

**Town of Munster**  
**Department of Parks and Recreation**  
**Board Report**  
**October 18, 2022**

**DIRECTOR/ADMINISTRATION**

Centennial Park parking: We continue to approve residency for those that register for the free parking passes. We have more than 3,700 households registered and are approaching 6,000 vehicles. We are still dealing with the details for potential towing when that's needed. We should see a towing contract in the next month or two with a single towing vendor. The Centennial Park subcommittee, who originally recommended the parking solution met a few weeks ago to review the system. Overall, it has been deemed a success despite some of the challenges it has brought about after implementation. That subcommittee has recommended that the Park Board consider two changes in the future. 1. The consideration to make Centennial Park's operational hours be changed to either 5am-10pm or 5am-11pm and 2. That the months of March and November be added to the months that parking fees are charged in 2023 and beyond.

Park Connectivity: Remote connectivity to the Centennial Park dog park was finally restored with the help from Impact and Heritage Technologies however the washrooms, press boxes at Community Park are still not connected. We continue to work with Impact to try and troubleshoot the system. Codes and memberships that are already in the system are still in it and can still access those facilities. But we are unable to make changes to the system for new members or for renewals as our computers can't connect to the systems. We continue to replace various equipment and cabling as Impact finds issues, but this is still in progress.

Fiber Optics RFP: Two proposals were submitted for the fiber optics RFP that was sent out. We are in the process of evaluating those proposals and determining if they meet our needs or if we need to seek other steps in that process to achieve our goal of connecting to that park with a consistent connection.

Maintenance staff: 33% of our full-time maintenance staff is currently out on some form of injury leave after some bad luck this year. The rest of the staff is trying to keep up and fortunately we still have a few temporary help employees that are still around to help cover this missing staff time.

Cricket Pitch: The turf at the cricket pitch was finally reinstalled last week. There is some minor groundwork that the contractor needs to finish before that project is complete, but the turf is usable. I continue to be in contact with our two resident points of contact who are looking forward to doing some cricket programs there next year.

Bike Path Kiosks: We participated in a grant with NIRPC for two regional map kiosks that will be installed in Munster. There are also several others going along some bigger pathways throughout Northwest Indiana. The Town's share is to pay for the installation for the two kiosks in Munster. One will be installed at the Monon Trailhead and the other will be along the Pennsy

Greenway adjacent to Centennial Park (between the dog park and the formal gardens). We are going to expand the one at Centennial by building out a concrete 'bump out' along the trail and maybe adding a bench or two in that location. That additional work may have to occur in 2023 but staff is working on it.

Hart Ditch work: We received notice that there will be work being done to the bank of Hart Ditch between White Oak Park and Twin Creeks Park starting this fall. I haven't heard if they will need access to the parks but thought I'd mention it as it may catch some people off guard and could potentially impact several trees along the banks. (see attached notice)

## **RECREATION**

Superintendent of Recreation attended NRPA conference virtually to obtain CEU credits. Sessions completed included: social media, marketing, aquatics, youth, trends in Parks and Recreation and seniors.

Superintendent of Recreation attended Summer Camp webinar via LERN.

Superintendent and Recreation Supervisor met with South Shore Arts to discuss winter/spring partnership.

Bark in the Park was a hit. With the addition of Lucky Dog Lure Coursing, attendance for this event was at an all-time high. Demos, raffles, vendors and more were onsite as well.

Pumpkins, Witches and Hayrides was a success. Weather was phenomenal, attendance was high and ticket sales increased by 8% from 2021. The event breakdown is included in the agenda packet..

Dates were submitted to Town Planner for their 2023 calendar.

Falling for the Keen Agers BINGO had 49 Keen agers participate. Hartsfield Village provided boxed lunches.

Babysitting Lessons and Safety Training ran with 5 residents. Instructor stated that she had a good group.

Home Alone Training ran with 6 Munster Residents. We are very pleased with the instructor for this course.

Fall Soccer completed their season on October 15. Season ran smooth except for some coach vs. referee issues that got resolved.

Programs/events to run this month: Cupcakes and Competition, Home Alone Training, Susan's School of Dance programs (Tiny Tot, Ballet/Tap/Tumble and Bitty Hip Hop), Koolaid &

Kanvas, Slam Dunk Basketball, Tiny Punters, Wado-Ki Karate, Birding in Munster, Coffee & Canvas, Cuban Salsa Dance, Wealth Management, Servsafe Food Manager, ZUMBA, Pumpkins Witches and Hayrides, Walk in the Woods, Trunk or Treat, Bieker Woods Night Walk, Floating Pumpkin Patch, Trick or Treat BINGO

We will begin taking 2023 KeenAger Memberships on December 1. At this time, there are 208 enrolled.

October Rentals: Fourteen have been scheduled for the Community Park Social Center. 2 weddings and 1 baptism took place at Heritage Park Gazebo. One wedding took place on the Centennial Park Stage. 5 Shelter Rentals have been reserved.

### FINANCIAL SUMMARY OF COMPLETED PROGRAMS

<b>PROGRAM</b>	<b>R</b>	<b>NR</b>	<b>REVENUE</b>	<b>EXPENSE</b>	<b>VARIANCE</b>
Babysitting Lessons and Safety Training	5	0	\$250.00	\$140.00	\$110.00
Bark in the Park	650		\$1,787.30	\$403.20	\$1,384.10
Community Market Hub	131 vendors		\$7,664.11	\$3,932.00	\$3,732.11
Fall Soccer League	351	66	\$22,050.00	\$8,909.00	\$13,141.00
Falling for the Keen Agers Bingo	49		\$259.00	\$38.74	\$220.26
Home Alone	6	0	\$210.00	\$120.00	\$90.00
Pumpkins, Witches and Hayrides	2,500		\$11,245.10	\$6,513.12	\$4,731.98
Servsafe Food Manager	1	2	\$540.00	\$378.00	\$162.00
Skateboarding: Leveling up	8	1	\$820.00	\$540.00	\$280.00
Sporties for Shorties	7	4	\$350.00	\$40.00	\$310.00
Super Strikers	4	1	\$205.00	\$40.00	\$165.00
Susan's School of Dance – session #1	2	1	\$235.00	\$141.00	\$94.00
Tennis Lessons - Youth	18	6	\$1,380.00	\$605.00	\$775.00
Wado-Ki Karate	15	2	\$344.00	\$20.00	\$324.00
<b>TOTAL:</b>	<b>3,747</b>	<b>83</b>	<b>\$47,339.51</b>	<b>\$21,820.06</b>	<b>\$25,519.45</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;

A bike path informational sign was installed at the Monon Trail Head.

The Five large umbrellas and concession stand awning at the pool were taken down and put in storage.

The “piston panel” on the Sunnyside Park playground had broken rivets and was taken down and rebuilt.

The pool dumpster fence was vandalized again and had to be repaired.

The West Lakes volleyball net was repaired and put back up.

The home plate for the Twin Creek ball field was found near the ditch bank and reset.

The soccer fields are being striped weekly.

Fence line clean up and leaf mulching has started.

Staff attended the public works snowplow rodeo and chainsaw clinic.

Staff did event set up for bark in the park and pumpkins, witches, and hayrides and for a Garden wedding.

Allen Landscaping landscaped around the White Oak Park sign. The Munster Garden Club donated the plants.

### **Centennial Park Maintenance**

One Centennial employee is out on injury leave.

The leachate tank on the golf course was pumped out.

Staff has been resetting loose keystone caps around the stage.

The cutting back of brush and trees along the fence between the Pennsy and hole nine has started.

An irrigation leak was repaired and several heads were replaced.

The Jenbacher was down for about a week due to poor gas quality and another week due to a failed water pump. The replacement pump was covered under warranty

### **Jenbacher Engine Production**

	<u>Run Hours</u>	<u>MWh</u>	<u>Methane Flow</u>
9/1022	55,901	40,978	1,867,338
10/12/22	56,165	40,917	2,384,105

## **CENTENNIAL GOLF**

### **Pro-shop**

Golf staff has been cut to the Golf Pro and 4 seasonal workers based on the weather.

Golf course rounds have slowly dropped since Labor Day.

Golf memberships are now on sale to returning members and sales are off to a great start.

This will be the last week using the grass tee for the driving range. Starting October 20, the mats will be used. Two more end of season golf events are coming up; Centennial's Famous Big Cup Golf Scramble on October 22 and the course's first ever Polar Bear event to be held on January 7<sup>th</sup>.

<b>September</b>	<u>2022</u>	<u>2021</u>
Public rounds	1,256	1,463
Green Fees	\$22,016	\$22,218
Driving Range	\$3,530	\$6,130
Cart Fees	\$7,489	\$8,347
Pro shop Sales	\$1,326	\$3,012

### **Grounds**

90% of the ground's aeration has been completed. Tees and fairways were done in-house. Some of the bad areas were also seeded with some germination.

Greens were aerated last Tuesday by CS Turf with a special machine that goes 8 inches deep. Staff followed with sand and finished the process. All that is left is the driving range tee and a couple spots around the greens.

The greens and tees have been fertilized. Fairways will be done next week weather permitting.

September was closer to normal for rain but there is still a big deficit for the year.

Leaves are starting to fall, so blowing and mulching are now part of the daily list of jobs.

The staff is now down to the Golf Course Superintendent, the mechanic and 2 seasonal workers with an occasional day when a part timer can work. On frost or rain days, seasonal workers hours are shortened.

The irrigation blowout is scheduled for the 1<sup>st</sup> week of November. An air compressor has been lined up. This takes a minimum of 3 days because of the hilly golf course and a separate day for Park Staff to blow out the park.

The Golf Course Superintendent is working on the 2023 budget. Mostly, working with vendors to determine expected costs. 2022 prices were much higher than expected; fuel was nearly double compared to 2021. Labor also had a big increase. The Superintendent is hopeful to bring back the same 2022 staff as was the best crew ever had in 7 years at Centennial.

# Public Notice

9/27/2022 (Date (month, day, year))  
Munster Parks & Recreation Board (Adjacent Property Owner's Name)  
1005 Ridge Road (Mailing Address (number and street))  
Munster, IN 46321 (City, State, ZIP Code)

Indiana Code 14-11-4 was enacted to ensure that adjacent property owners are notified of permit applications and provided with an opportunity to present their views to the Department of Natural Resources prior to action.

According to IC 14-11-4-5, the applicant must notify at least one of the owners of each parcel of real property reasonably known to be adjacent to the affected real property. "Adjacent to the affected real property", defined in 312 IAC 2-3-2, means real property owned by a person, other than the applicant, that is both of the following: (1) located within one-fourth (1/4) mile of the site where the licensed activity would take place, AND (2) has a border or point in common with the exterior boundary of the property where the licensed activity would take place. Included is property that would share a common border if not for the separation caused by a right-of-way, an easement, or a railroad.

Your property has been identified to be adjacent to the project site. This public notice is being provided to you in conformance with the provisions of IC 14-11-4 and 312 IAC 2-3.

Waterbody Name: Hart Ditch

**Project Description:**

Due to severe erosion over recent years, Hart Ditch is proposed to be stabilized with various stone and green infrastructure erosion control measures to prevent further damage to the stream bank.  
The project site encompasses approximately 1,700-feet of stream centerline within a residential setting. There are two parks located at the northern end of the project site.  
The pedestrian bridge at the two parks is proposed to remain open during construction and access to both parks will not be affected.

**Project Location:**

Hart Ditch, between the railroad tracks and approximately 9929 Twin Creek Blvd / 1424 Park West Circle  
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**Check relevant Statute or Rule:**

- Flood Control Act, IC 14-28-1
- Lake Preservation Act, IC 14-26-2
- Lowering of Ten Acre Lake Act, IC 14-26-5
- Construction of Channels Act, IC 14-29-4
- Sand and Gravel Permits Act, IC 14-29-3
- Navigable Waterways Act, IC 14-29-1

**Applicant's Name, Address, and Telephone:**

Lake County Surveyor's Office. C/O Bill Emerson  
2293 N. Main Street Building 'A' 3rd Floor Crown Point, IN 46307  
219-755-3745

**Agent's Name, Address, and Telephone:**

Christopher B Burke Engineering, LTD. C/O Thomas Burke  
9575 W Higgins Road Suite 600 Rosemont, IL 60018  
847-823-0500

Questions relating to the project should be directed to:  Applicant or  Agent (Check one or both.)

Pursuant to 312 IAC 2-3-4, an informal public hearing, pre-AOPA (Administrative Orders and Procedures Act) hearing, on this application may be requested by filing a petition with the Division of Water. The petition must conform to administrative rule 312 IAC 2-3-4 as follows:

- (a) This section establishes the requirements for a petition to request a public hearing under IC 14-11-4-8(a)(2).
- (b) The petition shall include the signatures of at least twenty-five (25) individuals who are at least eighteen (18) years of age and who reside in the county where the licensed activity would take place or who own real property within one (1) mile of the site of the proposed or existing licensed activity.
- (c) The complete mailing addresses of the petitioners shall be typed or printed legibly on the petition.
- (d) Each individual who signs the petition shall affirm that the individual qualifies under subsection (b).
- (e) The petition shall identify the application for which a public hearing is sought, either by division docket number (application number) or by the name of the applicant and the location of the project.

A pre-AOPA public hearing on the application will be limited to the Department's authority under the permitting statutes. Only the issues relevant to the Department's jurisdiction directly related to the application will be addressed. The Department has no regulatory authority on property zoning, local drainage, burning, nuisances, road traffic, etc.; therefore, topics beyond the Department's jurisdiction will not be discussed during the public hearing.

A petition for a pre-AOPA public hearing or a request to be notified of the Department's approval, denial, or termination of the permit application should be mailed to:

Indiana Department of Natural Resources  
Division of Water, Technical Services  
402 West Washington Street, Room W264  
Indianapolis, Indiana 46204-2641  
Telephone: (877) 928-3755 or (317) 232-4160

The Department's jurisdiction under the Flood Control Act, IC 14-28-1, is limited to a project in the floodway of a waterway that includes, but is not limited to, rivers, streams, ditches, and creeks. To be approvable a project must demonstrate that the project will not:

- (a) adversely affect the efficiency of or unduly restrict the capacity of the floodway,
- (b) constitute an unreasonable hazard to the safety of life or property; defined as, will not result in either of the following during the regulatory flood: (1) the loss of human life, (2) damage to public or private property to which the applicant has neither ownership nor a flood easement,
- (c) result in unreasonably detrimental effects upon fish, wildlife, or botanical resources.

Additionally, the Department must consider the cumulative effects of the above items.

The Department's jurisdiction under the Lake Preservation Act, IC 14-26-2, is limited to certain projects that are below the legal or normal water level, and are located along the shoreline, lakeward of the shoreline, or landward of the shoreline within 10 feet. The project will be reviewed on the basis of its impacts on:

- (a) the shoreline, water line, or bed of the public freshwater lake,
- (b) the fish, wildlife, or botanical resources,
- (c) the public rights for the natural resources, the natural scenic beauty, and the recreational purpose of the lake,
- (d) the management of watercraft operations under IC 14-15,
- (e) the interests of a landowner having property rights abutting the public freshwater lake or rights to access the public freshwater lake.

Additionally, the Department must consider the cumulative effects of the above items.

The Department's jurisdiction under the Lowering of Ten Acre Lake Act, also referred to as the "Ditch Act", IC 14-26-5, applies to ditch and / or drain work within one-half (1/2) mile of a freshwater lake, ten acres or greater in size, where the ditch and / or drain work has a bottom depth lower than the legal or normal water level of the lake. To be approvable, the Department must find that the project will not:

- (a) endanger the legally established water level of the lake, or
- (b) endanger the normal water level of the lake, if the water level has not been legally established,
- (c) result in unreasonably detrimental effects upon fish, wildlife, or botanical resources.

Additionally, the Department must consider the cumulative effects of the above items.

All of the statutory regulations can be found on our webpage [www.in.gov/dnr/water](http://www.in.gov/dnr/water).

After an approval, denial, or termination is issued by the Department, you may appeal the Department action by requesting an administrative review by the Natural Resources Commission under IC 4-21.5 and 312 IAC 3-1.

The appeal request should be addressed to:

Division of Hearings  
Natural Resources Commission  
Indiana Government Center North, Room N103  
100 North Senate Avenue  
Indianapolis, IN 46204  
Telephone: (317) 232-4699