

Town of Munster
Department of Parks and Recreation
Board Report
December 17, 2024

DIRECTOR/ADMINISTRATION

Pro Shop project: Happy to report that finally there is electric and gas turned on at the Pro Shop and Cart Storage Garage building. Upon completion, the HVAC and plumbing subcontractors were on site to verify that things are working properly. A few issues were found which are in the process of being corrected. Working to get the IT needs up and running for the Town as well as the golf management company, which at this time, is not complete. The Fire Department was out to share locations and number of fire extinguishers that are being installed. Other ‘odds and ends’ (ice machine, coffee machine, facility stocking, trash cans, signage, floor mats, prep tables, storage racks, etc.) to make the building usable are being done by the park maintenance staff and the golf management group to be ready to fully move into the building. The golf management group is waiting on some new display racks that were ordered. Most of the landscaping has been completed except for where some fencing still needs to be installed. We need to follow up with NIPSCO to ensure the address of 1000 S. Centennial Drive is on their records for the service to this location. They previously were calling it 1005 but that is the address of the existing Clubhouse and must be retained as there is still electric service to that building for the meantime.

Landscape Maintenance Agreement extension: The landscape maintenance agreement with Great Lakes Landscape was mailed informing them it was officially approved at the last Park Board meeting. We are waiting for the hard copy of the confirmation to be signed by them and mailed back to us.

Golf Car Order: The golf cars, approved at the last Park Board meeting, were ordered.

2025 Parking: The parking management company was informed of the changes that were approved at the November Park Board meeting effective for the 2025 parking season and beyond. They are working to implement those changes through the registration website.

Clubhouse next steps: I’ve reached out to SEH to schedule a meeting to discuss next steps on a plan for re-routing electric that goes to the Clubhouse for park site amenities, for demolition of the Clubhouse, and preparing the area for whatever is decided to go in that area next.

Landfill Gas-to-Energy Generator replacement: The new generator for the landfill is scheduled to be shipped out December 23rd from Germany, arrive in Montreal on January 14th before continuing to Chicago and finally delivered to the park. Likely in early January, they’ll be removing the old generator unit to ready the area for arrival of the new one.

Light the Night: We partnered with the Munster Chamber of Commerce, Munster Civic Foundation, and all other departments of the Town to hold the Light the Night event at Munster Town Hall on December 5th from 5-7pm. Approximately 1,000 people attended the event on a pretty cold evening. Visitors were able to enjoy games, hot chocolate, food, coffee, visit Santa,

pictures with a reindeer, listen to strolling carolers, visit with vendors, and get in the mood for the Holiday season.

Methane line improvements: Cabeno Environmental, with direction from Andrews Engineering to meet IDEM maintenance requirements at the landfill, has been planning some work to open a couple of spots in the landfill to repair blocked or missing pipeline. This work will be done once the parts arrive and if the temperatures keep the ground from freezing. If not, the work will be done in the spring.

Lions Club Social Center signs: The Munster Lions Club has confirmed that they will donate the funds to cover the cost of the new signs for the Lions Club Social Center. Those signs have been ordered and will be paid from the donated funds once received.

RECREATION

Superintendent attended IPRA webinar: Unleashing the power of high-quality data.

Interviews are being conducted to fulfill the Office Clerk position.

Staff completed the Winter/Spring Recreation Guide. The brochure will be mailed around Christmas.

Recreation staff helped run Light the Night.

The Holiday Arts and Crafts Fair was well attended. 125 vendors were accepted; 31 of which were new. Many people reached out last minute, which allowed us to maintain a waitlist of over 20 people. By the conclusion of the event, 39 vendors had already submitted their application and payment for next year. 2025 applications have been emailed to our list of over 200 vendors.

Hedda Hopper Lunch/Show ran with 18 enrolled. Keen-Agers enjoyed a Jimmy Johns lunch prior to the performance.

Held at Cloister in the Woods this year, the Keen-Ager Holiday Party was a success with 75 enrolled. Holidays Arts and Crafts vendors donated product for this event's raffle. Keen-Agers were served lunch, had musical entertainment and given a raffle prize and chocolates.

Eleven December rentals were scheduled for the Social Center.

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Chicago Bakery Bus Tour	8	15	\$4,110.00	\$3,683.40	\$426.60
Hedda Hopper Lunch/Show	7	11	\$835.00	\$628.25	\$206.75
Holiday Arts and Crafts Fair	8	119	\$24,339.58	\$1,269.81	\$23,069.77
Jumpstart Hoops	8	2	\$410.00	\$160.00	\$250.00
Rookie Rundown	10	0	\$400.00	\$160.00	\$240.00
Skateboarding: Leveling Up	10	5	\$1,400.00	\$900.00	\$500.00
TOTAL:	75	185	\$31,494.58	\$6,801.46	\$24,693.12

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

Leaves have been mulched at all the parks for the last time of the year. We will continue to clean up as needed as public works finish up with the leaf vacs around town.

All parking lots and paths were plowed after the first snow of the year.

The heaters were turned on in the Community Park bathrooms, Triple Play concession stands, and at the pool pumphouse and the low temp alarms were reactivated.

An outdoor bulletin board was installed at the Social Center near the east entrance.

A rotted door for the Bieker Woods kiosk off Columbia Ave was replaced along with a new hinge.

Event banners were swapped out.

Broken stair treads were replaced at Triple Play.

Broken or missing outlet covers were replaced at all the batting cages.

Christmas decorations were put up at the Social Center.

The automatic door latch on the north social center door was repaired and reinstalled.

All seasonal employees, except for one at Centennial, are done for the year.

Everything at the Centennial maintenance yard was moved away from the fence so Oak Ridge Fence could remove the old one and install a new vinyl fence.

The heating system, fire suppression system and the kitchens and bathrooms at the clubhouse were all drained.

The new cart barn was winterized.

Several activity panels and climbing wall sections on the Centennial playground were replaced.

More equipment, prep tables and shelving was moved into the pro shop.

Three TV's were hung in the pro shop and the ice machine and coffee maker were hooked up to the water supply.

A waterproof panel was installed behind the kitchen sink in the pro shop.

Christmas lights were put up on the light poles along South Centennial Drive.

All the door locks on the pro shop and cart barn were rekeyed to one exterior key and one interior key.

Jenbacher Engine Production

	<u>Run Hours</u>	<u>MWh</u>	<u>Methane</u>
9/12/24	63,916	45,001	16,580,293
10/9/24	64,105	45,100	16,922,952
11/14/24	64,600	45,362	17,851,158
12/11/24	64,870	45,504	18,442,123

CENTENNIAL GOLF

<u>November</u>	<u>2024</u>	<u>2023</u>
Member Rounds	286	480
Public Rounds	300	280
Green Fees	\$5,549	\$6,777
Range Fees	\$140	\$395
Cart Fees	\$3,061	\$1,740

Pro shop

The weather has definitely kept golfers from enjoying the facility.

Staff has been cleaning out the old pro shop to transition to the new facility.

Members continue to come in and pay dues for the 2025 season. A few Holiday gift cards have been sold. The cards will be sold until the holiday.

Looking ahead at the forecast, it does not look like the course will be open for quite some time.

Grounds

A snow mold application was applied on 11/25/24. This is done to protect the greens, tees and fairways from a winter disease that attacks turf when wet and cool. Timing is critical. If done too early, the plant will grow out of protection. Too late, the plant won't absorb one of the chemicals.

Maintenance staff continues to work on the course equipment. Broken parts are fixed, oil and hydraulic oil changes are performed, and the blades and bed knives are sharpened.

An early order was done for some of the products used in the spring. There is a discount on certain products available to Troon customers.

On warm days wild areas are mowed. This is done several times a year. On the landfill side of the course, mowing is required to meet code. Mowing helps to control unwanted weeds and trees from growing.

Course accessories painting should be completed in December.

Upcoming work includes budget preparation for 2025 and completing the Audubon packet.