Town of Munster
Department of Parks and Recreation
Board Report February 16, 2016

DIRECTOR/ADMINISTRATION

The Centennial Food and Beverage proposals have been narrowed down to Glenwood Oaks, Fratello's Deli and Catering and Lencioni Catering. The golf course management proposals have been narrowed down to GolfVisions, Billy Casper Golf and Davey Golf/Kosch Catering. The panel will be receiving presentations and interviewing the companies on February 17 and 18.

The reciprocal resident agreement between Munster and Highland has already shown early signs of success. Munster resident membership at the Lincoln Center Fitness Center in Highland has grown from 57 to 96 since January 20. Although it is still cold outside, 8 new Highland residents have purchased dog park memberships in Munster since the beginning of January.

Town employees are taking advantage of the new staff discounts for employees and families. 15 have taken advantage of their new benefit. None of the registrations have hurt the department financially.

The Director of Parks and Recreation is working with Highland, Hammond, South Holland to assist them with starting the Healthy Minds Healthy Bodies program in their fitness centers. The HMHB program allows injured veterans to receive specialized personal training and a 1 year fitness center membership for them and a family member or caretaker. Under the direction of the Director of Parks and Recreation and the local special recreation association, the program was created in Addison, Illinois 5 years ago where the Director was formerly employed. Within a few years, Addison has been visited by over 200 veterans with injuries ranging from PTSD to limb loss, to total blindness. Since then, the program has grown to several states and has been featured on several local and national news outlets. The program even spurred the creation of AllenForce, a non-profit organization whose sole purpose is to locate funding sources, to place injured veterans in their nearest HMHB center and to train agencies on how to become centers.

Discussions have recently continued regarding the Pennsy Greenway Bike Trail at the Lansing and Munster state line. The plan is to erect an arch at the border as well as nice seating area. Lansing will handle the arch and Munster will clear the seating area and add site furnishings. With the assistance of a grant, the cost should be under $6,000, which was the budgeted amount. The goal is to complete the project by the end of April.

The Director of Parks and Recreation has been meeting with administrators at the Village of Glenwood, Illinois about their golf course and food and beverage operations. Similar to Munster and to course operators nationwide, they are looking for ways to improve their bottom line. It appears that they are moving towards golf management for assistance.

The Director of Parks and Recreation, the Superintendent of Recreation and one of the Recreation Supervisors attended the Illinois Park and Recreation Association Conference January 28-30. The conference featured 350 educational sessions, over 400 vendors and was attended by 4,300 park and

recreation professionals. The Director of Parks and Recreation also served a dual role because he was in his second year of a 2-year commitment on the conference planning committee.

On February 26, the Director of Parks and Planning will be attending Robert Nickovich's retirement party. He served over 40 years in parks and recreation, the majority as the Director of the Lake County Parks and Recreation. Congratulations to Bob!

Staff is working with Rogan Granite for the removal and the replacement of the obelisk. It was decided that rather than rebuilding, a brand new limestone obelisk will be built on the new Town Hall location. Rogan Granite is working on the contract. Once it is approved, the work should start immediately.

On February 23, several of the department's maintenance employees will be attending a forklift certification class. The certification will be good for 3 years.

PARKS

Staff has remodeled the inside of the warming house in Community Park. Reorganizing the space inside creates more room for storage of recreation items.

Per the Repair and Replacement Schedule, 125 chairs have been replaced in the social center. Almost all of the old chairs were ripped beyond repair.

Staff installed concrete block bins for ball field mix in community park. The bins are away from public view on the north side of the Community Park storage garage.

Cleaning and reorganizing of park maintenance garage has created more space for storage of equipment inside of the building. Many old pieces of non-functioning refrigeration equipment were disposed of.

Many Heritage Park evergreen trees have been trimmed. Trimming was done around the trunk of the trees so that mowers can cut underneath.

RECREATION

The Superintendent of Recreation and Administrative Assistant attended the South Shore Convention & Visitor's Authority Partnership Summit 2016. The summit is a great networking event attended by 80 partners. Presentations included Marketing/Tech Talk, Social Media, and Partner Portal 4.0. Attendance is a requirement to receive 15% off the Munster Parks and Recreation partnership package. The South Shore Convention & Visitor's Authority is instrumental in marketing our special events both in print and online.

The Superintendent of Recreation and Administrative Assistant attended the Munster Chamber of Commerce's "Love My Business" event on February 11. This was a networking opportunity as well as a vendor event with the Munster, Dyer and Highland-Griffith Chambers of Commerce. Munster Parks and

Recreation promoted the upcoming Winter Arts & Crafts Fair, the Business/Consumer Fair and the Bridal Fair, all occurring in February.

The Winter Arts & Crafts and Business/Consumer Fairs will be held on Saturday, February 13. A report on these events will be included the March board report.

The 9th Annual Bridal Fair will be held on Wednesday, February 24, at Centennial Park Clubhouse. Currently, 40 vendors are registered for this fair and more are coming in every day.

The Munster Parks and Recreation's Part-Time Job/Volunteer Fair was held on Wednesday, January 20, mainly for lifeguards and concession workers. Jim Tonkovich, lifeguard instructor at Lake Central and Lake County Parks Board President, requires his students to complete applications as part of his course which sends many to the fair. Eight lifeguards were hired on the spot, pending references, and many concession stand spots were filled. Fifty to fifty-five lifeguards are hired each summer for the pool. More interviews are being conducted on Wednesday, February 10.

Daddy Daughter Date Night on Saturday, February 6, was a hit with 170 dads and daughters partaking in a night full of dancing, pictures, food, flowers and friends. Karaoke was added to this year's agenda and the candy bar was a hit as always; however, both will be re-evaluated for the 2017 event.

Sports programming is very popular at the moment. Preschool, Beginner, Parent/Child, Private and Semi-Private Swim lessons, Tot Athletics, Intro to Sports and the Winter Soccer Camp are full. Basketball Basics and Dribble, Kick and Goal are set to begin later this month and are close to filling as well.

The online ActiveNet registration usage is increasing. Online registration began on October 5, 2015. The total cash receipts collected during the month of January were $7,772.40.

Two travelers are enjoying a trip to the South Pacific this month. Another couple booked trips to the Pacific Coast and also UK by Rail for later in the year. Thirty-four gamblers visited Four Winds Casino in January. Finally, a Mayflower Tours representative will be here in late February to highlight upcoming travel. Iceland was named one of the top 10 travel destinations by the Chicago Tribune. Many travelers have expressed an interest in our trip to Iceland in August.

Youth Education classes began in late January and early February. Class participation includes five for Beginner Chess, four for Guitar and seven for Patti's All American preschool classes.

Currently 287 people, aged 50+, have become new Keen-Agers or renewed their memberships for 2016. Memberships are being accepted every day. Valentine's Day Bingo took place on Thursday, February 11. Companion Care sponsored the meal for 51 participants.

Six rentals are scheduled at the Social Center the month of February. This does not include the three continuous groups that rent the Social Center on a regular basis. There are five rentals scheduled at the Social Center for March so far.

SOCIAL CENTER HERITAGE PARK

Facility	2016 to-date	2015
Social Center	40	115
Heritage Park	4	9

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE + OR (-)
Body Blast	12	1	$ 560.00	$ 200.00	$ 360.00
Clinical Medical Assistant Program	1	4	$ 2,399.00	$ 60.00	$ 2,330.00
Daddy Daughter Date Night	168	2	$ 3,920.00	$ 2,753.76	$ 1,166.24
eLearning Medical Courses	4	7	$ 2,876.70	$ 10.00	$ 2,866.70
Four Winds Casino	11	23	$ 1,105.00	$ 792.00	$ 313.00
Wado-Ki	24	2	$ 280.00	$ 25.00	$ 255.00
Yoga and Breathing	23	5	$ 1,234.50	$ 802.43	$ 432.07
TOTAL	**243**	**44**	**$ 12,375.20**	**$ 4,643.19**	**$ 7,723.01**

CENTENNIAL PARK

Golf Course

The Golf Shop is ready to roll into the upcoming golf season in the Spring. The shop has been getting everything in order for March. In March, The Golf Shop will start very aggressively promoting golf memberships, in-house leagues and golf outings and clinics.

The Munster High School Boys and Girls Golf Team and the Purdue University Calumet Men's Golf Team will be calling Centennial Park their home course and practice facility.

The course will once again be hosting leagues. There is 1 private league (Purdue Calumet), and 4 in house leagues. The tentative schedule is as follows:

- ✓ Monday evening Ladies League
- ✓ Tuesday morning Men's Senior League
- ✓ Wednesday morning Ladies League
- ✓ Thursday evening Men's 2-Man Team League

Merchandise will be received in the Golf Shop in February and March. Golf balls, gloves, headwear, towels, golf bags, clothing, individual clubs and boxed sets of clubs will be checked in, inventoried, priced and readied to be sold.

Golf Course Maintenance

Three (3) utility carts were ordered upon approval by the Board. No estimate was given on how long this order would take, but the carts should be here in time to start outside work.

The Department continues to work on and repair all mowers.

The Superintendent is working on chemical and fertilizer needs/requests for the 2016 season.

The Superintendent will be contacting the company that does green aeration of the course and will be booking dates

Grounds

Maintenance continues to plow parking lots, walking paths, and bike paths as needed.

Following the drilling in basement and surrounding areas for soil samples, all inside areas have been restored to predrilling condition, and outside areas will be completed when weather allows.

Construction of the bridal suite is complete.

Quarterly HVAC service has been completed. This addition should be a big draw for potential brides looking to book Centennial.

Quarterly in-house maintenance service to all refrigeration/freezer units completed.

Dog Park

Dog Park memberships are up for renewal; cards will be re-activated as members renew.

Straw is being added as needed to keep park conditions dry.

Clubhouse/Special Events

Banquets continue to book new events for 2016 and 2017.

Lencioni Catering hosted a food tasting in January for all 2016 and 2017 brides; almost 30 couples attended.

All food and linens have been bid out and received back. A spreadsheet is being created for price comparison.

New menus are being worked on and will be sent to the printer soon. New items include a variety of wraps, including buffalo chicken, turkey bacon ranch, build your own salad, and wings, sliders and some fried foods on the appetizer menu.

The new restaurant tables and chairs have been ordered. They should be arriving in 3 to 5 weeks.

Hiring is complete for concessions for the summer season. Training will start at the beginning of March. Two staff members are working the Business Fair.