

**Town of Munster**  
**Department of Parks and Recreation**  
**Board Report**  
**October 17, 2023**

**DIRECTOR/ADMINISTRATION**

Community Estates Park: Staff met with representatives from the developer regarding Community Estates Park last week to coordinate the final requirements that the Town is seeking for the developer to complete at that site so it's a usable park space.

Light the Night Event: Recreation staff have been trying to assist the Munster Civic Foundation and Munster Chamber with the 'Light the Night' event planning for Sat. Dec. 1<sup>st</sup> at Town Hall. This event is the same weekend as the holiday art & craft show at Munster High School which is traditionally our largest event of the year.

2024 Munster Civic Foundation sponsored events: Staff met with the Munster Civic Foundation seeking sponsorship of events in 2024 at Centennial Park. The MCF agreed to donate \$40,000 to cover the costs of the Civic Monday Concert Series, the Northwest Indiana Symphony, and new for 2024, two 'Friday Night Live' concerts.

Munster Lions Club: The Director was the guest speaker at the Munster Lions Club meeting on October 4<sup>th</sup>. Several things were discussed including some future coming soon items for the department. We will also be working with some individual members on certain projects they're requesting including improving acoustics at the Social Center, finalizing a sign for the Centennial Park stage sponsorship, and the consideration of moving various kitchen equipment from the Clubhouse to the Social Center.

Parks and Recreation Master Plan: HWC Engineering will be visiting the Town on October 24<sup>th</sup> to meet with the master plan staff steering committee and to inventory the parks.

Centennial Park landfill generator: Further information was shared with Baker-Tilly, the Town's financial advisors, about the potential replacement generator at the landfill. We are still awaiting their recommendation to the Town.

Railroad Mile Post Marker: Staff has been working with a local sign vendor to design and develop an informational sign for the historical railroad mile post on the Pennsy Greenway along Centennial Park.

Insurance Renewal Information: Various information pertaining to parks, the landfill, equipment and vehicles was assembled and shared for the Town's insurance renewal application through the Town Manager's office.

## RECREATION

Superintendent attended NRPA webinar: Generational Strengths and a New Kind of Diversity.

Pumpkins, Witches and Hayrides took place on Saturday, 10/7. All access wristbands were sold instead of individual tickets, to participate in the balloon twisting, face painting, pony rides, hayride, pumpkin patch and inflatables. Free activities were also offered: trick or treating the vendors, 2-character visits, costume contest, games and temporary tattoos.

Preparations are in full force with Munster Girl Scouts to get ready for Bieker Woods Night Walk on 10/21. Girl Scouts will continue to sell their glow accessories; Boy scouts will be selling popcorn and there will be 2 food vendors onsite.

Fall soccer games wrapped up on 10/14. Trophies and pictures were given to the coaches to disperse at the final game.

### October Rentals

Social Center 8

Other Parks 4

## **FINANCIAL SUMMARY OF COMPLETED PROGRAMS**

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Birding in Munster	9	0	\$45.00	\$27.00	\$18.00
Cardio Drumming	4	3	\$555.00	\$408.00	\$147.00
Fall Soccer	405	102	\$26,590.00	\$10,183.27	\$16,406.73
Pumpkins, Witches and Hayrides	1,000		\$9,605.20	\$6,975.46	\$2,629.74
Sporties for Shorties	12	0	\$360.00	\$30.00	\$330.00
Tennis Lessons – Youth and Adult	17	7	\$1,540.00	\$616.88	\$923.12
<b>TOTAL:</b>	<b>1,447</b>	<b>112</b>	<b>\$38,695.20</b>	<b>\$18,240.61</b>	<b>\$20,454.59</b>

## 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;

The west pool buildings were winterized. The east buildings are still on so there is a water source if repairs to the pool plaster are made this fall.

Midwestern Electric has completed the electrical upgrades at the Social Center. Staff was able to get the bathrooms and hallway painted while the building was closed.

Branches at Briar Creek that were covered in poison ivy were picked up and the west fence line was sprayed with glyphosate.

Event banners were swapped out around town.

Mulch and crushed limestone were delivered to Rivers Edge.

The bushes and flagstone in front of the Kaske house were removed and rough grading was done. The Munster Garden Club and Allen's Landscaping will be re landscaping the front and the east side of the house.

Soccer nets at West Lakes Park, both ours and the Munster Soccer Clubs, were vandalized and had to be temporarily repaired until new nets could be shipped.

Staff continues with weekly stripping of soccer fields.

Two seasonal employees were hired to help get through the mowing season.

Staff did set up and tear down for Movies in the Park, Bark in the Park and Pumpkins, Witches and Hayrides.

Hasse employees discovered an 8" methane line while excavating for the cart storage barn. After the Utility Department televised the line, it was dug up at either end outside the construction zone and capped allowing Hasse to return to work.

Another 4" main irrigation line at the end of Centennial North had to be repaired.

Superintendent met with SEH at White Oak Park and the dog park to go over the drainage problem areas at both locations. They will be helping to develop a plan to alleviate the flooding in the problem areas.

New 3' x 6' informational signs regarding Pay to Park were installed at Centennial North and South.

### **Jenbacher Engine Production**

	<u>Run Hours</u>	<u>MWh</u>	<u>Methane</u>
09/02/23	60,083	42,741	9,547,489
10/10/23	60,426	43,168	1,011,390

## **CENTENNIAL GOLF**

### **Pro-shop**

September was a slow month; it was looking to have a strong finish towards the end of this season with the pro-shop sales drive and membership drive.

A majority of staff have returned to school or have moved on from working with Troon.

<u>September</u>	<u>2023</u>	<u>2022</u>
Member Rounds	977	595
Public Rounds	1,350	1,256
Green Fees	\$20,782	\$22,016
Driving Range	\$3,360	\$3,530
Cart Fees	\$7,300	\$7,489

### **Grounds**

September was below normal for rain. It was above normal to start, dry to finish. Early October brought another inch of rain that helped green up the golf course.

The aeration of greens was completed on October 3. Tees were started on October 9 and will take several days. Fairways and practice area will be done following tees.

October 10 brought us our first frost of the season.

Maintenance staff will again share an air compressor with the south side Troon courses. The machine should be available the last week of October. It takes 3 to 4 days to finish the golf course and park.

Leaves are starting to drop so blowing off a couple holes is now necessary on a daily basis.

With the cool temperatures, mowing frequency has been reduced.