench leg from Eenigenburg Manufacturing. Painted and reassembled the broken bench.

Repaired a warning/safety light on the Kubota.

The golf course superintendent got the Gator stuck on the golf course; staff pulled him out with the Kubota.

CENTENNIAL PARK

Sales/Banquets

The sales office had 28 in office appointments.

There were 71 new leads online and call in.

Three wedding receptions, 2 outdoor ceremonies and 2 showers were booked. Three events were booked for the entertainment stage; 2 Boy Scout events and a recital.

The Breakfast with the Bunny event on March 20 has taken off with great interest.

Easter Brunch has been launched and many phone calls have come in with lots of questions.

Golf

The course opened for play on Monday, March 8 with the driving range opening on Sunday the 7th with mats only.

Through Wednesday March 10;

Total Rounds	381; 227 member, 154 public
Green Fees	\$2,738
Cart Fees	\$16,082
Driving Range	\$1,935

The 2021 Membership Drive total to date is \$71,980.

Course Maintenance

The Superintendent and staff cleared remaining snow off the last 3 greens and #3 tee so the course could open for play on Monday March 8.

In-house trench work on hole #1 has started to fix a clogged drainage line. This should dry up the area.

Trash cans, tee markers and putting greens flags were put out. Changed cups twice with the nice weather and heavy play.

Greens were rolled to smooth out the surface from winter frost. The greens will most likely be mowed for the first time within the week.

Leaves, branches and goose droppings were blown off the greens, tees and fairway.

Winter equipment maintenance is being completed.