Town of Munster
Department of Parks and Recreation
Board Report June 19, 2018

DIRECTOR/ADMINISTRATION

The Parks and Recreation Department is preparing for the St. Thomas More Fun Days festival, which runs June 20-24. The department efforts include:

- ✓ Visiting the site numerous times daily during the setup to ensure that the trucks aren't driving in the park and the employees aren't walking through the landscape beds
- ✓ Using every barricade in stock to prevent cars from parking in the grass at Community Park
- ✓ Locking and unlocking the bathrooms daily during the festival
- ✓ Picking up trash in the park daily during the festival
- ✓ Programming all ballfield lights to turn on at the end of the festival so that the park is lit as guests leave

Staff met with Heritage Technology Solutions on June 7 to discuss adding the door access systems to the Community Park bathrooms. A price quote is expected soon.

The Director of Parks and Recreation participated in a planning session on June 7 to assist the Town's efforts to update the zoning ordinance.

Heritage Park will be featured in the Munster Garden Walk June 20 and 23.

The Frank H. Hammond Tennis Court resurfacing and repainting project is now complete.

Since staff will be busy preparing for the July 3 festival, there will be no Park Board meeting on this day. The next scheduled meeting will be held on July 17.

Maintenance

Park staff cleaned Grove Park grounds and washed the Grove Park sign in preparation for the Police Memorial Service. The park grass was cut and the walking path was cleaned off.

The new playground at Stewart Park is complete. A couple of the old features stayed; the rest of the equipment is new.

There are 2 new playground amenities at Briar Creek Park as of May 15th. Unfortunately, By May 31st vandals already broke 3 acrylic panels of the "Skyrunner" that casts different color shadows on the ground.

Park staff delivered 37 picnic tables to 3 Floyds' site for "Dark Lord Day"on May 19th.

Park staff has sprayed for weeds on all practice ball fields. The fields will be sprayed again in a couple of weeks.

Park Staff helped to set up "Cash-4-Clutter", and cleaned the parking lot at the conclusion of the event.

Munster Community Pool is open. A park maintenance staff member drained the deep well, power washed and refilled the pool. All plumbing was put back together in the pumphouse, bathrooms and concession stand.

Vandals started a fire in the north men's bathroom of Community Park. A professional restoration company has been cleaning and /or replacing everything in the entire building.

Park staff planted 6 memorial trees. The trees were planted in Beech, Bluebird, Hammond, Community and West Lakes (2) parks.

Vandalism Report:

Heritage Park	Driveway light hit by car
Community Park	Broken PVC fence
Briar Creek playground	Damaged playground amenity
Bluebird Park	Damaged tennis shed
Bluebird playground	Graffiti on slide
Community Skate Park	Graffiti on ramps and table

Recreation

The Summer Intern started on May 21 and has been doing a great job helping with Summer Enrichment and Special Events. Touch-a-Truck has been organized and will be run exclusively by the intern.

Opening weekend revenue at the Pool was $21,400. There are still open lifeguard positions.

The Summer Concert Series at Heritage Park began on Sunday, June 9, featuring Shindig. Rain forced the concert inside at Southside Christian Church. The facility is a perfect rain location, however the weather kept people in, resulting in only 175 concert goers.

The first two weeks of Summer Enrichment has ended. There were 338 registrants and 23 classes. Currently, there are 245 registrations for the 2nd session with 20 classes. The 15 teachers and 6 aides have done a wonderful job creating fun, educational and current classes. Through the continued partnership with Black Rocket, several coding classes were offered.

The 2018 Sunday Market opened for the Season on May 20, averaging approximately 15 vendors each week. There have been two live music weeks as well as Senior Day on June 10. Interviews are being conducted for a new Market Manager.

Free adult informational classes are being offered in June, Protecting Your Most Important Asset: Your Family and Financial Literacy - Savings & Retirement. 27 attended the Nursing Home seminar in May and 28 went to the Ground-Breaking News presentation by the Centennial Village developer.

The first Summer Movie in the Park shown at Centennial Park was "Justice League". Even with the overcast weather, there was a decent crowd. About $200 was made in concession sales and bounce house ticket sales. More accurate financials will follow.

Summer Youth Education classes are doing well, especially dance and gymnastics classes.

54 participants traveled to the bottom of the Thornton Quarry, 50 enjoyed "South Pacific" at Drury Lane and 40 went downtown to Chicago for the Everything Old in New tour. Upcoming trips include: Four Winds Casino, The Wabash & Monon Connection and Quilt Gardens of Elkhart. 18 attended the travel show.

Summer Camp has begun with 189 campers in the first 2 weeks. Counselors-in-Training, for children 12-14, has experienced a big increase in registrations. Campers have enjoyed their field trips to: Jak's Warehouse, Washington Park Zoo and Stardust Bowling.

Adult tennis programs are again well-attended for both Beginner and Drill/Play. In addition, three semi-privates and one private block set have been booked.

Keen-Agers are registering for their 2018 Keen Ager Memberships. 247 Keen-Agers are new or have renewed their membership. Participants loved Hedda Hopper and would like the entertainer back for other performances. Upcoming programs included: Small Group Bus Trip to Fair Oaks Farm, Christmas in July, and the BINGO Ice Cream Social.

SOCIAL CENTER & HERITAGE PARK

13 rentals were scheduled at the Social Center during the month of May. This does not include the two continuous groups that rent the Social Center on a regular basis. There are 13 rentals scheduled so far for June.

Facility	2018 to-date	2017
Social Center	94	140
Heritage Park	8	9

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE + OR (-)
Adult Meditation	9	2	$ 460.00	$ 276.00	$ 184.00
Adult Open Basketball	13	1	$ 2,450.00	$ 25.00	$ 2,425.00
BLAST Babysitting	11	3	$ 660.00	$ 300.00	$ 360.00
Core De Force	2	1	$ 160.00	$ 96.00	$ 64.00
Don't Go Broke in a Nursing Home*	22	5	$ 250.00	$ 25.00	$ 225.00
Everything Old is New Again	8	16	$ 263.00	$ 25.00	$ 238.00
Four Winds	16	24	$ 1,343.00	$ 764.00	$ 579.00
Ground Breaking News*	20	8	$ 250.00	$ 25.00	$ 225.00
Hot Shots Sports - Session #3	34	7	$ 1,985.00	$ 1,251.25	$ 733.75
Jekyll Island Trip	1	0	$ 377.80	$ 25.00	$ 352.00
Route 66 - Part I	6	25	$ 344.00	$ 25.00	$ 319.00
Special Needs Basketball	6	15	$ 420.00	$ 25.00	$ 395.00
Wado-Ki Karate	16	5	$ 335.00	$ 25.00	$ 305.00
Yoga and Breathing	10	2	$ 470.00	$ 305.50	$ 101.50
ZUMBA	5	1	$ 340.00	$ 270.00	$ 70.00
TOTAL:	**179**	**115**	**$ 10,107.80**	**$ 3,462.75**	**$ 6,576.25**

CENTENNIAL PARK

Banquets

A total of $520,000 has been booked/realized thus far in 2018. In 2017 the grand total for banquets was $535,000.

The Community Hospital Exercise class has begun hosting training sessions on Monday and Thursday mornings. Centennial Park now hosts First Harvest church service weekly along with the exercise class. These two groups will result in over $25,000 yearly in revenue with very low overhead.

The June Reserve Dinner will be staged on the Centennial Park patio, and the menu will be prepared on the grill. This event has sold out three consecutive months.

Golf

The bunker reclamation project is complete. Despite the golf course being under construction for the past two months, the online Reviews and guest feedback has been very positive.

May rounds went up from 1,983 in 2017 to 2,452 in 2018; a nearly 24% increase.

Golf memberships have exceeded the 2018 budget of $55,000 by $6,000 and counting.

The majority of golf marketing for the remainder of 2018 will focus on the bunker project and getting information to the public. A full campaign chronicling the entire project from start to finish will be rolled out. The Centennial Park superintendent, golf professional and general manager will work together with BCG marketing on the project.

Maintenance

The daily routine continues 7 days a week. This includes daily outdoor restroom cleaning, removal of garbage and litter, checking for damage or vandalism, checking for irrigation issues and/or proper watering, landfill well head maintenance, and general park maintenance.

Staff has completed the pressure washing of all concrete surfaces around the shelters and clubhouse and memorial bricks. The boardwalk area is about 75% complete at this time.

Maintenance staff has completed brush hogging the landfill hill. This is done a couple times a season to control the growth of the grass and tree saplings. Maintenance staff must keep well heads free and clear from debris in order to access them for monitoring and repairs.

The pear trees in the park have once again been treated for fire blight, which is one of the most destructive diseases to pear and apple trees. Staff will continue to cut back the affected areas of each tree as needed.

Irrigation continues to be an issue. Heads are constantly repaired and readjusted to get full coverage. There have been 4 main line breaks so far this month.

We have recently had some major electrical issues with the Clubhouse. The rigid conduit and the main disconnect box bringing in power from the transformer to the building was damaged. This resulted in a direct short. This damage was a direct result of the Clubhouse movement over the years. A new meter box was also ordered at this time.

The new shade structures for the dog park have arrived. Staff is currently working with the contractor to firm up a construction schedule.