

# 2025 ANNUAL REPORT



**PREPARED BY :**

Mindi Ray, Superintendent of Parks and Recreation



# MISSION

**“The Cedar Lake Parks and Recreation Department provides recreational opportunities for residents of all ages in the Town of Cedar Lake, with emphasis on safety, affordability and fun.”**





# JANUARY 2025

## 5-YEAR MASTER PLANNING

Draft Notes Received from Indiana Department of Natural Resources



### PROGRAMS & EVENTS

- Senior Fitness Program
- Senior Gatherings
- Spring Soccer Season Planning



### 2025 PARK BOARD MEMBERS

Paul Rodriguez, President  
David Jostes, Vice President  
Greg Marquardt, Member  
Gayle Brannon, Member



### COMMUNITY OUTREACH

- Seeking Park Foundation Members
- Seeking Community Garden Volunteers
- Seeking Spring Soccer Coaches



### MAINTENANCE

- Installed Snow Markers for Park Plowing Properties
- Completed Monthly Visual Playground Inspections
- Performed Preventative Maintenance on Trucks and Equipment
- Organized the Park Shop and Park Garage





# FEBRUARY 2025

## 5-YEAR MASTER PLANNING

Advertisement of Public Meeting for March



### COMMUNITY OUTREACH

- Cedar Lake Chamber of Commerce
- Seeking Park Foundation Members
- Seeking Community Garden Volunteers
- Seeking Easter Event Donations



### MAINTENANCE

- Parks Department Assigned Flag Duties at Town Hall, the Chamber of Commerce, and Potawatomi Lookout
- Weekly Maintenance of Park Spaces and Buildings Continues
- Preventative Maintenance Programs Established for Park Equipment
- Picnic Table Repairs and Renovations
- Monthly Playground Visual Inspections Completed
- Assigned Plowing of the New Public Safety Building



### PROGRAMS & EVENTS

- Senior Exercise
- Senior Gatherings
- Spring Soccer Registration
- Summer Program Planning
- Red Cross Blood Drive
- Purdue Extension Permaculture Class
- Agents of Discovery Program Approved
- STEM Class



### ACCOMPLISHMENTS

- Mindi Ray Completed Her Endorsement as a Certified Park and Recreation Professional
- Park Board Created Sub-Committees: Program/Events and Infrastructure/Projects
  - Program/Events: Paul Rodriguez and Greg Marquardt
  - Infrastructure/Projects: Gayle Brannon and David Jostes



# MARCH 2025

## 5-YEAR MASTER PLANNING

Final Edits Prepared for 5-Year Master Plan Submission



### PROGRAMS & EVENTS

- Senior Fitness
- Senior Gatherings
- Addition of Senior Bingo Event
- Spring Soccer League Final Preparations
- Art Classes
- Participated in Hanover School Corporation's Penguin Plop
- Conducted Soccer Coach and Referee Training
- Movies in the Park Planning Began
- Parks at the Farmers Market Planning



### MAINTENANCE

- Kiwanis Park Patio Repair
- New Dog Park Drinking Fountain Installed
- Hanover Park Shelter Improvements
- Monthly Playground Visual Inspections Completed
- Preparation of Community Garden Installation
- Planning for Additional Park Welcome Signage Locations

### ACCOMPLISHMENTS



- Cedar Crest Park Slide Modification and Surfacing Expansion Completed
- Community Garden Volunteer First Meeting Conducted
- Confirmed Agreement to Host Next Generation Soccer Camp in June
- Co-Hosted Park Foundation's First Community Call-Out Event



# APRIL 2025

## 5-YEAR MASTER PLANNING

Final Plan Submitted April 14, 2025



### PROGRAMS & EVENTS

- Hosted Community Easter Egg Hunt
- Earth Day Awareness and Giveaway
- Senior Fitness
- Senior Gatherings
- Senior Bingo
- Spring Soccer Season Began
- Art Classes
- Planning of Summer and Fall Programs
- Call-Out Meeting of Teen Advisory Group



### MAINTENANCE

- Attended IPRA Maintenance Expo
- Monthly Playground Visual Inspections
- Drainage Improvements at Kiwanis, Hanover, and Woods of Cedar Creek
- Spring Clean-Up of Park Spaces
- Weekly Care of Soccer Fields, Park Facilities, and Park Spaces



### ACCOMPLISHMENTS

- Lion's Den Shelter Remodel with New Metal Roof, Electric, and Wrapped Columns
- Construction of the Replacement Gazebo on Town Grounds Began this Month



# MAY 2025



## PROGRAMS & EVENTS

- Spring Soccer Continues
- Senior Fitness
- Senior Gatherings
- Senior Bingo
- Art Classes
- Movies in the Park Schedule and Sponsors Announced
- Hosted Red Cross Blood Drive
- Fall Festival Planning Began
- Bus Trip for August Proposed



## MAINTENANCE

- Storm Clean-Up
- Installed Lion's Club Recognition Plaque at Lion's Den
- Weekly Maintenance of Park Spaces and Facilities
- Town Grounds Prepared for Rental Season and Farmers Market
- Picnic Tables Placed in Park Spaces
- Community Garden and Sidewalk Expansion to Pool House Completed
- Project Punch Lists Created for Old and New Gazebo Sites on Town Grounds



## ACCOMPLISHMENTS

- Cedar Lake Lion's Club Donated \$2,500 and Plaque Toward Lion's Den Remodel
- Community Garden Planted by Volunteers
- Seasonal Flowers Planted at Park Office



# JUNE 2025

## 5-YEAR MASTER PLANNING

Adoption of 5-Year Master Plan by Park Board



### PROGRAMS & EVENTS

- Senior Fitness, Gatherings, and Bingo
- Movies in the Park Series
- Lakeside Artist Guild Summer Concert Series
- Advertising Fall Soccer Registration
- Planning Fall Programs and Events
- Park Programs at Farmers Market
- Yoga at the Lake Classes Began
- Hosted Next Generation Soccer Camp



### MAINTENANCE

- Mowing Duties Continue
- Preparation of Town Grounds for Summerfest
- Town Grounds Sidewalks Prepared for Re-Surfacing
- On-Call Extended to Spring, Summer, and Fall for One Crew Member
- Park Spaces and Facilities Maintained and Improved



### ACCOMPLISHMENTS

- Polk Street Parcel Purchased to Create Access to Potawatomi Park
- Kiwanis Shelter Installation Completed
- Meyer Manor Basketball Court Renovations Completed & Opened
- Fence Extension Completed at Park of the Red Cedars
- Agents of Discovery App Launched This Month
- Park Board Member Gayle Brannon appointed as Park Foundation Liaison





# JULY 2025



## PROGRAMS & EVENTS

- Senior Fitness, Gatherings, and Bingo
- Movies in the Park Series
- Participated in 4th of July Parade
- Lakeside Artist Guild Summer Concerts
- Advertising Fall Soccer Registration
- Park Programs at Farmers Market
- Yoga at the Lake Classes
- Fall Soccer Season Preparation Continues
- Fall Program and Event Planning Continue



## MAINTENANCE

- Sidewalk Poured at Old Gazebo Site on Town Grounds
- Landscaping Established at Old and New Gazebo Sites
- Sidewalk Adhesive Placed on Town Grounds
- Established Second Kindness Rock Garden at Kiwanis Park
- Dirt Work at Gazebo and Shelter Construction Locations
- Cleared Overgrown Vegetation at Polk Parcel
- Daily Maintenance of Park Spaces and Facilities



## ACCOMPLISHMENTS

- Completion of Old and New Gazebo Sites on Town Grounds
- Kiwanis Shelter and Site Prepared for Opening
- Soccer Fields Re-Established for Fall Season
- Agents of Discovery First Mission Launched



# AUGUST 2025



## PROGRAMS & EVENTS

- First Annual Senior Picnic
- Fall Soccer Practices Begin
- Senior Fitness, Gatherings, and Bingo
- Shishewana Bus Trip
- Park Programs at Farmers Market
- Assisted with Staff Appreciation Picnic
- Lakeside Artist Guild Concerts
- Participated in Lake County Health Department's Health Fair
- Identified National Night Out Event Collaboration for the Town



## MAINTENANCE

- Weekly Care of Soccer Fields
- Tree Work at Potawatomi Park
- Lynnsway Park Pet Station Installed
- Fall Tree Planting Planning
- Welcome Sign Locates Begin
- Watering of Newly Established Landscape and Green Spaces Continues
- Weekly Maintenance Duties Continue
- Meyer Manor Memorial Bench Site Preparation



## ACCOMPLISHMENTS

- Bartlett Wahlberg Shelter Completed
- First Annual Senior Picnic at Lion's Den Shelter
- Sealcoating and Striping of Bartlett Wahlberg Parking Lot
- First Bus Trip for the Department to Shishewana
- End-of-Year and Future Projects Actively Being Quoted



## STAFFING & TRAINING

- Conducted Soccer Coach and Referee Training
- Two Crew Workers CPR and AED Certified





# SEPTEMBER 2025



## PROGRAMS & EVENTS

- Bands, Brews, and Bugaboos 21+ Over Event
- Senior Fitness, Gatherings, and Bingo
- Participated in Lake County Parks “Party in the Park”
- Fall Soccer Games Begin
- Participated in Hanover High / Cedar Lake Parks Soccer Recognition Event
- Park Programs at Farmers Market
- Preparations for Trunk or Treat Event
- Winter Event Preparations Begin
- Partnership Discussions with Fitness Premier Gym Begin



## MAINTENANCE

- Weekly Maintenance of Park Spaces and Buildings Continues
- Repairs Made to Green Space at Robins Nest Park
- Improved Entrance at Bartlett Wahlberg Park with Pavers
- Repaired Damage at Krystal Oaks Park
- Power Washed Boardwalk at Town Grounds
- Overseeded Bartlett Wahlberg Park
- Replaced defective dog park agility equipment (peeling issue)



## ACCOMPLISHMENTS

- Message Board Installed at Barlett Wahlberg Park
- Encumbrances and Projects Prepared for Park Board Review
- Park Impact Fee Study Selection
- The Community Garden Project was Successful and Enjoyed by Many



# OCTOBER 2025



## PROGRAMS & EVENTS

- Senior Fitness, Gatherings, and Bingo
- Fall Soccer Concludes
- Trunk or Treat Event
- Art Classes
- Agents of Discovery 2nd Mission Launched
- Co-Hosted Farmers Market Dog Costume Contest
- Winter Events Preparation



## MAINTENANCE

- Weekly Care of Soccer Fields
- Memorial Bench Installation at Meyer Manor Park
- Graded and Overseeded Potawatomi Park
- Winterized Drinking Fountain at Kiwanis Dog Park
- Tree Work and Trimming in Park Spaces
- Winterization of Park Spaces



## STAFFING & TRAINING

- Two Team Members CPR & AED Re-Certified
- Shared Ethics Summit



## ACCOMPLISHMENTS

- Park Board Recommends Participation in Tree City USA Program to Town Council
- Memorial Bench at Meyer Manor Installed
- End-of-Year Meeting and Garden Clean-Out with Community Garden Volunteers
- Installed Remainder of Park Welcome Signs





# NOVEMBER 2025



## PROGRAMS & EVENTS

- Senior Fitness, Gatherings, and Bingo
- Decorated Park Vehicles and Participated in Chamber of Commerce Parade of Lights
- Red Cross Blood Drive
- Next Quarter Program Planning
- Preparation for Spring Soccer Season
- Decorated Trees for Holidays



## MAINTENANCE

- Began Leaf Clean-Up
- Installed Christmas Lights at Town Hall
- Decorated Town Holiday Trees
- Weekly Maintenance of Park Spaces and Buildings Continues
- Decorated Clubhouse for Holidays
- Snow Removal Began This Month



## STAFFING & TRAINING

- Indiana Parks and Recreation Annual Conference Attended by Recreation Coordinator, Park Superintendent, Maintenance Foreman, and Park Board Member Gayle Brannon



## ACCOMPLISHMENTS

- Fall Tree Planting Completed Adding 23 New Trees to the Park System
- End-of-Year Purchasing and 2026 Project Planning



# DECEMBER 2025



## PROGRAMS & EVENTS

- Senior Christmas Musical
- Visit with Santa Event
- Senior Bingo
- Senior Fitness
- 2026 Programs and Event Planning



## MAINTENANCE

- Began Leaf Clean-Up
- Installed Christmas Lights at Town Hall
- Weekly Maintenance of Park Spaces and Buildings Continues
- Snow Removal Continues
- Preventative Maintenance of Equipment Continues
- Constructed New Barricades
- Began Planning Safety Training for 2026



## ANNUAL REVENUE

CLUBHOUSE RENTALS	\$18,337.50
SHELTER RENTALS	\$1,175.00
SOCCER LEAGUE FEES	\$16,500.00
EXERCISE CLASS FEES	\$767.00
CRAFTS AND WORKSHOPS	\$769.00
BUS TRIPS	\$1,530.00
DOG PARK MEMBERSHIPS	\$3,355.00
DONATIONS & SPONSORSHIPS	\$11,835.61
IN-KIND DONATIONS <i>ESTIMATED VALUE</i>	<i>\$1,511.00</i>





## 2025 CEDAR LAKE PARK BOARD MEMBERS

PAUL RODRIQUEZ, PRESIDENT  
DAVID JOSTES, VICE-PRESIDENT  
GREG MARQUARDT  
GAYLE BRANNON

## 2025 CEDAR LAKE PARK DEPARTMENT TEAM

MINDI RAY-SUPERINTENDENT  
GREG WIESEMANN- RECREATION COORDINATOR  
SHARON D'APICE-ADMINISTRATIVE ASSISTANT  
JOSH BANHART-MAINTENANCE FOREMAN  
CHRIS TITUS-CREW WORKER  
JACKIE BEHN-CREW WORKER  
JERRY PORTER-CREW WORKER  
BILL WESTERHOFF-CREW WORKER  
JOVAN DUBROJA- CREW WORKER

### CONTACT US :



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7408 Constitution Ave. Cedar Lake, IN 46303



Monday-Friday 8am-4:30pm

Closed 12pm-1pm for Lunch

# 2025 IMPROVEMENTS





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