

**Town of Munster**  
**Department of Parks and Recreation**  
**Board Report**  
**October 15, 2024**

**DIRECTOR/ADMINISTRATION**

Community Estates Park: The developer completed the grading work on the neighbor's backyard along with the swale between the neighbor and the park. The requirement of the developer was to establish the swale along the west side of the park. We are working with a landscaper to finish grading the rest of the park site so it can be mowed without getting equipment stuck and to make it a safe, walkable greenspace. We have put further development plans of this site on hold after the discussion from the October 3<sup>rd</sup> study session until a conversation can be had with NICTD about availability of locating a playground on their property which is further into the subdivision.

Pro Shop project: The Pro Shop and Cart Storage Garage are wrapping up. NIPSCO has been on site multiple times and last week was running the gas line to our meter location. We will now call for a gas meter to be installed. We have started to coordinate winterizing the Clubhouse from items that no longer have gas since that line was intercepted for the new building. We are still waiting for electricity and a transformer being run to the building by NIPSCO. Fiber optics line was run to the building and internal networking/phone wiring was run last week including install of the data cabinet. Most of the landscaping has been completed except for where some fencing still must be installed. The golf staff is installing irrigation lines on the driving range tees for that area. A punch list was created for any outstanding issues which is being completed by various contractors. The golf staff is prepping for the time when we give them the go ahead to begin moving into the new building.

Methane collection system: Cabeno Environmental, under guidance from Andrews Engineering continues to make improvements to the methane collection system to ensure all areas of the landfill have vacuum.

Generator: Clarke Energy is preparing for the new gas to energy generator in early 2025. Some work on the old unit is likely to begin in November and December to be ready for a new unit to arrive, expected in January.

Bridges over Ditches project: This is the pathway bridge project over Hart Ditch and Cady Marsh Ditch to connect Munster to Highland. Request for Proposals for construction inspection services had to be sought again as only two letters of interest were received the first time. INDOT requires a minimum of three. The new proposals are due back October 22<sup>nd</sup>. We still expect to bid out the project in early 2025 with construction ending in fall 2025.

Parking repairs: The Cobblestones Park 'playground' parking lot was resealed and striped while the west parking lot was patched last month. Patch work was also completed at White Oak Park and on Lions Club Drive near the pool.

Eagle Scout Project: Charlie Smith completed a new kiosk/bulletin board Eagle Scout project at River's Edge Disc Golf course last month.

Playground proposals: Proposals were received for new playground equipment at Briar Creek Park and Cobblestones Park which are on today's agenda for consideration.

West Lakes Park washrooms: Staff is looking to put together details on a new facility.

Town of Munster radio show: The Recreation staff was asked to host and talk about upcoming programs and special events on the WJOB radio show on October 8<sup>th</sup>.

Cross Country meet: St. Thomas More school was permitted to host a cross country meet at Community Park on September 25<sup>th</sup> after raining out a previously scheduled meet the day before.

Munster Civic Foundation Sponsorship: We have received notice that the Munster Civic Foundation will again sponsor several concerts at Centennial Park in 2025. These will be held on select Tuesdays and Fridays. One of the Tuesdays will include the Northwest Indiana Symphony Orchestra.

## **RECREATION**

Superintendent attended IPRA Webinar: The 4 dimensions of culture, Early Childhood Play Summit at Bellaboo's, 4 webinars from IPRA and LERN on Summer Camps and the Munster Chamber Monthly Meeting.

2025 dates have been submitted to the Town Planner for their website and calendar.

Facility Rentals for 2025 open November 1st. Lion's Club and Needle Artisan's dates have been secured.

Pumpkins, Witches and Hayrides had a beautiful day weatherwise with more than 1,000 in attendance. Six sponsors, 20 High School Volunteers, 22 arts/crafts and business Vendors, 4 food vendors and 5 entertainment vendors participated in the event. New this year were stage games and an eggless candy hunt.

Preparation for Bieker Woods is underway. It will take place on October 19th and thus far we have 40 volunteers signed up to be tour guides for the event. The Girl Scouts will be decorating the scenes in the woods and Boy Scouts will also be on hand to sell popcorn.

EKG Certification begins October 14 and has 5 enrolled.

Vendor applications are still being accepted for the Holiday Arts and Crafts Fair. At this time, there are 10 spots left.

Edith Wilson Lunch/Show ran with 15 enrolled. The participants enjoyed the performance and a Chick-Fil-A boxed lunch.

Drama Kids Workshop is running with 9.

October Rentals:

Social Center	15
Weddings	4
Shelter	0

**FINANCIAL SUMMARY OF COMPLETED PROGRAMS**

<b>PROGRAM</b>	<b>R</b>	<b>NR</b>	<b>REVENUE</b>	<b>EXPENSE</b>	<b>VARIANCE</b>
Cash for Clutter	44	57	\$2,754.00	\$160.50	\$2,593.50
Drama Kids NWI Workshop	8	1	\$770.00	\$567.00	\$203.00
Ducks of NW IN	4	0	\$40.00	\$24.00	\$16.00
Edith Wilson Lunch/Show	5	10	\$600.00	\$472.02	\$127.98
Fall Soccer	376	87	\$24,130.00	\$10,061.35	\$14,068.65
Mini Strikers	9	1	\$405.00	\$60.00	\$345.00
Patti's Fall Partnership	3	0	\$710.00	\$426.00	\$284.00
Pumpkins, Witches and Hayrides	1,000		\$9,997.60	\$7,110.70	\$2,886.90
Puff Sandwich Making w Nana Clare's	9	0	\$315.00	\$140.00	\$175.00
Sporties for Shorties	7	1	\$245.00	\$60.00	\$185.00
Youth/Adult Tennis	25	10	\$1,670.00	\$1,165.20	\$504.80
<b>TOTAL:</b>	<b>490</b>	<b>1,011</b>	<b>\$41,636.60</b>	<b>\$20,246.77</b>	<b>\$21,389.83</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

Repairs were made to the poured in place rubber surfacing at Community Park.

New LED light fixtures were installed over the serving windows at Triple Play Café.

Lights were replaced and the timer reset at the Babe Ruth Press box.

Graffiti was cleaned up at the Babe Ruth and softball dugouts.

All the fascia boards on the community Park dugouts were pressure-washed and are in the process of being primed and repainted.

The pool buildings were winterized, and the umbrellas were taken down.

Several memorial trees were planted along with an additional twenty at Stewart, Grove, Beech, and Briar Creek parks. They are watered weekly.

There was a problem with beavers in Hart's ditch and White Oak and Twin Creek parks. A trapper was hired who put traps in place for one month with no results and so far, no more tree damage.

Two new trucks scheduled for replacement were picked up and the decals were installed.

Set up and clean up for Cash for Clutter.

Delivered fencing for the Humane Indiana event in Community Park.

Preparation and clean up for Pumpkin Witches and Hayrides event.

## **CENTENNIAL MAINTENANCE**

Feikema Plumbing installed a catch basin at the dog park.

The fertilization contractor had to apply grub worm control to several acres at Centennial Park.  
Staff will be going over those damaged areas with a slit seeder

Volunteer trees were removed from the landfill hill.

Irrigation breaks are a continuing problem at Centennial Park. Staff are trying to get caught up so the system can be winterized at the same time as the golf course

New equipment was unloaded and unpacked for the new pro shop; two refrigerators, one freezer, an ice and coffee machine.

A new lighting controller was installed for the site lighting around Centennial Park.

A swing chain, S hooks, and bucket swings were replaced at the Centennial Park playground.

The Mums in the park and new sod and plants around the pro shop and cart storage building are being watered daily.

Staff are working with Troon golf staff sorting through old banquet items and park maintenance supplies in the clubhouse basement.

## **Jenbacher Engine Production**

	<u>Run Hours</u>	<u>MWh</u>	<u>Methane</u>
6/12/24	63,185	44,625	15,237,400
7/9/24	63,272	44,662	15,238,200
8/12/24	63,630	44,850	16,230,509
9/12/24	63,916	45,001	16,580,293
10/9/24	64,105	45,100	16,922,952

## **CENTENNIAL GOLF**

<u>September</u>	<u>2024</u>	<u>2023</u>
Member Rounds	555	977
Public Rounds	1,306	1,350
Green Fees	\$21,000	\$21,268
Range Fees	\$2,430	\$3,360
Cart Fees	\$8,048	\$7,300
Pro Shop	\$1,996	\$1,725

### **Pro shop**

Golfers are getting their last few golf rounds in for the year.

Moving on, our leagues have finished for the year. Staff would like to thank everyone for another great season.

Centennial Park Golf Course has started selling memberships for the 2025 season and is looking forward to an increase in memberships.

We have slowly started decreasing labor hours inside and outside the pro-shop.

### **Grounds**

Greens were aerated on the 1st Tuesday in October by CS Turf. Fairways will be completed by October 11th in house. Tees will be done in-house starting October 14th.

The week of October 7th, new pipe and sprinklers will be installed in house by Lalo and the crew. We were able to borrow a trencher from another golf course.

The course experienced its first frost on October 8th. This was a little earlier than average.

With the cooler weather, turf growth has slowed down. Granular fertilizer has been applied to greens, tees and fairways in house in preparation for winter.

Grub damage was minimal on the golf course this season. Newer product was used this season with great results.

With a minimal staff to finish the season, we'll cut back on some of the normal maintenance. Every other day on certain mowing, cup changing and bunkers etc.

Seasonal layoffs started at the end of September; another worker finishes October 11th.