

# **Town of Munster**

## **Department of Parks and Recreation**

### **Board Report – August 19, 2025**

#### **Director / Administration**

- Parks Capital Improvements - Town Council is expected to initiate the process for a Park Department bond issue to fund capital improvement projects for 2026–2027. Centennial Park projects have been removed from this bond and will be pursued through separate financing. Further discussion will occur at today's meeting, with formal resolutions expected in the coming months.
  - West Lakes Park Washroom Building - Project was bid out; staff and CSK Architects recommend award at today's meeting.
  - Bridges Over Ditches - Pre-construction meeting completed. Gariup Inc. mobilizing for work to begin in the coming months; completion anticipated before spring 2026.
  - 2026 Budget Worksheets - Completed and submitted to the Clerk-Treasurer's office with funding to maintain current service levels and account for cost increases in utilities, service contracts, postage, and printing. Town Council review is scheduled for early September.
  - Portapotties & Security - Two portable restroom units installed at West Lakes Park for fall. New surveillance camera installed with assistance from Midwestern Electric and IT staff.
  - Golf Course Management RFP - Three proposals received for Centennial Park Golf Course management beginning April 2026. Review committee (Park Board, Town Council, and staff) to interview candidates and recommend to the full Park Board.
  - Clubhouse Electrical Redistribution - SEH continuing plans for electrical redistribution at Centennial Park Clubhouse, with focus on fountain upgrades.
  - Maynard Lake Stocking - Park signage already states Indiana fishing license requirement. Awaiting Park Board attorney review on DNR compliance. DNR will conduct fish sampling this week to recommend stocking species.
  - Concessions Management RFP - Posted on Town's website, distributed to local businesses, promoted by the Chamber of Commerce, and included in the upcoming utility bill newsletter.
  - Pro Shop Meter - NIPSCO installed electric meter at Pro Shop in mid-July.
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#### **Recreation**

- Fall Recreation Guide sent to printer.
- Staffing Update: Office Clerk resigned but will assist remotely during relocation to Georgia.
- Chamber of Commerce: Marketing Coordinator attended August luncheon.

#### **Special Events & Programs**

- Touch A Truck (July 11) – 25 vehicles, 500+ attendees; new vendor feature added.
- Decades Fest – Friday's events successful; Saturday impacted by rain. Next year may be one night only.
- Kid's Fest – Postponed again due to weather; 269 wristbands sold; added magician, Touch A Truck, and toddler games.
- Summer Camp – Completed 9 weeks; 860 full-day, 99 half-day participants; highlights included trips, tie-dye, and visits from the Grinch & Santa.
- Pint Size Camps – 5 of 10 camps held; included character visits, Sandridge Nature Center trip, and White Rabbit Escape Room visit.
- Tennis Lessons – 158 total participants, 13 instructors.

- Purdue Extension Partnership – “Be Heart Smart” and “A Matter of Balance” programs with 23 total enrolled.
- Safety Bingo – 57 Keen Ager; food donations from Munster Arby’s and Park Place of St. John.
- Movie in the Park – *Moana 2* drew 500 attendees; included Susan’s School of Dance performance.
- CIVIC Concert Series – Attendance: Billy Elton (75), Marrakesh Express & NWI Symphony (800), Flat Cats rescheduled for Sept. 2 due to weather.
- Sunday Concert Series – Head Honchos (150), Wildwood Country (350).
- Canine Cannonball – 35 Dog Park members participated; Bone Appetit provided treats and doggy ice cream.

### **Facility Rentals YTD**

<b>Month</b>	<b>Rentals</b>
January	8
February	11
March	11
April	10
May	42
June	58
July	54
<b>Total</b>	<b>194</b>

### **Recreation Program Financial Summary**

<b>Program</b>	<b>R</b>	<b>NR</b>	<b>Revenue</b>	<b>Expense</b>	<b>Variance</b>
A Matter of Balance	8	4	\$0.00	\$0.00	\$0.00
Afternoon Sports Camps #2	9	8	\$900.00	\$623.00	\$277.00
Be Heart Smart	3	8	\$0.00	\$0.00	\$0.00
Canine Cannonball	22	13	\$350.00	\$129.00	\$221.00
Kid’s Fest	—	—	\$8,674.70	\$6,074.51	\$2,600.19
Nerf Battle Royale	19	5	\$210.00	\$34.91	\$175.09
Pint Size Camps	44	4	\$2,560.00	\$1,738.68	\$821.32
Region Theatre Company Camp	10	11	\$1,050.00	\$630.00	\$420.00
Rise & Fall of Miss Fannie’s Biscuits	3	21	\$3,700.00	\$2,762.16	\$937.84
Summer Camp	759	200	\$163,280.00	\$104,643.08	\$58,636.92
Susan’s Summer Partnership	7	0	\$642.00	\$385.20	\$256.80
Tennis – Session #2	69	24	\$8,280.00	\$3,463.52	\$4,816.48
Wado-Ki Karate	12	8	\$415.00	\$20.00	\$395.00
<b>TOTAL</b>	<b>965</b>	<b>1306</b>	<b>\$190,061.70</b>	<b>\$120,504.06</b>	<b>\$69,557.64</b>

### **Park Maintenance**

In addition to daily trash removal, restroom cleaning, event setups, gas plant monitoring, and leachate pump operations:

- Removed bushes at Stewart & Circle Park signs; reseeded areas.
- Installed tank/hoses/pump on new water wagon.
- Removed trees from Pennsy fence line.

- Repainted Heritage Park gazebo; ongoing shelter repainting.
- Began pool winterization.
- Event setups for National Night Out, Kids Fest, Movie in the Park, and wedding in garden.
- Repaired irrigation break at North Centennial; installed ionizer in cart barn.

### **Jenbacher Engine Production**

<b>Date</b>	<b>Run Hours</b>	<b>MWh</b>	<b>Methane Flow</b>
6/10/25	454	145.5	219,790
7/9/25	755	236	443,808
8/14/25	1297	372	690,545

### **Centennial Park Golf Course**

#### **Rounds & Revenue – July**

<b>Category</b>	<b>2025</b>	<b>2024</b>
Member Rounds	1,037	661
Public Rounds	1,825	1,829
Green Fees	\$32,484	\$31,178
Range Fees	\$9,097	\$8,069
Cart Fees	\$13,370	\$13,680

#### **Summary:**

- Significant growth in play and range usage due to facility improvements and marketing.
- Heat in late July reduced public rounds; fall membership drive planned.
- Greens in good condition; tees/fairways stressed from drought, landfill methane issues, and limited irrigation supply.
- Aeration and overseeding scheduled for fall.
- New tee signs in production.
- Aluminum recycling has produced over 400 lbs this season; proceeds fund staff needs.
- Seasonal staffing reductions underway.