



VALPARAISO/CENTER TOWNSHIP BOARD OF PARKS & RECREATION
Regular Meeting Minutes
July 29, 2025

The regular meeting of the Valparaiso Park/Center Township Board was called to order at 6:00 p.m. on Tuesday, July 29, 2025, at the Forest Park Golf Course Welter Room. President Tim Warner presided.

Members present: Tim Warner, Kevin Cornett, Mark Hardwick, Martin Sonnenberg, and Kay Magnetti. Don Clark was absent. Also present were Park Director Kevin Nuppau, Assistant Director Tristan Leonhard, Recreation Superintendent Madison Bell, Event & Venue Director Dan McGuire, Event & Venue Coordinator Bo Thorgren, Administrative Assistant Tracy Betustak, Councilwoman Diana Reed, and Matt Welter.

MINUTES:

Motion: Martin Sonnenberg made a motion to approve June 24, 2025, regular meeting minutes as presented. Mark Hardwick seconded the motion. A voice vote was taken and unanimously carried.

PUBLIC COMMENT:

None.

COMMUNICATIONS:

Banta Center Proposal Opening – Kevin Nuppau explained that Public Bid went live on June 3rd. Bids were due July 25th. We received one bid which we will open today. Tim Warner opened the proposal. Kevin Nuppau read the proposal from Matt Welter of Banta Building LLC.

Purchase price offer: \$655,000.00

Proposal is for a multi-family housing project using the existing building.

Matt Welter presented the proposed plan. Kevin then explained that next steps are for the review committee to look it over and give a recommendation on accepting the proposal. Then it will come before the board at the August meeting for a decision.

2024 Annual Report – Kevin Nuppau presented the 2024 Annual Report. It is also live on our website.

Valpo Parks Update - Kevin Nuppau congratulated Matt Slack on becoming a Certified Playground Safety Inspector. We now have two certified employees on staff.

Friday is the Day of Caring. We have a handful of projects in which local organizations are going to participate, including mulching and painting in various parks.

The concrete pads for the cornhole boards in Will Park have been poured.

An update was given on the courts at Tower Park. A formal announcement is forthcoming.

We have 3 reservations at the PicklePlex so far.

Kevin displayed jars of honey that were taken from the extraction and relocation of honeybees in the side of the outbuilding at 1158 Harrison. The bees have found a new home at 3210 N. Campbell Street.

Valpo Parks Foundation Update - Kevin Cornett – The gross revenue from the Lip Sync Battle in the Park is \$25,000, with a net profit of \$16,000. The proceeds go toward Fee Assistance. The Creekside Classic was two weeks ago. The weather was perfect, everything went smoothly, and it was a real team effort. The gross revenue was \$28,900, with a net profit of \$19,000. Next up is Friends & Legends on October 2nd. Save the date.

FINANCIALS:

Tristan Leonhard reported that the General Fund Balance as of June 30, 2025, is \$1,876,921. The NRO Balance is \$449,941. The total balance of the two funds is \$2,326,862. Looking at our overall General Fund Appropriation amounts over the year, everything is fairly standard to date. Our largest chunks have obviously been in salaries and wages in part-time staff as we've taken on Memorial Opera House this year, but everything else is rather static.

Looking at the Fund Report for June, just a couple of notes. We did receive the funds for the Joint Park, Center Township as noted in the last meeting. We also received our tax check from the city, as noted last meeting. Lastly, the Park Impact Fees, we paid out a small portion for that study that was approved at City Council 2 weeks ago and that will go into effect January 1, 2026.

NRO Dashboard: Madison Bell explained the difference in how we refund coach fees and how it is hitting the NRO.

Martin asked if we could provide a YTD column on the NRO Report going forward.

Motion: Mark Hardwick made a motion to approve the financials as presented. Kevin Cornett seconded the motion. A voice vote was taken and unanimously carried.

CLAIMS: Tim Warner advised that claims documents were provided to members in advance of tonight's meeting. There were no questions.

Motion: Martin Sonnenberg made a motion to approve all presented monthly claims subject to appropriations balances. Mark Hardwick seconded the motion. A voice vote was taken and unanimously carried.

DIVISION REPORT:

The Division Report was provided to the Members in advance of tonight's meeting for their review. There were no questions. Dan McGuire gave an update on Take a Kid Fishing event. There were over 100 participants. The Ice Fishing Derby funds this event.

BOARD ACTION:

Golf Simulators – Tristan Leonhard explained the situation with the old simulators and the many issues we've had with them at Creekside Golf. We are presenting a proposal from Trackman for new simulators. Tristan gave an overview of all that Trackman offers with their simulators. Their proposal is \$86,000. We got a little creative with the funds for this project. When we return the old carts to Club Car from Forest Park, instead of taking the value of those carts and rolling it into the new lease, we will trade in the old carts and Club Car will cut us a check for \$100,000.00. Our goal is to take that check and put it directly toward the simulators. So the impact to this year's budget is zero.

Motion: Martin Sonnenberg made a motion to approve the Trackman proposal. Mark Hardwick seconded the motion. A voice vote was taken and unanimously carried.

Golf Add to Appropriation – Tristan Leonhard – We ask approval to add \$100,000 to the Golf NRO. This covers a 15% contingency over the Trackman proposal in case of any extra project costs.

Motion: Mark Hardwick made a motion to approve the appropriation. Kay Magnetti seconded the motion. A voice vote was taken and unanimously carried.

Food Waste Compost Site Lease Agreement – Tristan Leonhard explained that we allowed the Porter County Recycling and Waste Reduction District to accept collections at the Banta Center parking lot after the Market closed last year. We'd like to formalize it to once again let them use the Banta Center during the time the Market is closed. This MOU is for the Banta location for \$1 for the year.

Motion: Kay Magnetti made a motion to approve the MOU. Mark Hardwick seconded the motion. A voice vote was taken and unanimously carried.

Porter County Health Department MOU for AED's – Dan McGuire – We were approached by the Porter County Health Department. They received AED's through a grant and they would like to install them in high traffic areas throughout the county. Their goal is to have Porter County classified as a Heart Safe County. We will receive 2 AED's and are considering putting them in Central Park Plaza and Fairgrounds Park. We will be receiving more AED's later this summer. The MOU covers maintenance and usage of the units.

Motion: Mark Hardwick made a motion to approve the MOU. Martin Sonnenberg seconded the motion. A voice vote was taken and unanimously carried.

OPEN TOPICS:

Golf Irrigation Project Update – Tristan Leonhard gave an update. Next Tuesday we are going out to bid for the pump house. At the next Park Board meeting, August 26, we'll open those bids. Then award it hopefully at the September 12 Board of Works.

rePLAY Project Update – Kevin Nuppnaul gave an update on current park projects.

- PicklePlex – July 14th was the ribbon cutting. Things are going well at the courts.
- Butterfield Family Pavilion – A back patio has been installed by Lakeshore Landscaping. We are going to update the fans next.
- Foundation Meadows – The park received a new walkway connecting the administration building to the garden, bathroom, out to the park and to the front sidewalk.
- Rogers Lakewood Park – New concrete pathways will be getting added. The asphalt walkways are all getting resurfaced.
- Tower Park – There is a lot of construction going on and we are still on target to complete in September.
- Kirchhoff Park – Work has begun here. Once we have the final permit approved, Gough Construction can then mobilize and remove the existing structures. We expect completion in December. Next year, during spring break they will renovate the road.

Valpo REC Update – RFP's are made public. We have had two site visits of the property for any design/build firms interested. We've had a total of almost 100 visitors. The proposals are due August 22. It will be awarded September 12 at Board of Works. The goal is to move in by Fall of 2027.

Councilwoman Reed mentioned she has received complaints from residents that grass seed being put down around concrete sidewalks in the city being repaired/replaced, is not grass seed. They are weeds. Kay Magnetti said even some of the ADA sidewalks are experiencing this problem. Kevin said he would get the word to the proper people at city hall.

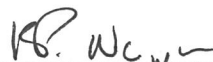
ADJOURNMENT:

There being no further business, the July 29, 2025, Park Board meeting adjourned at 7:15 p.m.



Tim Warner, President

ATTEST:



Kevin Nuppnaul, Director