

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.”



CLUBHOUSE RENTALS
9 THIS MONTH



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



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



COMMUNITY OUTREACH

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

CLUBHOUSE RENTALS
10 THIS MONTH



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



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



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



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

CLUBHOUSE RENTALS
9 THIS MONTH



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

CLUBHOUSE RENTALS
11 THIS MONTH



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
- Shipshewana 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 Shipshewana
- 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 Bartlett 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

CLUBHOUSE RENTALS
13 THIS MONTH



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

CLUBHOUSE RENTALS
17 THIS MONTH



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 ESTIMATED VALUE	\$1,511.00



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

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7408 Constitution Ave. Cedar Lake, IN 46303



Monday-Friday 8am-4:30pm

Closed 12pm-1pm for Lunch

2025

IMPROVEMENTS



2025 IMPROVEMENTS

