

Town of Munster
Department of Parks and Recreation
Board Report
February 18, 2025

DIRECTOR/ADMINISTRATION

Pro Shop project: The Pro Shop project is wrapping up. The surveillance camera system was installed as of last week. Final fence work and landscaping were also completed. New golf cars are expected to arrive by the end of the month. We have scheduled a ribbon cutting event onsite for Monday, March 17th at 2:00 p.m. Staff encourages you to attend.

2025 Athletic Field Permits: The 2025 athletic field permits were mailed out to Munster Babe Ruth, Munster Challenger, Munster Girls Softball, Munster Little League, Munster Pop Warner, Munster Soccer, Midwest Wings Soccer, NWI Gully Cricket, Region/Munster Lacrosse, and Bishop Noll Tennis. Not all requests were completely fulfilled as we simply don't have enough space for all the requests. The requests were filled fairly between all of the organizations, while also taking into account Munster Parks and Recreation field use too.

2025 Parking: Town of Munster Residents can begin registering vehicles for the 2025 parking season starting March 1st at www.centennialparkvehiclereg.com. Residents can register up to four vehicles per household. The enforcement date is April 1st. Non-residents wishing to purchase an annual pass will can do so at the meters in the park beginning in April.

Clubhouse next steps: SEH has done some initial cost estimates for the demo of the Clubhouse and the construction of a small shanty building to house electrical and fiber optic equipment at the park. They have suggested a budget figure of \$550,000. They are still working to put a figure for the electrical distribution cost. A coordination call has been scheduled between SEH and HWC Engineering to define roles for each firm and coordinate the sharing of information as future development will relate to how much demo/restoration needs to be completed. A proposal from HWC Engineering to develop a plan for the redevelopment of the Clubhouse area is on today's agenda. Since they recently completed the Parks and Recreation Master Plan, it was logical to have them help develop a plan to redevelop that area of the park.

Landfill Gas-to-Energy Generator replacement: The new generator for the landfill was brought to the site on February 5th. Work to connect everything and make it operational is expected to be completed by the end of the month.

West Lakes Park restroom building: On the agenda today is a proposal from CSK Architects including a sketch of the facility including a floor plan. The facility will include women and men's restrooms, soccer, cricket and park storage at the site. The proposal is to engage in a professional services agreement with CSK to design, bid, and oversee the construction of this new facility.

Background checks: Recreation staff met with Attorney Nicole Bennett to discuss background checks for volunteers. A policy will be drafted to present for consideration by the Board at one of the next meetings.

Disc Golf request: The Red Roc Disc Golf Club and Brian Cummings, a Munster resident, have requested adding three additional disc golf holes on the east side of Hohman Avenue across the street from the River's Edge Disc Golf Course. The is land owned by the Town and includes a sanitary district pump station. The Club would also like the Board to consider a shelter, storage and restrooms at the site in the future.

Accommodation Form: The Recreation staff met with Attorney Nicole Bennett to discuss developing an accommodation form to meet regulations of the Americans with Disabilities Act.

Gold Star Award Projects: We have met with two different Girl Scouts seeking to complete their Gold Star Award Projects through the Town. We will continue to meet and offer guidance on a project that they feel they can take on as a requirement for that award.

Cobblestones Park Playground: Demolition of the old playground and installation of the new playground at Cobblestones Park started on Feb. 3rd. Progress is being made and, weather depending should be finished by the end of the month. Once complete, they will be moving to Briar Creek Park to demolish and replace that playground.

Cobblestones Park pickleball courts: I shared with SEH information on pickleball courts and seeking ways to incorporate additional parking. I am waiting to hear back from them with what our options are.

Community Estates subdivision: There has been communication with NICTD about potentially adding a playground area and a pathway connection on the west side of the subdivision to run north to Superior Avenue. The land is owned by NICTD. They are not against the concept, but indicated it will likely take years. SEH has been asked to create a map of the concept to be shared with NICTD so the request on their radar should the opportunity present itself sooner.

RECREATION

Winter/Spring registration has been in full swing for quite some time now. Summer brochure brainstorming is already underway.

The summer Intern position has been posted publicly. Interviews will take place soon.

Superintendent attended 'All Things Camp Summit' in Avon on February 13, and two webinars. CEU's were obtained for all.

Recreation Supervisor attended the January Chamber of Commerce monthly meeting, and the Marketing Manager attended the February meeting.

A new Office Clerk has been hired and started January 13. This person will help with registration, phone calls and parking issues. Until parking registration begins, they have been given other duties to help Recreation staff.

Request for Proposals were emailed to 8 screen printing businesses for quotes specifically on spring soccer jerseys. Only 4 responded. The proposal from Magic Sports for the soccer jerseys was accepted for an estimated \$4,892.50.

Munster Pool coupon book donations were given to Eads, Elliott, Frank Hammond and Munster High School Choir for their upcoming fundraisers.

Preparation is underway for the Pro Shop Ribbon Cutting in March.

The 2025 park locations and event calendar were sent to Premier Port-a-Potty.

People's Bank will again sponsor the 2025 Summer Concert Series. Munster Historical Society will continue concessions. Southside Christian Church will continue to be the rain location. Entertainment is currently being researched.

The Summer Camp building use permit was submitted to the School Town of Munster. Eleven counselors will be returning. Interviews will be conducted at the end of this month to finalize head staff and interviews will be held in March to fill the remaining 9 counselor positions. The school location is yet TBD, therefore registration information is not yet available.

Munster Pool management has been hired. Staff are looking to hire 12 more lifeguards and 15 more attendants. Information has been posted in the NYCU, social media and Munster High School's morning announcements.

A google spreadsheet was emailed to Munster High School volunteer coordinators for upcoming events students can volunteer at. Also included on that spreadsheet was all summer job opportunities.

Arts/Crafts and Business Fair vendor applications are currently being accepted for all events.

Food Vendors have until February 21 to submit their application. After that deadline, staff will choose those best suited for each of the 20 events scheduled.

Keen-Agers continue to renew their memberships. To date, 197 Keen-Agers have renewed.

Sports Day BINGO ran in January. 45 Keen Agers enjoyed a catered hot dog lunch that was sponsored by Burns Kish.

38 kids are registered for the first session of Winter Swim Lessons. Twelve staff members are onsite and overall lessons ran well.

Daddy Daughter Date Night filled in 2 ½ weeks with 202 fathers/daughters. An after-dinner option was added that also filled quickly adding 50 additional fathers/daughters. OMG Pastries and The Sweet Tooth of Munster supplied Cake Pops and Cube Pops for the favors. Kiddie Academy sponsored the Corsages and Orthodontic Specialists sponsored the Photo Booth. Overall, everyone enjoyed themselves!

Mayflower tours hosted a free travel show – 13 people pre-registered. The following trips were discussed: Wonders of Australia and New Zealand, America’s Music Cities, Splendor of the Seine River Cruise and more.

Month	# of Rentals completed	# of Rental Hours per Month
January	8	39
2025 Total	8	39

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Daddy Daughter Date Night	240	12	\$6,660.00	\$2,907.59	\$3,752.41
Jumpstart Hoops	13	0	\$520.00	\$160.00	\$360.00
Rookie Rundown	8	1	\$365.00	\$160.00	\$205.00
Wado-Ki Karate	13	11	\$503.00	\$20.00	\$483.00
Wintertime Bird Feeding	4	4	\$40.00	\$24.00	\$16.00
TOTAL:	278	28	\$8,088.00	\$3,271.59	\$4,816.41

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;

Maintenance shops were cleaned and reorganized.

Our newest employee has been training with the Commercial Driver’s License instructor from the Public Works department several days a week.

Each piece of two new tool sets were engraved with MPR.

All trim boards in the Social Center were painted.

A new vertical bag toss game was built for the Recreation Department.

Two benches from Bluebird Park were brought back to the shop; they were cleaned and repainted.

The trees at White Oak Park, along Harts Ditch, were wrapped in wire garden fencing to prevent beaver damage.

Maintenance staff did clean up after several snow and ice events.

Tree trimming was done along Ridge Road and Columbia, and some paths throughout the other parks, where low branches hit the snow machines.

Eight No Parking Anytime signs were put up on the outfield fences of Softball and Little League D fields to prevent parking on the grass and walking paths during high school sporting events.

The Grove Park sign was repaired and repainted. It will be reinstalled with an additional park hours rider below it once the rider and new cedar posts are received.

Centennial Park

New lights were installed in the Centennial Park bathrooms.

The Centennial Park Golf Course decal was installed on the front window at the pro shop.

Assembled a new memorial bench and placed it near the artwork on the west side of the pond.

Removed the construction sign at Calumet and S. Centennial.

Ran new data cable for Impact Networking from the antenna to the gate at the dog park.

Replaced two damaged gates between the south parking lot and the golf course.

Pro Shop

Locking thermostat covers were installed at the pro shop and cart barn.

The ice machine was set up along with a water discharge pump for the melted ice.

Repainted the golf bag rack.

Mounted a key storage box.

Mounted a KNOX key box so the Fire Department can gain access in case of an emergency

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
01/02/25*	65,287	45,725	19,218,232

*These are the final numbers from the old Jenbacher engine

CENTENNIAL GOLF

<u>January</u>	<u>2025</u>	<u>2024</u>
Member Rounds	0	0
Public Rounds	0	0
Green Fees	\$0.00	\$0.00
Range Fees	\$0.00	\$0.00
Cart Fees	\$0.00	\$0.00

Pro shop

Weather has been a factor in having no golfers enjoying the new facility.

In anticipation of the grand opening next month, products were ordered and are now arriving so the shop will be fully stocked and presentable.

Members have been coming in to pay dues for the upcoming season.

Looking ahead at the February forecast, it doesn't look like Centennial Park Golf Course will be open for quite some time.

Centennial Park management is looking forward to an exciting year of golf at the new facilities.

Grounds

Maintenance staff continues with maintenance on all equipment. After a thorough washing, oil is changed and filters replaced, blades are sharpened and anything that needs attention is addressed. Everything should be finished by the end of February or early March.

All course accessories were cleaned and painted. A few items that needed replacement have been ordered.

Acelepryn grub control was ordered early along with a few other items. Grub control was very good in 2024.

Working with Bowman Displays of Munster to make new tee sign displays. They are original and are very much in need of replacement.

A new CLA valve has been ordered. This device helps regulate pressure at the pump station. The course was marked this winter in preparation of a couple new methane lines to be run on the course. The new lines will cross irrigation approximately 15 times. Hopefully, the new line will get more methane down to the burner to create more electricity.

Three workers are set up to return in 2025. Four others were lost to new jobs or school.