

Town of Munster
Department of Parks and Recreation
Board Report December 15, 2020

DIRECTOR/ADMINISTRATION

Worked with the Civic Foundation and Lakeshore Landscaping to order and schedule installation of the holiday lights for the Holiday lighting for in front of Town Hall.

Coordinating the potential donation of a Lansing bi-plane public art project that may be available as part of the Lansing Country Club purchase. It would be a nice tie to the idea of memorializing the one green at the NE corner of the property that could possibly be a trailhead for the Pennsy Trail.

Trail guidelines signs were received and will be installed as time permits via parks maintenance staff on the Pennsy, Monon, Schoon Ditch/Fisher/Elliott trail and along some busier park pathways.

Communication with IDNR about a water well to pump water into Clayhole Lake; this can be done. Reached out to Sheehy Well to get a quote about doing this work which will help keep the water level at a acceptable level.

Spent a significant amount of time trying to secure a new certificate of origin for a 2010 Chevy Colorado that was going to be traded in. The vehicle was never registered with the BMV so a title was never issued. The dealer cannot accept it as a trade without a title. The vehicle is being bought back for the trade in price.

Had conversation with SEH about looking at the park encroachment along the Pennsy Trail southeast of Centennial Park. The drainage of that area will be inspected.

Asked the Community Development office to look into permits pulled from certain addresses to see if the Town permitted any structures or fences for the encroaching from certain neighbors on Somerset.

The most recent restrictions from the Governor's office have heavily impacted the banquets at Centennial Park. Indigo Golf is seeking additional financial support from the Town to continue operations. The intent is to pay this from the 2020 budget to limit the impact on the 2021 budget.

A depth mapping of the Centennial's Maynard Lake was done on 12/3. This will help determine the ecosystem of the pond to direct future fish stocking should it be decided to continue to promote fishing the lake as a recreational activity. A fish count may be done in the springtime when the water warms up which gives the most accurate count.

Site Services updated the accessible parking spaces at Grove, Beech, Community, Bluebird, White Oak, Cobblestones, Centennial, West Lakes and Frank Hammond parks. This brings them

up to code with appropriate colored lines, signage and markings. Stewart Park was purposely omitted as the entire lot needs pavement patching, followed by resealing and restriping which is planned for 2021.

Completed staff evaluations for department employees and send copies to the Town Manager.

Coversation with SEH for thoughts on the continual wear adjacent to the new stairs at Centennial Park.

Reached out to Schererville about a joint bike ride mainly using the Pennsy trail. Ideas are being brainstormed to see if this could happen. A "pit stop" would be needed mid-way to allow a turn around point. Initial thought is to start at Community Park and have Rohrman Park in Schererville as the "pit-stop".

Met with Park and Centennial staff about remodeling the View area of the clubhouse. Some ideas would require a decent amount of remodeling. A plan will be put together and presented to the Park Board soon. The current "slow time" will be an opportune time to complete the work.

RECREATION

Elf on the Shelf, Chip joined our department this month. He has been up to silly antics for the public to see on Social Media.

Canes & Cocoa had 52 enrolled. 4 High School volunteers helped run the flashlight hunt and Hot Cocoa area.

The Holiday Boutique went virtual. Most vendors seemed to do well. Overall, it was well-received.

Holiday House Decorating Contest will take place this week. 8 houses are placed on the viewing list. Winner will be announced on Social Media.

Youth programs: Home Alone (5), Wado-Ki (8), Craft in a box – December (5).

On December 22, MPR will be partnering with local Girl Scout Troops to offer a socially distanced Santa event at Munster Town Hall from 1-3pm. The Girl Scout Troops will offer a goodie bag to each child and will be caroling.

Upcoming Events

Socially Distanced Santa Visit
Virtual Part-Time Job Fair

FINANCIAL SUMMARY OF COMPLETED PROGRAMS

PROGRAM	R	NR	REVENUE	EXPENSE	VARIANCE
Canes & Cocoa	34	18	\$ 255.00	\$ 82.50	\$ 172.50
Craft in a Box – December	4	1	\$ 120.00	\$ 20.00	\$ 100.00
Holiday Boutique Goes Virtual	7	25	\$ 640.00	\$ 250.00	\$ 390.00
Letters from Santa	37	5	\$ 235.00	\$ 30.00	\$ 205.00
Babysitting Lessons and Safety Training	4	0	\$ 220.00	\$ 125.00	\$ 95.00
TOTAL:	86	49	\$ 1,470.00	\$ 507.50	\$ 962.50

PARK MAINTENANCE

Leaf mulching continues in all the parks; working on practice ballfields, cleaning out weeds and dragging infields.

The social Center got a thorough cleaning since programs and rentals were cancelled.

Three trees and stumps at Community Park were removed, and 3 at Heritage Park. A 10 year old rotted root bridge was damaged during the tree removal. The bridge was removed and Maintenance staff will remove the bridge and determine if repairable.

Spread the woodchips from the tree removal on the trails in Heritage Park. this will continue as the tree service delivers more.

Chipped up storm damaged trees at Manor and Redbud Parks. Removed a dead oak tree at Bluebird park.

Took down a tree that was on the property line with St. Paul and Heritage Woods.

One of the skate park ramps was repaired and resurfaced. More skate light was ordered and resurfacing will continue as weather permits.

The mounting holes on all the new signs for the bike paths had to be drilled out larger to match the holes in the existing poles. Installation hardware is on order.

Removed the Midwest Wings soccer goals off the fields at Beech Park.

All Z-Trak mowers were cleaned and put away for the season.

The Community Park playground retaining wall block was replaced with timbers and drainage was added.

CENTENNIAL PARK

Maintenance

Raked and tamped the crushed stone on the stairs.

Trimmed lower branches on three memorial trees and installed the plaques.

Replaced 2 eight foot fluorescent light fixtures with LED fixtures in the golf shanty. These were missed by AOM in the original install.

Prepared for Christmas decorating. Loaded the trailer with large pole decorations, etc. in preparation for use of the Public Works bucket truck.

Serviced the Kubota.

Replaced several broken climbing rocks on the playground.

Cleaned up the roundabout after a semi-truck drove through dragging the large limestone and some river rock into the roadway. The valve box was run over and PVC irrigation lines were also damaged.

Another large pine tree near the dog park blew over and was cut up and removed.

Approximately 30 damaged sprinkler heads were flagged during the irrigation winterization. They were dug up and replaced.

Sales/Banquets

There were 8 appointments in the sales office the first week of December. An engagement party was booked for March of 2021, a wedding for August, 2021 and an anniversary party for October 2021.

28 leads were received; 11 by call/walk in and 18 via Salesforce.

Two of the largest events scheduled in December cancelled; 3 postponed.

Golf

76 rounds of golf were played the first week of December.

Through November 30, green fees up 54% over 2019.

Course Maintenance

Staff is doing preventative maintenance of equipment; oil changes, sharpening reels for the mowers.

Tree trimming throughout the course where needed.

Repairing clogged drains.

The Maintenance Superintendent is preparing a DNR report showing how much water from the lakes is used to irrigate the course.