

**Town of Munster**  
**Department of Parks and Recreation**  
**Board Report**  
**March 21, 2023**

**DIRECTOR/ADMINISTRATION**

Centennial Park parking: Resident license plate registration began March 1<sup>st</sup> for the 2023 season. Over 1,000 plates are already in the system. Fees will begin on April 1<sup>st</sup>. Signs are up at the meters and electronic message boards went up March 13<sup>th</sup>. Non-residents can purchase the 2023 annual pass beginning April 1<sup>st</sup> at the meters in the park. The Town Council updated the towing ordinance which allowed for Park Board consideration of the towing contract on today's agenda.

Centennial Park golf buildings: Progress continues for the new golf buildings. Some irrigation lines need to be moved to prepare for the buildings which must be done before the system is turned on for the season. A proposal is on today's agenda for that work. A further update on the project will be reported at today's meeting with CSK Architects.

Fiber Optics RFP: The fiber optics work by Midwestern Electric is completed. Impact will now make the final connections to our network which will allow for several items to be accessible online again.

Pool Concession Patio Expansion: Gariup Construction began work on the expansion of the pool concessions patio the week of March 13<sup>th</sup>. The project should be substantially complete by May 5<sup>th</sup>.

Frank H. Hammond Park tot swings: Met with a contractor to get an installation proposal to install two tot swings near the shelter. Even though there is a shared playground agreement with the school, that playground doesn't have the tot swings. This purchase was made to make this addition to the park.

Pool Sound System: Tri-Electronics is going to visit the pool to evaluate and make recommendations for improvements to the sound system. Only about half of the speakers work; the system needs to be fully operational.

Monarch City USA: Munster is now a Monarch City USA designated community. As a part of that program, we will be co-sponsoring an Earth Day event at Heritage Park. This community volunteer led 'Weed Wrangle/Park Clean-up' is being done to support a Monarch Waystation at Heritage Park by removing garlic mustard plants and a general park clean-up. The event will be attended by regional community partners such as the Lake County SICIM -State of Indiana Cooperative Invasives Management, Purdue Master Gardeners, Munster Historical Society, Wild Ones-Gibson Woods, and Hort4U.net. Volunteers will be on hand to educate the public on invasive species.

Cricket Pitch ribbon cutting: We are planning to have the cricket pitch ribbon cutting at West Lakes Park on Sat. April 15<sup>th</sup> at 10 a.m. If the Board would like to attend. As part of the event,

there will be a cricket demonstration for those who are interested. More details will be shared as the date approaches.

## **RECREATION**

Recreation Staff are planning for the Summer Recreation Guide.

Recreation Supervisor attended the Group Summit Tour at the Mascot Hall of Fame.

Recreation Supervisor w/ Aquatics attended the Munster Chamber of Commerce meeting.

Superintendent attended webinars: revenue generation and leadership/management.

Food vendors have been accepted for upcoming outdoor events. 10% remains to be filled.

March is known as interview month. Interviews are being conducted all month long for intern, pool staff, sport instructors/referees, camp counselors and site supervisors. It is staff's hope to have the bulk of summer employees hired by end of March.

March 1 was the deadline for the Holiday Arts and Crafts Fair. 75 vendors were approved at that time. Applications submitted after this deadline are charged a \$20 late fee.

Parents are eager to register for summer camp. Registration will begin once we are notified of which elementary school camp will be held. At this time, 6 field trips have been booked; 2 are pending.

Winter Swim Lessons session #2 had 80 participants and 14 swim instructors. Staff has been receiving positive feedback from the parents via emails or phone calls.

The final soccer deadline has approached. 461 players have registered. We are still seeking coaches at this time.

The first Home Improvement Fair ran on March 4<sup>th</sup>. 15 vendors were very happy with the event and hope to return in the future. Home Depot sponsored this event.

Travel Show ran with 13 attending the PowerPoint presentation by Premier World Discovery. Adults are finally feeling comfortable enough to travel both domestic and international.

Mayflower Tour's Travel Show ran with 9 attending.

The Leprechaun Flashlight Hunt ran with 31 members. Children had fun hunting for coins and searching for special coins that earned prizes.

Programs/events to run this month: CPR, Sporties for Shorties, Leprechaun Flashlight Hunt, Koolaid & Kanvas, Chorus Line Luncheon and Show, CSRI Open Gym, St. Patty's BINGO, Cupcakes and Competition, Cardio Drumming, Wado-Ki Karate, Underwater Egg Hunt, Skateboarding Advanced and Flashlight Egg Hunt

Twelve March rentals are scheduled for the Social Center.

### **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	3	1	\$210.00	\$112.00	\$98.00
Craft in a Box	1	0	\$20.00	\$13.46	\$6.54
Home Improvement Fair	15		\$1,300.45	\$100.00	\$1,200.45
Koolaid and Kanvas	10	3	\$364.00	\$155.00	\$209.00
Little Sluggers	11	5	\$665.00	\$320.00	\$345.00
Leprechaun Flashlight Hunt	22	9	\$155.00	\$82.74	\$72.26
Slam Dunk Basketball	23	5	\$1,145.00	\$320.00	\$825.00
South Shore Arts Classes – February	2	2	\$123.40	\$20.00	\$103.40
Tiny Punters	5	4	\$380.00	\$150.00	\$230.00
<b>TOTAL:</b>	<b>92</b>	<b>29</b>	<b>\$4,362.85</b>	<b>\$1,273.20</b>	<b>\$3,089.65</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;

Staff assisted with now removal.

The break room on Fisher St. was repainted and the floor stripped and rewaxed.

The Social Center floors were scrubbed.

Repairs were made to the Kiwanis Park playground and graffiti was cleaned off.

The bathroom doors at the east press box were replaced with doors that swing out rather than in. The old doors were twisted from being kicked and could no longer be straightened. The one-piece Roton hinge was taken from one of those doors and installed on one of the Babe Ruth dugout storage doors that was damaged from wind.

Two loads of wood chips were delivered to Rivers Edge for the disc golf club.

Low spots where tree stumps were ground out were filled in with black dirt and seeded at Sunnyside Park.

The EIA-860 Annual Electric Generator Report was completed and sent to the US Energy Information Administration.

Several toilet valves at the Fisher St. garage had to be replaced after a fire hydrant was replaced just outside the building. This caused dirt to get in the water lines, the valves cannot be completely disassembled and cleaned.

The Superintendent assisted the Director with updating the repair and replacement schedule.

Removed several memorial tree plaques after the trees died. The purchases will be contacted to see if they want to purchase new trees as these are no longer warrantied.

Reposted the seasonal employee job on Indeed.com.

### **Centennial Park Maintenance**

Staff continues to sort and organize equipment and utensils in the clubhouse kitchens and basement.

Replaced the driveshaft on the John Deere rotary broom, parts are on order to repair the original shaft.

The park has been busy with the warmer weather and daily rounds have been taking longer to complete with one employee. Hopefully all full-time staff will be back to work by the first of April, we will gradually start bringing in seasonal employees shortly thereafter.

### **Jenbacher Engine Production**

	<u>Run Hours</u>	<u>MWh</u>	<u>Methane</u>
02/02/23	57,557	41,653	4,975,796
03/06/23	58,075	41,927	5,946,384

### **CENTENNIAL GOLF**

#### **Pro-shop**

Golf season has started and the weather has not been so great.

Leagues have started to come in to pay dues for the upcoming season.

Munster High School and Purdue Northwestern Golf Teams have started tryouts and practices for the upcoming season.

Memberships have slowly been coming in to renew. Staff continues to push memberships.

As for golf rounds, there has been a few public rounds this month. With more cold days in the forecast, golf will continue to be slow until April.

<b>March</b>	<b>2023</b>
Member Rounds	121
Public rounds	124
Green Fees	\$638
Driving Range	\$280
Cart Fes	\$678
Pro Shop	\$144

### **Grounds**

Generally, it has been a mild winter. More time has been spent outside than usual.

Some low areas have needed to be pumped that flooded due to a clogged drain line.

The course been open on warm days, and range has been open much more this Winter.

Last week the greens were rolled and the cups changed.

In preparation for an application, probably in the next week, the greens were mowed. This is a week ahead of the normal first spray.

The mechanic is finishing up work on equipment.

There is some painting that needs to be finished up.

Working with the Munster High School art department to design a new sticker for the tee markers. They should be ready in April.