To:	Board of Parks and Recreation
From:	Mark Heintz – Director of Parks and Recreation
Date:	July 20, 2021
Re:	tennis court request letter

Following is a request letter from Bishop Noll Institute seeking permission to use the tennis courts at Grove Park this fall for their boys tennis program. They are seeking to use the courts on Mondays-Thursdays from 3:30-5:30pm starting August 2nd through October 15th. The request also asks that you consider waiving fees or at least reducing the cost. The school did supply us with a certificate of insurance for the spring season naming the Town of Munster as additional insured which will have to be updated for the fall dates pending your approval.

Earlier this year, you approved their use of this facility and waived the fees for them for their spring girls tennis program. We had zero complaints from the use of the facility this past spring from staff or the public. Such a tennis program really doesn't add a lot of additional work for our maintenance staff and I think it is appropriate to be good neighbors for a school.

Recommendation:
Approve the use of the Grove Park tennis courts by Bishop Noll for their boys fall tennis program based upon their requested dates and times and to also waive any fees pending receipt of an updated certificate of insurance.