

**DEPARTMENT OF INTERIOR**  
**SECTION 504 GUIDELINES FOR FEDERALLY-ASSISTED PARK**  
**AND RECREATION PROGRAMS AND ACTIVITIES**

**I. General**

**A. Authority.** These guidelines are issued under the authority of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112, as amended; and Department of the Interior Regulations 43 CFR 17, Subpart B.

**B. Purpose.** These guidelines provide basic information on the compliance requirements of Section 504 of the Rehabilitation Act of 1973 with respect to federally-assisted park and recreation programs and activities of the Department of the Interior. These guidelines are intended to facilitate compliance with Departmental Regulations 43 CFR 17, Subpart B, to the end that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance from the Department. Included in these guidelines are procedures and standards for determining whether current, and anticipated recipient practices conform to the requirements of Section 504.

**C. Scope and Applicability.** These guidelines apply to each recipient of Federal financial assistance from the Department that administers a recreation program or activity. When a recipient receives financial assistance from the Department for park and recreation programs, all such programs and activities of that recipient must be in compliance with Section 504 including those programs and activities not receiving direct Federal aid. The final decision as to whether a specific activity or program is or is not federally-assisted within the context of Section 504 rests with the Director. In instances where real property has been acquired through Federal financial assistance or developed prior to 1973, Section 504 applies to such recipients retroactively.

**D. Covered Programs.** Federal financial assistance subject to Section 504 and covered by these guidelines includes, but is not limited to, that authorized by the following statutes

1. Land and Water Conservation Fund Act of 1964, (Pub. L. 88-578, 78 Stat. 897);
2. Title X of the National Parks and Recreation Act of 1978, (Pub. L. 95-625), Urban Park and Recreation Recovery Program;
3. Reservation of Land for Park, Playground, or Community Center (38 Stat. 727, 43 U.S.C. 569);
4. Recreation and Public Purposes Act (44 Stat. 741, as amended, 43 U.S.C. 869-869-4);
5. Federal Aid in Sport Fish Restoration Act (64 Stat. 430) as amended, 16 U.S.C. 777-777K.

**E. Definitions**

1. "Section 504" means Section 504 of the Rehabilitation Act of 1973.
2. "Subpart B" means Interior's Departmental Regulations at 43 CFR 17, Subpart B, which implements Section 504 in federally-assisted programs.
3. "Department" means the U.S. Department of the Interior.
4. "Director" means the Director of the Office for Equal Opportunity, Office of the Secretary, U.S. Department of the Interior.
5. "Secretary" means the Secretary of the Department of the Interior.
6. "Federal Financial Assistance" means any grant, loan, contract (other than insurance or guaranty contracts), or any other arrangements by which the Department provides or otherwise makes available assistance in the form of : (a) funds; (b) the detail of Federal personnel; or (c) real and personal property.
7. "Recipient"
  - a. "Primary Recipient" means a State that is authorized to contract for or extend Federal financial assistance to itself or subrecipient for the purpose of carrying out a program of the Department.
  - b. "Subrecipient" means any political subdivision or instrumentality of a State, public or private entity or individual to whom Federal assistance is extended through a recipient.
8. "Compliance Review"
  - a. "Post-Award Compliance Review" means an onsite or off-site, comprehensive assessment of the Section 504 compliance posture of an agency that has received Federal financial assistance from the Department. Such reviews as designed to determine if programs and activities of the agency are administered and operated in compliance with the requirements of Section 504.
  - b. "Follow-up Compliance Review" means a subsequent examination of specific aspects of a recipient's federally-assisted program or activity to determine whether the recipient has resolved outstanding conditions of noncompliance.
  - c. "Desk Audit" means an off-site review of a recipient's practices to determine compliance with Section 504.
9. "Compliance Officer" means an official of the Department assigned the responsibility of conducting a compliance review or complaint investigation of a recipient or subrecipient.

10. “Major Life Activities” means functions such as caring for one’s self, performing manual tasks, walking, seeing, speaking, hearing, breathing, and learning.

11. “Handicapped Person” means any person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment. For a detailed definition of these categories, see Departmental Regulation Subpart B, 43 CFR 17.202(j)(2).

12. “Qualified Handicapped Person” means:

a. With respect to covered employment, a handicapped person who, with reasonable accommodation, can perform the essential functions of the job in question.

b. With respect to programs, activities, and services, a handicapped person who meets the essential eligibility requirements for the receipt of services or for program participation.

13. “Reasonable Accommodation” in employment, means accommodations provided to a handicapped job applicant or employee so that she/he can qualify for and/or perform the job. Reasonable accommodation includes, but is not limited to: (a) making facilities used by employees accessible; (b) job restructuring, part-time or modified work schedules; (c) acquisition or modification of equipment; (d) readers for the visually impaired; and (e) interpreters for the hearing impaired. This interpretation of reasonable accommodation applies solely to recipient employment practices.

14. “Beneficiary” means an individual who is entitled to benefit from, or otherwise participate in, programs or activities receiving Federal financial assistance.

15. “504 Coordinator” means the individual within the recipient organization who is responsible for coordinating all efforts to comply with Section 504.

16. “Section 504 Self-Evaluation” means a process whereby the recipient, in consultation with handicapped individuals and organizations representing such persons, examines its policies, practices, programs, services, and activities to determine whether they are in compliance with Section 504.

17. “OEO” means the Office for Equal Opportunity, Office of the Secretary, U.S. Department of the Interior.

18. “Transition Plan” means a document detailing the recipient’s plans for achieving compliance with Section 504 when structural changes to existing facilities are required. The plan must identify physical obstacles; describe methodology for providing accessibility; specify the schedule for achieving program accessibility; and indicate the person responsible for implementing the plan.

19. “Integrated Setting” means a setting in which handicapped persons are fully integrated with nonhandicapped persons and are not subjected to different or separate treatment.

20. “Program Accessibility” means that when viewed in its entirety, a program is readily accessible to qualified handicapped persons. This does not mean that every existing facility or part thereof has to be made accessible. Program accessibility may or may not require structural modifications to facilities. Methods of achieving program accessibility include such things as reassignment of services to accessible buildings; assignment of aids to program beneficiaries; home visits; delivery of services at alternate sites; and alteration of existing facilities.

21. “LWCF” means the Land and Water Conservation Fund of the Department.

## **II. Compliance Responsibilities**

**A. OEO’s Responsibilities.** The Office for Equal Opportunity (OEO), shall ensure that no person participating in a program funded in whole or in part by the Department is subjected to discrimination on the basis of handicap. This shall be accomplished through continuing policy direction, oversight, technical assistance, program evaluations, investigations and compliance reviews.

**B. Bureau Responsibility.** Each Bureau or Office, as primary grantor of Federal financial assistance, has direct responsibility for ensuring that recipients and applicants to whom Federal aid is awarded are in compliance with the basic nondiscrimination provisions of Section 504.

The granting Bureau or Office shall execute its responsibility through:

1. Notifying OEO of any Section 504 violation having arisen from onsite program reviews conducted by Bureau or Office personnel; and
2. Cooperating with OEO in securing voluntary compliance with Section 504 in recipient programs and activities.

**C. Primary Recipient Responsibility.** The States, as primary recipients of Federal assistance, are required to give reasonable assurance that all applicants and subrecipients will comply with Section 504. This includes providing equal benefits, services, financial aid, and utilizing methods of administration which give reasonable assurance of compliance and that any noncompliance will be corrected. This shall be accomplished through:

1. Notifying all applicants and subrecipients of their Section 504 compliance responsibilities;

2. Determining the Section 504 compliance posture of all new applicants prior to an award of Federal financial assistance and where necessary, aiding applicants in complying with Section 504;
3. Apprising *all* of its employees of the prohibition against discrimination, on the basis of handicap, in employment;
4. Ensuring that all of its employees are informed of “when, where, and how” to file employment complaints alleging handicap discrimination;
5. Ensuring that all of its programs and activities are in compliance with Section 504;
6. Consulting with interested individuals including handicapped persons or organizations representing handicapped persons in achieving compliance with Section 504;
7. Designating a Section 504 Coordinator;
8. Conducting a self-evaluation of all primary recipient programs, activities, services, facilities, practices, and policies to ensure compliance with Section 504 and maintaining the results of this evaluation on file for public inspection upon completion;
9. Accomplishing a transition plan in the event that structural changes to facilities are necessary;
10. Meeting equal opportunity public notification of nondiscrimination requirements;
11. Securing nondiscrimination assurances from applicants and subrecipients of Federal financial assistance;
12. Providing technical assistance to subrecipients in complying with Section 504;
13. Notifying OEO of any inconsistencies with Section 504 having arisen from onsite project reviews conducted by State personnel;
14. Cooperating with OEO toward seeking a satisfactory resolution of any Section 504 violation;
15. Where required by the Director, investigating Section 504 complaints of alleged discrimination against applicants or subrecipients; and
16. Ensuring that each applicants/subrecipient is provided a copy of these guidelines.

**D. Coordination of Responsibility.** OEO will periodically conduct onsite Section 504 compliance reviews and/or desk audits of primary recipients and subrecipients. OEO will provide any recipient with such technical assistance as necessary to assure compliance with Section 504. Federal, State, and local officials are expected to cooperate

fully toward securing voluntary compliance where violations in programs or activities may be found.

### **III. Section 504 Compliance Provisions**

**A. General.** This section applies to each recipient of financial assistance from this Department who funds or administers a park and/or recreation program. This section covers general prohibitions against discrimination based on handicap as well as the required compliance provisions of Section 504. These standards are set forth in Departmental Regulations at 43 CFR 17, Subpart B.

Subrecipients are reminded that public and private organizations to whom they provide assistance are also covered by Section 504. Such arrangements are interpreted by the Department as being extensions of Federal financial assistance.

**B. Prohibitions.** Departmental Regulation 43 CFR 17.203 contains specific prohibitions related to services and benefits based on the standard that “no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives or benefits from Federal financial assistance.

Recipients should study Section 17.203 in its entirety, and refer to it for further guidance in this area.

**C. Technical Compliance Requirements.** Each recipient must comply with the following:

**1. Assurances Required.** A recipient of Federal financial assistance shall provide assurances that its programs will operate in compliance with Section 504 and Subpart B, as follows:

a. Written assurances that a recipient’s program will be operated in compliance with the regulation is required, [ 43 CFR 17.204 (a)]. In instances where primary recipients or subrecipients extend assistance to others (besides the ultimate beneficiary) written assurances must be secured and maintained by the recipient extending the assistance; and

b. If a recipient gives, leases, or transfers real property, there must be a covenant in the agreement transferring the property that discrimination on the basis of handicap will not occur [43 CFR 17.204 (c)]. This obligates the recipient or the transferee, for the period during which the real property is used for the purpose for which it was extended, to operate in a nondiscriminatory manner.

**2. Self-Evaluation.** All recipients are required to evaluate their programs, activities, policies, and practices to determine what actions need to be taken in order to comply with Section 504. This process is called a self-evaluation and must involve interested persons, including handicapped persons or organizations representing handicapped persons. If the

recipient employs fifteen or more persons (either full or part-time), a copy of the self-evaluation must remain of file and available for public inspection for three years after it is completed. The self-evaluation must indicate the areas examined, problems identified, and the remedial steps the recipient will take to eliminate discriminatory policies and practices toward handicapped persons [ 43 CFR 17.205 (c) ].

**a. Remedial Action.** The Director can order a recipient to take remedial action when a recipient program or activity is found to be in violation of Section 504. The Director can also order a primary recipient to take remedial action if one of its subrecipients are found to be in violation of Section 504 [ 43 CFR 17.205 (a) ].

**b. Voluntary Action.** All recipients are authorized and encouraged to take voluntary steps, in addition to any required action, to overcome the effects of conditions that restrict qualified handicapped persons from participating in recipient programs and activities [ 43 CFR 17.205 (b) ].

**3 Designation of Section 504 Coordinator.** Every recipient that employs 15 or more persons (either full or part-time) must designate at least one person responsible for ensuring compliance with Section 504. The Department neither encourages nor suggests that recipients employ persons exclusively for this responsibility; instead recipients are advised to designate this responsibility to an existing staff member.

**4. Adoption of Grievance Procedures.** Each recipient that employs fifteen or more persons ( either full or part-time) must adopt grievance procedures that provide for the prompt and equitable resolution of complaints alleging discrimination on the basis of handicap, [ 43 CFR 17.206 (b) ].

**5. Public Notification Required.** Each recipient must proclaim to the public its policy of nondiscrimination and the procedures for filing complaints. This requirement can be met through the use of program publications and/or the Department's nondiscrimination poster which covers all of the required Federal anti-discrimination provisions. It must be communicated to the public that the program receives Federal financial assistance from the Department and, consequently, Federal law prohibits discrimination on the basis of handicap in the recipient's programs and activities. Each recipient must also explain that if any individual feels that he or she has been discriminated against or desires further information regarding the Department's nondiscrimination requirements, the person may write to:

Director  
Office for Equal Opportunity  
U.S. Department of the Interior  
Washington, D.C. 20240

Appropriate steps must be taken to inform those with impaired vision or hearing, the mentally retarded, the learning disabled and any other person with a communications

impairment of when, where, and how to file complaints of alleged handicap discrimination.

**6. Other Public Notification Requirements.** Each recipient that employs fifteen or more persons (either full or part-time) must take initial and continuing steps to notify program participants, beneficiaries, applicants, and employees, including persons with impaired vision and hearing that they do not discriminate on the basis of handicap. Methods such as posting notices at appropriate locations, placement of notices in local newspapers, are all acceptable methods. This notice of nondiscrimination must also be included in recruitment materials and publications [ 43 CFR 17.207].

**7. Transition Plan Responsibilities.** In instances where structural changes to facilities are necessary to achieve program accessibility, each recipient shall develop a transition plan setting forth steps necessary to complete such changes. New recipients shall develop transition plans within one year of receipt of the financial assistance.

The plan *must* be developed with the assistance of handicapped persons and/or organizations representing handicapped persons. At a minimum, a transition plan must:

- a. Identify physical obstacles in the recipient's facilities that limit accessibility of its programs or activities to handicapped persons;
- b. Describe in detail the methods that will be used to make facilities accessible;
- c. Specify the schedule for taking the steps necessary to achieve full program accessibility; and
- d. Indicate the person responsible for implementation of the plan [ 43 CFR 17.217 (e)].

8. Each recipient shall keep such records and submit to the Director or her/his designee timely, complete, and accurate reports, at such time, and in such form and containing such information, as the Director or her/his designee may determine to be necessary to enable her/him to ascertain whether the recipient has complied or is complying with Section 504 and Departmental Regulations at 43 CFR 17, Subpart B.

#### **IV. Small Recipients**

**A. General.** A small recipient is any recipient that employs less than fifteen full or part-time employees. All recipients, regardless of size, must comply with Section 504. As stated in Departmental Regulation 43 CFR 17.208, the Director, in certain situations, may require any recipient with fewer than fifteen employees to comply with Section 17.206 and 17.207, whole or in part.

**B. Waiver from Compliance With Section 504.** It is the Department's policy that there shall be no waivers from compliance with Section 504 because there is enough

flexibility in the Department's Section 504 Regulations for small recipients to comply without undue expense [ 47 FR 29543, July 7, 1982 ].

**C. Program Accessibility and Small Recipients.** If a small recipient finds, after consultation with a handicapped person seeking its services, that there is no method of complying with the program accessibility requirements of the Department's Section 504 Regulation other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of services whose facilities are accessible [ 43 CFR 17.217 (c) ].

As a means to ensure compliance with Section 504, each referral made by a small recipient must be approved beforehand by the Director prior to referring any handicapped person to other providers of services whose facilities are accessible. There shall be no exceptions to this rule.

## **V. Recipient Employment Practices and the Handicapped**

**A. General.** No qualified handicapped person shall, on the basis of handicap, be subjected to discrimination in employment under any program or activity which receives Federal financial assistance from the Department.

**B. Discrimination Prohibited.** The Department's Section 504 Regulation prohibits discrimination against qualified individuals in a wide range of employment activities. Specific activities covered by Section 504 are:

1. Recruitment, advertising, and the processing of applications for employment;
2. Hiring, upgrading, promotion, award of tenure, demotion, transfer, layoff, termination, right of return from layoff, and rehiring;
3. Rates of pay or any other form of compensation and changes in compensations;
4. Job assignments, job classifications, organizational structures, position descriptions, lines of progressions, and seniority lists;
5. Leaves of absence, sick leave, or any other leave;
6. Fringe benefits available by virtue of employment whether or not administered by the recipient;
7. Selection and financial support for training, including apprenticeship, professional meetings, conferences and other related activities and selection for leaves of absence to pursue training;
8. Employer-sponsored activities, including social or recreation programs;

9. Any other term, condition, or privilege of employment, such as granting awards, recognition and/or monetary recompense for money-saving suggestions or superior performance; and

10. A recipient's obligation to comply with Section 504 is not affected by any inconsistent term of any collective bargaining agreement to which it is a party.

**C. Section 504 Equal Employment Compliance Requirements.** All recipients are required to make employment decisions which do not discriminate on the basis of handicap.

Recipients may not limit, segregate, or classify job applicants or employees in any way that adversely affects their opportunities or status because of handicap. Other requirements include:

**1. Statements of Nondiscrimination.** If a recipient organization has a written nondiscrimination policy statement ensuring that all employment opportunities and services are available on an equal basis, a clause prohibiting discrimination on the basis of "handicap" should be included.

**2. Contractual Arrangements.** If a recipient has a contract, subcontract, or other arrangement or agreement with organizations such as labor unions, employment agencies, health/maintenance organizations, insurance agencies, or organizations administering training and apprenticeship programs, the recipient is required to:

a. Ensure that these organizations do not provide services to handicapped job applicants and employees in a discriminatory fashion; and

b. Ensure that these contracts, subcontracts, or agreements contain nondiscrimination clauses prohibiting discrimination on the basis of handicap against job applicants or employees.

**3. Notifying Employees of their Rights Under Section 504.** Recipients are required to notify their employees of their rights under Section 504 and the procedure for filing complaints with the Department.

**4. Concessionaires.** The employment practices of concessionaires operating under contractual agreements with recipients are covered by Section 504. In such instances, the recipient shall be responsible for ensuring that each concessionaire complies with Section 504.

**5. Self-Evaluation Required.** As prescribed in Section III.C.2, of these guidelines, all recipients must conduct a self-evaluation of their employment practices, policies, and decisions to ensure nondiscrimination on the basis of handicap. The self-evaluation must be conducted with the assistance of interested persons, handicapped individuals and organizations representing the handicapped.

**6. Communicating Effectively with Applicants, Employees, and Beneficiaries.**

Recipients must take the necessary and appropriate steps to communicate effectively with job applicants, employees, and program beneficiaries. This requirement applies especially to communicating effectively with the visually and hearing impaired as well as the mentally retarded and learning disabled.

**7. Reasonable Accommodation.** All recipients are required to make reasonable accommodation to the known physical or mental limitations of otherwise qualified handicapped applicants or employees, unless it creates an “undue hardship.” Reasonable accommodation includes making facilities accessible to handicapped employees, instituting part-time or modified work schedules, allowing extended rest periods, job restructuring, and permitting work assignments to be accomplished at home or other accommodating places. In determining whether an accommodation would impose an “undue hardship” the following shall be considered by the Director:

- a. The overall size of the recipient park and recreation system including:
  - i. Size of recipient agency;
  - ii. Number and type of facilities;
  - iii. Size of recipient’s overall operating budget;
- b. The type of operation;
- c. Composition and structure of the recipient’s workforce;
- d. The type of accommodation needed; and
- e. The cost of the accommodation needed.

**8. Employment Tests.** Recipients must examine all employment tests or other selection criteria to ensure nondiscrimination towards handicapped persons. Tests and employment selection procedures must be shown to be job related. Moreover, tests must measure a person’s ability, not an impaired sensory, manual or speak skill, unless that skill is required to perform essential job-functions.

If a test of employment criterion is job-related and tends to screen out qualified handicapped persons and the Director cannot identify alternative job-related tests that do not screen out as many handicapped persons, the recipient may use the test or employment criterion.

**9. Pre-employment Inquiries.** A recipient may not conduct pre-employment medical tests or examinations or make pre-employment inquiries as to whether an applicant is handicapped or as to the severity or nature of a handicapping condition. This standard applies to all aspects of the selection process including:

- a. Job applications; and
- b. Employment interviews.

**10. If Remedial or Voluntary Actions are Taken.** If a recipient is taking remedial or voluntary actions to correct the effects of past discrimination, the recipient may invite a person to indicate whether, and to what extent, they are handicapped. Inquiries of this nature are only permitted if:

- a. The applicant is informed of the reasons the recipient is requesting the information;
- b. The applicant is informed that providing the information is voluntary and will be kept confidential; and
- c. The applicant is informed that refusal to provide the information will not result in any adverse treatment.

## **VI. Program Accessibility**

**A. General.** A recipient will have afforded equal opportunities to handicapped persons if each of its programs, activities, and services, when viewed in their entirety, are accessible. A qualified handicapped person cannot be denied the benefits of, or be kept from participating in, any recipient's programs or activities because existing facilities are inaccessible to or unusable by handicapped persons.

**1. Time Limitation.** For those that were recipients as of July 7, 1982, all nonstructural accessibility modifications should have been completed by September 8, 1982, while structural accessibility changes are to be accomplished as expeditiously as possible, but in no case later than July 8, 1985.

**2. Methods for Achieving Program Accessibility.** Methods for ensuring accessibility include:

- a. Re-designing park and recreation equipment, i.e., swimming pools, play equipment, park benches, water fountains, etc;
- b. Assigning aids to handicapped persons;
- c. Moving classes or activities to accessible buildings;
- d. Conducting home visits; and
- e. Structural changes.

**3. Program Availability Must be Advertised Effectively to Interested Persons.** The Department's Section 504 Regulation requires that each recipient adopt and

implement procedures to ensure that interested persons, including those with impaired vision and hearing, can obtain information about the availability and location of recipient services, activities, and facilities that are accessible to and usable by handicapped persons.

## **VII. Drug and Alcohol Abusers**

**A. Drug and Alcohol Abusers are Covered by Section 504.** Drug and alcohol abusers or any individual having a record of such an affliction are covered by the nondiscrimination requirements of Section 504.

**B. Exceptions.** Drug and alcohol abusers are not covered by Section 504 when current use of drugs or alcohol prevents them from performing the duties of the job in question or when the current use of drugs or alcohol imposes an immediate threat to public safety or property.

## **VIII Complaint Procedures**

**A. General.** This section prescribes the procedures of the Department and its primary recipients with respect to the prompt processing and disposition of Section 504 complaints.

**B. Who May File.** Anyone who believes that she or he has been subjected to discrimination on the basis of handicap, may file a complaint. A representative may also file a complaint on behalf of persons who feel that they have been discriminated against because of their handicap.

**C. How, When, and Where to File.** All complaints filed under Section 504 must be in writing and must be signed by the complainant and/or the complainant's representative. In the event that a complaint is made in other than written form, the official receiving the complaint must instruct the complainant to reduce the complaint to writing and submit it to:

Director  
Office for Equal Opportunity  
U.S. Department of the Interior  
Washington, D.C., 20240

The complaint should contain: The name, address, and telephone number of the complainant; the name and address of the alleged discriminating official, recipient or subrecipient; the basis of the complaint, and date of the alleged discrimination.

**D. Time Limitations.** All complaints must be filed within 180 days from the date of the alleged discriminatory action. The time limit for filing may be extended by the Director.

Complaints should be filed directly with the Director. In the event that complaints are received by other entities, such complaints must be forwarded to the Director within 10 days of receipt.

**E. Complaint Notification Requirements.** Bureaus and Offices shall be responsible for ensuring that its recipients inform the public of their right to file a complaint. Where primary recipients extend Federal assistance to subrecipients, the primary recipients shall also be responsible for ensuring that this standard is met.

Bureaus, Offices and recipients shall include information on Section 504 requirements, complaint procedures and the rights of beneficiaries in handbooks, manuals, pamphlets, and other materials which are ordinarily distributed to the public to describe the federally-assisted program or activity. In instances where handicapped persons have visual and hearing impairments or other disabilities that impede their communications processes, steps must be taken to inform them of their rights under Section 504.

## **IX. Compliance Review Procedures**

**A. General.** This section prescribes the types of compliance reviews which will be conducted periodically to ensure that the Department's federally-assisted recreation programs are operated in compliance with Section 504. Such reviews will cover the granting Bureau or Office, primary recipient and subrecipient.

**B. Compliance Review Responsibilities.** OEO shall perform periodic Section 504 compliance reviews of the Department's primary recipient and subrecipient recreation programs. These reviews shall be part of a continuous effort by the Department to ensure that its Federal assistance programs are conducted in compliance with Section 504.

**1. Primary Recipient Reviews.** As a part of routine project inspections or program reviews, primary recipients shall review the operations and practices of its subrecipients.

**2. Reporting Requirements.** All Section 504 violations, that are found during a review, must be reported to the Director in a timely manner.

**3. Reviews Conducted by OEO.** OEO shall periodically conduct compliance reviews of primary recipients and subrecipients which may consist of either an onsite review or a desk audit review. Recipients will be notified by letter at least 20 days prior to a scheduled onsite review and 30 days prior to a desk audit. Information necessary to conduct the review/audit is completed, OEO shall prepare and issue a report of its findings and recommendations to the primary recipient to assist it in voluntarily complying with Section 504. Remedial action must be initiated where necessary by the recipient to correct any deficiency(s). Where conditions of noncompliance have been found, such conditions must be resolved by the recipient within a reasonable period of time. A copy of the report and related correspondence shall be kept on a record by OEO for a period of three years.

**C. Criteria Used for Selecting Recipients for Review.** In selecting recipients for post-award compliance reviews, OEO shall base selections on such factors as:

1. Availability of information collected from prior reviews;
2. The frequency of past reviews conducted of the recipient;
3. Complaints of alleged discriminations;
4. The size and nature of the federally-assisted program; and
5. The amount and type of Federal assistance received by the recipient.

**D. Procedures for Effectuating Voluntary Compliance.** Departmental regulations require the resolution of any apparent condition of noncompliance by informal and voluntary means whenever possible. Voluntary compliance means the willingness of a recipient to correct conditions of noncompliance identified through complaint investigations or compliance reviews.

The procedures for effectuating voluntary compliance are as follows:

1. In every case where a complaint investigation or compliance review results in a finding of noncompliance, the Director shall notify the recipient by certified mail of the conditions of noncompliance. The notice shall clearly identify the conditions of noncompliance and afford a reasonable time to comply voluntarily;
2. OEO shall record the date the recipient received notice, and shall note and record and last day afforded the recipient for voluntary compliance before initiating the administrative process to terminate Federal assistance;
3. The recipient may request a meeting for the purpose of discussing the violations or requirements for compliance; and
4. OEO shall approve the recipient's proposed voluntary compliance actions if such actions will result in compliance with Section 504.

**E. Sanctions Available to the Department to Remedy Noncompliance.** When an applicant or recipient is found to be in noncompliance with Section 504 and compliance cannot be achieved by voluntary means, the enforcement alternatives under Title VI of the Civil Rights Act of 1964 shall be invoked. If Section 504 violations are found, OEO can recommend temporary deferral of Federal funds to the granting Bureau of Office until full compliance has been satisfactorily achieved. If the grant has been made, the Director may initiate administrative proceedings for the termination of current or future funding. Alternatively, OEO may enforce Section 504 by "any other means authorized by law". Although not explicitly stated, such other means include referral to the U.S. Department of Justice for appropriate judicial enforcement.

No order suspending, terminating, or refusing to grant assistance to a recipient can become effective until the Director has:

1. Advised the recipient of its failure to comply and determined what compliance cannot be secured by voluntary means;
2. Made an express finding on the record, after the opportunity for a hearing, of a failure by the recipient to comply with Section 504.
3. Obtained approval of the action to be taken from the Secretary of Interior; and
4. Filed with the appropriate committees of the U.S. House of Representatives and the U.S. Senate having legislative jurisdiction over the program involved, a full written report of the circumstances and the grounds for such action.

## **SECTION 504 SELF-EVALUATION GUIDE**

### **I. Introduction**

Section 504 of the Rehabilitation Act of 1973 provides that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

All recipients of Federal financial assistance from the Department of the Interior (DOI) must be in compliance with Section 504 and implementing regulations, 43 CFR 17, Subpart B, at Section 17.205 (c), requires that each recipient complete a self-evaluation of its “policies and practices and the effects thereof that do not or may not meet the requirements of the Subpart.” Any policy and/or practice that does not meet the requirements of Subpart B, must be modified.

The purposes of this self-evaluation guides is to assist recipients in evaluating their programs and activities to determine whether they conform to the requirements of Section 504 and Departmental regulations 43 CFR 17, Subpart B. This guide provides only an example of how self-evaluation can be performed. Recipients are free to use this guide or other approaches for performing the self-evaluation.

The self-evaluation guide is composed of three parts. The appropriate DOI regulation and Guidelines authority are cited for each of the following three parts:

Part I-Checklist of Administrative Requirements [ 43 CFR, Section 17.206, 17.207, 17.217 (e) and Guidelines Section III C].

Part II-Checklist of Facility Accessibility [43 CFR, Section 17.217 (a-d); Guidelines Section VI].

AN ORDINANCE OF THE TOWN OF CHESTERTON, PORTER COUNTY, INDIANA, CONCERNING PUBLIC PARKS AND RECREATION AS AUTHORIZED BY IC 36-10-3.

BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF CHESTERTON, PORTER COUNTY, INDIANA, AS FOLLOWS:

SECTION 1. That under the provisions of IC 36-10-3 there is hereby created a Town of Chesterton Department of Parks and Recreation.

SECTION 2. A Park and Recreation Board shall be created composed of four members appointed by the Executive of the municipality on the basis of their interest in and knowledge of parks and recreation. No more than two members shall be of the same political party.

SECTION 3. Upon establishment of the Board, the terms of the members initially appointed shall be:

1. One member for a term of one year.
2. One member for a term of two years.
3. One member for a term of three years.
4. One member for a term of four years.

As a term expires, each new appointment shall be made by the Executive of the municipality for a term of four years. All terms expire on the 1st Monday of January, but a member shall continue in office until a successor is appointed. If an appointment for a new term is not made by the Executive of the municipality by the 1st Monday in April, the incumbent shall serve another term. If a vacancy occurs, the Executive of the municipality shall appoint a new member for the remainder of the unexpired term.

SECTION 4. At its first regular meeting in each year, the Board shall elect a President and Vice-President. The Vice-President shall have authority to act as the President of the Board during the absence or disability of the President. The Board may select a Secretary either from within or without its own membership.

SECTION 5. The Board shall have the power to perform all acts necessary to acquire and develop sites and facilities and to conduct such programs as are generally understood to be park and recreation functions. In addition the Board shall have all the powers and duties listed in IC 36-10-3.

SECTION 6. The Board shall prepare and submit an annual budget in the same manner as other Departments of the Town of Chesterton as prescribed by the State Board of Accounts. The Board may accept gifts, donations, and subsidies for parks and recreation purposes.

SECTION 7. That Ordinance 69-140, is hereby specifically repealed in its entirety.

This Ordinance shall be in full force and effect from and after its passage and approval as required by law. *on*

*February 13, 1984.*

BOARD OF TRUSTEES OF THE  
TOWN OF CHESTERTON

By:

*William S. King*  
*John D. ...*  
*...*  
*...*  
*...*

Attest:

*...*  
SECRETARY

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
 Name of Recreation Area (site) Thomas Park  
 Site Address/Location Down Loop Calumet + P  
CHESTERTON IN 46304  
 City State Zip Code + 4  
 Phone Number 926-3000 Site Code  
**SITE OWNER**  
 Name of Site Owner Town of Chesterton  
 Mailing Address (if different from site) 726 Broadway  
CHESTERTON IN 46304  
 City State Zip Code + 4  
 Phone Number 926-1641  
**MANAGING AGENCY OF SPA**  
 Name of Managing Agency (if different from Site Owner) Chesterton Park Board  
 Mailing Address (if different from site) 1415 S 23rd Street  
 City State Zip Code + 4  
 Phone Number 926-3000

**THIS RECREATION AREA WOULD BEST BE CALLED A**  
Park (Circle only one description)  
 Please check box that best applies  
 Commercial  
 Private  
 Public

- Park/Recreation Area
- Forest
- Fish and Wildlife Area
- Dedicated Nature Preserve
- Reservoir
- Fishing/Boating Access Site
- Historic/Cultural Site
- Camping or Trailer Park
- Trail
- Marina
- Commercial/Private Fishing Lake
- Beach
- Pool
- Elementary/Secondary School Grounds
- Fairground
- Zoo
- Commercial for profit Recreation Facility
- Non-profit Recreation Facility
- Sports Complex
- Other (please describe)

Is this site open to the public?  yes  no  
 What are the daily operating hours of this facility?  
 From dawn to 11:00 pm  
 Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_/\_\_\_ to \_\_\_/\_\_\_  
 Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

**PERSON FILLING OUT FORM**  
 Name of Person Filling out Survey DRUEE MATHIAS  
 Title Park Superintendent  
 Field Check

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY ACREAGE**

The total number of land acres in this recreation area is: 3

The total number of water acres in this recreation area is: 0

**CONVENIENCE FACILITIES** Check if no restroom facilities

- Restroom facilities available:  
 Pit  
 Flush  
 Portable
- Number of handicapped accessible restroom facilities 1
- Shower facilities available:  
 Showers available  
 Handicapped accessible showers available

**PICNIC AND PLAY AREAS** Check if no picnic or play areas

- Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_  
 Picnic areas total number \_\_\_\_\_ total acres \_\_\_\_\_  
 Picnic tables  
 Handicapped accessible picnic tables(s)  
 Handicapped accessible picnic shelters(s) total number if more than 1 \_\_\_\_\_

**OUTDOOR ATHLETIC FIELDS** Check if no athletic fields

- Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Soccer total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Football total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Running track total number \_\_\_\_\_ number lighted \_\_\_\_\_

**OUTDOOR COURTS** Check if no courts

- Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Horseshoe total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Shuffleboard total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Wall courts total number \_\_\_\_\_ number lighted \_\_\_\_\_

**GOLF COURSES AND RANGES** Check if no courses or ranges

- Golf courses number of holes \_\_\_\_\_ number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Miniature golf  
 BMX course  
 Rifle-Pistol ranges number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Sheet traps  
 Archery ranges number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool (if more than one, how many?)  No pool facilities  Check if life guard on duty

Check facilities available:

- Outdoor swimming
- Olympic size
- Wading pool
- Bath house
- Indoor swimming
- Wave pool
- Water slide
- Diving

Are these facilities handicapped accessible?

- Outdoor swimming
- Olympic size
- Wading pool
- Bath house
- Indoor swimming
- Wave pool
- Water slide
- Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft

Is the beach front accessible?  yes  no

- Beach/bath house
- Showers provided

Are these facilities handicapped accessible?

yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Activities available and/or allowed:

- Boating (motorized)
- Jet skies/Wet bikes
- Water skiing
- Sailing
- Wind surfing
- Non-motorized boating only
- Fishing
- Swimming

Check if less than 10 acres

Total water surface area \_\_\_\_\_ Acres

Name of water body \_\_\_\_\_

River/Stream  Check if hand carry access site only  No River or streams

Activities available:

- Access site (paved ramp)
- Access site (non-paved ramp)
- Bank fishing and hand carried access only.

Name of river/stream \_\_\_\_\_

Linear feet of bank within boundaries \_\_\_\_\_ ft.

Boating Facilities  Check if no boating facilities

- Boat rental
- Canoe rental
- Hand carried access no ramp
- Launching lanes
- Overnight mooring
- Marina slips

total number of ramps \_\_\_\_\_  
total number of lanes \_\_\_\_\_  
total number of slips \_\_\_\_\_

Fishing Facilities  No fishing facilities

Piers or docks for fishing \_\_\_\_\_ total number  
 Handicapped accessible fishing piers/docks \_\_\_\_\_ total number  
 Bank fishing \_\_\_\_\_ total number  
 Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

- Camping  Lodging
- Class AA (full hookups)  Inn  Cabins
- Class A (modern restrooms, electricity)  # of sites \_\_\_\_\_ total number \_\_\_\_\_
- Class B (modern restrooms or electricity)  # of sites \_\_\_\_\_
- Class C (primitive)  # of sites \_\_\_\_\_
- Backcountry camping area with no facilities  # of sites \_\_\_\_\_
- Handicapped accessible sites  capacity \_\_\_\_\_
- Group camp
- Equestrian camps
- Sanitary dump stations available

**LARGE GROUP FACILITIES**

Check if no group facilities

- Bandshell/amphitheater  Conference center
  - Community center  Nature center
  - Visitor center
- Do you offer interpretive programming?  yes  no  
If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

- Average # of months facility is open for winter recreation \_\_\_\_\_
- Check activities/facilities available
- Ice skating
  - Toboggan run
  - Sledding
  - Snow boarding
  - Snowmobile trails
  - Cross-Country ski trails
  - Downhill skiing

**HUNTING**

Check if no hunting allowed

- Public hunting allowed
  - Stocked game
  - Waterfowl blinds
- total number of acres \_\_\_\_\_  
total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

- Multi-use (walking, jogging, cycling)  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Fitness trail  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Hiking/Walking only  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Bicycle only  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Mountain bicycling  Handicapped accessible trails  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_ # of acres \_\_\_\_\_
- Touring  Off-Road vehicles/ATVs  # of miles \_\_\_\_\_ # of acres \_\_\_\_\_
- Trail bicycling

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rm 271  
Indianapolis, IN 46204  
317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
**DOG WOOD PARK**  
 Name of Recreation Area (site)  
 1415 SOUTH 23RD STREET  
 Site Address/Location  
 CHESTERTON IN 46304  
 City State Zip Code + 4  
 926-3000  
 Phone Number Site Code

**SITE OWNER**  
 TOWN OF CHESTERTON  
 Name of Site Owner  
 226 BROADWAY  
 Mailing Address (if different from site)  
 CHESTERTON IN 46304  
 City State Zip Code + 4  
 926-1641  
 Phone Number

**MANAGING AGENCY OF SITE**  
 PARK BOARD  
 Name of Managing Agency (if different from Site Owner)  
 1415 SOUTH 23RD STREET  
 Mailing Address (if different from site)  
 CHESTERTON IN 46304  
 City State Zip Code + 4  
 926-3000  
 Phone Number

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From DAWN to 11:00pm

Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY AGREEMENT**

The total number of land acres in this recreation area is: 60

The total number of water acres in this recreation area is: NA

**CONVENIENCE FACILITIES** Check if no.  restroom facilities

Restroom facilities available:  
 Pit  Flush  Portable  
 Showers available  
 Handicapped accessible showers available

Number of handicapped accessible restroom facilities 1

**PICNIC AND PLAY AREAS** Check if no. picnic or play areas

Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_  
 Picnic areas total number \_\_\_\_\_ total acres \_\_\_\_\_  
 Picnic tables \_\_\_\_\_  
 Handicapped accessible picnic tables(s) \_\_\_\_\_  
 Handicapped accessible picnic shelters(s) \_\_\_\_\_ total number if more than 1 \_\_\_\_\_

**OUTDOOR ATHLETIC FIELDS** Check if no. athletic fields

Softball total number 4 number lighted 4 total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Soccer total number 5 number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Football total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Running track total number \_\_\_\_\_ number lighted \_\_\_\_\_

**OUTDOOR COURTS** Check if no. courts

Basketball total number 4 number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number 1 number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Horseshoe total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Shuffleboard total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Wall courts total number \_\_\_\_\_ number lighted \_\_\_\_\_

**GOLF COURSES AND RANGES** Check if no. courses or ranges

Golf courses number of holes \_\_\_\_\_ number of ranges \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_  
 Miniature golf  
 BMX course  
 Rifle-Pistol ranges number of ranges \_\_\_\_\_  
 Skeet traps total number \_\_\_\_\_  
 Archery ranges number of ranges \_\_\_\_\_



# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
 Ripper Park  
 Name of Recreation Area (site)  
 OLIVIA LANE  
 Site Address/Location  
 CHESTERTON IN 46304  
 City State Zip Code + 4  
 926-3000  
 Phone Number Site Code

**SITE OWNER**  
 Town of Chesterton  
 Name of Site Owner  
 726 Broadway  
 Mailing Address (if different from site)  
 CHESTERTON IN 46304  
 City State Zip Code + 4  
 926-1641  
 Phone Number

**MANAGING AGENCY (if different from Site Owner)**  
 Park Board  
 Name of Managing Agency (if different from Site Owner)  
 1415 South 23rd Street  
 Mailing Address (if different from site)  
 CHESTERTON IN 46304  
 City State Zip Code + 4  
 926-3000  
 Phone Number

**THIS RECREATION AREA WOULD BEST BE CALLED A**  
 (Circle only one description)  
 1. Park/Recreation Area  
 2. Forest  
 3. Fish and Wildlife Area  
 4. Dedicated Nature Preserve  
 5. Reservoir  
 6. Historic/Cultural Site  
 7. Fishing/Boating Access Site  
 8. Camping or Trailer Park  
 9. Trail  
 10. Marina  
 11. Commercial/Private Fishing Lake  
 12. Beach  
 13. Pool  
 14. Elementary/Secondary School Grounds  
 15. Fairground  
 16. Zoo  
 17. Commercial for profit Recreation Facility  
 18. Non-profit Recreation Facility  
 19. Sports Complex  
 20. Other (please describe) \_\_\_\_\_

Please check box that best applies  
 Commercial  
 Private  
 Public

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From Dark to dark  
 Check if open year round

If this recreation area is not open year round, how long does its operating season last?  
 From \_\_\_/\_\_\_ to \_\_\_/\_\_\_

Facility operation times unknown

**PERSON FILLING OUT FORM**  
 Drive Mathias  
 Name of Person Filling out Survey  
 Park Superintendent  
 Title  
 Field/Check

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

### PROPERTY ACREAGE

The total number of land acres in this recreation area is: 03

The total number of water acres in this recreation area is: \_\_\_\_\_

### CONVENIENCE FACILITIES

Check if no restroom facilities

Restroom facilities available:

- Pit
- Flush
- Portable

- Showers available
- Handicapped accessible showers available

Number of handicapped accessible restroom facilities \_\_\_\_\_

### PICNIC AND PLAY AREAS

Check if no picnic or play areas

- Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_
- Picnic areas total number \_\_\_\_\_ total acres \_\_\_\_\_
- Picnic tables
- Handicapped accessible picnic tables(s) \_\_\_\_\_
- Handicapped accessible picnic shelters(s) \_\_\_\_\_

### OUTDOOR ATHLETIC FIELDS

Check if no athletic fields

- Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Soccer total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Football total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Running track total number \_\_\_\_\_ number lighted \_\_\_\_\_

### OUTDOOR COURTS

Check if no courts

- Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Horseshoe total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Shuffleboard total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Wall courts total number \_\_\_\_\_ number lighted \_\_\_\_\_

### GOLF COURSES AND RANGES

Check if no courses or ranges

- Golf courses number of holes \_\_\_\_\_ number of ranges \_\_\_\_\_
- Driving range number of ranges \_\_\_\_\_
- Miniature golf
- BMX course
- Rifle-Pistol ranges number of ranges \_\_\_\_\_
- Sheet traps total number \_\_\_\_\_
- Archery ranges number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool, if more than one, how many?  No pool facilities  Check if life guard on duty

Check facilities available:  
 Outdoor swimming  Indoor swimming  Outdoor swimming  Indoor swimming  
 Olympic size  Wave pool  Olympic size  Wave pool  
 Wading pool  Water slide  Wading pool  Water slide  
 Bath house  Diving  Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  Beach/bath house  
 Showers provided

Is the beach front accessible?  yes  no  Are these facilities handicapped accessible?  yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Check if less than 10 acres  Activities available and/or allowed:  
 Boating (motorized)  Non-motorized boating only  
 Jet skies/Wet bikes  Fishing  
 Water skiing  Swimming  
 Sailing  Wind surfing

River/Stream  Check if hand carry access site only  No River or streams

Activities available:  
 Access site (paved ramp)  
 Access site (non-paved ramp)  
 Bank fishing and hand carried access only.

Boating Facilities  Check if no boating facilities

Check if boating services (gas, food, equipment) available

Boat rental  Canoe rental  
 Hand carried access no ramp  total number of ramps  
 Launching lanes  total number of lanes  
 Overnight mooring  total number of slips  
 Marina slips  total number of slips

Fishing Facilities  No fishing facilities

Piers or docks for fishing \_\_\_\_\_ total number  
 Handicapped accessible fishing piers/docks \_\_\_\_\_ total number  
 Bank fishing \_\_\_\_\_ total number  
 Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

Camping  Lodging  
 Class AA (full hookups)  Inn  
 Class A (modern restrooms, electricity)  Cabins  
 Class B (modern restrooms or electricity)  total number \_\_\_\_\_  
 Class C (primitive)  Backcountry camping area with no facilities  
 Handicapped accessible sites  # of sites \_\_\_\_\_  
 Group camp  capacity \_\_\_\_\_  
 Equestrian camps  capacity \_\_\_\_\_  
 Sanitary dump stations available

**LARGE GROUP FACILITIES**

Check if no group facilities

Bandshell/amphitheater  Conference center  
 Community center  Nature center  
 Visitor center  Do you offer interpretive programming?  yes  no  
 If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

Average # of months facility is open for winter recreation \_\_\_\_\_  
 Check activities/facilities available  
 Ice skating  Snowmobile trails  
 Toboggan run  Cross-Country ski trails  
 Sledding  Downhill skiing  
 Snow boarding

**HUNTING**

Check if no hunting allowed

Public hunting allowed  
 Stocked game  total number of acres \_\_\_\_\_  
 Waterfowl blinds  total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

Multi-use (walking, jogging, cycling)  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Fitness trail  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Hiking/walking only  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Bicycle only  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Mountain bicycling  Handicapped accessible trails  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_ # of acres \_\_\_\_\_  
 Touring  Off-Road vehicles/ATVs  # of miles \_\_\_\_\_ # of acres \_\_\_\_\_  
 Trail bicycling

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
 Division of Outdoor Recreation  
 402 W. Washington St., Rm 271  
 Indianapolis, IN 46204  
 317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
Wascom Park  
 Name of Recreation Area (site)  
Mich.  
 Site Address/Location  
CHESTERTON IN 46304  
 State Zip Code + 4  
926-3000  
 City Phone Number  
 Site Code

**SITE OWNER**  
Town of Chesterton  
 Name of Site Owner  
726 Broadway  
 Address (if different from site)  
CHESTERTON IN 46304  
 City State Zip Code + 4  
926-1641  
 Phone Number

**MANAGING AGENCY OF SITE**  
Park Board  
 Name of Managing Agency (if different from Site Owner)  
1415 S. 23rd Street  
 Address (if different from site)  
CHESTERTON IN 46304  
 City State Zip Code + 4  
926-3000  
 Phone Number

**THIS RECREATION AREA WOULD BEST BE CALLED A**  
 (Circle only one description)

1	Park/Recreation Area	Please check box that best applies <input type="checkbox"/> Commercial <input type="checkbox"/> Private <input type="checkbox"/> Public
2	Forest	
3	Fish and Wildlife Area	
4	Dedicated Nature Preserve/Reservoir	
5	Historic/Cultural Site	
6	Fishing/Boating Access Site	
7	Camping or Trailer Park	
8	Trail	
9	Marina	
10	Commercial/Private Fishing Lake	
11	Beach	
12	Pool	
13	Elementary/Secondary/School Grounds	
14	Fairground	
15	Zoo	
16	Commercial for-profit Recreation Facility	
17	Non-profit Recreation Facility	
18	Sports Complex	
19	Other (please describe) _____	
20		

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From DAWN to dusk

Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

**PERSON FILLING OUT FORM**  
DRIVE MATHIAS  
 Name of Person Filling out Survey  
Park Super and Field ADT  
 Title

Field Check

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY ACREAGE**

The total number of land acres in this recreating area is: 3

The total number of water acres in this recreation area is: 0

**CONVENIENCE FACILITIES** Check if no \_\_\_\_\_  
 restroom facilities

Restroom facilities available:  
 Pit  Showers available  
 Flush  Handicapped accessible showers available  
 Portable

Number of handicapped accessible restroom facilities: \_\_\_\_\_

**PICNIC AND PLAY AREAS** Check if no picnic or play areas \_\_\_\_\_

Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_  
 Picnic areas total number \_\_\_\_\_ total acres 2  
 Picnic tables \_\_\_\_\_  
 Handicapped accessible picnic tables(s) \_\_\_\_\_ total number if more than 1 \_\_\_\_\_  
 Handicapped accessible picnic shelters(s) \_\_\_\_\_

**OUTDOOR ATHLETIC FIELDS** Check if no athletic fields \_\_\_\_\_

Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Soccer \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Football \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Running track \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_

**OUTDOOR COURTS** Check if no courts \_\_\_\_\_

Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Horseshoe \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Shuffleboard \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Wall courts \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_

**GOLF COURSES AND RANGES** Check if no courses or ranges \_\_\_\_\_

Golf courses number of holes \_\_\_\_\_ number of ranges \_\_\_\_\_ total number \_\_\_\_\_ number of ranges \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_ total number \_\_\_\_\_ number of ranges \_\_\_\_\_  
 Miniature golf \_\_\_\_\_  
 BMX course \_\_\_\_\_

Rifle-Pistol ranges \_\_\_\_\_ number of ranges \_\_\_\_\_ total number \_\_\_\_\_ number of ranges \_\_\_\_\_  
 Sheet traps \_\_\_\_\_ total number \_\_\_\_\_ number of ranges \_\_\_\_\_  
 Archery ranges \_\_\_\_\_ number of ranges \_\_\_\_\_ total number \_\_\_\_\_ number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool, if more than one, how many?  No pool facilities  Check if life guard on duty

Are these facilities Handicapped accessible?  
Please check which one(s).

- Check facilities available:
- Outdoor swimming  Indoor swimming
  - Olympic size  Wave pool
  - Wading pool  Water slide
  - Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  
Is the beach front accessible?  yes  no

Are these facilities handicapped accessible?  
yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Activities available and/or allowed:

- Boating (motorized)  Non-motorized boating only
- Jet skis/Wet bikes  Fishing
- Water skiing  Swimming
- Sailing  Wind surfing

Check if less than 10 acres

Total water surface area \_\_\_\_\_ Acres

Name of water body \_\_\_\_\_

River/Stream  Check if hand carry access site only  No River or streams

Activities available:

- Access site (paved ramp)
- Access site (non-paved ramp)
- Bank fishing and hand carried access only.

Name of river/stream \_\_\_\_\_

Linear feet of bank within boundaries \_\_\_\_\_ ft.

Boating Facilities  Check if no boating facilities

Check if boating services (gas, food, equipment) available

- Boat rental
- Canoe rental
- Hand carried access no ramp
- Launching ramp \_\_\_\_\_ total number of ramps
- Launching lanes \_\_\_\_\_ total number of lanes
- Overnight mooring \_\_\_\_\_ total number of slips
- Marina slips \_\_\_\_\_ total number of slips

Fishing Facilities  No fishing facilities

- Piers or docks for fishing \_\_\_\_\_ total number
- Handicapped accessible fishing piers/docks \_\_\_\_\_ total number
- Bank fishing \_\_\_\_\_ total number
- Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

- Camping  Lodging
- Class AA (full hookups)  Inn
- Class A (modern restrooms, electricity)  Cabins
- Class B (modern restrooms or electricity)  Cabins
- Class C (primitive)  Cabins
- Backcountry camping area with no facilities  Cabins
- Handicapped accessible sites  Cabins
- Group camp  Cabins
- Equestrian camps  Cabins
- Sanitary dump stations available  Cabins

# of sites \_\_\_\_\_ total number \_\_\_\_\_  
# of sites \_\_\_\_\_  
# of sites \_\_\_\_\_  
# of sites \_\_\_\_\_  
# of sites \_\_\_\_\_  
capacity \_\_\_\_\_

**LARGE GROUP FACILITIES**

Check if no group facilities

- Bandshell/amphitheater  Conference center
- Community center  Nature center
- Visitor center  Do you offer interpretive programming?  yes  no

If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

- Average # of months facility is open for winter recreation \_\_\_\_\_
- Check activities/facilities available:
  - Ice skating
  - Snowmobile trails
  - Toboggan run
  - Cross-Country ski trails
  - Sledding
  - Downhill skiing
  - Snow boarding

**HUNTING**

Check if no hunting allowed

- Public hunting allowed
- Stocked game
- Waterfowl blinds
- total number of acres \_\_\_\_\_
- total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

- Multi-use (walking, jogging, cycling)  Equestrian
- Fitness trail  Nature/interpretive
- Hiking/Walking only  Snowmobile
- Bicycle only  Handicapped accessible trails
- Mountain bicycling  Off-Road vehicles/ATVs
- Touring  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Trail bicycling  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rm 271  
Indianapolis, IN 46204  
317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
Chesterston Park  
 Name of Recreation Area (Site)  
574 STREET AND MORGAN AVE  
 City Address/ Location  
CHESTERSTON IN 46304  
 State Zip Code + 4  
926-3000  
 City Phone Number  
 Site Code

**SITE OWNER**  
Town of Chesterston  
 Name of Site Owner  
726 BROADWAY  
 Name of Site  
CHESTERSTON IN 46304  
 Mailing Address (if different from site) State Zip Code + 4  
926-1611  
 City Phone Number

**MANAGING AGENCY OF SITE**  
Park Board  
 Name of Managing Agency (if different from Site Owner)  
1415 S 23rd STREET  
 Mailing Address (if different from site) State Zip Code + 4  
CHESTERSTON IN 46304  
 City Phone Number  
926-3000

**THIS RECREATION AREA WOULD BEST BE CALLED A**  
 (Circle only one description)  
 1. Park/Recreation Area  
 2. Forest  
 3. Fish and Wildlife Area  
 4. Dedicated Nature Preserve  
 5. Reservoir  
 6. Historic/Cultural Site  
 7. Fishing/Boating Access Site  
 8. Camping or Trailer Park  
 9. Trail  
 10. Marina  
 11. Commercial/Private Fishing Lake  
 12. Beach  
 13. Pool  
 14. Elementary/Secondary School Grounds  
 15. Fairground  
 16. Zoo  
 17. Commercial for profit Recreation Facility  
 18. Non-profit Recreation Facility  
 19. Sports Complex  
 20. Other (please describe) \_\_\_\_\_

Please check box that best applies  
 Commercial  
 Private  
 Public

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From DAWN to 10:00 pm  
 Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  yes  no

Are fees collected for the use of this facility?  yes  no

Are pets allowed on this recreation area?  yes  no

Field Check

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY ACREAGE**  
 The total number of land acres in this recreation area is: 2  
 The total number of water acres in this recreation area is: 0

**CONVENIENCE FACILITIES**  
 Check if no restroom facilities  
 Showers available  
 Handicapped accessible showers available  
 Pit  
 Flush  
 Portable

Number of handicapped accessible restroom facilities: \_\_\_\_\_

**PICNIC AND PLAY AREAS**  
 Check if no picnic or play areas  
 Picnic shelters total number of shelters: 1 total number if more than 1: \_\_\_\_\_  
 Picnic areas total number: \_\_\_\_\_ total acres: \_\_\_\_\_  
 Picnic tables  
 Handicapped accessible picnic tables(s)  
 Handicapped accessible picnic shelters(s)

**OUTDOOR ATHLETIC FIELDS**  
 Check if no athletic fields  
 Soccer total number: \_\_\_\_\_ number lighted: \_\_\_\_\_ total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Baseball total number: 1 number lighted: \_\_\_\_\_ total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Softball total number: \_\_\_\_\_ number lighted: \_\_\_\_\_ total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Running track

**OUTDOOR COURTS**  
 Check if no courts  
 Basketball total number: 1 number lighted: \_\_\_\_\_ total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Tennis total number: 1 number lighted: \_\_\_\_\_ total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Volleyball total number: \_\_\_\_\_ number lighted: \_\_\_\_\_ total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Horseshoe total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Shuffleboard total number: \_\_\_\_\_ number lighted: \_\_\_\_\_  
 Wall courts total number: \_\_\_\_\_ number lighted: \_\_\_\_\_

**GOLF COURSES AND RANGES**  
 Check if no courses or ranges  
 Golf courses number of holes: \_\_\_\_\_ number of ranges: \_\_\_\_\_  
 Driving range number of ranges: \_\_\_\_\_  
 Miniature golf  
 BMX course  
 Rifle-Pistol ranges number of ranges: \_\_\_\_\_  
 Skeet traps total number: \_\_\_\_\_  
 Archery ranges number of ranges: \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool, if more than one, how many?  No pool facilities  Check if life guard on duty

Are these facilities handicapped accessible?  
Please check which one(s).

Check facilities available:

Outdoor swimming  Indoor swimming  Outdoor swimming  Indoor swimming

Olympic size  Wave pool  Olympic size  Wave pool

Wading pool  Water slide  Wading pool  Water slide

Bath house  Diving  Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  Beach/bath house

Is the beach front accessible?  yes  no  Showers provided

Are these facilities handicapped accessible?  yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Activities available and/or allowed:

Boating (motorized)  Non-motorized boating only

Jet skis/Wet bikes  Fishing

Water skiing  Swimming

Sailing  Wind surfing

Check if less than 10 acres

Total water surface area \_\_\_\_\_ Acres

Name of water body \_\_\_\_\_

River/Stream  Check if hand carry access site only  No River or streams

Activities available:

Access site (paved ramp)

Access site (non-paved ramp)

Bank fishing and hand carried access only.

Name of river/stream \_\_\_\_\_

Linear feet of bank within boundaries \_\_\_\_\_ ft.

Boating Facilities  Check if no boating facilities

Check if boating services (gas, food, equipment) available

Boat rental

Canoe rental

Hand carried access no ramp

Launching ramp \_\_\_\_\_ total number of ramps

Launching lanes \_\_\_\_\_ total number of lanes

Overnight mooring \_\_\_\_\_ total number of slips

Marina slips \_\_\_\_\_ total number of slips

Fishing Facilities  No fishing facilities

Piers or docks for fishing \_\_\_\_\_ total number

Handicapped accessible fishing piers/docks \_\_\_\_\_ total number

Bank fishing \_\_\_\_\_ total number

Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

Camping  Lodging

Class AA (full hookups)  Inn

Class A (modern restrooms, electricity)  Cabins

Class B (modern restrooms or electricity)  total number \_\_\_\_\_

Class C (primitive)  # of sites \_\_\_\_\_

Backcountry camping area with no facilities  # of sites \_\_\_\_\_

Handicapped accessible sites  capacity \_\_\_\_\_

Group camp  capacity \_\_\_\_\_

Equestrian camps  # of sites \_\_\_\_\_

Sanitary dump stations available  # of sites \_\_\_\_\_

**LARGE GROUP FACILITIES**

Check if no group facilities

Bandshell/amphitheater  Conference center

Community center  Nature center

Visitor center  Do you offer interpretive programming?  yes  no

If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

Average # of months facility is open for winter recreation \_\_\_\_\_

Check activities/facilities available

Ice skating  Snowmobile trails

Toboggan run  Cross-Country ski trails

Sledding  Downhill skiing

Snow boarding

**HUNTING**

Check if no hunting allowed

Public hunting allowed

Stocked game

Waterfowl blinds

total number of acres \_\_\_\_\_

total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

Multi-use (walking, jogging, cycling)  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Fitness trail  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Hiking/walking only  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Bicycle only  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Mountain bicycling  Handicapped accessible trails

Touring  # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Trail bicycling  Off-Road vehicles/ATVs  # of miles \_\_\_\_\_ # of acres \_\_\_\_\_

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rm 271  
Indianapolis, IN 46204  
317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
 THIS RECREATION AREA WOULD BEST BE CALLED A \_\_\_\_\_  
 (Circle only one description)

- 1. Park/Recreation Area
- 2. Forest
- 3. Fish and Wildlife Area
- 4. Dedicated Nature Preserve
- 5. Reservoir
- 6. Historic/Cultural Site
- 7. Fishing/Boating Access Site
- 8. Camping or Trailer Park
- 9. Trail
- 10. Marina
- 11. Commercial/Private Fishing Lake
- 12. Beach
- 13. Pool
- 14. Elementary/Secondary School Grounds
- 15. Fairground
- 16. Zoo
- 17. Commercial for profit Recreation Facility
- 18. Non-profit Recreation Facility
- 19. Sports Complex
- 20. Other (please describe) \_\_\_\_\_

Please check box that best applies  
 Commercial  
 Private  
 Public

**RECREATION AREA (SITE)**  
 Name of Recreation Area (site) COFFEE CREEK PARK  
 Site Address/Location NEAR MORGAN AVE & WILSON  
CHESTERTON IN 46304  
 City State Zip Code + 4  
 Phone Number 946-3000 Site Code \_\_\_\_\_

**SITE OWNER**  
 Name of Site Owner TOWN of CHESTERTON  
 Mailing Address (if different from site) 726 BROADWAY  
CHESTERTON IN 46304  
 City State Zip Code + 4  
 Phone Number 946-1641

**MANAGING AGENCY OF SITE**  
 Name of Managing Agency (if different from Site Owner) PARK BOARD  
 Mailing Address (if different from site) 1415 S 23RD STREET  
CHESTERTON IN 46304  
 City State Zip Code + 4  
 Phone Number 946-3000

**PERSON FILLING OUT FORM**  
 Name of Person Filling out Survey BRUCE MATHIAS  
 Title PARK SUPERINTENDANT

This site has received  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

Is this site open to the public?  yes  no  
 What are the daily operating hours of this facility?  
 From dawn to dusk  
 Check if open year round  
 If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_ to \_\_\_  
 Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no  
 Are fees collected for the use of this facility?  
 yes  no  
 Are pets allowed on this recreation area?  
 yes  no

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY ACREAGE**

The total number of land acres in this recreation area is: 12

The total number of water acres in this recreation area is: 1

**CONVENIENCE FACILITIES**

Check if no restroom facilities

Restroom facilities available:  
 Pit  
 Flush  
 Portable

Shower facilities available:  
 Showers available  
 Handicapped accessible showers available

Number of handicapped accessible restroom facilities \_\_\_\_\_

**PICNIC AND PLAY AREAS**

Check if no picnic or play areas

Playground(s) total number if more than 1 \_\_\_\_\_  
 total number \_\_\_\_\_  
 Picnic areas total number \_\_\_\_\_  
 Picnic tables total number \_\_\_\_\_  
 Handicapped accessible picnic tables(s) \_\_\_\_\_  
 Handicapped accessible picnic shelters(s) \_\_\_\_\_

**OUTDOOR ATHLETIC FIELDS**

Check if no athletic fields

Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Soccer total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Football total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Running track total number \_\_\_\_\_ number lighted \_\_\_\_\_

**OUTDOOR COURTS**

Check if no courts

Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Horseshoe total number 2 number lighted \_\_\_\_\_  
 Shuffleboard total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Wall courts total number \_\_\_\_\_ number lighted \_\_\_\_\_

**GOLF COURSES AND RANGES**

Check if no courses or ranges

Golf courses number of holes \_\_\_\_\_ number of ranges \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_  
 Miniature golf number of ranges \_\_\_\_\_  
 BMX course number of ranges \_\_\_\_\_  
 Rifle-Pistol ranges number of ranges \_\_\_\_\_  
 Sheet traps number of ranges \_\_\_\_\_  
 Archery ranges number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool, if more than one, how many?  No pool facilities  Check if life guard on duty

Are these facilities handicapped accessible?  
Please check which one(s).

Outdoor swimming  Indoor swimming  Wave pool  Olympic size  Wading pool  Water slide  Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  
 Beach/bath house  
 Showers provided  
 Are these facilities handicapped accessible?  
 yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Check if less than 10 acres   
 Activities available and/or allowed:  
 Boating (motorized)  Non-motorized boating only  
 Jet skis/Wet bikes  Fishing  
 Water skiing  Swimming  
 Sailing  Wind surfing

River/Stream  Check if hand carry access site only  No River or streams

Activities available:  
 Access site (paved ramp)  
 Access site (non-paved ramp)  
 Bank fishing and hand carried access only.

Boating Facilities  Check if no boating facilities

Boat rental  
 Canoe rental  
 Hand carried access no ramp  
 Launching ramp \_\_\_\_\_ total number of ramps  
 Launching lanes \_\_\_\_\_ total number of lanes  
 Overnight mooring \_\_\_\_\_ total number of slips  
 Marina slips \_\_\_\_\_ total number of slips

Fishing Facilities  No fishing facilities

Piers or docks for fishing \_\_\_\_\_ total number  
 Handicapped accessible fishing piers/docks \_\_\_\_\_ total number  
 Bank fishing  
 Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is 4 acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

Camping  
 Class AA (full hookups) # of sites \_\_\_\_\_  
 Class A (modern restrooms, electricity) # of sites \_\_\_\_\_  
 Class B (modern restrooms or electricity) # of sites \_\_\_\_\_  
 Class C (primitive) # of sites \_\_\_\_\_  
 Backcountry camping area with no facilities # of sites \_\_\_\_\_  
 Handicapped accessible sites # of sites \_\_\_\_\_  
 Group camp capacity \_\_\_\_\_  
 Equestrian camps  
 Sanitary dump stations available

Lodging  
 Inn  
 Cabins  
 total number \_\_\_\_\_

**LARGE GROUP FACILITIES**

Check if no group facilities

Bandshell/amphitheater  
 Community center  
 Visitor center

Conference center  
 Nature center

Do you offer interpretive programming?  yes  no  
 If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

Average # of months facility is open for winter recreation \_\_\_\_\_

Check activities/facilities available:  
 Ice skating  Snowmobile trails  
 Toboggan run  Cross-Country ski trails  
 Sledding  Downhill skiing  
 Snow boarding

**HUNTING**

Check if no hunting allowed

Public hunting allowed  
 Stocked game  
 Waterfowl blinds

total number of acres \_\_\_\_\_  
 total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

Multi-use (walking, jogging, cycling) # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Fitness trail # of trails \_\_\_\_\_ # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Hiking/walking only # of trails 1 # of miles 25 # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Bicycle only # of trails \_\_\_\_\_ # of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Mountain bicycling  
 Touring  
 Trail bicycling

Equestrian # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Nature/Interpretive # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Snowmobile # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Handicapped accessible trails # of trails \_\_\_\_\_ # of miles \_\_\_\_\_  
 Off-Road vehicles/ATVs # of miles \_\_\_\_\_ # of acres \_\_\_\_\_

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
 Division of Outdoor Recreation  
 402 W. Washington St., Rm 271  
 Indianapolis, IN 46204  
 317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
**Golf View Park**  
 Name of Recreation Area (Site) 200 WEST  
 Site Address/Location CHESTERTON IN 46304  
 State IN Zip Code + 4  
946-3000  
 Phone Number

**SITE OWNER**  
Town of Chesterton  
 Name of Site Owner  
286 Broad Way  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 State IN Zip Code + 4  
946-1641  
 Phone Number

**MANAGING AGENCY OF SITE**  
Park Board  
 Name of Managing Agency (if different from Site Owner)  
1416 S 83rd Street  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 State IN Zip Code + 4  
946-3000  
 Phone Number

**THIS RECREATION AREA WOULD BEST BE CALLED A**  
 (Circle only one description)

1. Park/Recreation Area	<input checked="" type="checkbox"/>
2. Forest	<input type="checkbox"/>
3. Fish and Wildlife Area	<input type="checkbox"/>
4. Dedicated Nature Preserve	<input type="checkbox"/>
5. Reservoir	<input type="checkbox"/>
6. Historic/Cultural Site	<input type="checkbox"/>
7. Fishing/Boating Access Site	<input type="checkbox"/>
8. Camping or Trailer Park	<input type="checkbox"/>
9. Trail	<input type="checkbox"/>
10. Marina	<input type="checkbox"/>
11. Commercial/Private Fishing Lake	<input type="checkbox"/>
12. Beach	<input type="checkbox"/>
13. Pool	<input type="checkbox"/>
14. Elementary/Secondary School Grounds	<input type="checkbox"/>
15. Fairground	<input type="checkbox"/>
16. Zoo	<input type="checkbox"/>
17. Commercial for profit Recreation Facility	<input type="checkbox"/>
18. Non-profit Recreation Facility	<input type="checkbox"/>
19. Sports Complex	<input type="checkbox"/>
20. Other (please describe) _____	<input type="checkbox"/>

Please check box that best applies  
 Commercial  
 Private  
 Public

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From dawn to dusk

Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

**PERSON FILLING OUT FORM**  
Bruce Mathias  
 Name of Person Filling out Survey  
Park Superintendent  
 Title

Field Check

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

*NEW PARK BEING DEVELOPED*

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY ACREAGE**

The total number of land acres in this recreation area is: 203

The total number of water acres in this recreation area is: \_\_\_\_\_

**CONVENIENCE FACILITIES**

Check if no restroom facilities

Restroom facilities available:  
 Pit  
 Flush  
 Portable

Shower available   
 Handicapped accessible showers available

Number of handicapped accessible restroom facilities \_\_\_\_\_

**PICNIC AND PLAY AREAS**

Check if no picnic or play areas

Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_  
 Picnic areas total number \_\_\_\_\_ total acres \_\_\_\_\_  
 Picnic tables  
 Handicapped accessible picnic tables(s)  
 Handicapped accessible picnic shelters(s)

**OUTDOOR ATHLETIC FIELDS**

Check if no athletic fields

Soccer total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Running track total number \_\_\_\_\_ number lighted \_\_\_\_\_

**OUTDOOR COURTS**

Check if no courts

Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_

**GOLF COURSES AND RANGES**

Check if no courses or ranges

Golf courses number of holes \_\_\_\_\_ total number \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_  
 Miniature golf  
 BMX course  
 Rifle-Pistol ranges number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Skeet traps  
 Archery ranges number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool, if more than one, how many?  No pool facilities  Check if life guard on duty

Are these facilities handicapped accessible? Please check which one(s).

- Outdoor swimming  Indoor swimming  Outdoor swimming  Indoor swimming
- Olympic size  Wave pool  Olympic size  Wave pool
- Wading pool  Water slide  Wading pool  Water slide
- Bath house  Diving  Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  Beach/bath house  Showers provided

Is the beach front accessible?  yes  no  Are these facilities handicapped accessible?  yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Activities available and/or allowed:

- Boating (nototized)  Non-motorized boating only
- Jet skies/Wet bikes  Fishing
- Water skiing  Swimming
- Sailing  Wind surfing

Check if less than 10 acres

Total water surface area \_\_\_\_\_ Acres

Name of water body \_\_\_\_\_

River/Stream  Check if hand carry access site only  No River or streams

Activities available:

- Access site (paved ramp)
- Access site (non-paved ramp)
- Bank fishing and hand carried access only.

Name of river/stream \_\_\_\_\_

Linear feet of bank within boundaries \_\_\_\_\_ ft.

Boating Facilities  Check if no boating facilities

- Boat rental
- Canoe rental
- Hand carried access no ramp
- Launching ramp \_\_\_\_\_ total number of ramps
- Launching lanes \_\_\_\_\_ total number of lanes
- Overnight mooring \_\_\_\_\_ total number of slips
- Marina slips \_\_\_\_\_ total number of slips

Fishing Facilities  No fishing facilities

- Piers or docks for fishing \_\_\_\_\_ total number
- Handicapped accessible fishing piers/docks \_\_\_\_\_ total number
- Bank fishing \_\_\_\_\_ total number
- Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

- Camping  Lodging
- Class AA (full hookups)  Inn
- Class A (modern restrooms, electricity)  Cabins
- Class B (modern restrooms or electricity)  Cabins
- Class C (primitive)  Cabins
- Backcountry camping area with no facilities  Cabins
- Handicapped accessible sites  Cabins
- Group camp  Cabins
- Equestrian camps  Cabins
- Sanitary dump stations available  Cabins

# of sites \_\_\_\_\_ total number \_\_\_\_\_  
# of sites \_\_\_\_\_  
# of sites \_\_\_\_\_  
# of sites \_\_\_\_\_  
# of sites \_\_\_\_\_  
capacity \_\_\_\_\_  
capacity \_\_\_\_\_

**LARGE GROUP FACILITIES**

Check if no group facilities

- Bandshell/amphitheater  Conference center
- Community center  Nature center
- Visitor center  Do you offer interpretive programming?  yes  no

If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

Average # of months facility is open for winter recreation \_\_\_\_\_

- Ice skating  Snowmobile trails
- Toboggan run  Cross-Country ski trails
- Sledding  Downhill skiing
- Snow boarding

**HUNTING**

Check if no hunting allowed

- Public hunting allowed
- Stocked game
- Waterfowl blinds

total number of acres \_\_\_\_\_ total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

- Multi-use (walking, jogging, cycling)  Equestrian  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Fitness trail  Nature/Interpretive  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Hiking/walking only  Snowmobile  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Bicycle only  Handicapped accessible trails  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Mountain bicycling  Off-Road vehicles/ATVs  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_
- Touring  # of miles \_\_\_\_\_ # of acres \_\_\_\_\_
- Trail bicycling

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rm 271  
Indianapolis, IN 46204  
317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
(Circle only one description)

1. Party/Recreation Area  Please check box that best applies  
 2. Forest  Commercial  
 3. Fish and Wildlife Area  Private  
 4. Dedicated Nature Preserve  Public  
 5. Reservoir   
 6. Historic/Cultural Site   
 7. Fishing/Boating Access Site   
 8. Camping or Trailer Park   
 9. Trail   
 10. Marina   
 11. Commercial/Private Fishing Lake   
 12. Beach   
 13. Pool   
 14. Elementary/Secondary School Grounds   
 15. Fairground   
 16. Zoo   
 17. Commercial for profit Recreation Facility   
 18. Non-profit Recreation Facility   
 19. Sports Complex   
 20. Other (please describe) \_\_\_\_\_

Name of Recreation Area (site) Prairie Dunes/Lark Trail

Site Address/Location CHESTERTON IN 46304  
 State IN Zip Code + 4  
 City CHESTERTON IN 46304  
 Phone Number 946-3000 Site Code \_\_\_\_\_

**SITE OWNER**  
Town of Chesterton  
 Name of Site Owner  
786 Broadway  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 City 46304 State IN Zip Code + 4  
 Phone Number 296-7641

**MANAGING AGENCY OF SITE**  
Park Board  
 Name of Managing Agency (if different from Site Owner)  
1415 S 23rd Street  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 City 46304 State IN Zip Code + 4  
 Phone Number 946-3000

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From 5:00 to 10:00

Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  yes  no

Are fees collected for the use of this facility?  yes  no

Are pets allowed on this recreation area?  yes  no

**PERSON FILLING OUT FORM**  
 Name of Person Filling out Survey  
Brue Mathias  
Park Superintendent  
 Title

Field Check

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant TEA Grant  
 Please Specify \_\_\_\_\_

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

### PROPERTY ACREAGE

The total number of land acres in this recreation area is: 46.37

The total number of water acres in this recreation area is: 0

### CONVENIENCE FACILITIES

Check if no restroom facilities

Restroom facilities available:  
 Pit  
 Flush  
 Portable

Showers available  
 Handicapped accessible showers available

Number of handicapped accessible restroom facilities \_\_\_\_\_

### PICNIC AND PLAY AREAS

Check if no picnic or play areas

Picnic shelters total number of shelters 2  
 Picnic areas total number \_\_\_\_\_  
 Picnic tables total acres \_\_\_\_\_  
 Handicapped accessible picnic tables(s)  
 Handicapped accessible picnic shelters(s)

### OUTDOOR ATHLETIC FIELDS

Check if no athletic fields

Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Soccer total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Football total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Running track total number \_\_\_\_\_ number lighted \_\_\_\_\_

### OUTDOOR COURTS

Check if no courts

Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Horseshoe total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Shuffleboard total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Wall courts total number \_\_\_\_\_ number lighted \_\_\_\_\_

### GOLF COURSES AND RANGES

Check if no courses or ranges

Golf courses number of holes \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_  
 Miniature golf  
 BMX course

Rifle-Pistol ranges number of ranges \_\_\_\_\_  
 Skeet traps total number \_\_\_\_\_  
 Archery ranges number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool, if more than one, how many?  No pool facilities  Check if life guard on duty

Check facilities available:

- Outdoor swimming  Indoor swimming  Outdoor swimming  Indoor swimming
- Olympic size  Wave pool  Wave pool  Wave pool
- Wading pool  Water slide  Wading pool  Water slide
- Bath house  Diving  Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  Beach/bath house

Is the beach front accessible?  yes  no  Showers provided

Are these facilities handicapped accessible? yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Activities available and/or allowed:

- Boating (motorized)  Non-motorized boating only
- Jet skis/Wet bikes  Fishing
- Water skiing  Swimming
- Sailing  Wind surfing

Check if less than 10 acres

Total water surface area \_\_\_\_\_ Acres

Name of water body \_\_\_\_\_

River/Stream  Check if hand carry access site only  No River or streams

Activities available:

- Name of river/stream \_\_\_\_\_
- Access site (paved ramp)
- Access site (non-paved ramp)
- Bank fishing and hand carried access only.

Linear feet of bank within boundaries \_\_\_\_\_ ft.

Boating Facilities  Check if no boating facilities

Check if boating services (gas, food, equipment) available

- Boat rental
- Canoe rental
- Hand carried access no ramp
- Launching ramp \_\_\_\_\_ total number of ramps
- Launching lanes \_\_\_\_\_ total number of lanes
- Overnight mooring \_\_\_\_\_ total number of slips
- Marina slips \_\_\_\_\_ total number of slips

Fishing Facilities  No fishing facilities

- Piers or docks for fishing \_\_\_\_\_ total number
- Handicapped accessible fishing piers/docks \_\_\_\_\_ total number
- Bank fishing \_\_\_\_\_ total number
- Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

- Camping  Lodging
- Class AA (full hookups)  Inn
- Class A (modern restrooms, electricity)  Cabins
- Class B (modern restrooms or electricity)  Cabins
- Class C (primitive)  Cabins
- Backcountry camping area with no facilities  Cabins
- Handicapped accessible sites  Cabins
- Group camp  Cabins
- Equestrian camps  Cabins
- Sanitary dump stations available  Cabins

# of sites \_\_\_\_\_  
capacity \_\_\_\_\_  
capacity \_\_\_\_\_

total number \_\_\_\_\_

**LARGE GROUP FACILITIES**

Check if no group facilities

- Bandshell/amphitheater
- Community center
- Visitor center
- Conference center
- Nature center

Do you offer interpretive programming?  yes  no  
If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

- Average # of months facility is open for winter recreation \_\_\_\_\_
- Ice skating
- Toboggan run
- Sledding
- Snow boarding
- Snowmobile trails
- Cross-Country ski trails
- Downhill skiing

**HUNTING**

Check if no hunting allowed

- Public hunting allowed
- Stocked game
- Waterfowl blinds

total number of acres \_\_\_\_\_  
total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

- Multi-use (walking, jogging, cycling)  # of miles 3.1  # of trails \_\_\_\_\_
- Fitness trail  # of miles \_\_\_\_\_  Nature/interpretive  # of miles \_\_\_\_\_
- Hiking/walking only  # of trails \_\_\_\_\_  Snowmobile  # of miles \_\_\_\_\_
- Bicycle only  # of trails \_\_\_\_\_  Handicapped accessible trails  # of miles 3.1
- Mountain bicycling  # of trails \_\_\_\_\_  # of miles \_\_\_\_\_
- Touring  # of miles \_\_\_\_\_
- Trail bicycling  # of miles \_\_\_\_\_
- Off-Road vehicles/ATVs  # of acres \_\_\_\_\_

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rm 271  
Indianapolis, IN 46204  
317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
Westwood Park  
 Name of Recreation Area (site)  
1050 R. Hill Westwood  
 Site Address/Location  
CHESTERTON IN 46304  
 City State Zip Code + 4  
946-3000  
 Phone Number Site Code

**SITE OWNER**  
Town of Chesterton  
 Name of Site Owner  
776 Broadway  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 City State Zip Code + 4  
946-1641  
 Phone Number

**MANAGING AGENCY OF SITE**  
Park Board  
 Name of Managing Agency (if different from Site Owner)  
1415 S 23rd Street  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 City State Zip Code + 4  
946-3000  
 Phone Number

**THIS RECREATION AREA WOULD BEST BE CALLED A**  
 (Circle only one description)  
 1. Park/Recreation Area    
 2. Forest   
 3. Fish and Wildlife Area   
 4. Dedicated Nature Preserve   
 5. Reservoir   
 6. Historic/Cultural Site   
 7. Fishing/Boating Access Site   
 8. Camping or Trailer Park   
 9. Trail   
 10. Marina   
 11. Commercial/Private Fishing Lake   
 12. Beach   
 13. Pool   
 14. Elementary/Secondary School Grounds   
 15. Fairground   
 16. Zoo   
 17. Commercial for profit Recreation Facility   
 18. Non-profit Recreation Facility   
 19. Sports Complex   
 20. Other (please describe) \_\_\_\_\_

Please check box that best applies  
 Commercial  
 Private  
 Public

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From DAWN to Dusk

Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_ to \_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

**PERSON FILLING OUT FORM**  
Bruce Mathias  
 Name of Person Filling out Survey  
Park Superintendent  
 Title

Field Check

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify

*NEW PARK (BEING DEVELOPED)*

**DIRECTIONS:** Please use a separate form for each recreation area. Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY ACREAGE**

The total number of land acres in this recreation area is: 1.59

The total number of water acres in this recreation area is: \_\_\_\_\_

**CONVENIENCE FACILITIES**

Check if no restroom facilities

- Restroom facilities available:  
 Pit  Showers available  
 Flush  Handicapped accessible showers available  
 Portable

Number of handicapped accessible restroom facilities \_\_\_\_\_

**PICNIC AND PLAY AREAS**

Check if no picnic or play areas

- Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_  
 Picnic areas total number \_\_\_\_\_ total acres \_\_\_\_\_  
 Picnic tables  
 Handicapped accessible picnic tables(s)  
 Handicapped accessible picnic shelters(s)

**OUTDOOR ATHLETIC FIELDS**

Check if no athletic fields

- Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Soccer  
 Football  
 Running track

**OUTDOOR COURTS**

Check if no courts

- Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Horseshoe  
 Shuffleboard  
 Wall courts

**GOLF COURSES AND RANGES**

Check if no courses or ranges

- Golf courses number of holes \_\_\_\_\_ number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Miniature golf  
 BMX course  
 Rifle-Pistol ranges number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Archery ranges number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool (if more than one, how many?)  No pool facilities  Check if life guard on duty

Are these facilities Handicapped accessible?  
Please check which one(s).

Check facilities available:

Outdoor swimming  Indoor swimming  Outdoor swimming  Indoor swimming

Olympic size  Wave pool  Olympic size  Wave pool

Wading pool  Water slide  Wading pool  Water slide

Bath house  Diving  Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  Beach/bath house

Is the beach front accessible?  yes  no  Showers provided

Are these facilities handicapped accessible?  
yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Activities available and/or allowed:

Check if less than 10 acres  Boating (motorized)  Non-motorized boating only

Total water surface area \_\_\_\_\_ Acres  Jet skis/Wet bikes  Fishing

Name of water body \_\_\_\_\_  Water skiing  Swimming

River/Stream  Check if hand carry access site only  No River or streams  Sailing  Wind surfing

Name of river/stream \_\_\_\_\_  No River or streams

Linear feet of bank within boundaries \_\_\_\_\_ ft.

Activities available:

Access site (paved ramp)  Access site (non-paved ramp)

Bank fishing and hand carried access only.

Boating Facilities  Check if no boating facilities

Check if boating services (gas, food, equipment) available

Boat rental  Canoe rental

Hand carried access no ramp  Launching ramp \_\_\_\_\_ total number of ramps

Launching lanes \_\_\_\_\_ total number of lanes

Overnight mooring \_\_\_\_\_ total number of slips

Marina slips \_\_\_\_\_ total number of slips

Fishing Facilities  No fishing facilities

Piers or docks for fishing \_\_\_\_\_ total number

Handicapped accessible fishing piers/docks \_\_\_\_\_ total number

Bank fishing \_\_\_\_\_ total number

Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

Camping  Lodging

Class AA (full hookups)  Inn

Class A (modern restrooms, electricity)  Cabins

Class B (modern restrooms or electricity)  Cabins

Class C (primitive)  Cabins

Backcountry camping area with no facilities  Cabins

Handicapped accessible sites  Cabins

Group camp  Cabins

Equestrian camps  Cabins

Sanitary dump stations available  Cabins

# of sites \_\_\_\_\_ total number \_\_\_\_\_

# of sites \_\_\_\_\_

# of sites \_\_\_\_\_

# of sites \_\_\_\_\_

capacity \_\_\_\_\_

capacity \_\_\_\_\_

**LARGE GROUP FACILITIES**

Check if no group facilities

Bandshell/amphitheater  Conference center

Community center  Nature center

Visitor center  Do you offer interpretive programming?  yes  no

if yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

Average # of months facility is open for winter recreation \_\_\_\_\_

Check activities/facilities available

Ice skating  Snowmobile trails

Toboggan run  Cross-Country ski trails

Sledding  Downhill skiing

Snow boarding

**HUNTING**

Check if no hunting allowed

Public hunting allowed

Stocked game

Waterfowl blinds

total number of acres \_\_\_\_\_

total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

Multi-use (walking, jogging, cycling)  Equestrian  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Fitness trail  Nature/interpretive  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Hiking/walking only  Snowmobile  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Bicycle only  Handicapped accessible trails  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Mountain bicycling  Off-Road vehicles/ATVs  # of trails \_\_\_\_\_ # of miles \_\_\_\_\_

Touring  # of miles \_\_\_\_\_ # of acres \_\_\_\_\_

Trail bicycling

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rm 271  
Indianapolis, IN 46204  
317-232-4070

**INDIANA RECREATION FACILITIES INVENTORY UPDATE**

**DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION**

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
 THIS RECREATION AREA WOULD BEST BE CALLED A (Circle only one description)

1. Dunewood  
 Name of Recreation Area (site)  
Dunewood Estates  
 Site Address/Location  
CHESTERTON IN 46304  
 City State Zip Code + 4  
986-3000  
 Phone Number Site Code

2.  Park/Recreation Area  
 3.  Forest  
 4.  Fish and Wildlife Area  
 5.  Dedicated Nature Preserve  
 6.  Reservoir  
 7.  Historic/Cultural Site  
 8.  Fishing/Boating Access Site  
 9.  Camping or Trailer Park  
 10.  Trail  
 11.  Marina  
 12.  Commercial/Private Fishing Lake  
 13.  Beach  
 14.  Pool  
 15.  Elementary/Secondary School Grounds  
 16.  Fairground  
 17.  Zoo  
 18.  Commercial for profit Recreation Facility  
 19.  Non-profit Recreation Facility  
 20.  Sports Complex  
 Other (please describe) \_\_\_\_\_

Please check box that best applies  
 Commercial  
 Private  
 Public

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From SAUN to Dusk

Check if open year round

If this recreation area is not open year round, how long does its operating season last?  
 From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

**OLDER PARK NOT DEVELOPED YET**

This site has received:  
 LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify

**DIRECTIONS: Please use a separate form for each recreation area.** Place an X in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (3-17) 232-4070.

**PROPERTY ACREAGE**

The total number of land acres in this recreation area is: 0.72

The total number of water acres in this recreation area is: \_\_\_\_\_

**CONVENIENCE FACILITIES**

Check if no restroom facilities

Restroom facilities available:

- Pit
- Flush
- Portable

- Showers available
- Handicapped accessible showers available

Number of handicapped accessible restroom facilities \_\_\_\_\_

**PICNIC AND PLAY AREAS**

Check if no picnic or play areas

- Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_
- Picnic areas total number \_\_\_\_\_ total acres \_\_\_\_\_
- Picnic tables \_\_\_\_\_
- Handicapped accessible picnic tables(s) \_\_\_\_\_
- Handicapped accessible picnic shelters(s) \_\_\_\_\_

**OUTDOOR ATHLETIC FIELDS**

Check if no athletic fields

- Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Soccer \_\_\_\_\_
- Football \_\_\_\_\_
- Running track \_\_\_\_\_

**OUTDOOR COURTS**

Check if no courts

- Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_
- Horseshoe \_\_\_\_\_
- Shuffleboard \_\_\_\_\_
- Wall courts \_\_\_\_\_

**GOLF COURSES AND RANGES**

Check if no courses or ranges

- Golf courses number of holes \_\_\_\_\_ number of ranges \_\_\_\_\_
- Driving range number of ranges \_\_\_\_\_ total number \_\_\_\_\_
- Miniature golf \_\_\_\_\_
- BMX course \_\_\_\_\_
- Rifle-Pistol ranges number of ranges \_\_\_\_\_
- Skeet traps total number \_\_\_\_\_
- Archery ranges number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation facilities

Pool, if more than one, how many?  No pool facilities  Check if life guard on duty

Are these facilities handicapped accessible? Please check which one(s).

- Outdoor swimming  Indoor swimming  Outdoor swimming  Indoor swimming
- Olympic size  Wave pool  Olympic size  Wave pool
- Wading pool  Water slide  Wading pool  Water slide
- Bath house  Diving  Bath house  Diving

Swimming Beach (natural and/or man-made)  No Beach  Check if life guard on duty

Total feet of beach front \_\_\_\_\_ ft.  Beach/bath house

Is the beach front accessible?  yes  no  Showers provided

Are these facilities handicapped accessible?  yes  no

Lakes and/or ponds  No Lakes or ponds  Check if life guard on duty

Activities available and/or allowed:

- Boating (motorized)  Non-motorized boating only
- Jet skis/Wet bikes  Fishing
- Water skiing  Swimming
- Sailing  Wind surfing

Check if less than 10 acres

Total water surface area \_\_\_\_\_ Acres

Name of water body \_\_\_\_\_

River/Stream  Check if hand carry access site only  No River or streams

Activities available:

- Access site (paved ramp)
- Access site (non-paved ramp)
- Bank fishing and hand carried access only.

Name of river/stream \_\_\_\_\_

Linear feet of bank within boundaries \_\_\_\_\_ ft.

Boating Facilities  Check if no boating facilities

Check if boating services (gas, food, equipment) available

- Boat rental
- Canoe rental
- Hand carried access no ramp
- Launching ramp
- Launching lanes
- Overnight mooring
- Marina slips

Fishing Facilities  No fishing facilities

- Piers or docks for fishing
- Handicapped accessible fishing piers/docks
- Bank fishing
- Fish cleaning station

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

- Camping  Lodging
- Class AA (full hookups)  # of sites \_\_\_\_\_
- Class A (modern restrooms, electricity)  # of sites \_\_\_\_\_
- Class B (modern restrooms or electricity)  # of sites \_\_\_\_\_
- Class C (primitive)  # of sites \_\_\_\_\_
- Backcountry camping area with no facilities  # of sites \_\_\_\_\_
- Handicapped accessible sites  capacity \_\_\_\_\_
- Group camp  capacity \_\_\_\_\_
- Equestrian camps  capacity \_\_\_\_\_
- Sanitary dump stations available

**LARGE GROUP FACILITIES**

Check if no group facilities

- Bandshell/amphitheater  Conference center
- Community center  Nature center
- Visitor center

Do you offer interpretive programming?  yes  no  
If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

- Average # of months facility is open for winter recreation \_\_\_\_\_
- Check activities/facilities available:
  - Ice skating
  - Snowmobile trails
  - Toboggan run
  - Cross-Country ski trails
  - Sledding
  - Downhill skiing
  - Snow boarding

**HUNTING**

Check if no hunting allowed

- Public hunting allowed
- Stocked game
- Waterfowl blinds

total number of acres \_\_\_\_\_  
total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

- Multi-use (walking, jogging, cycling)  # of miles \_\_\_\_\_
- Fitness trail  # of trails \_\_\_\_\_
- Hiking/walking only  # of trails \_\_\_\_\_
- Bicycle only  # of trails \_\_\_\_\_
- Mountain bicycling  # of trails \_\_\_\_\_
- Touring  # of miles \_\_\_\_\_
- Trail bicycling  # of acres \_\_\_\_\_
- Equestrian  # of trails \_\_\_\_\_
- Nature/Interpretive  # of miles \_\_\_\_\_
- Snowmobile  # of trails \_\_\_\_\_
- Handicapped accessible trails  # of trails \_\_\_\_\_
- Off-Road vehicles/ATVs  # of miles \_\_\_\_\_

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rm 271  
Indianapolis, IN 46204  
317-232-4070

# INDIANA RECREATION FACILITIES INVENTORY UPDATE

## DEPARTMENT OF NATURAL RESOURCES, DIVISION OF OUTDOOR RECREATION

The Department of Natural Resources, Division of Outdoor Recreation is assembling a detailed inventory of public and private outdoor recreation facilities in Indiana. This inventory will help state and local recreation providers better plan for future recreation opportunities and markets. We understand that time and staff are limited. **Please help us by completing this form for each site your agency owns and/or manages.** For participating, we will send you a report compiled specifically for your county and/or planning area. We appreciate your assistance with this project.

**RECREATION AREA (SITE)**  
**THIS RECREATION AREA WOULD BEST BE CALLED A** \_\_\_\_\_  
 (Circle only one description)

**Name of Recreation Area (Site)** Crocker Park  
**Site Address/Location** BETWEEN Elgin & Ritter streets  
CHESTERTON IN 46304  
 City State Zip Code + 4  
946-3000 Site Code  
 Phone Number

**SITE OWNER**  
Town of Chesterton  
 Name of Site Owner  
726 Broadway  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 City State Zip Code + 4  
946-1641  
 Phone Number

**MANAGING AGENCY OF SITE**  
Park Board  
 Name of Managing Agency (if different from Site Owner)  
1415 S 23rd Street  
 Mailing Address (if different from site)  
CHESTERTON IN 46304  
 City State Zip Code + 4  
946-3000  
 Phone Number

- Please check box that best applies
- Commercial
  - Private
  - Public
1. Park/Recreation Area
  2. Forest
  3. Fish and Wildlife Area
  4. Dedicated Nature Preserve
  5. Reservoir
  6. Historic/Cultural Site
  7. Fishing/Boating Access Site
  8. Camping or Trailer Park
  9. Trail
  10. Marina
  11. Commercial/Private Fishing Lake
  12. Beach
  13. Pool
  14. Elementary/Secondary School Grounds
  15. Fairground
  16. Zoo
  17. Commercial for profit Recreation Facility
  18. Non-profit Recreation Facility
  19. Sports Complex
  20. Other (please describe) \_\_\_\_\_

Is this site open to the public?  yes  no

What are the daily operating hours of this facility?  
 From 9am to 5pm

Check if open year round

If this recreation area is not open year round, how long does its operating season last.  
 From \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Facility operation times unknown

Has this site been evaluated for accessibility according to American Disabilities Act standards?  
 yes  no

Are fees collected for the use of this facility?  
 yes  no

Are pets allowed on this recreation area?  
 yes  no

Field Check

LWCF Grant  
 Indiana Waters Grant  
 Wabash River Corridor Grant  
 Other State/Federal Grant  
 Please Specify \_\_\_\_\_

Older Park had NOT developed

**DIRECTIONS: Please use a separate form for each recreation area.** Place an **X** in all boxes that apply to the site. When the question asks for numbers, place the total number of facilities in the space provided. If you would like to include additional information, please attach it to this form. Questions and comments may be directed to the Division of Outdoor Recreation's Planning Section (317) 232-4070.

**PROPERTY ACREAGE**  
 \_\_\_\_\_

The total number of land acres in this recreation area is: 317

The total number of water acres in this recreation area is: \_\_\_\_\_

**CONVENIENCE FACILITIES**  
 Check if no restroom facilities

Restroom facilities available:  
 Pit  Flush  Portable

Shower available   
 Handicapped accessible showers available

Number of handicapped accessible restroom facilities: \_\_\_\_\_

**PICNIC AND PLAY AREAS**  
 Check if no picnic or play areas

Picnic shelters total number of shelters \_\_\_\_\_ total number if more than 1 \_\_\_\_\_  
 Picnic areas total number \_\_\_\_\_ total acres \_\_\_\_\_  
 Picnic tables \_\_\_\_\_  
 Handicapped accessible picnic tables(s) \_\_\_\_\_  
 Handicapped accessible picnic shelters(s) \_\_\_\_\_

**OUTDOOR ATHLETIC FIELDS**  
 Check if no athletic fields

Softball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Baseball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Soccer total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Football total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Running track total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_

**OUTDOOR COURTS**  
 Check if no courts

Basketball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Tennis total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Volleyball total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Horseshoe total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Shuffleboard total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_  
 Wall courts total number \_\_\_\_\_ number lighted \_\_\_\_\_ total number \_\_\_\_\_ number lighted \_\_\_\_\_

**GOLF COURSES AND RANGES**  
 Check if no courses or ranges

Golf courses number of holes \_\_\_\_\_ total number of ranges \_\_\_\_\_  
 Driving range number of ranges \_\_\_\_\_ total number \_\_\_\_\_  
 Miniature golf \_\_\_\_\_  
 BMX course \_\_\_\_\_  
 Rifle-Pistol ranges number of ranges \_\_\_\_\_ total number of ranges \_\_\_\_\_  
 Skeet traps \_\_\_\_\_ total number \_\_\_\_\_  
 Archery ranges number of ranges \_\_\_\_\_ total number of ranges \_\_\_\_\_

**WATER BASED RECREATION**  
(Natural and man-made)

Check if no water recreation

Pool: If more than one, how many?  No pool facilities

- Check facilities available:
- Outdoor swimming
  - Olympic size
  - Wading pool
  - Bath house
  - Indoor swimming
  - Wave pool
  - Water slide
  - Diving

Are these facilities handicapped accessible? Please check which one(s).

- Outdoor swimming
- Olympic size
- Wading pool
- Bath house
- Indoor swimming
- Wave pool
- Water slide
- Diving

Swimming Beach (natural and/or man-made)  No Beach

Total feet of beach front \_\_\_\_\_ ft.  
Is the beach front accessible?  yes  no

Are these facilities handicapped accessible?  
yes  no

Lakes and/or ponds  No Lakes or ponds

Check if less than 10 acres   
Total water surface area \_\_\_\_\_ Acres  
Name of water body \_\_\_\_\_

Activities available and/or allowed:

- Boating (motorized)
- Jet skies/Wet bikes
- Water skiing
- Sailing
- Wind surfing
- Non-motorized boating only
- Fishing
- Swimming

River/Stream  Check if hand carry access site only  No River or streams

Name of river/stream \_\_\_\_\_  
Linear feet of bank within boundaries \_\_\_\_\_ ft.

Activities available:

- Access site (paved ramp)
- Access site (non-paved ramp)
- Bank fishing and hand carried access only.

Boating Facilities  Check if no boating facilities

Check if boating services (gas, food, equipment) available

- Boat rental
- Canoe rental
- Hand carried access no ramp
- Launching ramp \_\_\_\_\_ total number of ramps
- Launching lanes \_\_\_\_\_ total number of lanes
- Overnight mooring \_\_\_\_\_ total number of slips
- Marina slips \_\_\_\_\_ total number of slips

Fishing Facilities  No fishing facilities

- Piers or docks for fishing \_\_\_\_\_ total number
- Handicapped accessible fishing piers/docks \_\_\_\_\_ total number
- Bank fishing \_\_\_\_\_ total number
- Fish cleaning station \_\_\_\_\_ total number

Wetland Areas  No wetland areas

Total wetland acreage is \_\_\_\_\_ acres. Wetland type (if known) \_\_\_\_\_

**OVERNIGHT FACILITIES**

Check if no overnight facilities

- Camping
- Class AA (full hookups)
- Class A (modern restrooms, electricity)
- Class B (modern restrooms or electricity)
- Class C (primitive)
- Backcountry camping area with no facilities
- Handicapped accessible sites
- Group camp
- Equestrian camps
- Sanitary dump stations available
- Lodging
- Inn
- Cabins

total number \_\_\_\_\_

**LARGE GROUP FACILITIES**

Check if no group facilities

- Bandshell/amphitheater
- Community center
- Visitor center
- Conference center
- Nature center

Do you offer interpretive programming?  yes  no  
If yes, what type?  Nature  Cultural  Historical

**WINTER SPORTS**

Check if no winter sports available

Average # of months facility is open for winter recreation \_\_\_\_\_  
Check activities/facilities available

- Ice skating
- Toboggan run
- Sledding
- Snow boarding
- Snowmobile trails
- Cross-Country ski trails
- Downhill skiing

**HUNTING**

Check if no hunting allowed

- Public hunting allowed
- Stocked game
- Waterfowl blinds

total number of acres \_\_\_\_\_  
total number \_\_\_\_\_

**TRAILS AND PATHS**

Check if no trails or paths

- Multi-use (walking, jogging, cycling)
- Fitness trail
- Hiking/Walking only
- Bicycle only
- Mountain bicycling
- Touring
- Trail bicycling
- Equestrian
- Nature/Interpretive
- Snowmobile
- Handicapped accessible trails
- Off-Road vehicles/ATVs

# of miles \_\_\_\_\_ # of trails \_\_\_\_\_ # of miles \_\_\_\_\_ # of trails \_\_\_\_\_

Thank you for participating. Please send completed forms to :

Indiana Department of Natural Resources  
Division of Outdoor Recreation  
402 W. Washington St., Rim 271  
Indianapolis, IN 46204  
317-232-4070

---

# ADA Self-Evaluation Checklists for Parks & Recreation Agencies

---

Modified from excerpts of the Book, "*The ADA Self-Evaluation Handbook*", by John McGovern  
Published by: National Recreation and Park Association, Resource Development Division

Prepared by: *Lehman & Lehman, Inc.* – Landscape Architects and Planners  
and *OnGUARD Resources, Inc.* – ADA and Risk Management Consultants  
Charles F. Lehman, ASLA, *President*

February 2007

## ADA Self-Evaluation – ADMINISTRATION

This material is intended for use by public parks and recreation agencies including municipal recreation departments, county parks and recreation agencies, park districts, conservation districts and other public agencies that provide leisure services. To use review the questions in this section. Then carefully observe administrative activity and procedures and answer the questions in this section.

All answers to questions in this section should be “YES” or “NA”. A “NO” answer indicates a policy or activity that requires correction for ADA compliance.

**Application:** This checklist is helpful for the evaluation of typical activities found in the ADMINISTRATION of a Park and Recreation Agency. Not included are employment practices. Because of the number of Park and Recreation Agencies and municipalities which employ labor counsel, it was determined that employment practices were not a high priority for this handbook. This checklist reviews procedures and practices, as opposed to architectural issues. Procedures and practices are as much a barrier to the independent use of leisure services as are architectural barriers.

**Evaluation Contents:** Fees, Risk Management, Contracts for Service, Assignment of Employees, Advisory Boards, Procedural Requirements, Performance Reviews, Undue Burden.

#	Rule Section	Evaluation Question	Yes	No	NA
1	35.130(f)	Are program fees charged to individuals with disabilities exactly the same as those fees of the same or similar programs or units of service charged to people without disabilities?			✓
2	35.130(b)(1)(v)	Are contractors which provide recreation programs or services to the general public in Park and Recreation Agency facilities or areas required to sign a statement attesting to their intent to comply with the pertinent portion of the ADA?			✓
3	35.130(b)(5)	Are contractors which bid on capital projects or for other contractual work within the Park and Recreation Agency required to sign a statement attesting to their intent to comply with the pertinent portion of the ADA?			
4	35.130(b)(1)(v)	When the Park and Recreation Agency receives a complaint that a contractor which has provided recreation programs or services to the public has discriminated on the basis of disability, is an investigation conducted?			
5	35.130(b)(6)	Are individuals with disabilities, when purchasing pool or ice rink passes given the option of establishing an appointment for their purchase of the pass?			✓
6	35.130(b)(1)(vi)	Are qualified individuals with disabilities now serving on any advisory boards or committees which involve members of the community in the planning, conducting, or evaluation of Park and Recreation Agency services, programs, or activities?			✓
7	35.130(b)(4) 35.151(c)	Does the Park and Recreation Agency purchasing officer make certain that requisitions, solicitations, and purchases of office or park furniture or equipment or vehicles include specifications for a portion of the items being purchased to be readily accessible to and usable by people with disabilities?	✓		✓
8	Title I PL 101-336	Are employees with disabilities assigned to areas of work that utilize their expertise, and not on the basis of their disability?			✓
9	35.106	Has the Park and Recreation Agency adopted a resolution of intent to comply with the ADA and made that resolution available to the general public?	✓		
10	35.107(a)	Has the Park and Recreation Agency designated an employee to oversee compliance with the ADA and to receive and address all complaints against the Park and Recreation Agency which allege noncompliance with the ADA, and publicized the name of that employee and the manner in which the employee can be contacted?			

11	35.107(b)	Has the Park and Recreation Agency adopted and publicized the availability of a procedure for the receipt and handling of complains against the Park and Recreation Agency which allege noncompliance with the ADA?			✓
12	35.105(a)	Has the Park and Recreation Agency started a self-evaluation of services, policies, and practices, and will the self-evaluation be completed by January 26, 1993?	✓		
13	35.105(b)	Has the Park and Recreation Agency included at least two interested individuals with disabilities on the self-evaluation team?		✓	
14	35.105(c)	Will the Park and Recreation Agency maintain a copy of the self-evaluation on file, and update the self-evaluation as modifications are made to correct problems or remove barriers?	✓		
15	35.150(a) (3)	Does the Park and Recreation Agency record all expenditures, both direct and indirect, made to provide reasonable accommodations for people with disabilities or made to meet procedural requirements of the ADA?		✓	
16	35.150(b)	Does the Park and Recreation Agency include as a factor in the evaluation of the performance of all employees, the willingness of the employee to implement activities consistent with the requirements and intent of the ADA?			✓
17	35.150(a) (3)	Does the Park and Recreation Agency administrator sign off on the written description of why the Park and Recreation Agency will not make an accommodation which results in an undue burden, and is that writing made available to the individual with a disability who is adversely affected by that decision?			✓

## ADA Self-Evaluation – COMMUNICATIONS

This material is intended for use by public parks and recreation agencies including municipal recreation departments, county parks and recreation agencies, park districts, conservation districts and other public agencies that provide leisure services. To use review the questions in this section. Then carefully observe administrative activity and procedures and answer the questions in this section.

All answers to questions in this section should be "YES" or "NA". A "NO" answer indicates a policy or activity that requires correction for ADA compliance.

**Application:** This checklist is helpful for the evaluation of typical COMMUNICATION activities performed by a Park and Recreation Agency. This checklist reviews procedures and practices, as opposed to communication barriers which are structural in nature. Procedures and practices in the way a Park and Recreation Agency communicates with the public are as much a barrier to the independent use of leisure services as are architectural barriers.

**Evaluation Contents:** Main Office Telephone, Site Telephone, Brochures, Annual Reports & Publications, Invitations to Bid, Board Minutes, Freedom of Information Requests, Interoffice Memoranda, Correspondence.

#	Rule Section	Evaluation Question	Yes	No	NA
1	35.161	Does the Park and Recreation Agency main office have and use a telecommunications device for the deaf (TDD), or is some other method used to have effective communication by phone with patrons who have hearing impairments?			✓
2	35.161	Are TDD's in place and used at Park and Recreation Agency sites, such as a golf course, where much of the contact with the public is by telephone?			✓
3	35.160(a)	Does the Park and Recreation Agency state in all program brochures and other official publications that a copy of the publication is available within 24 hours in an alternative format such as audio tape or Braille for people with vision impairments?		✓	
4	35.160(b)(1)	Does the Park and Recreation Agency have a written agreement with a non-profit or individual who will Braille Park and Recreation Agency documents on notice of less than 48 hours?		✓	
5	35.160(b)(1)	Does the Park and Recreation Agency have at least one certified sign language interpreter on retainer who is available to interpret on notice of less than 24 hours for important meetings, interviews, and discussions?		✓	
6	35.160(b)(1)	Does the Park and Recreation Agency have a list of providers of assistive listening systems, such as FM transmitter sets, that can be used for communication with people who have partial hearing loss?		✓	
7	35.160(b)(1)	Are minutes of meetings of the board and any board committees available within 24 hours of the request in an alternative format for individuals with hearing or vision impairments?		✓	
8	35.160(b) 35.130(f)	Are fees for the filling of a Freedom of Information (FOI) request in an alternative format the same as the production of the requested document in its original format?			✓
9	35.160(b)	Are invitations to bid, job announcements, and required public notices available in an alternative format to interested persons upon request?			✓
10	35.160(b)	When the Park and Recreation Agency receives a communication in an alternative format, does it respond in that same format or in another equally effective method?			✓
11	35.160(a)	Does the Park and Recreation Agency require attendance by staff who are responsible for communication at periodic training on the use of adaptive communication systems and appropriate methods of communication between office staff and individuals with vision or hearing impairments?			✓

12	35.163(a)	Are office staff prepared to explain to callers which Park and Recreation Agency facilities are accessible and how the caller can obtain more information about accessible facilities and services?	✓		
13	35.163(a)	Does the Park and Recreation Agency conduct periodic anonymous self-evaluative phone calls to audit office employee's responses to requests for information, use of TDDs, and willingness to provide information in an adapted format?		✓	
14	35.160(a) 35.163(a)	Does the Park and Recreation Agency make announcements on a bulletin board or marquee, and if so, does the Park and Recreation Agency provide the same information in an accessible format (e.g., Braille, on tape, oral announcements) for people with vision impairments?		✓	
15	35.160(a)	When Park and Recreation Agency promotional flyers are distributed in school classrooms, does the Park and Recreation Agency identify classrooms where students have vision impairments and distribute the information in an alternative format?		✓	

## ADA Self-Evaluation – GOVERNANCE AND MEETINGS

This material is intended for use by public parks and recreation agencies including municipal recreation departments, county parks and recreation agencies, park districts, conservation districts and other public agencies that provide leisure services. To use review the questions in this section. Then carefully observe administrative activity and procedures and answer the questions in this section.

All answers to questions in this section should be "YES" or "NA". A "NO" answer indicates a policy or activity that requires correction for ADA compliance.

**Application:** This checklist is helpful for the evaluation of typical activities found in the practices of GOVERNANCE and the conducting of meetings in a Park and Recreation Agency. This checklist reviews procedures and practices, as opposed to solely focusing on architectural issues. Procedures and practices are as much a barrier to involvement in governance and attendance at meetings as are architectural barriers.

**Evaluation Contents:** Board Meeting Announcements, Public Comment, Availability of Agenda, Locations Cable Broadcasts.

#	Rule Section	Evaluation Question	Yes	No	NA
1	35.160(b)	Does the Park and Recreation Agency provide posted notices of meeting date, time, and location in Braille and raised lettering, or in an alternative format?		✓	
2	35.160(a)	Does the announcement of meeting date, time, and location invite those who require an accommodation to attend and participate in the meeting to call the Park and Recreation Agency and advise of this need 48 hours in advance of the meeting?		✓	
3	35.160(a)	Does the form used by visitors to a Park and Recreation Agency meeting who wish to make a public comment include space where the visitor can request an auxiliary aid or service to assist with communication?			✓
4	35.161(b)	Does the Park and Recreation Agency have an agreement with a qualified sign language interpreter who can be present at the times of board meetings if a visitor to a meeting has requested an interpreter for the meeting?			✓
5	35.160	Does the Park and Recreation Agency have at least one agenda available for each meeting in tier Braille or an audiocassette?		✓	
6	35.149	Does the Park and Recreation Agency plan each meeting of the board or a committee to occur in a facility that is free of architectural barriers (unless the purpose of the meeting is to review accessibility features), or in the alternative, upon notice of less than one hour can the meeting be moved to a location that is free of architectural barriers?	✓		
7	35.135	When Park and Recreation Agency board or committee meetings are televised on cable television systems, does the Park and Recreation Agency make certain that the telecast is closed captioned?			✓
8	35.150(b)	Does the Park and Recreation Agency make certain that furniture to be used in a meeting at a Park and Recreation Agency facility is usable by a person with a disability?	✓		
9	35.160(a)	When Park and Recreation Agency staff make plans for staff meetings with other professionals or members of the public, are visitors asked whether an accommodation such as a sign language interpreter or Brailled documents are required?			✓

## ADA Self-Evaluation – TRAINING

This material is intended for use by public parks and recreation agencies including municipal recreation departments, county parks and recreation agencies, park districts, conservation districts and other public agencies that provide leisure services. To use review the questions in this section. Then carefully observe administrative activity and procedures and answer the questions in this section.

All answers to questions in this section should be “YES” or “NA”. A “NO” answer indicates a policy or activity that requires correction for ADA compliance.

**Application:** This checklist is helpful for typical activities that occur within the training function of the Park and Recreation Agency. This checklist is not all-inclusive; you are invited to add to this section as you identify functions that should be addressed within training. This checklist does focus upon procedures and methods, as opposed to architectural barriers, as the former are often as much a barrier to independent use of Park and Recreation Agency services as are architectural barriers.

**Evaluation Contents:** New Employee Orientation, Regular Inservice Opportunities, Professional Development and Continuing Education, Seasonal Employee Training, Elected Officials.

#	Rule Section	Evaluation Question	Yes	No	NA
1	35.150(b)	Are new Park and Recreation Agency employees required to review and discuss the compliance requirements of the ADA for which the new employee has responsibility?		✓	
2	35.150(b)	Are new Park and Recreation Agency employees required to attend workshops on the subject of creating the most integrated setting for users of Park and Recreation Agency services, programs, and facilities?		✓	
3	35.160(a)	Are new Park and Recreation Agency employees who are responsible for communication equipment or communication with the public familiarized with Park and Recreation Agency auxiliary aids and services or contractual resources?			✓
4	35.150(b)	Does the Park and Recreation Agency provide, at least quarterly, inservice training for employees on subjects related to most integrated setting, removal of barriers, planning programs for accommodation, communication issues regarding people with disabilities, and other similar objects?		✓	
5	35.150(b)	Does the Park and Recreation Agency schedule opportunities for individuals with disabilities who use Park and Recreation Agency programs and facilities to provide evaluative feedback to staff regarding delivery of services and accessibility of facilities and grounds?			✓
6	35.150(b) (1)(vi)	Does the Park and Recreation Agency authorize the expenditure of Park and Recreation Agency continuing education and professional development funds for learning experiences related to individuals with disabilities, services for people with disabilities, or laws affecting services for people with disabilities?	✓		
7	35.150(b)	Does the Park and Recreation Agency require all seasonal employees to receive training regarding communication with people with disabilities, planning programs in the most integrated setting, and providing reasonable accommodations for people with disabilities?			✓
8	35.150(b)	Do Park and Recreation Agency board members schedule orientations or participate in continuing education opportunities regarding services for people with disabilities, implementation of the ADA, and the compliance obligations of a Park and Recreation Agency?		✓	

# ADA Self-Evaluation – RECREATION PROGRAM PLANNING

This material is intended for use by public parks and recreation agencies including municipal recreation departments, county parks and recreation agencies, park districts, conservation districts and other public agencies that provide leisure services. To use review the questions in this section. Then carefully observe administrative activity and procedures and answer the questions in this section.

All answers to questions in this section should be "YES" or "NA". A "NO" answer indicates a policy or activity that requires correction for ADA compliance. Questions #4 and #7 ask about activities that Park and Recreation Agencies *are not* required to provide (segregated recreation programs and changing, feeding, toileting) but are often provided to some degree by Park and Recreation Agencies.

**Application:** This checklist is helpful for the evaluation of methods used to plan and deliver RECREATION programs. This checklist reviews procedures and practices, as these may be as much a barrier to the independent use of leisure services as are architectural barriers.

**Evaluation Contents:** Most Integrated Setting, Providing Auxiliary Aids or Services, Changing Rules and Procedures, Removing Architectural Barriers, Removing Transportation Barriers, Staff Training.

#	Rule Section	Evaluation Question	Yes	No	NA
1	35.130(d) 35.150(b) (1)	Does the Park and Recreation Agency accept registrations from qualified people with disabilities in all recreation programs and activities conducted by, or on behalf of, the Park and Recreation Agency?	✓		
2	35.130(d) 35.150(b) (1)	Does the Park and Recreation Agency ask each registrant if any special accommodations are necessary for participation in Park and Recreation Agency programs and services?			✓
3	35.130(d) 35.150(b) (1)	Does the Park and Recreation Agency provide seasonal training for program staff and volunteers on methods that may be used to maximize the interaction between registrants with disabilities and registrants without disabilities?		✓	
4	35.130(d) 35.150(b) (1)	Does the Park and Recreation Agency offer segregated programs for people with disabilities that are similar in content to those available for people without disabilities but adapted to fit the abilities and requirements of registrants with disabilities who are not appropriate candidates for a conventional integrated setting?		✓	
5	35.130(b) (1)(i)	Does the Park and Recreation Agency have established rules of appropriate conduct for all programs, services, and activities?			✓
6	35.130(b) (1)(i)	Does the Park and Recreation Agency post rules of conduct at facilities, on registration materials, and in program brochures and other similar publications?			✓
7	35.130(b) (1)(i)	Are these rules of conduct enforced in every program and service by employees and volunteers of the Park and Recreation Agency without regard to the presence of a disability?			✓
8	35.130(b) (1)(i)	Does the Park and Recreation Agency have established goals and objectives for the activity in each program and service offered by the Park and Recreation Agency, and is activity in each program consistent with these objectives?			✓
9	35.135	Does the Park and Recreation Agency provide services of a personal nature for program registrants, such as feeding, changing clothes, and toileting, as a part of a registrant's participation in recreation programs?			✓
10	35.135	Does the Park and Recreation Agency permit a registrant with a disability to provide his or her own accommodations, such as a personal care attendant, with no charge to the individual with a disability for the presence of the attendant?			✓

11	35.130(b) (7)	Does the Park and Recreation Agency change procedures for registration when so requested by an individual with a disability, if doing so will enable that person to have access to the Park and Recreation Agency program, service, or activity?			✓
12	35.130(b) (7)	Does the Park and Recreation Agency program staff change the rules of games or contests in programs to enable participation by registrants with disabilities to be as enjoyable as is participation by registrants without disabilities?			✓
13	35.160(b)	Does the Park and Recreation Agency provide, at no charge, auxiliary aids and services for program registrants with hearing, speech, or vision impairments that will enable their participation in Park and Recreation Agency programs and services to be as effective as participation by people those sensory impairments?			✓
14	35.130(d)	Does the Park and Recreation Agency invite potential registrants who have a disability to contact the office two weeks in advance of the date programs begin to discuss any special accommodations or adaptations which are necessary for participation in the Park and Recreation Agency's programs?			✓
15	35.150(b) 35.130(d)	Does the Park and Recreation Agency evaluate the abilities and needs of each registrant, assigning additional staff and providing other accommodations as necessary?			✓
16	35.150(b)	Does the Park and Recreation Agency consider making home visits as part of the recreation program for individuals with disabilities who cannot leave home to attend activities at a Park and Recreation Agency program?			✓
17	35.150(b)	When ordering materials and equipment for programs, do Park and Recreation Agency staff order a portion that is designed for use by people with disabilities, or may be adapted for use by people with disabilities?			✓
18	35.149 35.150(a)	Have Park and Recreation Agency staff identified facilities which are free of architectural barriers and may house recreation programs when a registrant with a disability is eligible for participation in a program or service planned for a facility which is not accessible?			✓
19	35.160 35.163(a)	Does language in program brochures indicate that the Park and Recreation Agency will comply with the ADA by making reasonable accommodations for people with disabilities that will enable their enjoyment of programs and facilities operated by the Park and Recreation Agency?			✓
20	35.130(d)	Where the Park and Recreation Agency offers segregated recreation programs for people with disabilities, does the language in the program brochure state any relative skills required as a condition of participation, or is the segregated program instead available for all people?			✓
21	35.130(d)	Does the Park and Recreation Agency, if it conducts segregated recreation programs, compare its conventional programs to those offered as segregated programs to make certain that people with disabilities have the same number of opportunities and may participate in the same type of activities?			✓
22	35.130(b) (1)(v)	Does the Park and Recreation Agency, if it allows the use of fields and facilities by other organizations, require those organizations to sign a statement of intent to comply with the ADA and to not discriminate on the basis of disability while using Park and Recreation Agency fields and facilities?	✓		

## ADA Self-Evaluation – TRANSPORTATION

This material is intended for use by public parks and recreation agencies including municipal recreation departments, county parks and recreation agencies, park districts, conservation districts and other public agencies that provide leisure services. To use review the questions in this section. Then carefully observe administrative activity and procedures and answer the questions in this section.

Answers to these questions may vary. For #1, #2, and #9, the answer may be yes or no. For #3, #4, #5, and #8, the answer should be yes. Questions #6 and #7 attempt to address the extremely difficult area of transportation barriers which result from a physical or mental disability. The ADA requires parks and recreation agencies to remove transportation barriers, where to do so will result in that individual meeting essential eligibility for the receipt of and enjoyment of a parks and recreation agency service. A "NO" answer *may* indicate a method or procedure that requires correction or a deficit which requires support.

**Application:** This checklist is helpful for typical activities that occur within the transportation function of a Park and Recreation Agency. This checklist is not all-inclusive; you are invited to add to this section as you identify functions that should be addressed within training. This checklist does focus upon procedures and methods, as opposed to architectural barriers, as the former are often as much a barrier to the use of Park and Recreation Agency services as are architectural barriers.

### WARNING

*This is a dynamic area of the regulations and law. While neither the departments of Justice or Transportation have offered a definition of what a transportation barrier is, Park and Recreation Agencies should carefully monitor cases and complaints in this arena to assist the Park and Recreation Agency in defining this potential liability and planning for compliance.*

**Evaluation Contents:** Demand Responsive Systems, Acquisition of New Vehicles, Equivalent Service, Transportation Barriers.

#	Rule Section	Evaluation Question	Yes	No	NA
1	Sec. 224 PL 101-336	Does the Park and Recreation Agency own or use passenger vehicles (cars, vans, or buses) for the transportation of registrants to and from a location for the purpose of participation in programs offered or conducted by, or on behalf of, the Park and Recreation Agency?		/	/
<b><i>If the answer to #1 is "yes", continue and answer questions #2, #3, and #4. If the answer to #1 is "no" or "NA", proceed to question #5.</i></b>					
2	Sec. 224 PL 101-336	Does the Park and Recreation Agency own, use, or acquire a vehicle which will seat individuals who use wheelchairs for the type of transportation described in #1 above?			
3	Sec. 224 PL 101-336	Do any vehicles used by the Park and Recreation Agency for the purpose described in #1 above include, at the minimum, the following accessibility and safety features: extended doorway, wheelchair lift, tie-downs for two wheelchairs, seatbelts for individuals using wheelchairs, raised roof, and a backing alarm?			
4	35.130(f)	Does the Park and Recreation Agency charge a person with a disability the same fee for use of transportation as described in #1 above, as the fee charged to people without disabilities who use the service?			
5	Sec. 224 PL 101-336	Does the Park and Recreation Agency include in solicitations for the purchase of lease of vehicles which will be used for the purpose described in #1 above a requirement that the vehicle be "readily accessible to and usable by people with disabilities", to include the features described in #3 above?		/	/
6	35.150(a) 35.150(b)	Do any barriers exist which are caused solely by the impact of the disability of the individual on that person's ability to acquire a driver's license or to			/

		physically perform the tasks required to drive an auto?		✓	✓
7	35.150(a) 35.150(b)	Do any barriers exist which are caused solely by the impact of the disability of the individual on that person's ability to understand the rules of the road and to be aware of where that person is driving?		✓	✓
8	35.130(b)	Does the Park and Recreation Agency provide home visits conducted by staff for the purpose of delivering recreation programs, when necessary due to a transportation barrier related solely to disability?		✓	✓
9	35.130(b) 35.150(b)	Does the Park and Recreation Agency have an agreement with the local mass transit provider, or township transportation service, or private cab or van transportation service for the transportation of people with disabilities to and from Park and Recreation Agency programs?		✓	✓

## ADA Self-Evaluation – PLAYGROUNDS AND PARKS

This material is intended for use by public parks and recreation agencies including municipal recreation departments, county parks and recreation agencies, park districts, conservation districts and other public agencies that provide leisure services. Before use though, follow the instructions below.

All answers to questions in this section should be "YES" or "NA". A "NO" answer indicates a policy or activity that requires correction for ADA compliance.

**Application:** This checklist attempts to address functions of existing PLAYGROUNDS AND PARKS by merging features of the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG) and the Uniform Federal Accessibility Standards (UFAS) checklist, published by the Architectural and Transportation Barriers Compliance Board. However, the Park and Recreation Agency may be subject to state and county accessibility codes which equal or exceed the federal standard. An evaluation of PLAYGROUNDS AND PARKS must include an analysis of state standards as well, for where those standards are more stringent, they must be followed by the Park and Recreation Agency.

### CAUTION

The provisions of the ADA do not directly reference playgrounds and certain types of activities in a park. This is a dynamic area of the ADA, with the Department of Interior charged with the development of a standard or guideline for access in existing playgrounds and parks. The evaluation questions in this checklist are drawn from title II of the law, the title II rule, concepts in title III of the law and the title III rule, the Uniform Federal Accessibility Standards, the July 26, 1991 ADAAG (Americans With Disabilities Act Accessibility Guidelines for Buildings and Facilities), and finally, from a draft of work by the Department of Interior entitled "Design Guide for Accessible Outdoor Recreation" (referred to in the checklist as DGAOR). A Park and Recreation Agency must understand that parks and playgrounds are subject to the ADA but that as of January, 1992 there is not a design standard for new or existing playgrounds.

**Evaluation Contents:** Playground Approach, Playground Entrance, Playground Use, Playground Structures, Modifications to Fixed Equipment, Pathways.

#	Rule Section	Evaluation Question	Yes	No	NA
<b>PART A: PLAYGROUNDS</b>					
1	35.150(a) ADAAG 4.6 ANSI 4.6	Is parking in compliance?	✓		
2	35.150(a) ADAAG 4.3 ADAAG 4.5 ANSI 4.3	Does a path of travel from parking or the street or the sidewalk to the playground exist and meet requirements?	✓		
3	35.150(b) ADAAG 4.15.2 ANSI 4.15	Are conveniences such as water fountains which are along the path of travel accessible as required?	✓		
4	35.150(a) ADAAG 4.14 ANSI 4.14 ADAAG 4.30 ANSI 4.28	Is the entrance to the playground signed appropriately and does the entrance meet requirements?			
5	35.150(a) ADAAG 4.3 ADAAG 4.5 ANSI 4.3	Is a path of travel present from the entrance to the primary play areas in the playground, and does the path always exceed 36" wide, with occasional passing or turnaround spaces of 60" by 60"?	✓		
6	35.150(b) DGAOR	For every ten distinct play areas, whether on a structure or in another area of the playground, are at least three on a plane with a slope not exceeding 1" to 12" and easily reached for use from the playground path of travel?			

7	35.150(b) DGAOR	For every ten distinct play areas, whether on a structure or in another area of the playground, are at least three (in addition to the three referenced in Evaluation Question #6) reachable and usable with slight difficulty from the playground path of travel or from a portion of the playground equipment?	✓		
8	35.130(d) 35.150(b)	Are play areas within the playground designed to encourage interaction between children with and without disabilities?	✓		
9	35.130(d) 35.150(b)	Are the sensations and activities (such as swinging, spinning, climbing, rolling, manipulating, sliding, and others) available for experience by a child without a disability who uses the play areas or equipment within the playground, also available for a child with a disability using areas or equipment in the playground?	✓		
10	35.150(b)	Can existing structures or sensations be modified for use by a child with a disability, and if so, has the Park and Recreation Agency made or acquired such modifications?		✓	
11	35.150	Is playground resilient surfacing a material which permits unassisted, unimpeded travel by a person in a wheelchair?	✓		
12	35.130(b) 35.151(b)	When playgrounds will be modified by the addition of play equipment or areas, or the installation of new surfacing, or the removal of play equipment or areas, or some other modification which affects the use of or access to the playground, is improved accessibility to and use of the resulting playground features an objective of the Park and Recreation Agency?	✓		
13	35.150(b)	When a playground is <u>not</u> readily accessible to and usable by a person with a disability, is another playground nearby accessible?			
14	35.150(b)	When a playground is <u>not</u> readily accessible to and usable by a person with a disability, will a playground which is accessible be constructed by or for the Park and Recreation Agency prior to January 26, 1995 in close proximity to the playground which is not accessible?	✓		
<b>PART B:</b>		<b>PARKS</b>			
1	35.163(b) ADAAG 4.30 ANSI 4.28	Does the park have signage which informs a visitor as to whether the park is accessible to and usable by people with disabilities?		✓	
2	35.163(b) ADAAG 4.30	If the park has an entrance which is not accessible, does the signage at that entrance indicate the location of an accessible entrance to the park, or if there is not such an entrance, a location the visitor can go for information about parks that are accessible?		✓	
3	35.150(a) ADAAG 4.6 ANSI 4.6	Does parking meet requirements?	✓		
4	35.150(a) ADAAG 4.3 ADAAG 4.5 ANSI 4.3	Does a path of travel from parking or the street or the sidewalk to the features within the park existing and is the path always at least 36" wide with occasional passing or turnaround spaces of 60" by 60"?	✓		
5	35.150(b) ADAAG 4.15-24 ANSI 4.15 ANSI 4.16	Are conveniences such as water fountains and restrooms which are along the path of travel accessible as required?	✓		
6	35.150(b)	Are use areas, such as ballfields, spectator areas, concessions, and passive areas able to be reached from the path of travel for use by a person with a disability?	✓		
7	35.130(d) 35.150(b)	Are use areas, spectator areas, concessions, and passive areas designed to maximize interaction between people without disabilities and people with disabilities?	✓		

8	35.130(b)	Does the Park and Recreation Agency modify existing use areas for use by people with disabilities, or are rules or policies changed to enable use by people with disabilities?	i✓		
---	-----------	--	----	--	--

## POLICY STATEMENT

It is the policy of the Town of Chesterton to not exclude qualified individuals with disabilities from participation in or benefiting from the services, programs, or activities of the municipality.

Also, it is the policy of this municipality not to discriminate against a qualified individual with a disability in its job application procedures; employee compensation; job training and other terms, conditions, and privileges of employment. It is the intention of this municipality to comply with all applicable requirements of the Americans with Disabilities Act (ADA).

## RIGHTS AND PROTECTIONS THE ADA AFFORDS DISABLED PERSONS

Any individual who believes he/she has received treatment inconsistent with the policy or any other requirement of the Americans with Disabilities Act (ADA) may take any of the following steps:

1. Call Gayle S. Polakowski at 219-926-1641 the municipal coordinator or stop by her office at 726 Broadway, Chesterton, Indiana, to find out more about the municipal program, service, activity, or employment practice that is the basis for the concern. The ADA coordinator can also provide information on how the municipality is attempting to comply with the ADA.
2. File a grievance with the ADA coordinator. The ADA coordinator will provide information on the municipality's procedure for handling grievances based on ADA rights.
3. Appeals of decisions or other actions of the ADA coordinator are permitted under the grievance procedures. If the ADA coordinator does not adequately respond to a grievance, to the individual's satisfaction, the grievance will be forwarded to the municipality's ADA compliance committee for review and appropriate action. Decisions of the compliance committee may be appealed to the municipal council.
4. Individuals have the right to initiate private lawsuits against the municipality as a means for compelling municipal compliance with the requirements of the ADA.
5. An individual may file a complaint with the U.S. Attorney General alleging discrimination in violation of the ADA, or after July 26, 1992, an individual may file a complaint alleging violation of the ADA employment provisions with the Equal Employment Opportunity Commission.

## ARCHITECTURAL BARRIERS CHECKLIST

### BUILDING CHANGES

1. Are 96" wide parking spaces designated with a 60" access aisle?
2. Are accessible parking spaces near the main building entrance?
3. Is there a "drop off" zone at building entrance?
4. Is the gradient from parking to building entrance 1:12 or less?
5. Is the entrance doorway at least 32" wide?
6. Is door handle easy to grasp?
7. Is door easy to open (less than 8# pressure)?
8. Are other than revolving doors available?

### BUILDING CORRIDORS

1. Is path of travel free of obstruction and wide enough for a wheelchair?
2. Is floor surface hard and not slippery?
3. Do obstacles (phones, fountains) protrude more than 4"?
4. Are elevator controls low enough (48") to be reached from wheelchair?
5. Are elevator markings in Braille for the blind?
6. Does elevator interior provide a turning area of 51" for wheelchair?

### RESTROOMS

1. Are restrooms near building entrance and/or personnel office?
2. Do doors have lever handles?
3. Are doors at least 32" wide?
4. Is restroom large enough for wheelchair turnaround?
5. Are stall doors at least 32" wide?
6. Are grab bars provided in toilet stalls?
7. Are sinks at least 30" high with room for a wheel chair to roll under?

8. Are sink handles easily reached and used?

9. Are soap dispensers, towels, etc. no more than 48" from floor?

10. Are exposed hot water pipes located under sinks wrapped in insulation to avoid injury to those individuals using a wheelchair?

TOWN DEPARTMENTS THAT SERVE THE PUBLIC

1. Are doors at least 32" wide?

2. Is the door easy to open?

3. Is the threshold no more than 1/2" high?

4. Is the path to travel between desk, tables, etc. wide enough for wheelchairs?

5. Do you have a counter too high to serve individuals in wheelchairs?

Chesterton Tribune

Adv.

[Obituary](#)[Coupon](#)[Property Tax](#)[Sale Phone](#)[Website Traffic](#)[Mortgage Rates](#)[Duneland](#)[Domains](#)[Website Visitors](#)

SNAP LINKADS

## Chesterton Park Board members want public involvement in park planning

[Back to Front Page](#)


Help save a child's life today

World Vision

Sponsor a child now

**By MARGARET L. WILLIS**

The Chesterton Park Board, in their Tuesday evening meeting, divvied up the Chesterton Park units, with each board member to be a liaison for that park.

The board, with president Vince Emanuele absent, assigned park units which each board member plans to walk in frequently, noting general condition and repair issues and asking park goers they see for feedback.

In the plan devised by member Roy Flaherty, Emanuele was given Dogwood Park and Westwood Park; John Kroft, Coffee Creek, Thomas Centennial and Waskom Parks; Roy Flaherty, Chesterton Park and Kipper Park and newcomer to the board Eric Witt, the Skate Park, as it develops, and Golfview Park.

The Duneland Prairie Trail is to be a shared concern for all members.

Board members said they hope to continue to develop 'wish lists' to add to the parks' five year plans and to look toward continually improving the parks.

The board members agreed by consensus to the plan.

Flaherty said he hopes the effort leads to more community involvement in the parks.

He said he hopes neighborhood groups send representatives to the park board meetings, but also noted that "the public is always invited to park board meetings."

**Plan for Chesterton Park**

The board, also by consensus, agreed to a plan presented by park superintendent Bruce Mathias on placement of new tennis and basketball courts in Chesterton Park.

The old court surfaces had aged to such a degree that further patching was pointless, board members had agreed, and they were torn out. The new courts are part of the \$2 million bond issue for the parks.

The new locations, proposed on the western edge of the park, nearer the Chesterton Middle School, will present less of a noise problem for neighbors and allow for additional open space on the eastern edge of the park, park board members agreed.

The reorientation will allow for two or more youth baseball/softball fields, though their placement is not yet certain. An additional picnic shelter is planned and the summer program shelter is to be re-sided.

"The idea is to leave as much open space as possible for summer play," said Mathias.

Kroft noted that the Duneland Schools plows the sidewalks all around the CMS and the park. "That's very nice of them," he said, since it allows the use of the sidewalks for fitness walkers as well as easier access to the park.

In his superintendent's report Mathias told the board the sewer line to the maintenance building is complete and that concrete

**News****The top ten most beautiful beaches.****FRONT PAGE**[Up](#)[Duneland Weather](#)[Visitor/Tourism Links](#)[MAPS of the Duneland area](#)[Community Non-Profit Links](#)[Duneland Churches](#)[How to reach lawmakers](#)[About the Tribune](#)[About This Site](#)[Advertising Policy](#)**Ads by Google**[Wwoming Park](#)[Skate Park](#)[Chesterton](#)[Dog Park](#)[Recreation Leisure](#)

flooring will be installed “when weather allows.”

He and his workers are readying the department trucks and mowers for spring.

Posted 2/7/2008



Search



Web



chestertontribune.com

Chesterton Tribune

Adv.

[Chesterton](#)[Lake Superior](#)[Garage Sale](#)[Obituary](#)[Daily Newspaper](#)[Ultraviolet](#)[Wizard of Oz](#)[Science News](#)[Calumet](#)[USPS](#)

SNAP LINKADS

## CHIP presents park improvement plans

[Back to Front Page](#)


Help save a child's life today

World Vision

Sponsor a child now

### [Share Your Expertise](#)

Express your point of view. Write a knol and share it with the world. [knol.google.com](http://knol.google.com)

Ads by Google

**By MARGARET L. WILLIS**

Eric Kroeger, representing the Chesterton Hometown Improvement Committee, approached the Park Board Tuesday with plans for various park unit improvements planned for this year.

The fifth annual CHIP cleanup day will be May 17.

The board was enthusiastic about the CHIP plans and agreed superintendent Bruce Mathias should coordinate with Kroeger to prioritize and guide the plans.

Kroeger said the CHIP committee plans to replace part of the fence in Thomas Park with a decorative metal fence at the northeast corner to demarcate the 'entrance' to downtown and the park.

Mathias showed Kroeger the plan for Thomas Park, adopted as part of the current five year plan, which includes plantings and a meandering stone wall between the park and the railroad's line of trees.

Kroeger said his committee will take on the task of communicating with the railroad about the plan and removing their decrepit fence.

The CHIP committee also plans to begin renovation of the bandstand, removing and replacing decking and exterior wood where necessary. The committee will coordinate with the Rebuilding Together Committee so that RT can organize painting of the structure once renovations are complete.

The CHIP committee also plans to refresh the landscaping around Thomas Park, Kroeger said. Mulching a walking trail around the detention pond in Dogwood Park is another project.

More long-term the committee plans to erect welcome signage at the corner of 23rd St. and 1110 N, on the south edge of Dogwood Park. That project will be coordinated with the Park and the Chesterton/Porter Rotary after the sidewalks are complete in that area.

The park board thanked Kroeger and the CHIP committee for their ongoing commitment to the parks.

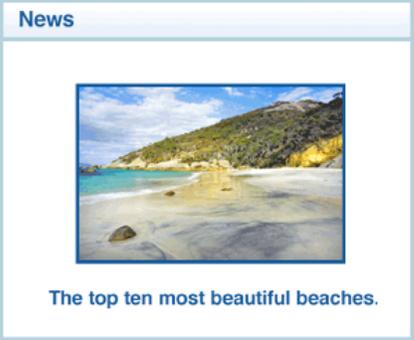
Kroeger thanked the park board for their support of the CHIP committee's mission and added the committee is always in need of sponsors and volunteers.

### **Five Year Plan and Recreation Impact Fee Plan**

Some of the CHIP projects fit in quite nicely with the Five Year Plan presented by Chuck Lehman, of Lehman & Lehman, a consulting and planning firm working on the Park Department's plan for the Recreation Impact Fee.

An initial plan presented by Lehman Tuesday included some of the CHIP proposals, as well as other ideas for use of an estimated \$253,000 the fund will generate annually.

Those plans include softball and baseball fields in new park units, multi-purpose and soccer fields, basketball and volleyball courts, shelters, restrooms, community playgrounds, multi-use pathways, a



News

The top ten most beautiful beaches.

[FRONT PAGE](#)[Up](#)[Duneland Weather](#)[Visitor/Tourism Links](#)[MAPS of the Duneland area](#)[Community Non-Profit Links](#)[Duneland Churches](#)[How to reach lawmakers](#)[About the Tribune](#)[About This Site](#)[Advertising Policy](#)[Top Page 1](#)**Ads by Google**[Wood Fence](#)[Park Recreation](#)[Norfolk Fence Construction](#)[Recreation Leisure](#)[County Parks](#)

dog park and a 'sprayground' or water splash play area.

Lehman presented the outline of RIF plans and is working with parks superintendent Mathias to update the current park five year plan to synchronize it with the plans required for the RIF.

Further public meetings will be held to garner public input for the park five year plan. The public is encouraged to attend future park board meetings.

Anyone with ideas may also contact Mathias' office, which will forward ideas to Lehman. The park office phone number is 926-3000.

Posted 3/5/2008



Search



Web



chestertontribune.com

**Obituaries**

Adrian "Ed" Westplate, 87, of Kenosha, passed away peacefully surrounded by his family, Friday, February 29, 2008 at Brookside Care Center, Kenosha, Wis.

He was born on June 29, 1920 in Perry, Wis. the son of the late Isaac and Marie (VanStrein) Westplate. On June 4, 1943 in Kenosha, he married Nellie Kloet, who survives in Kenosha.

Ed is also survived by one daughter Miriam (Ken) Christensen of Porter; sons Lorin (Denice) Westplate of Alexander City, Ala., Wayne Westplate of Maui, Hawaii; his brother John (Elizabeth) Westplate of Kenosha; his grandchildren Jonathan (Julie) Christensen, Alisa Christensen, Christensen; and numerous grand nephews.

He was also preceded in death by his brothers John in infancy, Donald, Martin and his wife Auline.

He came to Kenosha as a young boy. He was educated in schools of Kenosha and graduated from Mary Bradford High School. He was in the U.S. Army during WWII, a member of the counter intelligence corps and was honorably discharged. He worked as a tool and die maker for AMC for over 25 years and for Johnson Outboard Motors & Marine for 16 years.

He was an active member of the Christian Reformed Church. He was a Sunday School teacher/Superintendent and was an elder on the church council. He was also a member of the UAW Local 2. He was an avid reader, enjoyed gardening, building his house and his life up north. He was a very talented man especially with his hands. His grandkids were his pride.

Services were at 11 a.m. on Sunday, March 4 at Christian Reformed Church (7506 - 25th St.). Interment was at Greenidge Cemetery with Full Military honors. Visitation was at the Bruch Funeral Home, 3503 Broadway St.

# Chesterton Park Board will meet Tuesday

The Chesterton Park Board will hold their regular monthly meeting on Tuesday, March 4, at the new meeting time, 6 p.m.

The board meets in the Park Department's office meeting room, 1415 S. 23rd St.

On this month's agenda, Vlad Gastevich is expected to address the board regarding Sandcreek Farms Development Subdivision Phase.

Also, Rich Busse, representing the Duneland Festival Committee is listed on the agenda, as is Eric Kroeger, of the Chesterton Hometown Improvement Committee.

Check Lehman, of Lehman and Lehman, will attend to discuss the park's Master Plan and Action Plan.

The regular park board agenda includes approval of minutes from

## 8 killed, including US soldier, in helicopter crash

BAGHDAD (AP) — An Iraqi military helicopter crashed in northern Iraq, killing a U.S. soldier who was on board and seven others, the U.S. military said Tuesday.

The M-17 helicopter was reported missing Monday, the military said in a statement. The Iraqi Defense Ministry said the Russian-made aircraft got caught in bad weather.

## Earl Keel, 70, dies

Earl Keel, 70, of Valparaiso, passed away Sunday, March 2, 2008 at Porter Valparaiso Hospital Campus, Valparaiso.

He was born March 30, 1937 in Valparaiso, the son of Roy and Emma (Frier) Keel.

On Aug. 10, 1957 in Westville, he married Carol Wale, who survives.

the previous meeting, comments from the public, approval of claims, a report from parks superintendent Bruce Mathias, as well as comments from park board members.

The meeting is open to the public.

### Weather

**By The Associated Press**

**Tonight...**Mostly cloudy. Snow in the evening...Then a chance of light snow after midnight. Snow accumulation of 1 to 2 inches. Total snow accumulation 2 to 4 inches. Lows in the lower 20s. North winds 10 to 20 mph. Chance of precipitation 90 percent.

**Wednesday...**Considerable cloudiness. Highs in the upper 30s. Light and variable winds.

**Wednesday night...**Cloudy with a 30 percent chance of light snow. Lows around 20. Light and variable winds in the evening becoming southwest around 10 mph after midnight.

**Thursday...**Considerable cloudiness with a 40 percent chance of snow. Highs in the upper 20s. Northwest winds 10 to 15 mph.

**Thursday night...**Mostly cloudy. Lows 16 to 20.

**Friday...**Considerable cloudiness with a 30 percent chance of snow showers. Highs in the upper 20s.

**Friday night...**Mostly cloudy with a 30 percent chance of snow showers. Lows 9 to 13 above.

**Saturday...**Considerable cloudiness. Highs around 30.

**Saturday night...**Partly cloudy. Lows 15 to 19.

**Sunday...**Partly cloudy. Highs in the upper 30s.

**Sunday night...**Partly cloudy in the evening then becoming cloudy. Lows in the mid 20s.

**Monday...**Cloudy. Highs in the lower 40s.

**Nearshore marine forecast for waters within five nautical miles of shore on Lake Michigan —** Tonight...Northeast winds to 30 knots early...Gradually decreasing to 10 to 15 knots and becoming north overnight. A chance of snow in the evening. Waves 4 to 6 feet subsiding to 2 to 4 feet.

**Wednesday...**North winds 5 to 10 knots becoming northeast. Mostly cloudy. Waves subsiding to around 1 foot.

**Wednesday night...**Variable winds 5 to 10 knots in the evening...Becoming northwest 10 to 15 knots overnight. A chance of snow. Waves building to 1 to 3 feet.

## Joseph John Carr dies

Joseph John Carr passed away March 1, 2008 at his residence in

TOWN COUNCIL MEETING

September 24, 2007

7:00 p.m.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Council President Cincoski called the meeting to order at 7:00 p.m.

ROLL CALL

Roll was called by Clerk-Treasurer G. Polakowski; present were Council Member J. Ton, Council Member F. Sessa, Council Member D. Cincoski, Council Member S. Darnell, and Council Member M. Bannon.

APPROVAL OF MINUTES

Council Member S. Darnell made the motion to approve the minutes from the September 10, 2007 Council Meeting and the September 17, 2007 Meeting, seconded by Council Member M. Bannon, motion approved by unanimous voice vote.

CONSIDERATION OF CLAIMS

Council Member J. Ton made motion to approve the claims as submitted, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

PETITIONS AND COMMENTS FROM THE FLOOR

MARQUETTE PLAN PHASE 2 OVERVIEW – NIRPC CONSULTANTS; GREG CALPINO OF JJR, LLC AND KERRY KEITH OF SHORT ELLIOT HENDRICKSON, INC – Mr. Calpino and Mr. Keith presented information concerning Phase 2 of the Marquette Plan and explained the actions that were being taken to receive input from communities within this area. They advised that a portion of this Plan in Porter County involved a Transportation Corridor Study along US Hwys 12 & 20. They stated that Chesterton, Portage and Michigan City are all perceived as gateway communities to the Dunes and National Lakeshore and with the number of tourists visiting the area, input is requested on how this influx of people impact the communities, the residents, and the environment. They explained some of the projects occurring in Portage in relation to the Plan and that this Plan was one of the three funding mechanisms of the RDA. They encouraged input from the residents and advised that there would be additional meetings held with a meeting in November when the gathered information and a preferred direction for the Plan would be presented. Emerson Delaney asked if the Transportation Corridor Plan might generate Federal Highway dollars for SR 49 enhancements and Kim Goldak inquired if the reason for the presentation was to ask the Town Council for funding. Mr. Calpino advised that they were not at the meeting to ask for money, but to provide information and obtain input from the residents. He stated they were meeting with communities to find out what the priorities are for the various communities along the Marquette Plan area.

PETITION FOR WAIVER OF SIDEWALKS – RICK AND DAWN DEES 1152 25<sup>TH</sup> PLACE – Dawn Dees presented information concerning the requested waiver of sidewalks for the property at 1152 25<sup>th</sup> Place where they are building a home. She stated that Western Acres has no sidewalks presently and ditches in the right-of-way handles the drainage for the area. Building Commissioner Orlich advised

that department heads have reviewed this petition and have no issues with the requested waiver. Council Member M. Bannon commented that there are two types of waivers for sidewalks; one involving structural or technical issues of the area and the other is the petitioner just doesn't want to install sidewalks. He asked if there were any structural or technical issues involved with this petition. Building Commissioner Orlich advised that the drainage system in Western Acres employed open ditches in the right-of-way. Street Commissioner Schnadenberg advised that this is one of the older neighborhoods and this was one of the last buildable lots in the area. He stated that the ditch poses a big problem for installing sidewalks in this neighborhood. Council Member J. Ton suggested that this be taken under advisement until the October 8, 2007 Council Meeting.

AMENDMENT TO ANNEXATION & DEVELOPMENT AGREEMENT FOR LARRY & CHRISTINE WRIGHT – GREG BABCOCK – Attorney G. Babcock presented information concerning the requested amendment to the Annexation & Development Agreement for this property. He advised that they would like to increase the number of allowable residential units from 91 to 94. He stated that the configuration of the development has been altered since the original agreement to address drainage issues and recommendations of the Plan Commission concerning potential connectivity to adjacent properties currently not in the Town limits of Chesterton. He advised that the residential units would include 48 single-family homes and 46 paired patio homes. Council Member S. Darnell stated that she would like more time to review this matter with the Town Engineer and made the motion to take this under advisement until October 8, 2007, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

VACATION OF A PORTION OF UTILITY, DRAINAGE & DETENTION EASEMENT – GREG BABCOCK – Attorney G. Babcock requested that Council set a Public Hearing concerning this petition. Council Member J. Ton made the motion to set this for a Public Hearing on October 8, 2007, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

LEONARD SULLIVAN 413 E. MORGAN AVE. – Mr. Sullivan commented about a letter to the editor in the Chesterton Tribune concerning the lack of a senior center in Chesterton. He stated that the Town and the Park Board have worked towards a senior center for several years and felt it was wrong of the person who wrote the letter to make the comments that they did. Mr. Sullivan commented about the availability of senior centers in the area and that this community is a very active community. He stated that the Town Council and Park Board have done a good job in this area.

KIM GOLDAK 1069 N 100 E – Mrs. Goldak commented about the work being done by Buckeye Pipeline Co. and the clear cutting of trees on the south side of Town. She inquired if the company obtained permits or notified the Town of their actions. Council President Cincoski advised that this matter would be investigated to see if there were answers to these questions.

TODD ROZYCKI 1621 EAGLE ST – Mr. Rozycki replied to Mr. Sullivan's comments and stated that he was the person who wrote the letter to the editor about the senior center. Mr. Rozycki complimented that Town and Boards that had input in the Recreation Impact Fee and stated that it was a positive move toward managing the impact of growth.

#### REPORTS FROM OFFICIALS AND DEPARTMENT HEAD

- A. POLICE Chief Nelson requested the Council to set Halloween for October 31, 2007 from 5:30 p.m. to 7:30 p.m. He advised that there has been contact with Porter County Sheriff's Department and the County and Valparaiso are considering having Halloween on October 31<sup>st</sup> from 5:30 p.m. to 8:00 p.m. Council Member J. Ton made the motion to set the

times as recommended, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

B. FIRE Chief Highwood reported that Tower 1 is out of service because of a leaking hydraulic cylinder for the outrigger and a flat tire. He stated that they are trying to locate a replacement tire and are having the leak repaired. He reported that there have been 69 calls for the month and \$29 so far this year. He reported that there was a major fire on Friday night and they had to do a tanker shuttle because of the condition of the water mains in that area. He stated that he has been advised that upgrades are being planned for Calumet water mains. He thanked all of the fire departments that provided mutual aid during this fire. Council Member F. Sessa commented that with the growth in the community we need to start considering how to replace Tower 1. He stated that this unit is needed to address the growth and existing buildings in Town. Chief Highwood stated that they have been rejected during the last two grant applications for a replacement vehicle. He stated that several months ago they had a demonstration vehicle on display and as many Council Members as they could contact were invited to view the unit. He stated that in most cases when another agency has a used unit for sale, it is because it is in a condition similar to our truck. Council Member J. Ton inquired about the expenditures for repairs so far this year and Chief Highwood advised that the last repair was approximately \$2,100 and this current problem would cost about the same. Council Member J. Ton commented that he was fortunate enough to be present during the demonstration mentioned by Chief Highwood and was impressed with the new technology available. He stated that he would like some study on replacing this unit before it is no longer functioning. Council Member J. Ton made the motion to form an ad hoc committee of members of the staff and under the leadership of the Clerk-Treasurer to see if a plan can be developed to replace this fire unit, seconded by Council Member F. Sessa. Council Member D. Cincoski inquired if this motion was an investigation to find money for this project and did not involve the expenditure of any funds. He also asked if Council Member J. Ton had anyone specifically in mind for this ad hoc committee. Council Member J. Ton confirmed that this was only for investigation purposes and advised that he would defer to Clerk-Treasurer G. Polakowski as to its membership, but it might want to include S. Yagelski and D. Williams. Clerk-Treasurer G. Polakowski asked if a Council Member should be on the committee and Council Member J. Ton suggested that Council Member F. Sessa as the Fire Department Liaison should be included. Council Member M. Bannon commented that before the Town looks for funding it would be good to know what the cost would be for this type of unit. He stated that he has heard costs between \$650,000 to \$1 million as a range. Chief Highwood stated that it would depend on which company submits bids for the unit and what equipment would be included. Council Member J. Ton asked if this would be in the \$800,000 to \$900,000 range and Chief Highwood advised that it was closer to \$700,000 to \$800,000 range. Council Member J. Ton commented that the Town would probably be looking for some type of lease purchase agreement to replace this unit and Council Member D. Cincoski asked about the time frame for this investigation. Clerk-Treasurer G. Polakowski advised that it would take at least a month before they could report back to the Council so that schedules could be coordinated. She also recommended that Chief Highwood and Deputy Chief Orlich be included in the process. Council Member J. Ton amended his motion to include Clerk-Treasurer G. Polakowski, Council Member F. Sessa, E.D.C. D. Williams, P.D. S. Yagelski, Chief Highwood, and Deputy Chief M. Orlich on the ad hoc committee to investigate funding sources for a replacement for Tower 1, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

C. TOWN HALL

Clerk-Treasurer G. Polakowski reported that she has sent the Council a letter concerning the budget shortfalls. She advised that the General Fund received less in 2007 than it did in 2006. She stated that she came up with a solution to the shortfall by using money in the Health Insurance Fund, which normally has \$200,000 but currently has \$500,000 because the Town has not had the claims it had in previous years and there has been no catastrophic claims. She would like to use these funds to offset the shortfall. Council Member M. Bannon commented that it needed to be emphasized that the State of Indiana has told the Town that it can have less money for the General Fund in 2007 than in 2006 and this is for a growing community. He also advised that the Park Department had its budget cut by \$29,000 and again this was done by the State of Indiana, not the Town Council. Clerk-Treasurer G. Polakowski stated that the only thing that can overcome this problem for the General Fund is if there is a building boom and receive additional miscellaneous income. However this would not help the Park Department and this is not something the Town can count on, so she requested authorization from the Council to proceed in this manner. The Council approved this request by consensus. Clerk-Treasurer G. Polakowski also stated that there was a rumor that she was not running for reelection this year and that is not true, she still is a candidate.

D. STREET & SANITATION – Street Commissioner J. Schnadenberg reported that at a previous meeting he mentioned that the Town might want to close the Crocker Compost site to the public next year. He stated that they have spent the last week at the site and there has been a lot of material from the County. He stated that there has been a good working relationship with the County and would ask them to continue to work the site with the Town in the future. He requested permission to send a letter to the County stating that sometime early next year, 2008, the Town would be closing the Crocker Compost site for public use and just manage Chesterton materials. He stated that with the growth of the Town, the site is going to become overwhelmed and the County needs to look for a larger site to service the rest of the County. Council Member M. Bannon made the motion to authorize Commissioner Schnadenberg to send the letter, seconded by Council Member J. Ton, motion approved by unanimous voice vote. Commissioner Schnadenberg also reported that earlier in the meeting Chief Highwood alluded to water main upgrades along Calumet. He stated that an Engineering firm working for I.A.W.C. concerning this water main upgrade has contacted him and Town Engineer O'Dell. He reported that they plan to upgrade the water main beginning in the area of the old fire station on Calumet, south of the Norfolk Southern Railroad and proceed north to Wabash. He stated that this was the extent of the upgrade originally but he is now being told that it might extend all the way to Indian Boundary Road. This work would include boring under the railroad and the closing the northbound lane of Calumet so that the work could be done on the eastside of the road. Council Member M. Bannon inquired if this work would be done this year or next and Commissioner Schnadenberg stated that they wanted to do it this year as soon as they get the permits from the railroad for boring. He stated that he would prefer that it be done about the time that the asphalt plants opened in the spring. Town Engineer O'Dell stated that due to the nature of the work there would be a lot of signage redirecting traffic. Council Member M. Bannon commented that he was concerned about the roadway being torn up during the winter and the problems caused by this and would also prefer that this were done when the asphalt plants were open. Commissioner Schnadenberg advised that this was all dependent on when the boring permits were received and it was his and the Town Engineer's position that they would not be willing to issue roadcut permits during the winter. Council Member J. Ton commented that this would not be fair to the merchants in that area and it was not an emergency situation like it was with the Utilities

Department in the area of Calumet and Indiana. Council Member J. Ton also complimented the Street Department for the downtown crosswalks.

- E. **ENGINEERING** Town Engineer O'Dell reported that the sinkhole at Woodlawn and League Lane was investigated and the line was video taped. He stated that there was some infiltration issues but there was no structural found in the line.
- F. **BUILDING** Building Commissioner M. Orlich reported that he was still working with the Town Attorney on the contractor registration updates.
- G. **PARK** Park Superintendent B. Mathias reported that the contractors have started working on the parking lot at Dogwood and the scope of work is about ready to send for bids to begin work at Chesterton Park. He also thanked Commissioner Schnadenberg for helping him with some of the bond paperwork.
- H. **ATTORNEY** Town Attorney Lukmann reported that work for the Westchester-Liberty Trail is to begin in October and because of the amount of the project the Town needs a committee to determine what is called the Common Construction Wages for the project. He stated that it is made up of various State representatives and recommended as the Town representatives; the Awarding Agency/Industry Representative – Mark O'Dell and the Awarding Agency Taxpayer Representative Vincent Emmanuelle since they were on the last committee of this nature. Council Member J. Ton made the motion to appoint these people, seconded by Council Member M. Bannon, motion approved by unanimous voice vote. Town Attorney Lukmann advised that he has also submitted Addendum #1 requesting additional funds for Lehman & Lehman in the amount of \$5,000 for additional meetings and work on the Impact Fee Ordinance. Council Member S. Darnell made the motion to approve the Addendum, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.
- UTILITIES** Utility Superintendent S. Yagelski reported that the Utility Board authorized him to enter into a Judicial Agreement with the State that the Town Attorney worked on with the Deputy Attorney General which allows the Town to extend the completion date for the Long Term Control Plan to 2010 and part of that involves the fact that IDEM requested the Town to specifically to into account the waters the Town of Porter sends to the plant. This gives them time to address their issues and after they are done we can complete our plan.
- J. **PLANNING DIRECTOR** S. Yagelski yielded to Economic Development Coordinator D. Williams for the report.
- K. **ECONOMIC DEVELOPMENT COORDINATOR** – D. Williams reported that the Town has been awarded the Porter County Economic Development grant in the amount of \$25,000 and it is now in the hands of the County Commissioners who are to move funds, which should be available in a month. He also reported that the Forestry Grant has been completed and awaits the Council's signature so that it can be sent out. He stated that they have been in communication with Jennifer concerning the Coastal Grant, to see if the Town can use the Bike Trail as matching for the Coastal Grant to start phase 2 of the Westchester-Liberty Trail extending from Rosehill to 11<sup>th</sup> Street. He advised that on September 25<sup>th</sup> Main Street would be in Town for a presentation. Planning Director S. Yagelski advised that the Council has the CEDIT report in their packets.

PUBLIC HEARINGS, BID OPENINGS, & REMONSTRANCES

NONE

ORDINANCES AND/OR RESOLUTION

ORDINANCE 2007-24 IMPACT FEES FOR PARK & RECREATION – Town Attorney Lukmann stated that there was a Public Hearing on the Comprehensive Plan, which is called the Zone Improvement Plan. The Park Board, which is present tonight, all spoke in favor of this and there were no remonstrators to the Park and Recreation Impact Fee, for which there was a lengthy presentation by Lehman & Lehman. He advised that there was proper notification by the Plan Commission and Clerk-Treasurer G. Polakowski gave the proper notice of intent to consider this Ordinance. Council Member S. Darnell made the motion to approve Ordinance on 1<sup>st</sup> Reading, seconded by Council Member M. Bannon, motion approved by unanimous voice vote. Council Member S. Darnell made the motion to suspend the rules, seconded by Council Member J. Ton, motion approved by unanimous voice vote. Council Member J. Ton made the motion to approve the Ordinance on 2<sup>nd</sup> Reading, seconded by Council Member F. Sessa, motion approved by unanimous voice vote. Town Attorney Lukmann advised that the Town could begin to collect the fees after March 24, 2008.

ORDINANCE 2007-25 – 2008 SALARY ORDINANCE – Would be voted on at the next meeting.

COMMUNICATIONS

CHESTERTON LIONS CLUB -- Requested authorization to hold a White Cane Sale on October 12 and 13 2007. Council Member J. Ton made the motion to approve, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

LAKESHORE GYMNASTICS BOOSTER CLUB – Requested authorization to hold a Tag Day on October 6, 2007. Council Member J. Ton made the motion to approve, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

LETTER FROM PORTER COUNTY COUNCIL – The letter provided the Agenda for the October 11<sup>th</sup> meeting of the League of Councils meeting. Council President D. Cincoski would attend.

COUNCIL MEMBER M. BANNON commented that there was an internal communication from Utility Board President Larry Brandt concerning the investigation completed by Member Andy Michel into the complaint by Dr. Gassoway. Member Michel concluded that he found no violation of any rules and regulations and Mr. Lowe had been kind. It was determined that there was some uneasiness since this had not been done before and was conducted at the request of IDEM because of a concern with rising mercury levels in the water. Council Member M. Bannon stated that he felt it was important that the Council note that the investigation was done and that it was found that Mr. Lowe and Mr. Yagelski did a fine job and that Dr. Gassoway's accusations were unfounded.

OLD BUSINESS

15<sup>th</sup> STREET RENOVATION – S. Yagelski reported that the Council should all have copies of the plans and that it is still a work in progress. He advised that work has begun on stormwater issues at the site.

SOUTH CALUMET TRIANGLE – M. O'Dell reported that there would be a stakeholders meeting on September 25, 2007 at 6:00 p.m.

TOWN MANAGER DOCUMENT – Tabled

PARKING LOT ON BROADWAY – Town Attorney Lukmann reported there were two appraisals, one for \$40,000 and the other for \$41,500 and by law the Council could not pay more than \$40,750 to purchase this land. He advised that basically the appraisers found that commercial land in Chesterton was valued at \$3.00 per square foot. Council Member M. Bannon made the motion to authorize the Town Attorney to offer the current owner \$40,750 to purchase the land, seconded by Council Member

F. Sessa. Town Attorney Lukmann requested a clarification of the motion. He advised that there were two offers that could be made. He stated that one was that we want this land and the Town is willing to pay this amount. The other is that the Town is willing to purchase the land for the amount and if they don't agree the Town could proceed to acquire the land by eminent domain, if they wished. Council Member M. Bannon amended his motion to include the option to acquire the land by eminent domain, seconded by Council Member S. Darnell, motion approved by unanimous voice vote.

WAIVER OF TOWN STANDARDS – Greg Babcock – Attorney Babcock representing Brett Carney presented the request for Waiver of Town Standards for sidewalks, curbs and gutters. Attorney Babcock presented information based on Council comments and meetings with staff. He advised that the proposal still excluded some sidewalks and included a guardrail or berm at 13<sup>th</sup> & Union to prevent access from the 13<sup>th</sup> Street right-of-way agreement. He stated that there would be no on street parking, the installation of speed limit signs, stop signs, and street signs. He advised that crosswalks would be installed in accordance with the M.U.T.C.D. at specific locations. He advised that one of the conditions would be that there would be an infrastructure maintenance guarantee for roadways and sidewalks.

Council Member M. Bannon commented about the inclusion of ribbon curbing and Attorney Babcock stated that they would not be putting in ribbon curbing along the roadways. Council Member D. Cincoski read the notes from the staff that stated that there were no issues with the proposed sidewalk layout and as far the curb and gutters, there was the issue of swales along the roadway and ribbon curbs were recommended for the area. Town Attorney Lukmann commented that the widths of the sidewalks were recommended to be 5' in the area. Attorney Babcock asked if there was a preference to a guardrail or berm for the area indicated. Street Commissioner Schnadenberg advised that he would not want to maintain a landscaped berm and a guardrail would be sufficient. Council Member M. Bannon asked if there was any structural or technical reason sidewalks could not be installed in the area and

Commissioner Schnadenberg advised that there were no structural reasons preventing sidewalks from being installed. Council Member S. Darnell commented that sidewalks along the roadway would provide a barrier and a place for kids to play. Council Member M. Bannon asked if there was any reason that ribbon curbs should not be required and Town Engineer O'Dell advised there were no reasons. Council Member M. Bannon stated that he would be in favor of ribbon curbs and Council Member J. Ton agreed and added that a guardrail should be used instead of a berm. Council Member J. Ton stated that it was his position that sidewalks should be installed on both sides of the east/west roads and on one side of the north/south road opposite of the swale for drainage. Council Member J. Ton made the motion to deny the requested waiver for sidewalks, seconded by Council Member M. Bannon, motion approved by a 5-0 roll call vote. Council Member Ton – yes, Council Member Sessa – yes, Council Member Darnell – yes, Council Member Bannon – yes, Council Member Cincoski – yes.

Council Member M. Bannon made the motion to grant the waiver for curbs and gutters under the following conditions; ribbon curbing would be installed, all appropriate signage would be installed as listed by the petitioner, guardrail would be installed, and an infrastructure maintenance guarantee would be issued for streets, ribbon curbs, sidewalks, and guardrail, seconded by Council Member F. Sessa, motion approved by 4-1 roll call vote. Council Member Ton – yes, Council Member Sessa – yes, Council Member Darnell – yes, Council Member Bannon – yes, Council Member Cincoski – no.

#### NEW BUSINESS

2008 ANIMAL SHELTER CONTRACT – Clerk-Treasurer G. Polakowski advised that this is the same contract as 2007 for the same amount. Council Member M. Bannon commented that he is still concerned that the Town taxpayers are paying twice for this service and it is unfair to the Town

September 24, 2007

residents. Council Member J. Ton agreed with Council Member Bannon but stated that the Police Department did not have the funds available to handle this service. Council Member J. Ton made the motion to accept the contract, seconded by Council Member F. Sessa, motion approved by unanimous voice vote.

COMMENTS FROM THE BOARD

**Council Member J. Ton:** No Comment

**Council Member F. Sessa:** No Comment

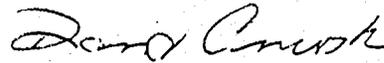
**Council Member M. Bannon:** Council Member M. Bannon commented on volunteerism in the Duneland community and the great job that is being done. He especially commented on Jacob's Table and acknowledged the 1<sup>st</sup> Methodist Church of Porter that started the program years ago. He stated that presently 1<sup>st</sup> United Methodist Church of Chesterton provides meals on Mondays, and St. Patrick's Church has them on Fridays. He challenged other organizations to participate with someone having the meals available on Wednesdays so that there would be at three hot meals a week available and would encourage organizations to work toward having meals available every day of the week. The current churches are willing to work with groups to organize these meals and hoped that the program could be expanded.

**Council Member S. Darnell:** No Comment

**Council Member D. Cincoski:** No Comment

ADJOURNMENT

Council Member S. Darnell made the motion to adjourn seconded by Council Member J. Ton. Meeting adjourned at 8:56 p.m.



---

PRESIDENT, TOWN COUNCIL

ATTEST:

---

Clerk-Treasurer G. Polakowski

**ADVISORY PLAN COMMISSION**  
**SEPTEMBER 20, 2007**  
**6:30 P.M.**

The meeting was called to order at 6:30 P.M. Present were members S. Yagelski, G. Stone, M. Bannon, F. Sessa and Vice President S. Niepokoj who chaired the meeting. President F. Owens and member J. Trout were absent. Attorney C. Parkinson was present as legal representation. The pledge of allegiance was recited.

**APPROVAL OF MINUTES**

Member M. Bannon moved approval of the minutes from August 16, 2007 seconded by member F. Sessa and passed by unanimous voice vote.

**COMMENTS FROM THE PUBLIC**

Ed Hudson was present along with Mr. Larry Chubb. He said that well over a year ago the Plan Commission had approved a plan for Indian Oak Shopping Mall. It was submitted to the county and it was not acceptable to them for recording. It took several months for the county to get back with Mr. Chubb to let him know what needed to be corrected. One of the items was to have all the owners sign a certificate of dedication, which proved to be a very lengthy process. He respectfully requested the board to consider resigning the plat this evening.

Member F. Sessa moved to resign the plat seconded by member M. Bannon and passed by unanimous voice vote.

**PRELIMINARY HEARINGS**

**Springdale Subdivision PUD, Larry Wright and Christine Wright** A Letter was received from M. Orlich advising the board that plans were not reviewed because they had not been submitted in a timely manner. Vice President S. Niepokoj allowed Attorney G. Babcock to speak.

Attorney G. Babcock said he would appear before the Town Council on Monday and wanted to show the Commission the changes that had been made. Among those changes was a plan to allow for the future extension of Elgin Street with an out lot and also creating an out lot to potentially extend Ritter Street. The R-1 housing numbers would be at 48, with the R-2 at 46 for a total number of 94 units. He would be going before the Town Council to have the pre-annexation agreement amended from 91 to 94 units. He respectfully requested the board to comment on anything they might have a question about.

Member M. Bannon said he was pleased to see a planning strategy that would allow for future growth.

This item would remain on the agenda under preliminary hearings for next month.

**Sand Creek Farms Planned Unit Development Ordinance, Olson Farms, LLC. Petition 07-06**  
A letter was received for Olson Farms, LLC. requesting that this item be continued. This item would also remain on the agenda under preliminary hearings for next month.

**Petition for Vacation of All or Part of Platted Property, Estates of Sand Creek Phase VI-A, Planned Unit Development, Highlands Of Sand Creek Developers, LLC and Sand Creek Homeowners Association, Inc. Petition 07-09** Attorney C. Compton was present as representation for the petitioner. In order to proceed with the amendment to Phase VI the old plat must be vacated. They would not be changing any of the lots that had already been sold. He respectfully requested to board to consider setting this item for public hearing.

Member S. Yagelski moved to set this item for public hearing at the October 18, 2007 meeting seconded by member M. Bannon and passed by unanimous voice vote.

**Petition for Plattage of Property, Estates of Sand Creek- The Highlands, an Amendment to the Estates of Sand Creek, Phase VI Planned Unit Development District, Highlands Of Sand Creed Developers, LLC and Sand Creek Homeowners Association, Inc. Petition 07-08** Attorney C. Compton said the previous amended plat reduced the number of lots in this phase from 57 lots to 34 lots. This would be a gated community with private roads.

Member M. Bannon moved to set this item for public hearing seconded by member S. Yagelski and passed by unanimous voice vote.

**Petition for Plattage of Property, Estates of Sand Creek, Phase VII, Lake Erie Land Company and Lake Michigan Land Development, LLC. Petition 07-07** Attorney C. Compton said this is a fifteen lot subdivision west of Phase VI accessed by Braeburn Road just off Friday Road. He respectfully requested the board to consider setting this item for public hearing at the October 18, 2007 meeting.

Member G. Stone reminded the board that he had opposed both these projects when they were before the board as PUD's on the principle that they are gated communities. He did not oppose the plattage.

Member S. Yagelski said they had received a letter from the Utility Board approving wastewater allocation for Phase VII.

Member F. Sessa moved to set this item for public hearing seconded by member S. Yagelski and passed by unanimous voice vote.

**CONCEPT REVIEWS- None**

**PUBLIC HEARINGS**

✓ **Town of Chesterton Recreation Zone Improvement Plan 2007-2016** Attorney C. Parkinson said this is a public hearing on an ordinance that would establish an equitable impact fee for the purpose of planning and financing park and recreation infrastructure to serve new development. The Town Council had previously established an Impact Fee Advisory Committee. They have gone through the process of preparing a Zone Improvement Plan as part of the ordinance. If approved the board would send a favorable recommendation that the Zone Improvement Plan, also be adopted by the Town Council.

Present this evening were Chuck Lehman of Lehman and Lehman. Rick Hokanson and Paul Shinn from the Impact Fee Advisory Committee were present. Park Board Members included Vincent Emannuele, Roy Flaherty and Park Superintendent Risk Mathias. Rick Hokanson said that as a committee they had devoted many hours to research based on historical data. Based upon that data they have tried to make fair and reasonable projections into the future with regard to the impact fee. It will affect only new construction.

Chuck Lehman presented a brief explanation of the process of establishing an impact fee, which is summarized in The Town of Chesterton Recreation Zone Improvement Plan 2007-2016 and is available for review. If approved impact fees cannot be collected until six months after the approval date. If the Town Council were to approve the plan on September 24, 2007 the impact fees could be collected as of March 24, 2008, which is one of the 42 state statutes necessary to follow. Town Engineer M. O'Dell was in charge of reviewing all documentation outlining all state statutes. The (RIF) Recreational Impact Fee revenue cannot be used to finance improvements needed for existing deficiencies or operating expenses in the current park facilities. The ordinance after its review and approval would be effective for a period of five years after which time an update is mandated. An annual reporting mechanism is recommended based on a 10-year projection.

The ordinance would create a fund to receive all sums collected, which would be used for the following items: Paying the capital costs and service costs of new park and recreational infrastructure needed to serve new development. Defraying the cost of consulting services used to establish the ordinance with the sum not to exceed more than 5% of the annual fees collected. Paying any refund due pursuant to the ordinance.

After careful analysis a recommended Recreational Impact Fee of \$1,170.00 would be collected prior to issuance of each new residential building permit. There was vigorous discussion by the steering committee whether duplexes and multi-family would pay a percentage of the (RIF) that single-family homes would pay. In the end the committee recommended every dwelling unit would pay the same. The Chesterton Park Impact Fee Advisory Committee recommends acceptance of the fee by the Chesterton Park and

**ADVISORY PLAN COMMISSION**  
**SEPTEMBER 20, 2007**  
**PAGE 4**

Recreational Board and the Advisory Plan Commission before being placed before the Chesterton Town Council for final adoption.

Building Commissioner M. Orlich urged the commission to grant a favorable recommendation. As a resident he felt it was a great tool for the Park Department. The new residence coming into Chesterton would pay for park associated infrastructure improvements not the current residence.

Park Board President, Vince Emanuele said he has been with the park board since 1997. We are currently operating with 147 acres of parkland and the way this town is growing it's not profitable or wise to keep creating satellite parks throughout the community. Adoption of this ordinance would enable the department to plan for larger areas of parkland with more efficient use for the entire community.

Park Board member Roy Flaherty said the adoption of this impact fee would help solve several major problems. He said we were recently fortunate enough to get a large bond issue passed but at the public hearing come to the conclusion that there is not enough money to buy new parklands simply because the existing parklands have a lot of aging park structures that need to be attended to. As a board they chose to redevelop existing parklands and improve what we have. The opportunity to get that kind of money again will not come soon and they did not address the need for new parkland at all. We need a 40 to 80 acre park and the adoption of this impact fees will help purchase the best available land and thereby we would not have to depend on the developer for scattered parklands.

Robin Benko of 509 E. Porter Ave was present to speak in support of the ordinance. As a resident, parent and coach she sees the need to provide new facilities for the residents currently here. Projected growth within our community only makes the fee more imperative.

Committee member Paul Shinn said he is a builder and developer in the community and finds this impact fee to be a fair and equitable one. He urged members to support this fee.

A letter was received from the Park Board strongly urging the enactment of the Park Impact Fee.

There was no one present to speak in opposition to the ordinance.

The public comment portion of the public was declared closed.

Member M. Bannon thanked members of the steering committee and Park Board. He said that the enactment of an (RIF) is something that Sharon Darnell has pushed for, for a long

**ADVISORY PLAN COMMISSION**  
**SEPTEMBER 20, 2007**  
**PAGE 5**

time and it is very much to her credit that we consider this fee this evening. He supported the enactment whole-heartedly. He suggested having a discussion with the State of Indiana challenging their decision to reduce what we requested for our 2007 park budget by \$29,000.00.

Member G. Stone congratulated members of the boards that worked so diligently on this plan. He felt that some of the projections were on the high side but fully supported the concept.

Member S. Niepokoj supported the Ordinance.

Member F. Sessa said that Chesterton is a desirable community to live because of its excellent schools, proximity to public transportation and recreational amenities. The more green space we can put in the better it will be.

Attorney C. Parkinson said the copy of the Ordinance displayed in town hall for viewing 10 days prior to tonight's meeting contained typographical errors. A letter from the attorney's office dated September 18, 2007 outlined these corrections.

Member S. Yagelski moved to send a favorable recommendation to the Town Council for the adoption of the Town of Chesterton Recreation Zone Improvement Plan 2007-2016 with corrections as outlined in the attorney's letter dated September 18, 2007 seconded by member F. Sessa and passed by unanimous roll call vote of 5 to 0.

**OLD BUSINESS**

**Rose Hill Estates Phase 3 Infrastructure Guar., Comp. 01/20/07** M. Orlich said the letter of credit was received and reviewed by the attorney and is in proper form.

Member S. Yagelski moved to accept the letter of credit seconded by member M. Bannon and passed by unanimous voice vote.

**Rose Hill Estates Phase 1 Sidewalk Guar., Comp. 02/20/07** M. Orlich said the letter of credit was received and reviewed by the attorney and is in proper form.

Member F. Sessa moved to accept the letter of credit seconded by member M. Bannon and passed by unanimous voice vote.

**Coffee Creek Center 2<sup>nd</sup> Addition Phase C Morgan's Corner Infrastructure Guar., Comp. 05/18/07** Attorney C. Parkinson said they received M. O'Dell's letter but the amount was incorrect on their maintenance guarantee. He said he should have it within the week. This item would remain on the agenda.

**ADVISORY PLAN COMMISSION**  
**SEPTEMBER 20, 2007**  
**PAGE 6**

**Pumpkin Patch Sidewalk Guar. Comp. 04/17/07** M. O'Dell said he is working with Mr. Roberts. He didn't realize he needed sidewalks in front of Lot 4. He would either be installing the walk or asking for an extension. This item would remain on the agenda.

**Parkview Place 1<sup>st</sup> Addition- Sidewalk Guar., Comp. 06/20/07** M. O'Dell said he has been in touch with the developer. All the sidewalks have been installed and inspected. We are now going to a maintenance bond. He has given him an amount of \$3,300.00. This item would remain on the agenda.

**Estates of Sand Creek Phase 6- Infrastructure Guar., Comp. 08/19/07** Attorney C. Parkinson said we should probably see some action on Phase 6. This item would remain on the agenda.

**Griffin Lake View- Infrastructure Guar., Comp. 09/27/07**

**Griffin Lake View- Sidewalk Guar., Comp. 09/20/07** M. Orlich said the interest in this development has been sold. They are working with the builder. These items would remain on the agenda.

**Parkview Place- Sidewalk Maint. Gaur. Exp.09/15/07** M. Orlich reported this item is complete.

**Creekview- Sidewalk Guar., Exp. 09/20/07** This item had not yet been addressed. We are currently holding a check. Attorney C. Parkinson said he would like to see another letter in place before releasing the check. This item would remain on the agenda.

**Pumpkin Patch- Infrastructure Maint. Guar., Exp. 10/18/07** No action necessary this item would come off the agenda.

**Coffee Creek Center 1<sup>st</sup> Phase B- Gateway Phase C Infrastructure Maint. Guar., Exp. 10/20/07** M. Orlich said he has not heard anything from the developer. Attorney C. Parkinson suggested that this item be looked at within the next 10 days and any work should be completed by October 5, 2007.

Member S. Yagelski moved to authorize the attorney to call the bond if incomplete items were not completed by noon on October 5, 2007 seconded by member G. Stone and passed by unanimous voice vote.

**Duneland Cove 6 Infrastructure Maint. Guar., Exp. 10/20/07** M. Orlich said there are no issues. This item would come off the agenda.

**Golfview Estates- Sidewalk Maint, Guar., Exp. 10/20/07** M. Orlich said they would be inspecting this item.

**ADVISORY PLAN COMMISSION**

**SEPTEMBER 20, 2007**

**PAGE 7**

Member S. Yagelski moved to authorize the attorney to call the bond if all items are not completed by noon on October 5, 2007 seconded by member M. Bannon and passed by unanimous voice vote.

**Touch of Green- Infrastructure Guar., Comp. 10/20/07** M. Orlich said they would be out to inspect this item. This item would remain on the agenda.

**Tamarack Phase 3- Sidewalk Guar., Exp. 10/21/07** M. Orlich said we are currently holding a check. He would be in touch with the developer. There may be one or two lots to be built on.

Member M. Bannon wondered how long we intended to wait on these sidewalks.

Member S. Yagelski moved to authorize the attorney to take action if the necessary items are not completed by noon on October 5, 2007 seconded by member F. Sessa and passed by unanimous voice vote.

Attorney S. Parkinson said that maybe next month we might have some discussion about infrastructure guarantees and handling defaults on letters of credit. An explanation of the process was included in this month's packet. This item would be placed on the agenda.

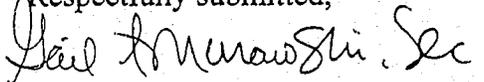
**NEW BUSINESS- None**

**MISCELLANEOUS BUSINESS- None**

**ADJORNMENT**

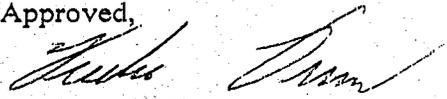
There being no further business before the board member M. Bannon moved adjournment seconded by member F. Sessa and passed by unanimous voice vote. The meeting adjourned at 7:45 p.m.

Respectfully submitted,



Gail A. Murawski, Secretary

Approved,



Fred Owens, President

**Chesterton Park Department  
Board of Directors Meeting Minutes  
March 4, 2008**

**Those in Attendance:** President Vincent Emanuele, Vice President John Kroft, Member Eric Witt, Liaison Sharon Darnell, Park Superintendent Bruce Mathias, Administrator Hilary Thomas.

Vincent Emanuele called the meeting to order at 6:02 pm and led the assemblage with the Pledge of Allegiance to the Flag.

**Approval of Minutes**

A motion to approve February minutes was made by John Kroft. Seconded by Eric Witt. Motion passed. February minutes approved.

**Comments from the Public**

Vlad Gasteovich & Eric Gasteovich from Sandcreek Farms Development. Annexed the property of Olson Farms LLC. Has had conversations with the community of donating a park. Agreed to donate 20 acres at 1050 N and 250 E. Exceeds the subdivision requirement. Agreed to pay the impact fee per lot. Went through PUD process. Land was zoned for 362 single family homes. Next stage is a public hearing and one step is to come before the Park Board and share plans. Moving forward and working with the Park in determining the exact location of the 20 acres. They are flexible in the location. Sharon stated that they would need a letter stating they came before the board.

A motion to submit a letter of approval was made by John Kroft. Seconded by Eric Witt. Motion passed.

Rich Busse from the Duneland Festival Committee to present a tone-downed version of the Fourth of July Festival to the Park Board. Idea is to only have it for a day and a half with a beer tent, with entertainment and 5-6 food trailers. Chesterton residents have expressed to the Committee that they would like to see the fireworks in Chesterton. Sunset Hill was too expensive. Houses to the West still a problem, spoke to Bruce, last year 1000 ft radius for the fireworks. Presented the board with pictures, per discussion. Bethlehem church would be interested in providing parking for the event. Also spoke with George Nelson at the Police Dept. and advised that they will do what the Park Board wants to do. Also spoke to Skip at the Fire Dept. who informed him to speak with Bruce. Thinks there is enough distance from the houses to have the fireworks. It would be a scaled down version. Less of an impact to the grounds. Would still have family events such as baby and pet parades. Vince stated that there is still a problem with parking within the radius. Cannot count on only having parking at the Church. Still a concern for the curbs and bringing in the equipment. Per

discussion on the pictures. Do not believe we will not have enough parking for the volume of cars. Weather also being a factor in parking in making the grass too soft. Eric asked if there was a time frame in which they needed an answer by. Rich said within a month. Vince also asked if they were exploring other places to have it. Rich stated they are still talking to Sunset Hill. Vince feels there is too much work involved, and we don't ask for money, per discussion. Rich stated that their insurance would pay for any damage done to the grounds. John stated that things changed with the subdivision went in next to Dogwood Park. This area is going to continue to have more restrictions on what is safe and what is not safe. Too many people packed in. John doesn't feel they want to take the chance in having. Eric asked what other sights are they looking at for the event. Rich stated that they were talking with Sunset Hill, as per discussion. Vince stated that the man power and the amount of work that needs to be done that sets the park back.

Eric Kroeger from CHIP. They are scheduling their 5<sup>th</sup> annual clean up day for May 17<sup>th</sup>. They are a group of community volunteers that do their part to improve the business community in Chesterton. Take on beautification and cleanup projects. Funded by donations from the residents, the Rotary Club, and Kiwanis. Focused on the downtown area. Did work in Thomas, Waskom, and Chesterton parks. Don't have any major projects this year. Would like to work with the park district. Presented the Board with a list of five projects. Railroad fence on north side of Thomas Park that needs to be replaced, presented board with pictures. Last couple of years they have done fence projects, EMS facility at corner of Porter and 49. Possibly use something similar to replace the fence at Thomas Park. Fence is on the property that is owned by the railroad. They have spoken with them to get permission to go on their property and try to get some financial support from them to replace the fence. They have said "no" before, but hopefully they will help out in the future. Put in a 4' high aluminum fence to be installed by Northwest Indiana Fencing Company. They would come in and rip out the old fence and clean out the area and put in a new one. Roof on Bandstand looks good. Underneath the roof/decking is in need of repair. Rebuilding Together offered to take out the decking and replace it. Light discussed. Chip will repaint and do additional touch-ups. Will participate in the cost of any materials, and would appreciate any help from the parks. Landscaping to be refreshed. Chuck Roth will give materials, and put in new plants. Dogwood Park mulch discussed. Possibly put signs up around Dogwood Park, help from the Rotary, per discussion. Interested in sponsors and volunteers. Plans discussed between board. CHIP will continue to work with the railroad and get bids.

Mark O'dell from Duneland Soccer Club. Use 5 fields in Dogwood West. States that those fields are the premier fields in Northwest Indiana and get continuous compliments from other soccer clubs on how nice the fields are. Soccer Club appreciates the efforts and upkeep of the fields. Soccer season will start on April 5<sup>th</sup> and go to June 8<sup>th</sup>. Will provide Bruce with a schedule. Would like to request permission to use the fields again. 165 boys and girls to play for a total of 11 teams. Possibly get another field in the future. Stated the the guys do a an

excellent job of keeping the fields up. Presented the Board with a check for \$825 donation. John appreciates the donation and thanks Mark. Possibly introduce a fee of some type to registration. \$5 added on to registration per Mark.

A motion to accept the \$825 donation from Duneland Soccer Club was made by John Kroft. Seconded by Eric. Motion passed. Donation accepted.

✓ Chuck Lehman for the Impact Fee. Impact fee needs to be updated every 5 years. Update the 5 year plan this year. Bruce given and updated documentation. Would like to get an update to DNR as soon as possible. Presented Board with printouts of plan, as per discussion. Would like to hear public input. Vince said their will be workshops. Would like to be completed/updated soon to get down to state. Grants would be a possibility, as per discussion.

### **Superintendent's Report**

Concrete has been poured in the maintenance building. Ordered the garage door. Motors on lawn mowers worked on. Started on 15<sup>th</sup> street demolition.

### **Comments from the Board**

Vince stated that the 4<sup>th</sup> of July festival would be too much strain on the park and maintenance. Too much time spent after festival to clean up and maintain.

### **Approval of Claims**

A motion to approve March claims was made by John Kroft. Seconded by Eric Witt. Motion passed. March claims approved.

### **Comments from the Public (2)**

Dave Zane from the Duneland Pirates would like permission to use the fields for games. Vince asked if he spoke with Duneland Diamonds yet. As long as there is no clash of schedule. They have done a nice job in the past of cleaning up.

A motion to approve use of fields by Duneland Pirates was made by John Kroft. Seconded by Eric Witt. Motion passed. Permission granted.

### **Adjournment**

A motion to adjourn was made by Eric Witt. Seconded by John Kroft. Motion passed. Meeting adjourned at 7:05 pm.

\_\_\_\_\_  
President Vincent Emanuele

\_\_\_\_\_  
Date

**Chesterton Park Department  
Board of Directors Meeting Minutes  
August 20, 2007**

**Those in Attendance:** Vice President Ted Jacobs, Secretary John Kroft, Member Roy Flaherty, Park Superintendent Bruce Mathias, and Administrative Assistant Hilary Thomas.

Ted Jacobs called the meeting to order at 7:20 PM and led the assemblage with the Pledge of Allegiance to the Flag.

### **Approval of Minutes**

A motion to approve July minutes was made by John Kroft. Seconded by Roy Flaherty. Motion carried. July minutes approved.

### **Correspondence**

Greg Engels sent letter of appreciation for being heard at the last meeting. And to express gratitude for putting up signs stating the rules for friendship land in Chesterton Park. Letter from town Attorney, Chuck Lukeman, advising the board to approve an accept the fees from Lehman and Lehman consulting firm to move forward with updating the Park Dept. master plan. Motion to approve Lehman and Lehman by John Kroft, seconded by Roy Flaherty. Motioned carried. Vice President, Ted Jacobs read resignation letter from Administrative Assistant, Beth Marshall.

### **New Business**

2007-2008 Salary Structure for Independent Contractors was reviewed and approved by the board. Motion to approve made by John Kroft, seconded by Roy Flaherty. Motion carried.

2007-2008 Swim Club Fees were reviewed and approved by the board. Motion made by Roy Flaherty, seconded by John Kroft. Motion carried.

### **Comments from the Public**

Jessica Higgins who stood in for her Mother Cynthia Higgins, came into ask the board's approval to waive the fee for use of the Gazebo for a fundraiser for the Woman's Center in Valparaiso on Sept. 22<sup>nd</sup>. Center assists women with their pregnancies. They will have a band and wants to sell food. Board explained that they cannot sell food in the park, but can in the Chamber parking lot and will need to ask them for permission. Motion made by John Kroft to waive fees and approve permit, seconded by Roy Flaherty. Motion carried.

## Old Business

The Bond project. Two lists, original list project descriptions A-D are all completed at Dogwood Park West. Chuck Lukeman suggests that the unfinished projects be made into a priority list. Roy Flaherty hopes to complete 1-7 on the priority list, realistically. John requests a breakdown of Bond monies allocated per project. All monies spent on what and what the estimates and expectations are. Per Bruce, Town Hall has the list. John would like an estimate on 1-7 on how much each would cost. List below:

1. Skate Park - \$20,000
2. Westwood Park - \$10,000
3. Golfview Park - \$10,000
4. Connect parks with water - \$3,000-\$5,000
5. Maintenance Barn - \$52,000
6. Demolish and remove basketball courts - \$120,000
7. Repair existing parking lots in Dogwood - \$40,000

Total estimated costs \$260,000. Ted Jacobs feels that the Restrooms should be moved from 12 to 6 on the priority list. Would like it to be done ASAP. Roy Flaherty disagrees and feels we should just keep the porta potties, new restrooms will just get vandalized. Ted feels the park should have a solid bathroom structure and that porta potties are for festivals. Roy feels that Soccer should contribute to the permanent restroom facilities in the park. Roy Flaherty suggest to move to 8 on list, John Kroft agrees. John asked that we place security cameras in the park to reduce vandalism. Bruce said that Cedit funds will be used in conjunction with the Police Dept. Roy would like to see more money be put into Chesterton Park, too much money gone into Dogwood Park. 12 becomes 8 on priority list and vice versa. We need to get hard estimates for numbers 1-9. Need to get a revised list for the next meeting. Motion made to approve new list by Roy Flaherty, seconded by John Kroft. Motion carried.

## Superintendent's Report

The horseshoe pit in Coffee Creek has been finished. Auctioned old dump truck off for \$3900. New truck for an additional \$1500 over the \$3900. Weed whipping, and mowing.

## Comments from the Board

John is disappointed that the swastika graffiti on new signs in friendship land has not been taken care of yet. Is in favor of putting up security cameras. Roy thanks Beth for her years of service to the Park & welcomes Hilary as the new Administrator.

### **Approval of Claims**

A motion to approve July claims was made by Roy Flaherty. Seconded by John Kroft. Motion carried. July claims approved.

### **Adjournment**

A motion to adjourn was made by John Kroft. Seconded by Roy Flaherty. Motion carried. Meeting adjourned at 8:30 PM.

\_\_\_\_\_  
President Vincent Emanuele

\_\_\_\_\_  
Date

Chesterton Park Department  
Recreation Impact Fee Committee  
Officers Meeting  
August 30, 2007

**Those in Attendance:** President Rick Hokanson, Vice President Paul Shinn, Secretary Mike Orlich, Member Bruce Mathias, Member Vincent Emanuele, Town Attorney Charles Lukmann and Charles Lehman, President of Lehman & Lehman, Inc.

President Rick Hokanson called the meeting to order at 2:12 pm on and led assemblage with the Pledge of Allegiance to the Flag.

Chesterton  
RIF Advisory  
Committee Mtg.  
Minutes

**Approval of Minutes**

A motion of approve July meeting minutes was made by Member Vincent Second motion by President Rick Hokanson. Motion carried. July minute

**New Business**

✓ Committee reviewed the Ongoing Report & Analysis. Chuck Lehman reviewed page 2 revisions to the population forecast, deficiencies, and the future needs schedule. The purpose of the meeting is to go over all studies. Would like to take into account the outside developments from the town. Have not factored in all the details of the existing developments. Per discussion the 10 year developments and 2483 forecast. Areas soon to be annexed to be taken out. Possibility of 1270 potential units in the next 10 years. Would only acknowledge half of that forecast. The committee felt confident to meet that forecast.

In Town Population Scenario and the In Town Plus Population Scenario as per discussion. In 10 years a possible population of 18,760 and 2483 new building permits.

Current deficiency of 44.9 acres and future needs of 93.6 acres. 15 acres per 1,000 as the new goal for that standard. Too much land to be acquired per Chuck Lukeman. 60 acres to be acquired 20 acres to be donated per discussion.

Discussed components within the park system. The deficiency is what the town will pay for. Collect money toward events.

Discussion on page 8 for In Town Population Scenario to remove current deficiencies and include basic park amenities. \$497 for Impact Fee. \$1.7 mil is current but \$3.3 mil is needed. \$2109 for current Impact Fee.

\$15 to go up in Impact fees as discussed on page 9.

Discussion on single and multiple family dwellings as well as duplexes and apartments. Make separate permits for each building, residential/commercial. A motion to make one flat rate was made by Vincent Emanuele, seconded by Paul Shinn for discussion. Carried on discussion. Costs to build houses to be one price.

Future and occurred deficiency at \$2.1 mil. Motion to make one flat rate by Paul Shinn, seconded by Vince Emanuele, all in favor, motion carried.

Impact fee to go down, town to also go down. Current Level at 11. Town Council to approve 1345, consider a recommendation. All to be done in 2 years as apposed to 5 years. Impact Fee to change in 2 years, not 1 year. Discussion of another bond to take

care of need issues. Just known developments being factored in, not future developments.

Discussion on having a final Zone Plan for the town/public hearing. Schedule another Impact fee meeting next week to finalize the plan. Cannot have a public hearing if there is no finalized plan. Discussion to have representation from Impact Fee at Plan Commission. Have a revised plan on file from Chuck to give to Commission.

A motion to revise Plan to give to Commission made by Vincent Emanuele, seconded by Mike Orlich. Motion carried.

Agreed to meet again on Tuesday Sept. 11<sup>th</sup> at 2:00 pm for revised plan.

A motion to adjourn was made by Vice President Paul Shinn. Second motion by Member Vincent Emanuele. Motion carried. Meeting adjourned at 3:35 pm.

Chesterton Park Department  
Recreation Impact Fee Committee  
Officers Meeting  
July 31, 2007

**Those in Attendance:** President Rick Hokanson, Vice President Paul Shinn, Secretary Mike Orlich, Member Bruce Mathias, Utilities Superintendent Steve Yagelski, Town Attorney Charles Lukmann and Charles Lehman, President of Lehman & Lehman, Inc.

President Rick Hokanson called the meeting to order at 1:10 pm on and led the assemblage with the Pledge of Allegiance to the Flag.

**Approval of Minutes**

A motion of approve June meeting minutes was made by Bruce Mathias. Second motion by Paul Shinn. Motion carried. June minutes approved.

**New Business**

- ✓ Charles Lehman presented the committee with a 60 page proposed Recreation Infrastructure Improvement Plan 2007-2016. This version was prepared for the Chesterton Department of Parks, the Chesterton Planning Commission and the Chesterton Town Council with review by Town Engineer Mark O'Dell.

The Chesterton Park Infrastructure Advisory Committee and the Park Administrative staff feel that the recommended Impact Fee of \$1,219.00 is a responsible fee for the recommended standards. The Chesterton Park Infrastructure Advisory Committee recommends acceptance of the fee by the Chesterton Park Board and Planning Commission prior to being placed before the Chesterton Town Council. If the impact fee of \$1,219.00 is approved it is recommended that the fee will be collected at the time that the building permit is issued for the individual dwelling unit. Impact fees cannot be used to finance improvements needed to overcome existing deficiencies in the parks. RIF collection can take six months after the approval of the ordinance and these funds would be kept in a recreation impact fee line item of the town's budget. A new RIF study will be considered annually but will be done no later than 5 years from the date of the original study.

In closing of the meeting the Committee reviewed "Indiana Series Impact Fees"

- Indiana Code 36-7-4-1300
- Impact Fee One Zone Recommendation Logic
- Housing Equivalent Option
- Future Major Roads Network Map
- Town of Chesterton, Future TIF District Map

## The Recreation Impact Fee Study Process

- Establish the Advisory Committee
- Define the RIF study area
- Inventory the current recreation infrastructure for land & facilities
- Establish recreation standards for land & facilities
- Collect current census populations and trends
- Analyze housing building permit trends
- Project current and 10 year deficiencies based on inventory and standards against the projected population forecasts (surpluses & deficiencies)
- Determine costs for meeting current and future deficiencies
- RIF = future recreation infrastructure deficiency costs/future residential building permits
- Recommendations to the park department and plan commission
- Ordinance for Town Council's review & adoption

Deficiencies are determined by applying the population with the recreation standard plus (+) the recreation inventory. Calculations will determine if there is a surplus or a deficiency

Chuck Lehman continued discussing the following contents:

- Population and residential development trends
- The town's comprehensive plan
- Potential population growth based on the town's future map
- Residential density & development forecast according to graph
- Subdivision densities & population analysis process
- Building permit projections
- Inventory of existing park land
- **Future inventory needs**
- Cost estimates to overcome current & future deficiencies

## Final Analysis for the RIF

It was determined by the Advisory Committee and the consultant that the impact fee scenario to be considered was to include all of the basic park amenities plus 100% of the projected park and open space land costs.

This scenario option would indicate a RIF amount of \$1,449.00 per residential dwelling unit. An analysis was done applying the Town's subdivision ordinance that states that the developer will be responsible for a small portion of open space for each residential unit developed.

Using the projected number of new residential units forecasted for development in the next 10 year period (1,996) there will be a total of 20.36 acres generated by future development using the Town's subdivision ordinance. (1,996 building permits x 0.0102 acres = 20.36 acres).

The Committee unanimously agreed to hold a special RIF meeting and include the Town of Chesterton Planning Commission, The Town Council and the Chesterton Park Board of Directors. A date will be set based on scheduling availability. The motion was made by Mike Orlich. Seconded by Paul Shinn. Motion carried.

A motion to adjourn was made by President Rick Hokanson. Second motion by Vice President Paul Shinn. Motion carried. Meeting adjourned at 2:44 pm.

---

President Rick Hokanson

---

Date

Chesterton Park Department  
Recreation Impact Fee Committee  
Officers Meeting  
June 27, 2007

Those in Attendance: President Rick Hokanson, Vice President Paul Shinn, Secretary Mike Orlich, Members Vincent Emanuele and Bruce Mathias, Town Attorney Charles Lukmann and Charles Lehman, President of Lehman & Lehman.

President Rick Hokanson called the meeting to order at 1:05 pm and led the assemblage with the Pledge of Allegiance to the Flag.

### **Approval of Minutes**

A motion to approve May Minutes was made by Rick Hokanson. Second motion by Paul Shinn. Motion carried. May Minutes approved.

### **New Business**

✓ Charles Lehman presented the Advisory Committee with a 15 page progress report.  
Contents discussed:

- Population growth forecasts
- Standards analysis & future needs
- Deficiencies and related costs
- Impact fee scenarios
- Density analysis

Sampling of development growth analysis according to chart:

Projected possible residential development with density and a 10 year forecast for development.

Determined potential partial build out and a 10 year development plan.

Analysis provided a 10 year growth scenario.

Estimated population forecasts for 2007 indicate 12,657, 2016 indicate 17,476 with a future possible build out population of 55,337. The assumed annual growth rate for town limits and planning areas is 3.53% through 2016.

Park System Inventory Analysis of current acreage:

Current acreage of park department facilities is 142.41.

Current acreage of other facilities, i.e. Brassie golf club, coffee Creek conservancy and YMCA are 376.50.

Other open space areas/school facilities is at 52.50 acres.

Using the current land inventory as the standard for park land and open space the acres standard per 1,000 persons would be 11.23. The suggested standard is 15 acres per 1,000 persons.

Recreation facilities inventory discussion included town standards, quantity standards, current facilities 2007 needs per population, 2007 surpluses & deficiencies, 2016 projections needed per population and 2016 actual inventories needed per population. A graph of RIF scenarios and deficiencies for possible fees were shown.

Deficiency Costs:

- Cost of facilities needed to remove current deficiency (2007) is 2,448,838.
- Cost of facilities needed to accommodate future development (2016) is projected at 3,326,242.

Projected impact fee for the town of Chesterton is \$1,140.00.

Next RIF meeting is scheduled for Tuesday July 31, 2007 at 1:00 pm.

A motion to adjourn was made by Rick Hokanson. Second motion by Paul Shinn. Motion carried. Meeting adjourned at 2:17 pm.

\_\_\_\_\_  
President Rick Hokinson

\_\_\_\_\_  
Date

Chesterton Park Department  
Recreation Impact Fee Committee  
Officers Meeting  
May 17, 2007

**Those in Attendance:** President Rick Hokanson, Vice President Paul Shinn, Secretary Mike Orlich, Members Vincent Emanuele and Bruce Mathias, Town Attorney Charles Lukman, Charles Lehman, President of Lehman & Lehman and Utilities Superintendent Steve Yagelski.

*RICK HOKANSON*

Vincent Emanuele called the meeting to order at 2:05 pm and led the assemblage with the Pledge of Allegiance to the Flag.

### **Approval of Minutes**

A motion to approve previous meeting minutes was made by Paul Shinn. Second motion by Vince Emanuele. Motion carried. Minutes approved.

### **Old Business**

The Board discussed progress from previous meeting with emphasis on inventories and developing fees.

### **New Business**

✓ Charles Lehman discusses the following information updates:

- Existing subdivision development densities
- Units per acre
- Study area
- Growth and transportation needs
- Population growth pattern over next 10 years
- Park department inventory update

Charles Lehman discusses the local schools policies for usage of their fields. Steve Yagelski's concern is that multi-use fields may not be advantageous to our inventory count.

Open discussion on the following information:

- Builder/developer policy for donating land from another location other than their current development.
- Non-usable land may be added as a new category
- What considerations will be made for open space areas , i.e. Coffee Creek Conservancy.
- The benefits homeowners will incur from impact fees

The next scheduled Impact Fee meeting is set for Tuesday, June 26, 2007 at 1:00 pm.

A motion to adjourn is made by President Rick Hokanson. Second motion by Member Vincent Emanuele. Motion carried. Meeting adjourned at 3:30.

\_\_\_\_\_  
President Rick Hokanson

\_\_\_\_\_  
Date

Chesterton Park Department  
Board of Directors Meeting  
May 1, 2007

Those in Attendance: President Vincent Emanuele, Vice President Ted Jacobs, Secretary John Kroft, Member Roy Flaherty, Park Superintendent Bruce Mathias and Administrative Assistant Beth Marshall.

President Vincent Emanuele called the meeting to order at 7:00 pm and led the assemblage with the Pledge of Allegiance to the Flag.

#### Approval of Minutes

A motion to approve April meeting minutes was made by Secretary John Kroft. Second motion by Member Roy Flaherty. Motion carried. April minutes approved.

#### Comments from the Public

William and Debbie Lopez representing Porter Cove Home Owner's Association spoke to the Board on adopting a portion of the Bike Trail adjacent to some of the properties in the Cove. They have already started some landscaping detail and stained one of the wooden benches. William was hoping the Board would agree to place a small sign on the bike trail advertising the adoption efforts. The park board agreed unanimously. A motion to approve the continuation of the home associations maintenance of the trail area and to post a sign was made by Ted Jacobs. Seconded by John Kroft. Motion carried. The Lopez's will keep the park department informed of their work.

#### Superintendent's Report

Park Superintendent Bruce Mathias reports the following:  
Bricks installed at Thomas Park.  
The new waterline installation in the compound is almost complete.  
The sewer lines are in.  
Bases and Jox boxes have been installed in new fields.  
The water has been turned on in the parks.  
General maintenance.

Comments from the Board

None

Approval of Claims

A motion to approve May claims was made by Vice President Ted Jacobs. A second motion by John Kroft. Motion carried. May claims approved.

Adjournment

A motion to adjourn was made by Roy Flaherty. Seconded by Ted Jacobs. Motion carried. Meeting adjourned at 7:25 pm.

\_\_\_\_\_  
President Vincent Emanuele

\_\_\_\_\_  
Date

Chesterton Park Department  
Recreation Impact Fee Committee  
Officers Meeting  
April 12, 2007

**Those in Attendance:** Vincent Emanuele, Bruce Mathias, Charles Lukman, Mike Orlich, Paul Shinn, Rick Hokanson and Charles Lehman.

Vincent Emanuele called the meeting to order at 4:40 p.m. and led the assemblage with the Pledge of Allegiance to the Flag.

**Election of Officers**

State code outlines the makeup of the Impact Fee Board to include 3 citizen members in which 40% of the committee is a representative of the development, building or real estate industries. Existing members of the plan commission, council, park board, etc. may be included in the committee.

Motions were made by Park Superintendent Bruce Mathias to elect the following officers by acclamation:

President – Paul Shinn	Second motion by Vincent Emanuele. Motion carried.
Vice President – Rick Hokanson	Second motion by Mike Orlich. Motion carried.
Secretary – Mike Orlich	Second motion by Vincent Emanuele. Motion carried.

Remaining members to the Recreation Fee Impact Board are Park Superintendent Bruce Mathias and Park Board President Vincent Emanuele. All motions carried and officers in place.

**New Business**

✓ Lehman & Lehman, Inc. is dedicated to architectural landscaping, urban planning and master and strategic planning. Charles Lehman, President of Lehman & Lehman presented the newly elected officers with a Recreation Impact Fee Study package.

The study includes the following Topics:

- Project Approach
- Impact Fee Zone
- Population Trends
- Residential Building Permit Trends
- Park / Recreation Standards
- Analysis and Results
- Review of a Current Project
- Chesterton's Analysis Draft
- Time Schedule and Meeting Times

Mr. Lehman explained according to Indiana code 36-7-4-1300 the impact fees will shift part of the cost of new and expanded park facilities from the community at large to the new development that is generating the need for those new and expanded facilities. However, impact fees cannot be used to finance improvements needed to overcome existing deficiencies in park facilities. Impact Fee studies a 10 year projection and is updated every 5 years in conjunction with the park's five year master plan. Fast growing communities may be updated every 2 years. A municipality can not start collecting impact fees for a period of 6 months after adoption by ordinance. Impact fee funds are placed in an escrow account with one of Town Hall's financial institutions. Recreation Impact Fees are collected from residential development growth, i.e. single family, multi family, condos, apartments and mobile homes. Impact Fees are collected at the time of obtaining building permits and the developer and or builders can pass this on to the home buyer. The state code allows for an optional payment plan to pay off impact fees over a period of time. Town Council can set the payment plan structure. Also, the developer can pay their development's fee up front and pass the cost on to the builders or the developer may have the option to provide "infrastructure" in lieu of impact fees. The Impact Fee Committee can develop a plan where the impact fees will increase in cost every 5 years or as decided. A 2005 National Impact Fee Survey showed the national average recreation impact fees can range from \$1,107.00 to \$65,736.00. Cicero, Indiana is shown in the Impact Fee package as an example for the Board's review. In closing Mr. Lehman discussed Chesterton's population scenario, development potential, population projections, park type acres and inventory needs for land and facility. A copy of the Indiana Code (IC) 36-7-4-1300 series Impact Fees is enclosed in the package. The next Recreation Impact Fee Board meeting is scheduled for May 17, 2007 at 2:00 p.m. at Town Hall. A motion to adjourn was made by President Paul Shinn. Second motion by Vice President Rick Hokanson. Motion carried. Meeting adjourned at 5:45 p.m.

---

President Paul Shinn

---

Date

# Town of Chesterton Recreation Impact Fee

Progress Report for June 26, 2007 Meeting  
with the RIF Advisory Committee

Facilitated by:



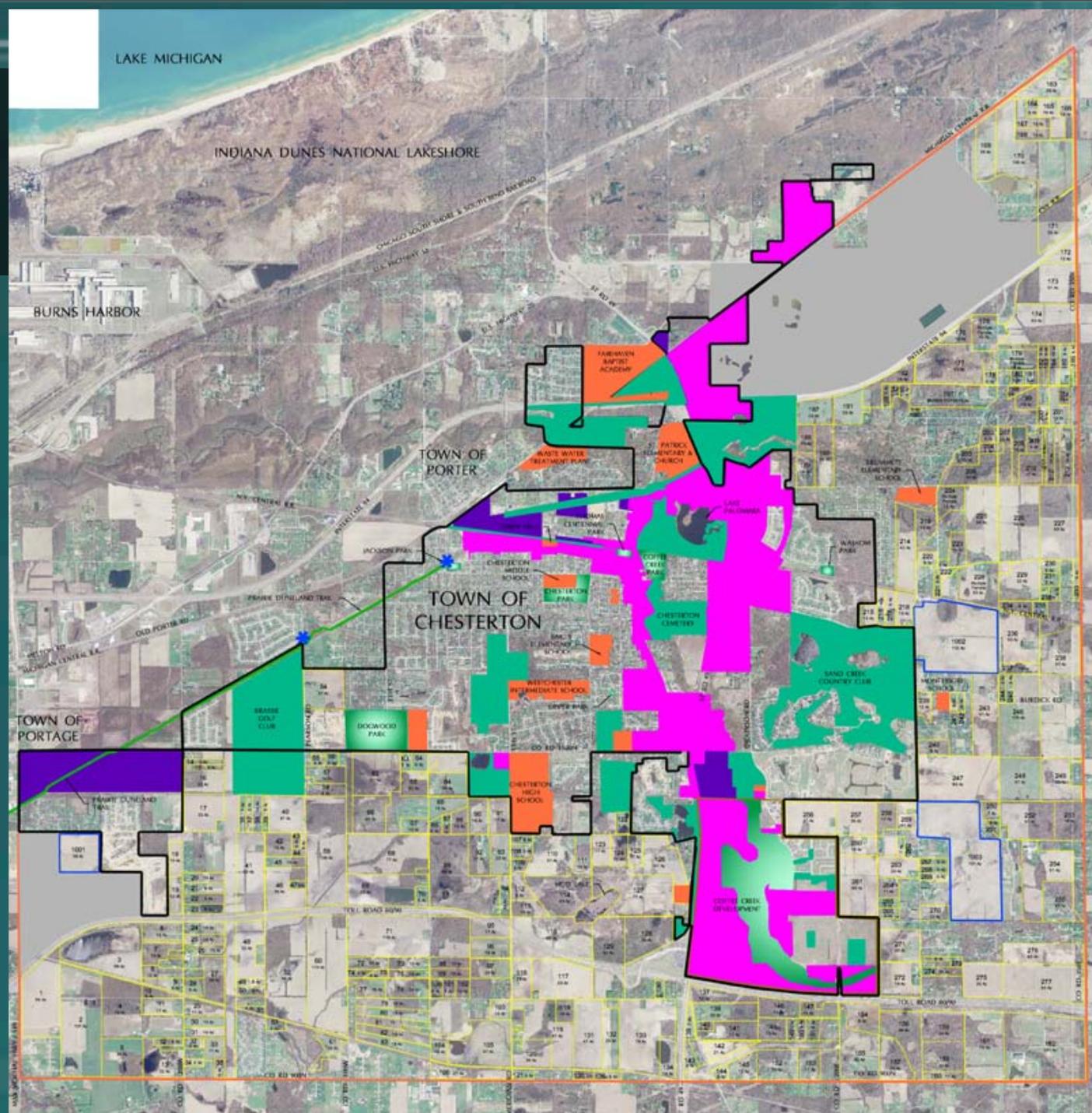
LEHMAN & LEHMAN

Transforming Horizons

# Work Session Overview

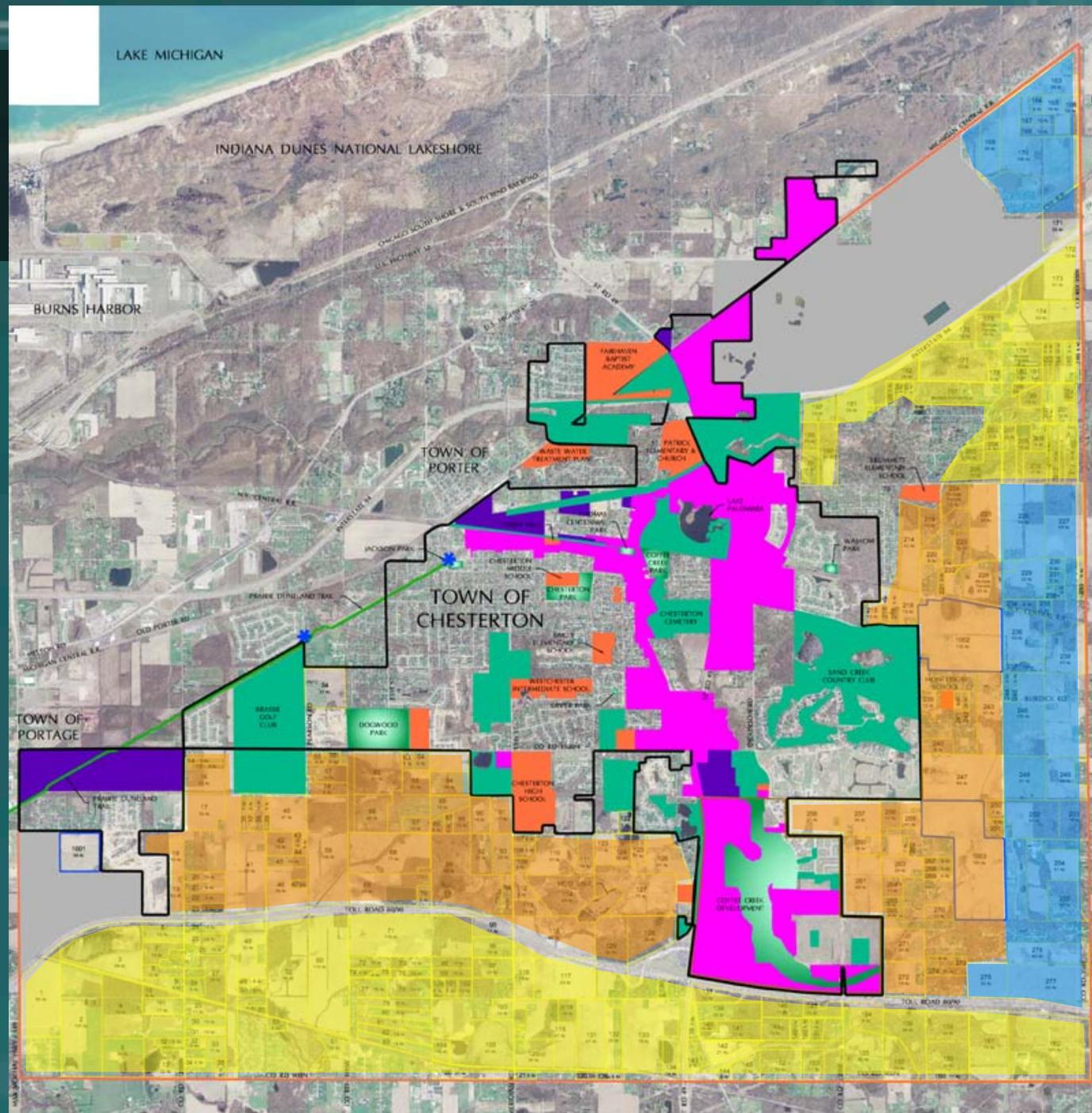
- Progress Since Last Meeting
  - Population Growth Forecasts 2007-2016 (Ten Years)
- Park Land Inventory
  - Standards Analysis and Future Needs (Refined)
- Recreation Component Inventory
  - Standards Analysis and Future Needs (Refined)
- Deficiencies and Related Costs
- Possible Recreation Impact Fee Scenarios
- Discussions on next steps

# Study Area



# Densities

- 1.75 Units / Acre
- 2.25 Units / Acre
- 3.00 Units / Acre



# Sampling of Development Growth Analysis

- Took Parcels from Porter County Plat Book
- Projected possible residential development with density and 10-year forecast for development
- Determined potential parcel buildout and a 10-year development plan
- Analysis provided a 10-year growth scenario

## Town of Chesterton -- Recreation Impact Fee -- Population Forecast

5/10/07

Prepared by: Lehman & Lehman, Inc.

Low Density

Density Per Acre = 1.75

Parcel Number	Acres	Potential Residential Units	Potential Persons Per Household (2.57)	Percent of Development over next 10 yrs	Potential 10 Yr. Forecast of Residential Units	Potential 10 Yr. Forecast of Population
163	29	51	130	5%	3	7
164	5	9	22	5%	0	1
165	20	35	90	5%	2	4
166	18	32	81	5%	2	4
167	10	18	45	5%	1	2
168	10	18	45	5%	1	2
169	39	68	175	5%	3	9
170	106	186	477	5%	9	24
171	35	61	157	5%	3	8
226	74	130	333	10%	13	33
227	69	121	310	10%	12	31
229	32	56	144	10%	6	14
230	6	11	27	10%	1	3
231	6	11	27	10%	1	3
232	6	11	27	10%	1	3
233	5	9	22	10%	1	2
234	8	14	36	10%	1	4
235	5	9	22	10%	1	2
236	50	88	225	10%	9	22
237	10	18	45	10%	2	4
238	51	89	229	10%	9	23
244	5	9	22	10%	1	2
245	5	9	22	10%	1	2
246	170	298	765	10%	30	76
248	41	72	184	10%	7	18
249	35	61	157	10%	6	16
252	51	89	229	10%	9	23
253	18	32	81	10%	3	8
254	61	107	274	10%	11	27
255	35	61	157	10%	6	16
275	35	61	157	10%	6	16
276	40	70	180	10%	7	18
277	65	114	292	10%	11	29
<b>TOTALS</b>	<b>1,155</b>	<b>2,021</b>	<b>5,195</b>	<b>9%</b>	<b>178</b>	<b>458</b>

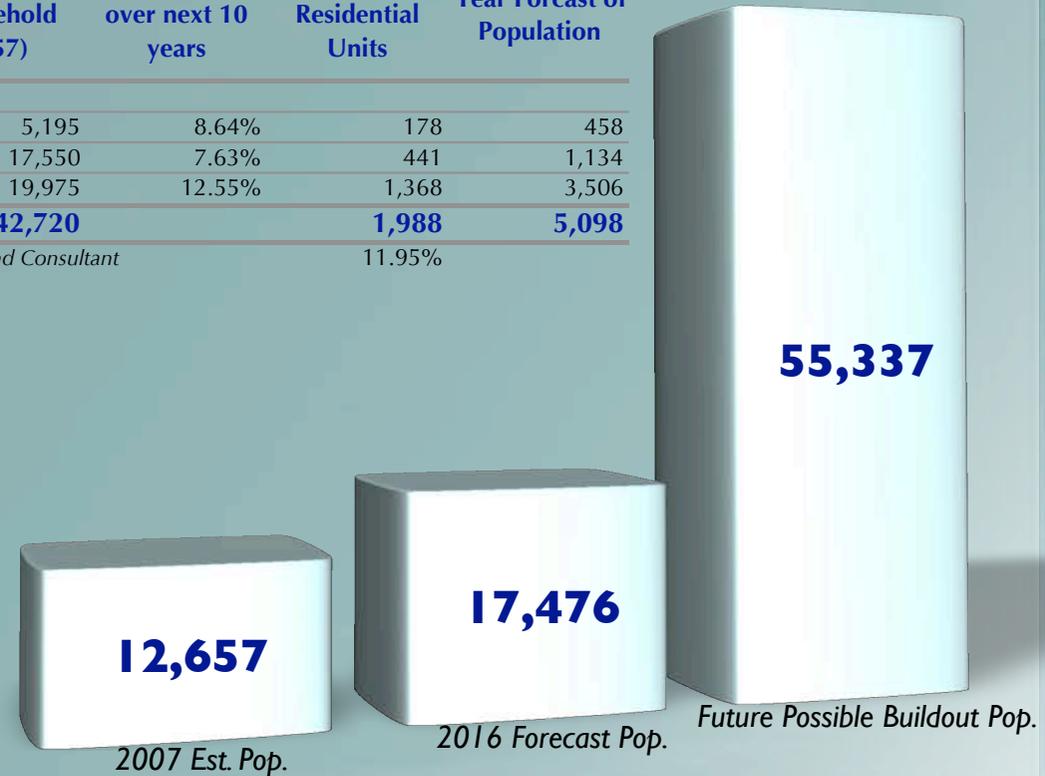
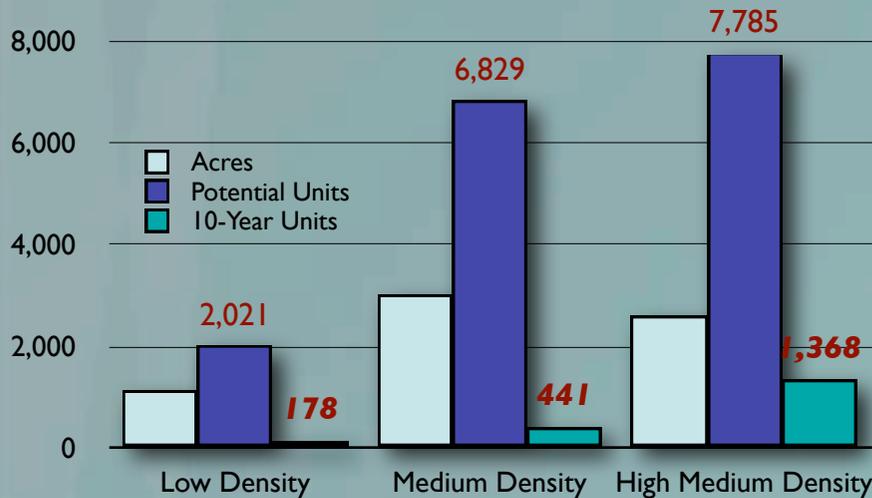
Parcel Data taken from 2005 Porter Co. Plat Book and development densities established by Town Officials and Consultant

# Potential Buildout Population

Density Type	Assumed Density (Units per Acre)	Acres	Potential Units	Potential Persons Per Household (2.57)	Percent of Development over next 10 years	Potential 10 Year Forecast of Residential Units	Potential 10 Year Forecast of Population
Low Density	1.75	1,155	2,021	5,195	8.64%	178	458
Medium Density	2.25	3,035	6,829	17,550	7.63%	441	1,134
High Medium Density	3.00	2,595	7,785	19,975	12.55%	1,368	3,506
<b>TOTALS</b>		<b>6,785</b>	<b>16,635</b>	<b>42,720</b>		<b>1,988</b>	<b>5,098</b>

Parcel Data taken from 2005 Porter Co. Plat Book and development densities established by Town Officials and Consultant

11.95%



# Potential 10-Year Growth

## Current and Projected – All Development Potential (Town Limits + Planning Area)

2000 Census of Persons per Household = **2.57**

	1990	2000	2005	2006	2007	2008	2009
Total Town of Chesterton	9,124	10,488	12,041	12,378	12,681	13,017	13,395
Annual Growth Rate (Est.)					2.45%	2.65%	2.90%
Households (at 2.57 / house)		4,081	4,685	4,816	4,934	5,065	5,212
Total New Households				26	118	131	147
Growth Per Year (Persons)					303	336	378

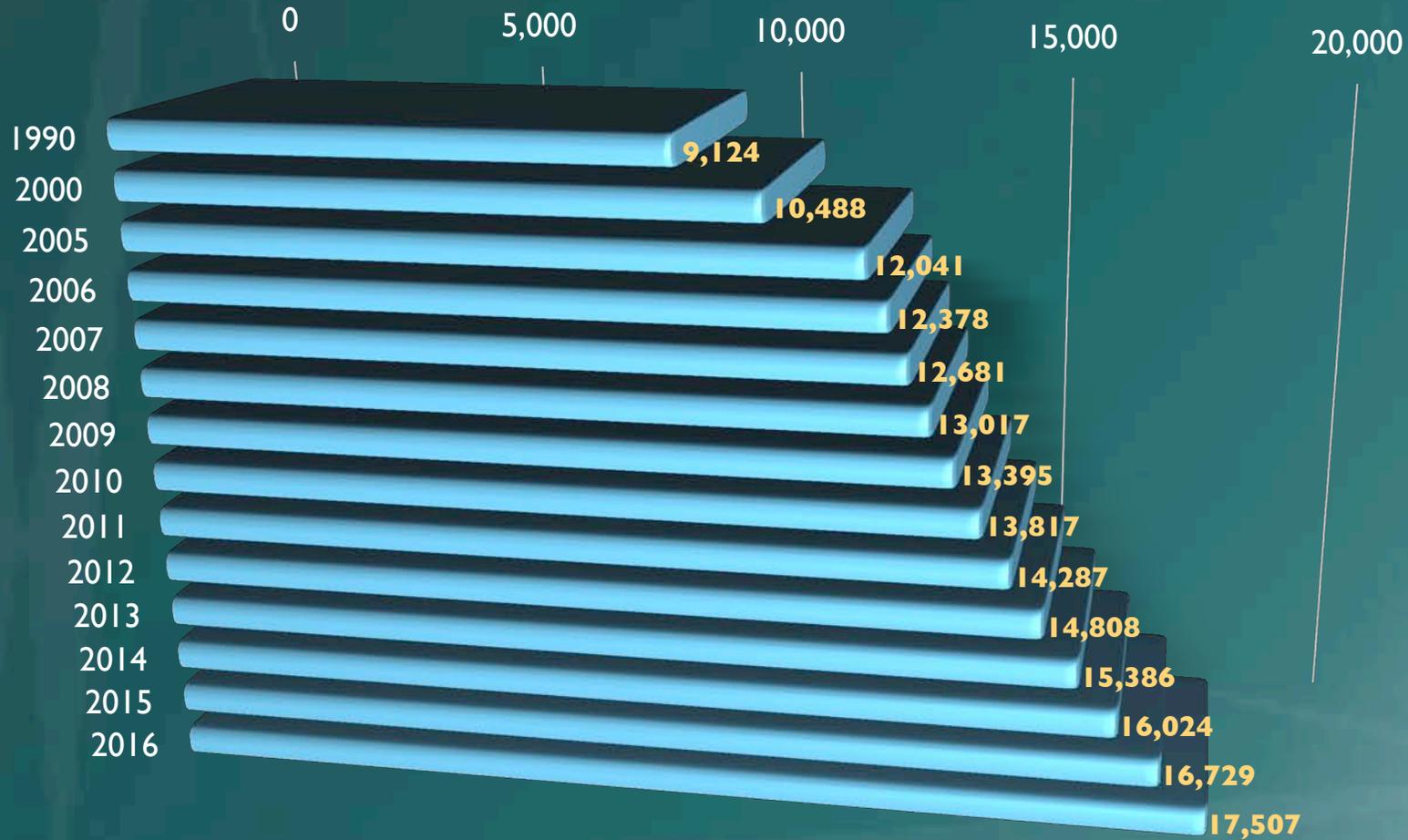
	2010	2011	2012	2013	2014	2015	2016
Total Town of Chesterton	13,817	14,287	14,808	15,386	16,024	16,729	17,507
Annual Growth Rate (Est.)	3.15%	3.40%	3.65%	3.90%	4.15%	4.40%	4.65%
Households (at 2.57 / house)	5,376	5,559	5,762	5,987	6,235	6,509	6,812
Total New Households	164	183	203	225	248	274	303
Growth Per Year (Persons)	422	470	521	578	638	705	778

## Population Scenario

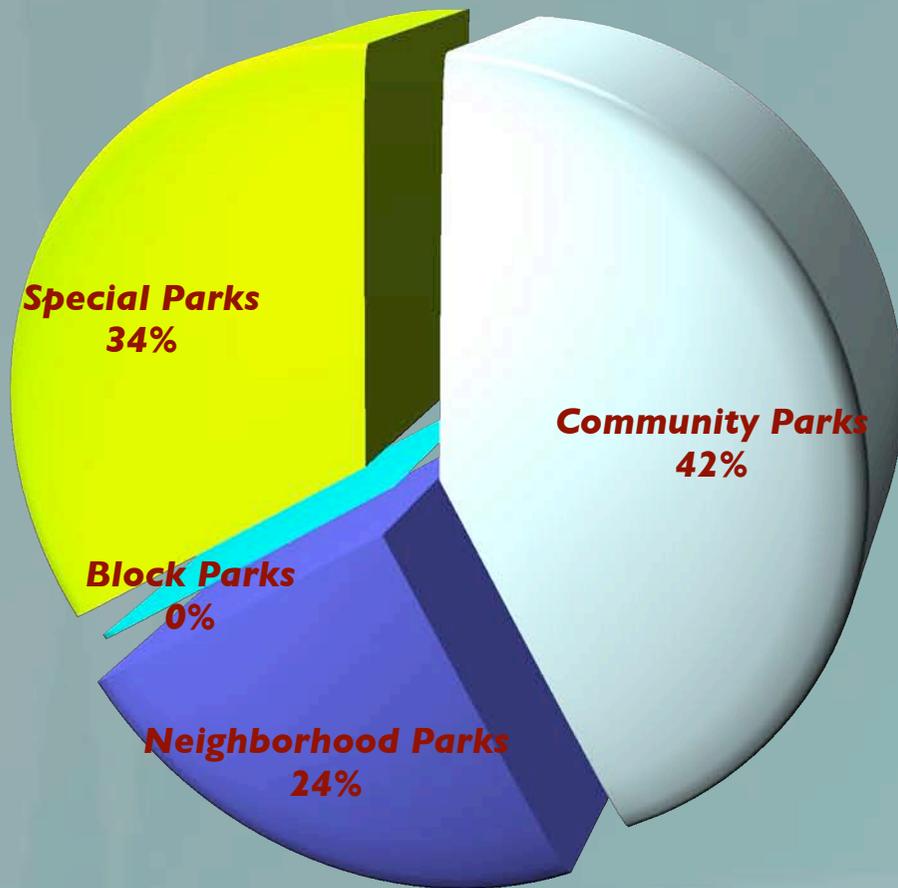
Year	New Building Permits	New Pop.
2007	118	303
2008	131	336
2009	147	378
2010	164	422
2011	183	470
2012	203	521
2013	225	578
2014	248	638
2015	274	705
2016	303	778
<b>Total:</b>	<b>1,996</b>	<b>5,129</b>
<b>Average:</b>	<b>200</b>	<b>513</b>

3.53% = assumed average annual growth rate

# Potential 10-Year Growth



# Park Acres Inventory



## Chesterton – Recreation Impact Fee – Park System Analysis

Park Department Facilities	Acres	Park Type
Chesterton Park	8.00	Neighborhood
Coffee Creek Park	12.00	Neighborhood
Dogwood Park	60.00	Community
Jackson Park	2.00	Special
Kipper Park	0.30	Block
Prairie Duneland Trail	46.37	Special
Robert L. Waskon Park	3.00	Neighborhood
Thomas Centennial Park	2.00	Neighborhood
Crocker Park	3.40	Neighborhood
Dunewood Park	0.70	Neighborhood
Golfview Park	1.50	Neighborhood
Westwood	1.99	Neighborhood
Morningside Park	1.15	Neighborhood

**SUBTOTAL 142.41**

### Other Facilities Acres:

Brassie Golf Club	212.00	Private/Public
Coffee Creek Preserve	160.00	Conservancy
YMCA	4.50	Private/Public

**SUBTOTAL 376.50**

### School Facilities / Open Space Acres:

Chesterton High School	20.00	Note: not all property is Open Space
Bailly Elementary School	12.50	
Westchester Middle School	20.00	

**SUBTOTAL 52.50**

# Park Acres Inventory

Town Wide Analysis			Estimated 2007 and Projected Populations =		12,681	17,507	
Park Type	Typical Park Size (Acres)	Total Existing Acreage	Acres Standards / 1,000	Current Acreage Stds./1,000	Current Acreage Needs	2007 Surplus or Deficiency	2016 Needed if current deficiency IS met
Block Park	1 to 5	0.30	0.50	0.02	6.34	(6.04)	(8.45)
Neighborhood Park	4 to 15	33.74	3.00	2.66	38.04	(4.30)	(18.78)
Community Park	10 to 70	60.00	7.00	4.73	88.77	(28.77)	(62.55)
Special Park	0.5+	48.37	0.50	3.81	6.34	42.03	39.62
<b>Total Surplus or Deficiency</b>		142.41	<b>11.00</b>	<b>11.23</b>	139.49	2.92	<b>(50.17)</b>

Data updated from the Park and Recreation Master Plan.

Using the Current Land Inventory as the Standard for Park Land and Open Space the Acres Standard per 1,000 persons would be = **11.23**

Chesterton Acres Standard					Estimated 2007 Population =	12,681	2016 Pop.
Park Type	Total Existing Acreage	Acres Standards / 1,000	Current Acreage Needs	2006 Surplus or Deficiency	2016 Needed if current deficiency IS met		
<b>Total Surplus or Deficiency</b>	142.41	<b>15.00</b>	<b>190.22</b>	<b>(47.81)</b>	<b>(120.19)</b>		

^-- Suggestion to use a standard of 15 acres / 1,000 persons

# Recreation Facilities Inventory

Town Wide Analysis (All Facilities)							12,681	17,507	= Projected 2016 Pop.			
Facility	Chesterton Standards	Quantity Standards / 1,000 Pop.	Current Facilities in the Park Dept.*	Current Facilities within the Comm.**	Total Inventory of Facilities	Current Quantity Standards / 1,000 Pop.	2007 Needs (per pop.)	2007 Surplus or Deficiency	Current Actual Needed	Projected 2016 Needed (per pop.)	2016 Needed if current deficiency IS met	2016 Actual Needed
Baseball Diamonds	1/2,000	0.50	5	2	7	0.55	6.34	0.66	0.00	8.75	(1.75)	2.00
Softball Diamonds	1/2,000	0.50	7	5	12	0.95	6.34	5.66	0.00	8.75	3.25	0.00
Multi Purpose Fields	1/2,000	0.50	0	3	3	0.24	6.34	(3.34)	3.00	8.75	(2.75)	3.00
Soccer Fields	1/2,000	0.50	6	1	7	0.55	6.34	0.66	0.00	8.75	(1.75)	2.00
Tennis Courts	1/4,000	0.25	6	1	7	0.55	3.17	3.83	0.00	4.38	2.62	0.00
Running / Walking Track (Comm)	1/20,000	0.05	1	0	1	0.08	0.63	0.37	0.00	0.88	0.12	0.00
Basketball Goals (outdoors)	1/1,500	0.67	11	8	19	1.50	8.45	10.55	0.00	11.67	7.33	0.00
Volleyball Courts (outdoors)	1/10,000	0.10	1	1	2	0.16	1.27	0.73	0.00	1.75	0.25	0.00
Skate/Bike Park (Neighborhood)	1/10,000	0.10	1	0	1	0.08	1.27	(0.27)	0.00	1.75	(0.75)	1.00
Climbing / Challenge Elements	1/15,000	0.07	0	0	0	0.00	0.85	(0.85)	1.00	1.17	(0.17)	0.00
Park Shelters	1/2,000	0.50	6	0	6	0.47	6.34	(0.34)	0.00	8.75	(2.75)	3.00
Park Restrooms	1/5,000	0.20	2	0	2	0.16	2.54	(0.54)	1.00	3.50	(0.50)	1.00
Interpretive Center	1/50,000	0.02	0	0	0	0.00	0.25	(0.25)	0.00	0.35	(0.35)	0.00
Environmental Center	1/50,000	0.02	0	1	1	0.08	0.25	0.75	0.00	0.35	0.65	0.00
Outdoor Entertainment Venue	1/50,000	0.02	1	1	2	0.16	0.25	1.75	0.00	0.35	1.65	0.00
Recreation Centers (Neighborhood)	1/15,000	0.07	0	0	0	0.00	0.85	(0.85)	1.00	1.17	(0.17)	0.00
Playgrounds (Comm./Destination)	1/3,000	0.33	5	0	5	0.39	4.23	0.77	0.00	5.84	(0.84)	1.00
Playgrounds (Neighborhood)	1/3,000	0.33	4	0	4	0.32	4.23	(0.23)	0.00	5.84	(1.84)	2.00
Skating Rinks (hockey)	1/100,000	0.01	0	0	0	0.00	0.13	(0.13)	0.00	0.18	(0.18)	0.00
Skating Area (non-hockey)	1/30,000	0.03	0	0	0	0.00	0.42	(0.42)	0.00	0.58	(0.58)	1.00
Swim. Pool / Aquatics Facilities	1/35,000	0.03	0	2	2	0.16	0.36	1.64	0.00	0.50	1.50	0.00
Sprayground / SplashPad	1/30,000	0.03	0	0	0	0.00	0.42	(0.42)	0.00	0.58	(0.58)	1.00
Golf Course 18-hole	1/50,000	0.02	0	1	1	0.08	0.25	0.75	0.00	0.35	0.65	0.00
Driving Range	1/50,000	0.02	0	1	1	0.08	0.25	0.75	0.00	0.35	0.65	0.00
Dog Park Area	1/30,000	0.03	0	0	0	0.00	0.42	(0.42)	0.00	0.58	(0.58)	1.00
Maintenance Facilities (Hub)	1/40,000	0.03	1	0	1	0.08	0.32	0.68	0.00	0.44	0.56	0.00
Maintenance Facilities (Satellite)	1/18,000	0.06	0	0	0	0.00	0.70	(0.70)	1.00	0.97	0.03	0.00
Multi-use / Nature Pathways (miles)	1 mile / 2,000	0.50	3.10	3.00	6.10	1.20	6.34	(0.24)	0.24	8.75	(2.41)	2.41
Park / Open Space Acres	see standards	15.00	0.00	0.00	142.41	11.23	190.22	(47.81)	47.81	262.60	(72.39)	72.39

\* Current Facilities Data updated from the Park and Recreation Master Plan from 2005-2009 Master Plan Inventory.

\*\* Current Facilities Inventory found within the community provided by schools and other providers.

## Basic Park Amenities - Core Components to be applied to Recreation Impact Fees

# Deficiency Costs

Town Wide Analysis (All Facilities)		12,681		17,507	Projected 2016	
Facility	Facilities Current	Facility Costs (assuming on existing land)	Needed Components to Remove Current Deficiency	Costs Needed to Remove Current Deficiency	Needed Components to Remove 2016 Deficiency	Costs Needed to Remove 2015 Deficiency
Baseball Diamonds	7	\$ 75,000	0.00	\$ -	2.00	\$ 150,000
Softball Diamonds	12	\$ 60,000	0.00	\$ -	0.00	\$ -
Multi Purpose Fields	3	\$ 35,000	3.00	\$ 105,000	3.00	\$ 105,000
Soccer Fields	7	\$ 35,000	0.00	\$ -	2.00	\$ 70,000
Tennis Courts	7	\$ 40,000	0.00	\$ -	0.00	\$ -
Running / Walking Track (Comm)	1	\$ 100,000	0.00	\$ -	0.00	\$ -
Basketball Goals (outdoors)	19	\$ 5,000	0.00	\$ -	0.00	\$ -
Volleyball Courts (outdoors)	2	\$ 5,000	0.00	\$ -	0.00	\$ -
Skate/Bike Park (Neighborhood)	1	\$ 100,000	0.00	\$ -	1.00	\$ 100,000
Climbing / Challenge Elements	0	\$ 35,000	1.00	\$ 35,000	0.00	\$ -
Park Shelters	6	\$ 40,000	0.00	\$ -	3.00	\$ 120,000
Park Restrooms	2	\$ 85,000	1.00	\$ 85,000	1.00	\$ 85,000
Interpretive Center	0	\$ 400,000	0.00	\$ -	0.00	\$ -
Environmental Center	1	\$ 750,000	0.00	\$ -	0.00	\$ -
Outdoor Entertainment Venue	2	\$ 750,000	0.00	\$ -	0.00	\$ -
Recreation Centers (Neighborhood)	0	\$ 750,000	1.00	\$ 750,000	0.00	\$ -
Playgrounds (Comm./Destination)	5	\$ 85,000	0.00	\$ -	1.00	\$ 85,000
Playgrounds (Neighborhood)	4	\$ 45,000	0.00	\$ -	2.00	\$ 90,000
Skating Rinks (hockey)	0	\$ 2,500,000	0.00	\$ -	0.00	\$ -
Skating Area (non-hockey)	0	\$ 300,000	0.00	\$ -	1.00	\$ 300,000
Swim. Pool / Aquatics Facilities	2	\$ 3,500,000	0.00	\$ -	0.00	\$ -
Sprayground / SplashPad	0	\$ 90,000	0.00	\$ -	1.00	\$ 90,000
Golf Course 18-hole	1	\$ 4,000,000	0.00	\$ -	0.00	\$ -
Driving Range	1	\$ 1,000,000	0.00	\$ -	0.00	\$ -
Dog Park Area	0	\$ 20,000	0.00	\$ -	1.00	\$ 20,000
Maintenance Facilities (Hub)	1	\$ 750,000	0.00	\$ -	0.00	\$ -
Maintenance Facilities (Satellite)	0	\$ 350,000	1.00	\$ 350,000	0.00	\$ -
Multi-use / Nature Pathways (miles)	6.1	\$ 200,000	0.24	\$ 48,129	2.41	\$ 482,570
Park / Open Space Acres	142.41	\$ 22,500	47.81	\$ 1,075,709	72.39	\$ 1,628,672
		<b>TOTALS</b>		<b>\$ 2,448,838</b>		<b>\$ 3,326,242</b>
Basic Park Amenities – Core Components to be applied to Recreation Impact Fees				<b>Cost of Facilities Needed to Remove Current Deficiency (2007): \$</b>		<b>2,448,838</b>
				<b>Cost of Facilities Needed to Accommodate Future Development (2016): \$</b>		<b>3,326,242</b>
				<b>Total Facility Costs: \$</b>		<b>5,775,080</b>

# RIF Scenarios

RIF Scenario	Current Deficiencies	Future Deficiencies	Calculated RIF Amount
Only Basic Amenities	\$ 238,129	\$ 1,297,570	\$ 650
Only Non-Basic Amenities	\$ 2,210,709	\$ 2,028,672	\$ 1,017
All Components	\$ 2,448,838	\$ 3,326,242	\$ 1,667
Basic Amenities PLUS 100% of Land Costs	\$ 1,313,838	\$ 2,926,242	\$ 1,466
Only Trails and Park Land Deficiencies	\$ 1,123,838	\$ 2,111,242	\$ 1,058
Basic Amenities WITH Land but WITHOUT Trails	\$ 1,265,709	\$ 2,443,672	\$ 1,224
Basic Amenities WITHOUT Trails and WITHOUT Land	\$ 190,000	\$ 815,000	\$ 408
Trails Only	\$ 48,129	\$ 482,570	\$ 242
Land Only	\$ 1,075,709	\$ 1,628,672	\$ 816
<b>Basic Amenities PLUS 60% of Land Costs</b>	<b>\$ 883,554</b>	<b>\$ 2,274,773</b>	<b>\$ 1,140</b>
Option In RIF	60% of land (acres) =	43.43	
Outside of RIF	40% of land (acres) =	28.95	

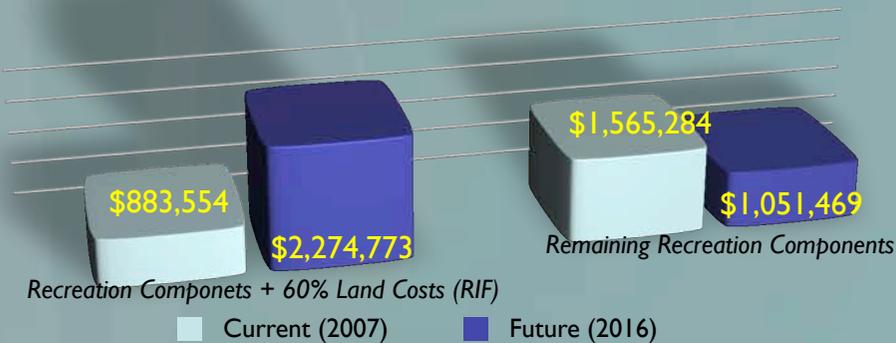


# Possible Impact Fee

## Studied Recreation Impact Fee – Town of Chesterton

21-Jun-07

### Basic Park Amenities Applied + 100% of Land Costs



Costs Needed to Remove Current Deficiency =	\$883,554
Projected Costs / Year (2006 to 2015) =	\$88,355

Projected 2016 Populations =	2016 Population	17,507
Number of Expected Residential Building Permits in the next 10 years =		1,996
Costs Needed to Meet Future (2016) Needs =		\$2,274,773

**Projected Recreation Impact Fee = \$1,140**

### Housing Equivalent (Options)

Type of Unit	Full Equivalent	Fee
Single Family	100%	\$1,140
Duplex	95%	\$1,083
Apartments, Condo, etc.:		
One Bedroom	65%	\$741
Two Bedrooms	85%	\$969
Three Bedrooms or Larger	100%	\$1,140
Mobile Home	65%	\$741

### Applied Recreation Impact Fee Summary:

	Current (2007)	Future (2016)
<b>Recreation Impact Fee applying only the Basic Park Amenities PLUS 60% of the Park / Open Space Land Acres</b>		
<b>Total Recreational Facility Costs for Basic Park Amenities plus 60% of Land / Open Space:</b>	\$ 883,554	\$ 2,274,773
Total Recreational Facility Costs for remaining Non-Basic Park Amenities and remaining 40% of Land / Open Space:	\$ 1,565,284	\$ 1,051,469
<b>TOTALS:</b>	<b>\$ 2,448,838</b>	<b>\$ 3,326,242</b>

# Wrap Up / Next Steps

- Date for next Advisory Committee Meeting
- Conclusions and Possible Assignments
  - Confirm the Chesterton Recreation Standards
  - Verify RIF Scenario Options
  - RIF “Comfort Range”
- Other Issues...

# TOWN OF CHESTERTON USGS TOPOGRAPHY MAP

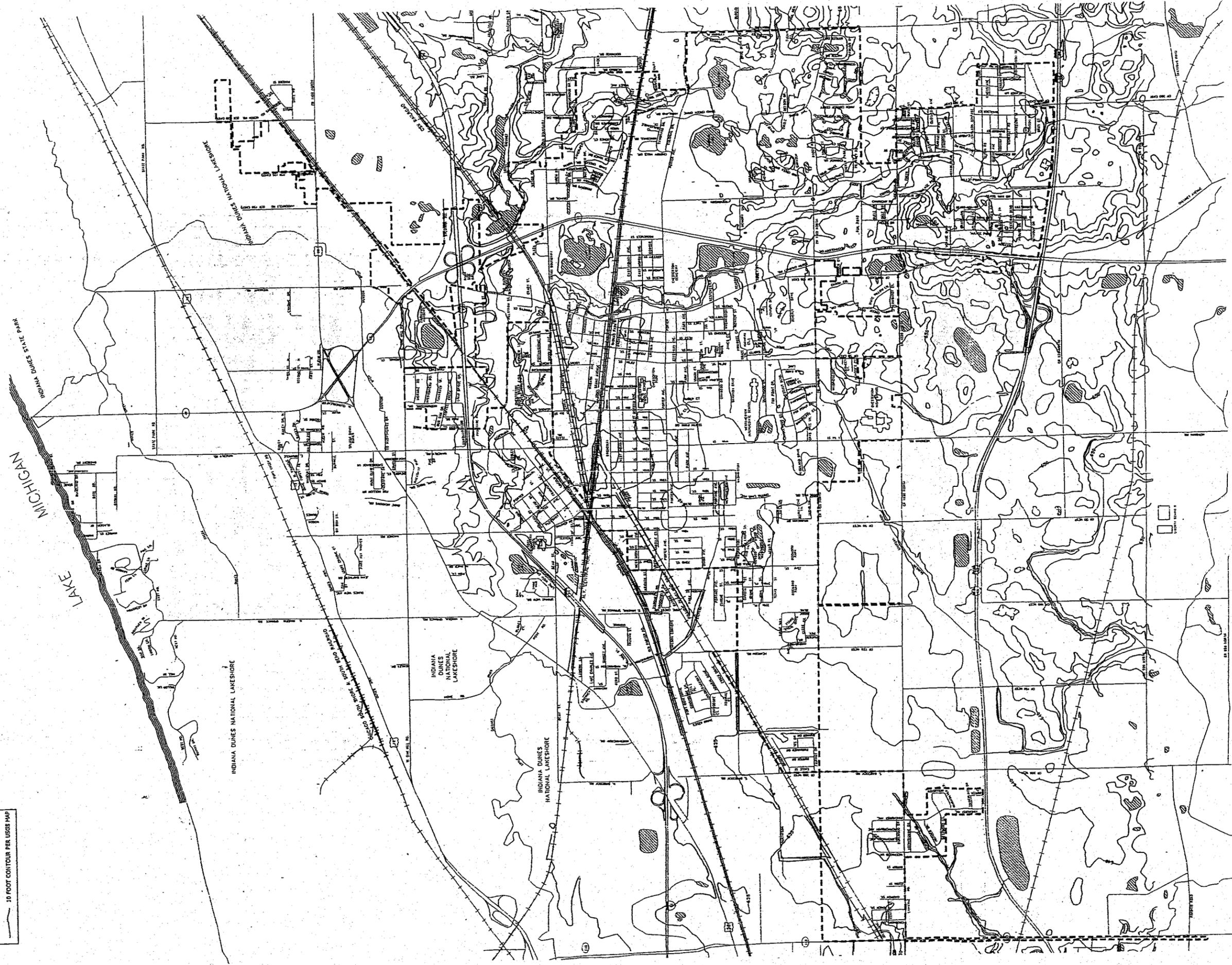
**LEGEND**

— TOWN BOUNDARY

— 30 FOOT CONTOUR PER USGS MAP

← NORTH  
1" = 1500'

GRAPHIC SCALE  
1/4 MILE 1/2 MILE 1 MILE



SHEET 1  
OF 1  
DRAWING NUMBER  
**FIG. 2.5**

USGS TOPOGRAPHY MAP  
CHESTERTON, IN

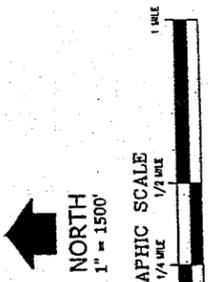
DRAWN: JAK  
DESIGNED:  
DATE: 8/19/04  
SCALE: 1" = 1500'

CHK'D: MFD





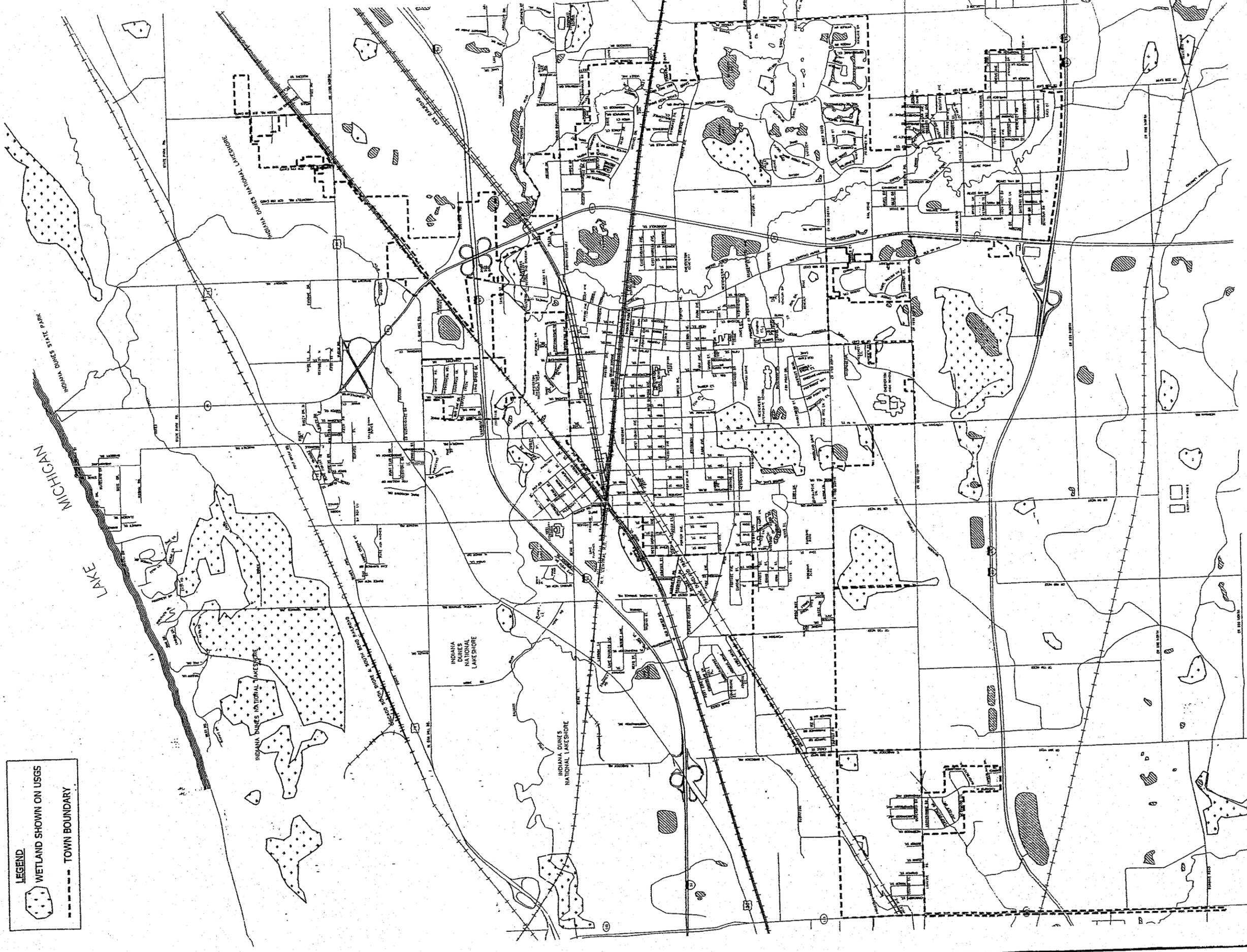
# TOWN OF CHESTERTON WETLANDS MAP



**LEGEND**

WETLAND SHOWN ON USGS

TOWN BOUNDARY



DRAWN BY: SAK CH'D. MDD  
 DESIGNED: 5/11/74  
 DATE: 5/11/74  
 SCALE: 1" = 1500'

SHEET 1  
 OF 1  
 DRAWING NUMBER  
**FIG. 2.6**



WETLANDS MAP  
 CHESTERTON, IN

*The following article was prepared by Dr. Ruth V. Russell of Indiana University. While this article is not written, necessarily, for any particular Parks and Recreation Department, it does provide insight and trends that should cause awareness among the Department and community leaders.*

## **PUBLIC PARK AND RECREATION TRENDS: A STATUS REPORT**

**By Ruth V. Russell**

*Department of Recreation and Park Administration  
Indiana University*

*“Every action of the present is rational only in terms of some expectation of the future.”  
(Clawson, 1985, p. 75)*

The need for a rational understanding of the future is acute. The challenges of political, social, economic and technological change have left particularly the public recreation and park field at somewhat loose ends. Unrelenting financial problems, more federal and state requirements, enhanced demands for services to an aging population, program requirements catering to greater diversity of lifestyles, a shrinking and ethnically changing work force, stiffer competition for tax dollars, increasing violent crimes in parks, a movement toward privatization of operations, computerization, shrinking public images of the profession, and lack of citizen involvement are among the challenges now faced by public recreation and park agencies.

Beyond the need for agency survival, however, is a larger responsibility for the profession for becoming architects of a change towards a preferred future for society, (Goodale, 1985; Hultsman & Kaufman, 1986). Accounting for future change provides information for not only planning the future, but ultimately to bringing about desirable changes. The contemporary role of public park and recreation leaders is to select those challenges of change that are most critical and manage a strategic response to each. Failure to identify the issues and to develop a tactic to deal with those most crucial, leads to “a crisis of insurmountable proportions” (Jones, 1984, p. 56). When we turn away from the future, we abdicate our right to shape it.

The importance of determining future trends and issues has been stressed by a number of park and recreation professionals worldwide. Witt (1984) warned that “the ultimate acceptance of the parks and recreation profession will be based on the quality of services provided and our ability to anticipate and respond to changing trends within society” (p. 63). Tindell (1986), “futuring, both as an attitude and an on-going management practice, will be the most valued talent of the modern-day professional” (p. 34). And from Sessoms (1986), “never in the history of the (parks and recreation) movement has there been so much diversity, differences of perception of mission, and conflict over the direction the field is taking or should take” (p.9). Indeed, Toffler (1980) has suggested that we are facing the deepest social upheaval and creative structuring of all times.

## **RECENT NATIONAL SURVEYS IDENTIFYING TRENDS AND ISSUES IN RECREATION and PARKS**

A review of the recent futurist literature by scholars and professionals in parks, recreation and leisure studies that focuses primarily on the decade of the 1990s offers perhaps a background to the shape of the challenges facing public park and recreation agencies. Most of this literature is based on other literature reviews, horizon scanning, analyses of trend data, surveys and essays. The first Annual Leisure Watch National Issues Survey (1989) produced a National Issues Agenda for the 1990s. An "issue" was defined as "a difficulty or problem that has a significant influence on the way an organization functions or on its ability to achieve a desired future" (p.1). Recreation and park administrators, planners and educators in 13 states (in the U.S.A.) and provinces (in Canada) were asked to identify issues that they expected would have the greatest impact on their organization's and/or their clientele's near future. In order of frequency of choice, those issues identified were:

1. Economy Consumerism (7) e.g., the need to better define impact of recreation opportunity
2. Business Management (6) e.g., increasing costs and decreasing resources
3. Technology and Science (6) e.g., genetic engineering/life prolonging technology
4. Family/Social Relationships (5) e.g., growth of nontraditional families
5. Politics/Government/Legislation (5) e.g., need for federal and state funding support
6. Fitness/Sports (4) e.g., motivating the non-participant (youth, disabled, aged)
7. Medicine/Health/Wellness (4) e.g., growth of employee wellness services
8. Education, Learning, and Training (4) e.g., prevalent illiteracy
9. Environment/Ecology (4) e.g., management of increased demand for open space/resources
10. Workplace/Employment (4) e.g., decline of the power of labor unions
11. Demographics (3) e.g., an aging population
12. Travel/Tourism (3) e.g., keeping pace with new demands such as ecotourism

The pattern of current national issue can also be assessed from studying the programs of the National Recreation and Park Association Congresses. Russell (1993) conducted a content analysis of the National Issues Forums held at NRPA Annual Congresses over the past 10 years. Since 1983 a total of 65 national issues have been considered; of these the most frequently used topics were constituents, fiscal resources, and space resources. Twenty-one of the sessions (32%) focused on topics related to needs and characteristics of constituents. For example, in the 1990s these have included deliberations about the impact of the Americans with Disabilities Act, urban youth, cultural diversity, aging, and drug abuse. Twelve of the session (18%) focused on financial concerns, such as the economic impact of parks, joint enterprises, and liability insurance crises. Of note, of the sixteen sessions held since 1990, only one pertained to fiscal resources; yet this issue was

most predominant in the 1985 and 1986 Congresses. The third most frequently dealt with issue was space resources with seven (11%) of the sessions considering such topics as preventative maintenance, land acquisition strategies, and environmentalism.

The most comprehensive study, however was that recently completed by Whyte (1992) that focused on trends and issues in local government recreation and parks administration. The Delphi technique was used to elicit opinions from a jury of 36 experts from the American Academy for Park and Recreation Administration (mostly practitioners) and the Academy for Leisure Sciences (mostly educators). Over 650 trends and issues suggested by jurors in the first round, were then condensed into 106 unique trends and 89 unique issues. These items were rated as to their impact over two consensus-building rounds, which narrowed them down to 11 key trends and 13 key issues having the highest ratings. Table One lists the top ranked trends according to rated impact and Table Two lists the top ranked issues according to rated impact for local government recreation and park service systems.

**Table One**  
**Top Ranked Trends**

---

**EXTREME IMPACT**

1. Deteriorating park and recreation infrastructure
2. Increasing crime (violence, drug use, vandalism, gangs) in communities and parks
3. Declining park and recreation budgets relative to costs
4. Increasing competition for shrinking federal, state, and local tax resources
5. Massive public sector debt

**GREAT IMPACT**

1. Neglect of children
  2. Greater cultural diversity (growing and more influential minority populations)
  3. Greater difficulty in providing equal opportunity for leisure to all people
  4. Declining quality of life and livability of urban areas (insufficient open space, deteriorating cities)
  5. Greater division between "haves" and "have-nots"
  6. Increased public demand for participation, accountability and productivity in government
- 
-

## **Table Two Top Ranked Issues**

---

### **EXTREME IMPACT**

1. How to ensure adequate finance for capital development (land/open space, facilities)
2. What spending priorities should be set in the face of budget cuts or when services are stretched too thin
3. How to make parks safe places (from crime, vandalism, gangs, substance abuse) while maintaining visitor enjoyment
4. How public parks and recreation can strengthen its political position and shape the future through affecting state and national policy
5. How to compete successfully for funding against other community services (education, health, police)

### **GREAT IMPACT**

1. Should park and recreation services be managed more like a business
  2. How to build on the wellness movement to promote alternative programs to drug abuse, anti-social behavior, etc.
  3. How to make services more accessible to low income groups, single parents and homeless people
  4. How to increase local tax support
  5. How to build public trust and satisfy demand for accountability
  6. How to ensure investment in infrastructure maintenance and improvement (community pride)
  7. How to foster coalition building and cooperation between other service providers and related disciplines (community networks, resource sharing, service consolidation)
  8. How to develop public recognition that parks and recreation contributes to the health and well being of society and counteracts the effects of disabilities
- 
-

# One City's Validation: A Case Study

As one phase in a strategic planning process the City of Indianapolis, Department of Parks and Recreation invited employees, city officials, business and industry officials, and other citizens to participate in a futuring exercise. Four teams of people met to discuss and identify trends that might affect both the function and form of the Department in the future. These teams began by making some assumptions about the future and then generated a set of questions raised by each assumption. As follow-up to this intuitive work, staff from the Leisure Research that Indiana University searched current professional and research literature in order to validate the teams' assumptions and to answer some of the key questions raised. These trends, and their literature validation, became a starting point for additional citizen meetings for planning desired future responses by the Department. An abridged listing of the trends includes:

1. Trends focused on the community: Neighborhoods
  - a. What is the public recreation agency's role in creating neighborhood identity? Do people want neighborhood identity? Although there is virtually no research addressing the relationship between concepts of community and recreation services, the conceptual basis exists for suggesting that recreation and park services contribute to one's perception of the good community (Allen, 1991). The good community has been defined as the efficacy of primary group relationships, autonomy, viability, power distribution, participation, commitment, heterogeneity, and control. In contemporary models of community satisfaction, neighborhood attributes are integral. For example, "Community involvement in recreation facility design is the new trend" (Ketterer, 1991). Neighborhood identity can be developed through a park; neighborhood identity can be lost through a park. Unless local residents are incorporated in all phases of park planning, development, and management they will end up requiring protection from their park rather than receiving enjoyment from it. A great deal of professional literature featuring case studies on developing neighborhood identity and good will through parks is available.
  - b. From the center to the suburbs: Indianapolis has more parks in the center of the city than the suburbs, reflecting an historical philosophy of parks as a social service. Is this still a viable priority? It appears that the future of park development is focused on park revitalization in the inner city. While land acquisition for future new parks is taking place as the opportunity for inexpensive and convenient land tracks become available, the crisis of downtown parks is of top priority. Parks as a social service is an increasing ethic among public park and recreation professionals in the nation's largest cities.

## 2. Trends Focused on People

- a. Quality of urban life: How are cities solving the decline in quality of urban life? Is there a concern for humanizing city life? Of increasing focus for public park and recreation agencies in the future is their role in solving the problems of the homeless. Of immediate need is policy development. Considerations for inclusion in policies are: (a) task force development to determine responsibilities of therapeutic recreation and community recreation specialists for comprehensive services, (b) linkages with other institutions to maintain participation and service continuity, (c) community integration participation is preferred to mass segregated programming, (d) collaborative efforts to address illiteracy, addiction, low self-esteem, independent living skills, etc., and (e) assistance to local referral networks in identification and referral to appropriate services (Kunstler, 1991).
- b. Special needs populations: What are the trends for the physically challenged? What are the trends for older adult constituents? Without a doubt, recreation and park professionals nationwide feel the impact of the Americans with Disabilities Act will significantly increase in the future. In terms of older adult constituents, a shift is occurring toward the development of service initiatives for urban and frail elderly (Lahey, 1991).
- c. Youth: Do crisis in the schools affect parks and recreation? What should be the contemporary stance for serving a changing teen constituent? These were the questions you asked.
  - i. Youth have become of prime focus to public recreation and park agencies. Unlike two decades ago when those over the age of 65 year represented the poorest sector of the population, today children have that distinction. Children are the most "at risk" age group in society (Godbey, 1989). The following statistics from Congressman George Miller, Chair of the U.S. House of Select Committee on Children, Youth and Families support this trend: one in four children is poor, one in six have no health insurance, one in seven will drop out of school, one in five will become teenage parent, and one in four will spend time on welfare.
  - ii. The United States ranks seventh in life expectancy, tenth in educational expenditure per student, tenth in public health expenditures, and seventeenth in infant mortality. Children appear to be less physically fit than were their predecessors, they are frequently abused, and millions are "latch-key" children. It is, then, not surprising that a study found that of the 54.4% of the U.S. households that have a VCR, children under the age of 18 years spend twice as much time watching taped programs as do adults (Associated Press, 1988).

- iii. If public recreation and park agencies are to remain a human service, then youth must emerge as the prime constituency group. Some very innovative case studies are available on highly successful youth programs sponsored by city park and recreation agencies nationwide.
- d. Leisure time: How much leisure time will people actually have in the future? A 1991 Harris survey showed that the amount of leisure time enjoyed by the average American shrank by 37% between 1973 and 1989. At the same time, the average workweek (including travel time to work) grew from under 41 hours to nearly 47 hours. Other polls have shown that people prefer to work longer hours for higher income rather than have more leisure and less pay.
- e. Demographics
  - i. What is the impact of the baby boomers? What are important new constituent groups? The most powerful and influential (not necessarily needful) future constituency groups are middle-aged adults, healthy older adults, and women. The trends relative to ethnic and minority groups, children, and frail elderly have been discussed under other categories.
  - ii. In the United States the median age, about 33 in 1990, will be 36 by the year 2000. Between 1990 and 2000, the number of people between 35 and 44 will jump by 16%, and those between the ages of 45 and 54 will increase by 46%, compared with an overall expected population growth of 7.1% (Coates, Jarratt, & Mahaffie, 1991). Secondly, not only are older people becoming a larger segment of the population but they are enjoying better health and longer life, and wielding greater economic and political power. By 2020, when baby boomers reach 65, old people will be 20% of the U.S. population. Finally, women are moving gradually up in the social and economic hierarchy of the nation and in the next two decades will force open the door of the executive suite. They will be counted among the 15 to 25 people in each of the largest corporations who run the show (Coates, Jaratt, & Mahaffie, 1991).
- f. Cultural Diversity
  - i. Should cultural services provide melting pot impetus or ethnic identity enhancement? Hispanics will be the largest fast-growing minority population in the United States in the near future. Hispanic populations grew from 14.6 million in 1980 to 21.9 million in 1990, about 50% in 10 years, five times that of non-Hispanics (Coates, Jarratt, & Mahaffie, 1991). Despite similarity of language, Hispanics are not a homogeneous group.
  - ii. Most black African Americans, it is predicted, will advance in the future. About 70% are currently advancing in early aspect of American life (Coates,

Jarratt, & Mahaffie, 1991). For example they have advanced in large numbers from unskilled and blue-collar work to highly skilled white-collar work. There is movement toward closer income parity with whites, due to educational advances and greater political and economic power.

- iii. Perhaps the most powerful future minority populations are Asian Americans. They are already out performing all others in the classroom and the workplace. For example, Japanese Americans have a 96% high school completion rate, compared with a white rate of 87% (Coates, Jarratt, & Mahaffie, 1991).
- iv. Yet another trend observed multiple places in the futures literature is that a process of cultural homogenization is occurring. There is a growth of a national society. U.S. citizens travel more (9% per year increase in common-carrier passenger miles for all modes from 1981 to today), we hear and see the same messages in the mass media, intermarriages are more frequent, schools teach essentially the same thing across the country -- all this has a leveling influence.

g. Health and Illness

- i. Programs and activities that directly affect the health of the residents of the city, and the minimum support required to maintain those services, is the first mission of a public park and recreation agency according to a recent conference of California park recreation managers (Harison, 1993). No longer are we simply the providers of the community vitality and enrichment benefits; our focus now must be the essential and fundamental life and health services.
- ii. What is the impact of AIDS on public recreation services? Recreation and park professionals have the opportunities and creative environments in which to educate adolescents--particularly at-risk youth--about HIV prevention (Grossman, 1991). Programs that have been sponsored by cities around the country include drama clubs that role play HIV situations, community project programs where youth seek to correct community social disorders that compromise their future, and contest using HIV/AIDS and related information.

3. Trends Focused on Natural Resources.

a. Linking parks.

- i. Is there a current trend for linking parks together with green corridors and trails? What links are made between city transportation systems and parks? Much of the new park land acquisition that is desired today appears to be of

this type: developing linear green spaces designed to link people using foot and bicycle transportation to parks, to shopping, to other neighborhoods. Within this trend is another, the recycling of no longer used or underutilized built environments as linear parks: for example, railroad beds, abandoned roads, utility pole rights of way, the underneath of highway overpasses, etc. Extensive literature and case studies are available in this; the topic also served as the theme of a recent Congress of the National Recreation and Park Association. Examples also exist in U.S. cities of converting no longer used modes of transportation (such as street cars) into recreational transportation and attractions.

#### b. Land Stewardship

- i. Has the “sacred trust” of the land become more important? Should public recreation and park agencies seek to acquire more land? In a report from the President’s Commission:
- ii. Americans Outdoors (1987), the protection of natural resources and open space was the first priority for the future. Public recreation is positioned to lead inland stewardship because collectively they are often one of the largest land managers in a community. Because public recreation professionals tend to be activity services oriented and because they have not formulated an environmental ethic to guide decision making, anti-land stewardship dilemmas result. “Our philosophy must be grounded by ecological principles, not in merchant values” (McAvoy, 1990, p. 68).

#### c. Safety

- i. What is the appropriate level of safety in the parks? Whose responsibility is it? Many urban parks nationwide are losing their positive image as special places. This occurs because the number of homeless people, drug dealers and gang members who frequent public parks is increasing (Soderberg, 1993). The social problems associated with this growing use pattern stigmatize many urban parks as unsafe and unhealthy places for children and families to recreate. This condition further erodes the image of public parks and recreation in communities as a positive social benefit. This remains a vital problem for the future of public recreation. More research needs to be done on this major stigma as it continues to inhibit our professions’ progress.
- ii. The 1990’s will be the age of the expert witness as society and the legal system demand new and higher standards of safety in park and recreation programs and facilities (Gold, 1990). Of increasing need for public agencies will be safety consultants and risk management plans. A primary ingredient for park safety is public support. The park and recreation community must

reclaim its rightful place as a leading provider of safe and healthful leisure services. This means for many cities the development of security prevention strategies (Greenbaum, 1991). For example, the consideration of a night “total darkness policy”, the design of parking lots that discourage through-traffic cruising, publicized incentive programs to combat vandalism, and recreation program delivery partnerships with law enforcement agencies should be considered.

#### d. Specialized Facilities

- i. Are constituents willing to support the development of specialized recreation facilities? The specialization of participation in many forms of leisure expression represents the reversal of a trend of increased mass production and “commodificaion” of recreation activities that occurred over the last few decades. The advent of increased specialization in recreation interests will mean that the amount of knowledge about specific forms of leisure behavior will have to increase for those in the planning process. More important, it will mean that planning of such recreation environments will have to be done with the continual and direct participation of those who are specialists in the leisure behavior in question. Design of specialized facilities, in effect, will have to be done much more specifically for those who will use that particular environment. This follows not only from trends in specialized recreation behavior but also from consumer expectations for customized, specialized products. The very big questions remain unanswered, however. What is public recreation’s role in this trend? If public recreation is involved, what creative financing can be counted on and how can these specialized facilities be designed for flexibility of use as special interest change?

#### 4. Trends Focused on Management.

##### a. Market driven

- i. Should public recreation and park delivery systems be market driven in management philosophy? Whether they “should” or not appears a moot question as trends for the future are studied. The trend is an increased market segmentation in service delivery. For example, according to Kelly (1987), the poor and the frail are not viable markets for many recreation programs or provisions. Meanwhile the high end segments are usually well - supplied; they have learned to use their affluence to purchase access to the best environments and the most attractive opportunities. Thus the markets with the highest ‘sales” potential are found among the new “discretionaires”. This is a new class of that of people; they are the first generation in their families with college degrees and special skills that are at a premium in the

labor markets. They have developed wider interests and new talents in their educational histories. But those in earlier phases of their careers cannot afford the same recreation costs as the wealthy. They will spend time and money on leisure, but will remain price conscious.

b. Privatization

- i. Where do we stand on the trend of government right sizing and down sizing? Essentially, discussions of privatization in government service delivery are currently prevalent and enthusiastic across the country. However, those public recreation and park agencies that are successfully utilizing privatization are those that have completely re-envisioned and re-invented government.
- ii. Examples of privatization terms of property acquisition and development include Racine, Wisconsin, Sandusky, Ohio and Eufaula, Oklahoma, which have been able to revitalize unused or underutilized harbor and marine areas at minimal public cost. In each case, outstanding new recreational boating facilities have been developed through the use of private operators who expanded and rebuilt city-owned marinas, including beach, fishing and refreshments units under a continuing rental arrangement with long-range contract with the municipality (Kraus & Curtis, 1990).
- iii. Other common examples of privatization have been in subcontract park maintenance, security services, and golf course starter operations. Garbage collection, building maintenance, and tree trimming have also been carried out by private concerns, sometimes resulting in substantial savings. In spite of these and other excellent case studies of successful privatization the importance of accurately defining the work to be done with a contract that clearly specifies the quantity, quality, and price of the work cannot be ignored.

c. Alternative Funding Sources

- i. What are funding sources other than taxes for public recreation? Park and recreation agencies, as producers, are aggressively seeking strategies to concurrently generate revenue and expand service levels to broader segments of society. One recent trend is selling services at discount prices. Those agencies utilizing this approach feel they can maximize facility use and generate varying levels of revenue from multiple sources. Discounting provides an incentive to target markets already familiar with shopping sales (Cato & Crofts, 1992). Another trend is price fencing. Price fencing allows customers to logically and rationally segment themselves into rate categories based on their needs, behaviors, and willingness to pay, and allows parks and recreation agencies to develop better rationale for user fee rates. A third

trend is price bundling--marketing two or more services into a single "package" at a special price.

## 5. Trends Focused on Services

- a. Customer communication: What is the contemporary role of public agencies in customer service communication? Citizens are increasingly participating in public processes to plan programs and formulate policies. Even private institutions are being increasingly required to make available more information products and plans. Public parks and recreation must remain customer oriented. The high cost of losing a customer means: (a) the average wronged customer will tell 8 - 16 others, (b) 92% of unhappy customers never purchase the service/goods again, and (c) it costs five times as much to recruit a new customer than to retain an old customer (Biondo, 1990). Recreation and park agencies must be able to trust citizens, try new programs, improve the quality of current programs, develop strategies to quickly remedy the complaints of unhappy customers, stand behind what they say, and establish "no questions asked" customer policies in order to remain viable.
- b. Individualization: Is the choice movement, and thus the customization of services, still viable? Is diversity of services choice appropriate in public recreation? The desired philosophy of the profession for the future supports diversity and customization of services. After all, true recreation involves the value of freedom of choice and it is ethically imperative that of all the types of agencies delivering recreation and park services, public agencies must be the vanguards of freedom of choice. However, just how this can be operationally realized in the future in the face of shrinking budgets and increasing services demands will require creative thinking. Perhaps old ways of offering variety, such as the cafeteria approach to program service, will simply no longer be feasible and new ways will need to be invented.

## CONCLUSION

Overall the question remains: is the assumption that in the future public recreation and park agencies must do more with less still accurate? Yes, undoubtedly. The message remains clear. Efficiency without sacrificing effectiveness is the future challenge. Key concepts within this message include greater attention to public and community relations, innovative fiscal management, better mastery of information systems, and greater sophistication in sales and marketing. Yet the supreme task is the development of a broader and more sensitive definition of what we are as a profession, without forfeiting the essential ingredients of enjoyment and personal well-being.

*The following is an excerpt from a document published by The Trust for Public Land entitled, “The Excellent City Park System... What Makes It Great and How to Get There,” published in 2003. The document describes seven (7) measurements of defining an excellent city park system. These measurements form goals and objectives for every park system to address and apply in their daily implementation of their master plan. Each of the descriptions are followed by Key Questions to consider in applying to the Park System.*

## The Excellent City Park System

### What Makes It Great And How to Get There

*Published by: The Trust for Public Land*

*Written by: Peter Harnik*

Great cities are known for their great parks, and one measure of any city’s greatness is its ability to provide recreation, natural beauty, and signature open spaces for its citizens. For over thirty years the Trust for Public Land has brought conservation expertise to America’s cities – helping to envision and create more than 400 parks and gardens in 150 cities nationwide – protecting land for people close to home.

Successful parks pay dividends for cities – building civic pride, increasing tourism and economic investment, and contributing to health and quality of life.

But while most of us think we know a great park when we see one, until recently we have lacked a framework for understanding how cities create and support successful parks. This report helps to create that framework. The Excellent City Park System builds on measures of park system success first introduced in Peter Harnik’s *Inside City Parks* in 2000.

This volume enlarges the number of cities gauged against those measures to 55 as it introduces new concepts of what makes a park system great.

The Trust for Public Land is proud to have sponsored this research and to bring you this report as part of its continuing commitment to conserve land for people where they live, work, and play.

– *Will Rogers, President of the Trust for Public Land*

### THE SEVEN FACTORS OF EXCELLENCE ARE:

- 1. A clear expression of purpose***
- 2. An ongoing planning and community involvement process***
- 3. Sufficient assets in land, staffing and equipment to meet the system’s goals***
- 4. Equitable access***
- 5. User satisfaction***
- 6. Safety from crime and physical hazards***
- 7. Benefits for the city beyond the boundaries of the parks***

### 1 – A CLEAR EXPRESSION OF PURPOSE

Park systems do not just “happen.” Wild areas don’t automatically protect themselves from development, outmoded waterfronts don’t spontaneously sprout flowers and promenades, and flat ground doesn’t morph into ballfields. Even trees and flora don’t instinctively grow – at least not always in a pleasing, usable fashion.

The citizenry must clearly set forth in writing the purpose of the park system and a mandate for the park department. The department must then use that mandate as a springboard for its mission statement and the definition of its core services. Most big-city park agencies have a legislative mandate and a mission statement, but about 20 percent of them have not formally defined their core services. A failure to develop this definition and to periodically check whether it is being followed can lead to departmental drift due to political, financial or administrative pressures. On the other hand, having a strong concept of mission and core services can stave off pressures to drop activities or pick up inappropriate tasks.

For instance, in Chicago in the late 1980s, when newspaper exposes revealed massive waste and malfeasance within the Chicago Park District, Mayor Richard M. Daley brought in a new director, Forrest Claypool, to clean house. Under his philosophy that every organization can do only a few things really well, Claypool was shocked to discover that the Chicago Park District had 13 divisions, only one of which was called “Parks.” Going back to the agency’s mission statement, he privatized much of the work, downsized to six divisions, and decentralized. Within less than a decade, the Park District was widely noticed for its excellence. Also, to inform the public the department should regularly publish an annual report summarizing its system and programs and showing how well it fulfilled its mandate. Less than half of big-city agencies publish an annual report – and most of the reports provide “soft” concepts and images rather than precise information, such as number of activities held, number of people served, and other specific outcomes and measurable benefits. Few agencies give a comprehensive budgetary report, and fewer still look honestly at challenges that weren’t

adequately met and how they could be better tackled in the future.

## Key Questions

- *Does your agency have, and make available to the public,*
  - *a written legislative mandate?*
  - *a written mission statement?*
  - *a written set of defined core services?*
- *Does your agency publish a publicly available annual report? Does it provide hard, numerical information on outcomes? Does it provide useful budget numbers?*

## 2 – ONGOING PLANNING AND COMMUNITY INVOLVEMENT

To be successful, a city park system needs a master plan.

A plan is more than an “intention.” It is a document built upon a process, demonstrating a path of achievement, and expressing a final outcome. The department’s master plan should be substantiated thoroughly, reviewed regularly, and updated every five years. The agency should have a robust, formalized community involvement mechanism – which means more than posting the document on a web page and hoping for feedback. The ideal master plan should have, at the least, the following elements:

- an inventory of natural, recreational, historical and cultural resources
- a needs analysis
- an analysis of connectivity and gaps
- an analysis of the agency’s ability to carry out its mandate
- an implementation strategy (with dates), including a description of other park and recreation providers’ roles
- a budget for both capital and operating expenses
- a mechanism for annual evaluation of the plan

Although five years may seem a short lifespan for a plan, it is startling to realize how rapidly urban circumstances change. In TPL’s survey, about two-third of agencies were operating on out-of-date master plans and some were relying on plans formulated 10, 15 or more years ago – back in the days before the rise of computers and geographic information systems, not to mention dog parks, mountain bikes, ultimate frisbee, girls’ soccer leagues, skateboard courses and cancer survivor gardens, among other innovations.

The ability of good planning to build community support was demonstrated in 2001 in Nashville, Tenn., when Mayor Bill Purcell initiated a year-long parks and greenways process, the first such citywide conversation in the 100-year history of its parks. Upon completion, resident support had been so solidified that the city council enthusiastically funded a \$35-million capital-spending plan, the largest Nashville park appropriation ever.

Not every city will always have a mayor who cares strongly about parks, but every park agency should have a formalized citizen advisory board with which it meets regularly. Its members should be appointed by the mayor or the city council, its sessions should be open to the public and its role should be to provide the agency with constructive criticism, helpful advocacy, user feedback, and fresh planning ideas.

While most park agencies have plans, too often they never reach fruition because key elements are trumped by other agencies or private interests. Visions of a new waterfront park may be for naught if the transportation department has its own designs on the same parcel. Any park plan (and its implementation strategy) should be coordinated with plans for neighborhoods, housing, tourism, transportation, water management, economic development, education and health, among other factors. Ideally the agencies will reach agreement; if not, the issue should go to the mayor or city council for resolution – with plenty of public involvement and support from pro-park advocates.

As confirmation of its involvement with the community, the department should have formal relationships with non-profit conservation and service-provider organizations. These arrangements may or may not involve the exchange of money, but they should be explicitly written down and signed, with clear expectations, accountability and a time limit that requires regular renewal. Having formal relationships not only enables a higher level of service through public-private partnership, it also provides the agency with stronger private-sector political support if and when that is needed.

Finally, no city can have a truly great park system without a strong network of park “friends” groups – private organizations that serve as both supporters and watchdogs of the department. Ideally, a city will have one or two organizations with a full citywide orientation, assuring that the system as a whole is well run and successful, and also scores of groups that focus on an individual park and its surrounding neighborhood – concentrating on everything from cleanliness, safety and quality to program

## Key Questions

- *Is your park-and-recreation plan integrated into the full city-wide comprehensive plan?*
- *Do you have a park system master plan that is less than five years old?*
- *Does the agency have an official citizen advisory board or similar community involvement mechanism that meets regularly?*
- *How many contracts do you have with private non-profit organizations?*
- *Do you have a city-wide “park friends” organization? How many individual parks have “friends” groups?*

## 3 – SUFFICIENT ASSETS IN LAND, STAFFING, AND EQUIPMENT TO MEET THE SYSTEM’S GOALS

Obviously, a park system requires a land base. But the size of that base is not an immutable number: big-city systems range in size from almost 20 percent of a city's area down to 2.5 percent, and from more than 45 acres per 1000 residents to just over 3 acres per 1000. While there is no ordained "optimum" size, a city's system should be large enough to meet the goals outlined in the agency's master plan.

Despite the truism "If you don't measure, you can't manage," many cities do not have accurate figures on their systems. It is critical that every agency know the extent of its natural and historical resources – land, flora, buildings, artwork, waterways, paths, roads, and much more – and have a plan to manage them sustainably. It is important to publish these numbers annually to track the growth (or shrinkage) of the system over time. Ideally, the agency should be able to place a financial value on its holdings and should have a plan to pay for replacing every structure in the system.

Because it is so much more expensive to create and operate "designed" landscapes (constructed parks that are mowed or regularly cleaned up) than natural landscapes (those which are left alone, except for the occasional trail), it is valuable to know the acreage split between these two categories. The TPL survey reveals a large range: some urban park agencies have 100 percent designed lands and no natural properties at all, while others have as little as 10 percent designed and 90 percent natural.

Newer systems in younger cities are generally growing much faster than older systems in mature, non-expanding cities, but it is not true that older cities cannot increase the size of their park systems. In the past 30 years the amount of parkland in Denver and Seattle grew by more than 44 percent each. Conversely, some "new cities" have been falling behind in the effort to add parkland – Colorado Springs' system grew by 185 percent between 1970 and 2002, but the city itself grew in area by 206 percent during the same time.

Even cities that are considered "all built out" can use redevelopment to increase parkland. Outmoded facilities like closed shipyards, underutilized rail depots, abandoned factories, decommissioned military bases and filled landfills can be converted to parks. Sunken highways and railroad tracks can be decked over with parkland. Denver even depaved its old airport to restore the original land contours and create the city's largest park.

In New York, the Department of Parks and Recreation collaborated with the Department of Transportation to convert 2,008 asphalt traffic triangles and paved medians into "greenstreets" – pocket parks and tree-lined malls that are then maintained by community residents and businesspersons. In other cities, school systems and park departments are breaking down historic bureaucratic barriers and signing joint use agreements to make schoolyard fields available for neighborhood use after school hours.

In addition to land, the park and recreation department needs sufficient public revenue for land management and programs. This entails both an adequate operating budget and a regular infusion of capital funds for major construction and repairs and land acquisition. A detailed survey of the 55 biggest cities showed that, in fiscal year 2000, the "adjusted park budget" – the amount spent by each city on parks operations and capital, minus everything spent on such big-ticket items as zoos, museums, aquariums or planetariums – came to an average of \$80 per resident. While that figure is probably not high enough – considering that every system is millions or billions of dollars behind its needs – it is certain that, in current dollars, this should be considered a minimum.

Moreover, there should be an effective, complementary private fundraising effort – one that serves not only signature parks but also the whole system. Although private efforts should never be designed to let the local government "off the hook," they can be valuable in undertaking monumental projects or in raising work to levels of beauty and extravagance that government on its own can not afford. Private campaigns are also effective in mobilizing the generosity of corporations, foundations, and wealthy individuals which otherwise would not contribute to government agencies.

Excellent park departments not only receive adequate funding, but also spend their money wisely and commit themselves to effective stewardship. Outstanding stewardship means having enough qualified natural resources professionals to properly oversee the system and manage the work of pruners, mowers, and other laborers. Moreover, since a system rarely has enough paid staff to accomplish all its goals, the excellent department has a high-visibility, citizen-friendly marketing program whereby members of the public can understand the stewardship of the system and become involved, if they wish.

Finally, park departments must track their expenditures accurately and be able to report them to the public usefully and understandably. Most agencies have the raw information but too many of them do not provide it; numbers are either difficult for politicians, reporters and the general public to get hold of, or the statistics are put forth incomprehensibly.

## Key Questions

- *What was your agency's total actual revenue in the most recent completed fiscal year, including both operating funds and capital funds?*
- *What was the city's approximate total level of private donations for parks?*
- *What is the acreage you own (and/or control) within the city limits, broken down into three categories:*
  - *natural areas (including water acreage)*
  - *designed areas (including water acreage)*
  - *undeveloped areas (land not yet open to the public)*

*Note: If you own land outside the city limit, what is the acreage?*

- *How many acres, if any, do you operate in joint use with a school district?*
- *How many natural resources professionals – horticulturists, foresters and landscape architects – do you have on staff?*
- *Is there a natural resources management plan?*
- *How much did your agency spend in the past fiscal year, including maintenance, programming, capital construction and land acquisition?*
- *Is there a marketing plan for the park system?*

## 4 – EQUITABLE ACCESS

The excellent city park system is accessible to everyone regardless of residence, physical abilities or financial resources. Parks should be easily reachable from every neighborhood, usable by the handicapped and challenged, and available to low-income residents.

Most cities have one or more very large unspoiled natural areas. By virtue of topography – mountain, wetland, canyon, stream valley – they are not, of course, equidistant from all city residents. But created parks – squares, plazas, playgrounds, neighborhood parks, ballfields, linear greenways – should be sited in such a way that every neighborhood and every resident is equitably served.

Preferably, people and parks are no farther than 10 minutes apart by foot in dense areas or 10 minutes apart by bicycle in spread-out sections. Moreover, it is not enough to measure access purely from a map; planners must take into account such significant physical barriers as uncrossable highways, streams and railroad corridors, or heavily-trafficked roads. Also, the standard for acceptable distance shouldn't be based on an idealized healthy adult, but rather on a senior with a cane, a mother pushing a stroller, or an eight-year-old riding a bicycle. Unfortunately, most cities do not provide this kind of park equity. Los Angeles has abundant parkland in its mountainous middle but precious little in the crowded south-central section. New York has vast acreage in Staten Island and the Bronx but a dearth of greenspace in Brooklyn. And most cities haven't accurately analyzed which of their residents are far from parks.

Cities should also assure park access by a wide range of challenged persons, including the elderly, infirm, blind and those confined to wheelchairs. This includes appropriate surfacing materials, ramps, signs and handicapped parking. The best way of achieving this goal is through the creation of a Disability Advisory Committee that meets regularly.

Finally, agencies must assure equitable access for those who can't pay full price. While it is acceptable to charge appropriate fees for some park facilities and programs, agencies should consciously plan for the approximately 20 percent of residents who cannot afford such fees, utilizing such alternatives as scholarships, fee-free hours, fee-free days, or sweat-equity volunteer work.

### Key Questions

- *Do you know the distance from every residence to its nearest park? If so, what percentage of city residents are located more than one-quarter mile from a park of at least one acre in size?*
- *If your agency charges a user fee for any location or activity, does it offer income-based reductions or scholarships, or free days?*
- *Is there a formal disability advisory group to assist in meeting the physical and programming mission of your park system?*

## 5 – USER SATISFACTION

By definition, the outstanding city park system is well used. Having high usership is the ultimate validation that it is attractive and that it meets people's needs. High attendance also increases safety because of more "eyes on the park."

Knowing the level of park use requires measuring it, not only for an estimate of a gross total but also to know users by location, by time of day, by activity and by demographics. And finding out the satisfaction level requires asking questions – not only of users but of non-users as well. Furthermore, to spot trends, these efforts must be carried out on a recurring, scientific basis.

The Trust for Public Land found that an overwhelming number of city park agencies are unaware of their total usership. Not having this number severely reduces an agency's ability to budget and to effectively request funding from the city council. Most departments can track their paying users – golfers playing rounds, swimmers using pools, teams renting fields. But this is only a tiny fraction of the true total. The lack of basic information is in stark contrast to, for instance, the transportation department, the school system or the welfare department, all of which can make a strong factual case justifying their budget requests.

As for satisfaction, most agencies rely on informal feedback such as letters of complaint or messages relayed back by the staff. This is unbalanced and ineffective, and does not provide the agency with clear direction. It therefore tends to result in a park system that meets the efficiency needs of the provider rather than the comfort needs of the user. (Most infamously, many agencies "solve" the problem of dirty bathrooms not by cleaning but by permanently locking them.)

Naturally, it is not possible to accurately count all passive users of a system. However, observation, selective counts, and extrapolations – repeated over time – can provide meaningful data. Chicago takes aerial photos of large events and then uses a grid to count participants. The city also sets up electronic counters to measure the number of users passing a given point.

### Key Questions

- *Do you know the yearly use of your park system (i.e., user-days)? What is the attendance by time of day; by park; by activity? What are the demographics of your users and non-users?*
- *Is there at least one full-time person in the park agency (or elsewhere in the city government) devoted to surveying park users and non-users, and analyzing the surveys?*

## 6 – SAFETY FROM PHYSICAL HAZARDS AND CRIME

To be successful, a city park system should be safe, free both of crime and of unreasonable physical hazards – from sidewalk potholes to rotten branches overhead. Park departments should have mechanisms to avoid and eliminate physical hazards as well as ways for citizens to easily report problems.

Crime, of course, is dependent on a large number of factors that are beyond the reach of the park and recreation department – poverty, drug and alcohol use, population demographics, lack of stabilizing neighborhood institutions. But there are other factors –

park location, park design, presence of uniformed personnel, presence of park amenities, availability of youth programming – over which the department has some control. Ultimately the greatest deterrent is the presence of large numbers of users.

Park visitors are also reassured if they see uniformed employees. Even if the number of actual police or rangers is quite small and their rounds infrequent, the perception of order and agency responsibility can be extended simply by dressing all park workers and outdoor maintenance staff in uniform.

Similarly, well-run youth recreation programs have been shown to decrease delinquency and vandalism. The excellent park system takes it even farther by tracking youth crime by neighborhood over time. Having hard numbers is the only way to know if targeted programs are having success.

Basic to any safety strategy is the accurate, regular collection of crime data in parks and, preferably, near parks, since parks and their surrounding neighborhoods are interrelated. Only about half the

## Key Questions

- *How many uniformed park personnel does your agency have or contract with? (Uniformed personnel can include park police, rangers, outdoor park workers or visible/recognizable volunteers in the parks, but does not include office workers.)*
- *Do you systematically collect data on crimes that occur in parks?*
- *Do you systematically collect neighborhood data comparing youth crime rates with the provision of recreational services?*
- *Do you know your system's ratio of male to female users, preferably on a park-by-park basis?*

## 7 – BENEFITS FOR THE CITY BEYOND THE BOUNDARIES OF THE PARKS

The value of a park system extends beyond the boundaries of the parks themselves. In fact, the excellent city park system is a form of natural infrastructure that provides many goods for the city as a whole:

- cleaner air, as trees and vegetation filter out pollutants by day and produce oxygen by night;
- cleaner water, as roots trap silt and contaminants before they flow into streams, rivers and lakes;
- reduced health costs from sedentary syndromes such as obesity and diabetes, thanks to walking and running trails, sports fields, recreation centers, bikeways, golf courses, and other opportunities for physical fitness;
- improved learning opportunities from “outdoor classrooms” in forests, meadows, wetlands and even recovering brownfields and greyfields (previously used tracts);
- increased urban tourism based on attractive, successful parks, with resulting increased commerce and sales tax revenue;
- increased business vitality based on employer and employee attraction to quality parks; and
- natural beauty and respite from traffic and noise.

While each individual factor may be too diffuse to measure, taken collectively good parks have been shown to increase the property value of residences up to a radius of about two-fifths of a mile. (Of course, troubled parks can have the opposite result.) The sophisticated park agency regularly collects financial data (or contracts with a university or other entity) in order to know which of its parks are positively impacting the surrounding neighborhood. It also informs the media, the tourism and real estate industries, and even the mayor's office at budget time. Unfortunately, few agencies maintain this economic database.

## Key Question

- *Does your city systematically collect data comparing property values near parks with those farther from parks, and report on the findings?*

@Issue: High Performance Boards  
Luck of the draw or by design?  
By J. Thomas Lovell, Jr., CPRP

There are literally thousands of park and recreation boards and commissions operating in advisory and administrative capacities for their respective communities. Their performance is critical to the success of their departments locally, and to the success of our movement nationally. We need to be more proactive in the development of this important community and professional asset rather than just allowing them to happen.

The responsibility for improving board performance has to be taken by the board chair, though the director has to carefully play an important supporting role as well. Board members should be “gently” encouraged to evaluate and assess the needs of the board and compare these to their own interests, competencies, demographics, committee activities and community involvement. The assessment should then be used to develop a plan to address any areas in which the board is lacking, and then training and creating strategies to further bolster board composition (demographic, interest and skill representation).

#### Development Strategies

As we know, board members with skills that move the department forward are needed to align the department’s strategic direction and engage the community. However, expectations have changed. Board members can no longer just run into a meeting for an hour and leave. One approach to accomplish this is to develop a skills matrix of department/board needs, assessing current board member skills and then determining what is missing. Plans for development activities could then be designed based on this information. The board must require board members to meet performance standards. Though it is a self-regulatory process, board members should be encouraged to identify and address their “development areas.”

#### The Analysis

Board analysis and the eventual development plan should address the following items. And, if a board member, after training and coaching, is unable or unwilling to meet these performance standards, then there is potential for continued struggle to becoming a productive member of the policy-making body.

- Do board members understand their legal and fiduciary duties?
- Do board members understand the financial reports and are aware of the present financial condition of the department?
- Does the board/department have an annual plan of goals and objectives that clearly provide direction for all aspects of the department’s operation and tie into the approved budget?
- Do board members understand the department’s succession plan?
- Do they have a clear vision of the five-year capital and operational development of the department?

- Do board members understand the meaning of volunteer service without advantage or compensation?
- Do they attend at least 75 percent of all board meetings and work sessions?
- Do board members engage and assume leadership roles in community activities such as the chamber, civic clubs, youth sport associations, city committees, etc.?
- Do they stay focused on policy and strategic issues versus daily operations and tactical issues?
- Do board members understand their role in relation to the media, staff members, etc.
- Do board members understand decision-making processes?

Other important aspects of high-performance boards include using committees wisely by forming them only for timely issues, and focusing on the future rather than discussing past mistakes. Members should try to go off-site for planning and attend conferences and training together. Boards who work best together set aside some time for board members to socialize (do not exclude the department executive—this is one of the most essential relationships in the foundation for success).

As leaders of the community, board members should encourage participation in community activities and act civil and professional at all times. They also need to be skilled in creative problem solving, and be willing to learn new skills and encourage staff to do the same.

Our boards are an incredible community resource. They give freely of their time for a cause that is essential for community well-being. They not only serve as a great resource for internal management issues, but are also essential for a broad-based connection with community constituents

*Tom Lovell has been administrator of parks and recreation in Lee's Summit, Miss., for 25 years.*

Parks & Recreation  
July 2004 (12,14)  
[www.nrpa.org](http://www.nrpa.org)



Chesterton Parks & Recreation Master Plan Update 2008-2012

---

# Section O:

## Glossary



## Section O: Glossary

---

### Glossary of Park & Recreation Terms

The following is a glossary of terms based on *Glossary of Terms* as defined by the Bureau of Outdoor Recreation (1975), *Glossary of Recreation and Park Terms* (Sessoms, 1972), the glossary in *Urban Recreation Planning* (Gold, 1973), *The Language of Cities* (Abrams, 1971), *Encyclopedia of Urban Planning* (Whittick, 1974), and the accepted common use of selected terms.

**ADA** – American Disabilities Act.

**Activity-Day** – Twelve activity hours, which may be aggregated continuously, intermittently, or simultaneously by one or more persons.

**Activity-Hour** – An accumulation of 60 minutes by one or more persons for a special recreation activity.

**Activity-Occasion** – Participation by one person in an activity without relation to the duration of such participation.

**ATB** – All Terrain Bicycle.

**ATV** – All Terrain Vehicle: four or six-wheeled vehicle with a wheel base of less than 40 inches.

**Backpacking** – Hiking in combination with primitive camping, carrying camping and food materials in a backpack.

**Benefit-Cost Ratio** – An economic indicator of efficiency derived from dividing benefits by costs.

**Carrying Capacity** – The natural, physical, or social capability of a recreation area to withstand use and provide a desired quality of recreation experience, or the amount of recreation use of a resource which is most appropriate for the protection of the resource and satisfaction of the participant.

**Central City** – The largest city of a standard metropolitan statistical area (SMSA), which gives the SMSA its name and has a population of 50,000 or more.

**Commercial Recreation** – Recreation conducted by a business enterprise for profit and open to the public on a fee or charge basis.

**Community Park** – An area that provides recreation opportunities for two or more neighborhoods.



## Chesterton Parks & Recreation Master Plan Update 2007-2011

---

**Comprehensive Plan** – An official document adopted by a local government that describes general policies for the desirable physical, social, and economic development of a city.

**Concession** – An authorization granted by a government agency to a commercial enterprise to operate visitor facilities and services.

**Cross Country Skiing** – Skiing Nordic style across country, not downhill, powered by leg and arm movements.

**Cycle Cross Bicycle** – Competitive off-road bicycling.

**DNR** – Department of Natural Resources.

**Dual Sport Motorcycles** – Motorcycles capable of on-road and off-road travel.

**Ecosystem** – An interdependent community of living organisms and their environment.

**Environment** – The aggregate of surrounding space, conditions, and influences affecting the life and development of an organism, society, or individual behavior.

**Equestrian** – Horseback riding.

**Expressed Demand** – Use of existing recreation opportunities conditioned by factors such as access, cost, information, and experience.

**Extensive Recreation** – Activities that are usually dispersed over a large area and require few or no facilities.

**Four-wheel Drive Vehicle** – Vehicle with wheel base greater than 40 inches, engine power transferred to all four wheels. May or may not be street legal.

**Greenway** – Uninterrupted corridor of vegetation which may or may not include public access for recreation.

**Hiking** – Walking on extended trips for pleasure.

**Horse-drawn Vehicle** – Vehicle, such as a wagon, pulled by horses.

**Horseback Riding** – Riding for pleasure of transportation on horseback.

**IDNR** – Indiana Department of Natural Resources.



---

## Section O: Glossary

---

**INDOT** – Indiana Department of Transportation.

**In-line Skate** – Skates with a single line of four or five wheels.

**Inner City** – Neighborhoods which surround the central business district of a metropolitan area and are generally in the geographic core of the central city of an SMSA.

**Intensive Recreation** – Activities that can take place in a limited amount of space.

**ISTEA** – Intermodal Surface Transportation Efficiency Act of 1991: Federal transportation bill which includes funding passed through to state departments of transportation.

**Landscape** – An outdoor area with man-made and natural characteristics.

**Latent Demand** – Recreation demand inherent in the population, but not reflected in the use of existing facilities; additional participation will occur if opportunities are available.

**Leisure** – Any portion of individual's time not occupied by employment or essential activities.

**LWCF** – Land and Water Conservation Fund: federal matching assistance program which provides grants for 50 percent of the cost for the acquisition and/or development of outdoor recreation sites and facilities.

**Mountain Bicycle** – Bicycles designed for off-road travel.

**Multiple Use Trail** – A trail that accommodates more than one trail use. Trail uses could include, but not necessarily limited to: walking, hiking, backpacking, bicycling, mountain bicycling, horseback riding, in-line skating, off-highway vehicle riding, all terrain vehicle riding, motorcycling, snowmobiling, jogging, running, etc.

**Multiple Use Trail Network** – A series of trails that interconnect to form a system that, as a whole, allows for more than one use. The individual trails may be single use or multiple use.

**Neighborhood** – A residential area with a social, physical, and political identity.

**Neighborhood Park** – An area that provides recreation opportunities within walking distance of residents.

**Nordic Ski** – Cross country ski.

**NPS** – Natural Park Service.



## Chesterton Parks & Recreation Master Plan Update 2007-2011

---

**NRC** – Natural Resources Commission: policy making body to the Department of Natural Resources.

**NRTF** – National Recreation Trails Fund: federal funding program for non-motorized and motorized trails, using gasoline taxes collected from vehicles used off roads.

**Objective** – An aim or end of action, a point to be reached.

**OHV** – Off-highway vehicle: a motorized street-legal vehicle, with limited off-road capabilities used off-pavement, and with a wheel base greater than 40 inches.

**Open Space** – Land and water in an urban area that is not covered by cars or buildings; or, any undeveloped land in an urban area which has value for park and recreation, conservation of natural resources, historic, or scenic purposes.

**ORM** – Off-road motorcycle: motorcycle, not street legal, designed to be driven cross country off of roads.

**ORV** – Off-road vehicle: motor driven vehicles capable of cross country travel; without benefit of a road or trail, on or immediately over land, water, snow, ice, marsh, swampland, or other terrain.

**Outdoor Recreation** – Land and water resources capable of providing outdoor recreation opportunities.

**Park** – Public or private land set aside for aesthetic, educational, recreational, or cultural use.

**Participation Rate** – The number of times a person takes part in a given recreation activity over a specific period of time.

**Pedestrian** – A person traveling on foot.

**Personal Watercraft** – Small, self-propelled watercraft with in-board, water-jet type propulsion; designed for single and multiple passengers.

**Plan** – A course of action which can be implemented to accomplish stated objectives and which someone intends to implement.

**Planning** – The systematic collection, organization, and processing of information to facilitate decision making.

**Policy** – A governing principle or course of action; or a general guide to conduct which is subject to modification.



---

## Section O: Glossary

---

**Program** – A time-phased plan for resource allocation and specifying how to achieve stated objectives.

**Program Objective** – Specific results to be attained by the planned commitment of resources.

**Rational Decision** – One which considers all possible courses of action to attain desired ends, identifies and evaluates the consequences of each alternative, and selects the preferred alternatives in terms of most valued ends.

**Recreation** – Any leisure time activity pursued for its own sake or what happens to a person as a result of a recreation experience.

**Recreation Area** – Any public or private space set aside or primarily oriented to recreation uses.

**Recreation Demand** – The amount and kinds of recreational opportunities an individual or population subgroup desires (latent demand) or uses (expressed demand) in a given time period, place, or planning unit.

**Recreation Facilities** – Buildings and other physical features or improvements designed, constructed, and managed for recreation use.

**Recreation Impact Fee** – As allowed by Indiana Series Impact Fees Indiana Code (IC) 36-7-4-1300 local governments have the option to pass onto new residents the costs of building the new infrastructure expected by those same residents.

**Recreation Need** – The difference between current recreation demand and the existing supply of opportunities expressed in terms of land, facilities, or programs.

**Recreation Planning** – A process that relates the leisure time of people to space. The use of information to facilitate decision making that results in the allocation of resources to accommodate the current and future leisure needs of a population and planning area.

**Recreation Programs** – Recreation opportunities which result from the organized or planned use of recreation resources that normally require scheduling, facilities, and supervision or leadership.

**Recreation Resources** – Land and water areas and associated facilities, people, organizations, and financial support that provide opportunities for recreation.

**Recreation Standard** – The measure of quantity and quality considered as a desirable goal for the provision of recreation areas and facilities.



## Chesterton Parks & Recreation Master Plan Update 2007-2011

---

**Recreation Supply** – The quantity, quality, and effectiveness of existing or potential recreation resources.

**Road Bicycle** – Bicycle capable of riding only on paved or hard-packed surfaces.

**Rollerblade** – Brand name of in-line skate product.

**Roller Skate** – Skates with two rows of wheels.

**SCORP** – Statewide Comprehensive Outdoor Recreation Plan.

**Self-Generated Park** – A recreational space primarily initiated, planned, designed, developed, and managed by the users.

**Skateboard** – Board with two rows of wheels.

**Snowmobile** – Motorized sled used for traveling on snow.

**Social Indicator** – A measure of human welfare in terms of the opportunity or accommodation for a public or private good or service.

**Sport Utility Vehicle (SUV)** – Street legal vehicle with wheel base greater than 40 inches, usually with four-wheel drive, capable of limited off-road travel.

**Suburb** – An incorporated residential area outside the existing political boundaries of the central city.

**Standard** – A measure for relating an allocation of resources to existing or potential needs as determined by stated goals, objectives, and policies.

**Standard Metropolitan Statistical Area (SMSA)** – An integrated social and economic unit which contains at least one central city of 50,000 or more inhabitants.

**Supplier** – A public agency or private firm that provides park and recreation spaces, facilities, or services.

**TEA** – Transportation Enhancement Activities: activities that enhance transportation facilities are eligible for funding through the Intermodal Surface Transportation Efficiency Act of 1991.

**Touring Bicycle** – Road bicycle.

**Trail** – Corridor, on land or in water, with public access for recreation or transportation, and is protected from development.



## Section O: Glossary

---

**Urban Area** – A city or town having a population of 2500 or more persons.

**Urbanized Area** – A central city and surrounding settled area as defined by the Bureau of the Census in 1980.

**USDA** – United States Department of Agriculture.

**User Preference** – The voluntary choice of an activity, area, or experience to fulfill a recreation desire or need.

**User Satisfaction** – The fulfillment of a recreation desire and preference normally conditioned by the user's background, activities available, facilities, and design or management.

**Visit** – The entry of one person into a recreation area or site to carry on one or more recreation activities.

**Visitation** – The total number of persons entering and using a recreation area over a specified period of time.

**Visitor** – One who enters a recreation area for enjoyment of the opportunities provided.

**Visitor-Day** – Twelve visitor hours, which may be aggregated continuously, intermittently, or simultaneously by one or more persons.

**Visitor-Hour** – The presence of one or more persons on lands or waters, generally recognized as providing outdoor recreation for continuous, intermittent, or simultaneous periods of time aggregating 60 minutes.

**WRHCF** – Wabash River Heritage Corridor Fund: matching assistance program which provides up to 75 percent of the cost for the acquisition and/or development of outdoor recreation sites along the Wabash River or its viewshed.