



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

The regular meeting of the Valparaiso Park/Center Township Board was called to order at 6:00 p.m. on Tuesday, April 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 Nuppnau, Assistant Director Tristan Leonhard, Director of Events & Venues Dan McGuire, Recreation Superintendent Madison Bell, Administrative Assistant Tracy Betustak, and Paul Reed.

**MINUTES:**

Motion: Mark Hardwick made a motion to approve March 18, 2025, regular meeting minutes as presented. Martin Sonnenberg seconded the motion. A voice vote was taken and unanimously carried.

**PUBLIC COMMENT:**

Councilwoman Barbara Domer addressed the board with concern about the loss of so many trees due to the March 30<sup>th</sup> storm. She recommended that for a set time, residents replacing trees lost during that specific storm, could get reimbursed through the Tree Fund \$100, limited to \$100 per household. She further stated that the RDC is open to offering more to the fund if the need arises. The board agreed to vote on it during Board Action.

**COMMUNICATIONS:**

**Valpo Parks Foundation Update** - Kevin Cornett – Party in the Park is coming up June 6<sup>th</sup> and it is a Lip Sync Battle. Kevin urged everyone to get their tickets and vote.

The Creekside Classic is July 17<sup>th</sup> and there will be burgers and dogs on the grill.

**Valpo Parks Update** - Kevin Nuppnau explained that each person was given a fancy golf pin. They are from Coach Lichtenberger, the VHS golf coach and Parks golf employee. He wanted to say thank you for all the support of golf. The board asked Kevin to thank coach for them.

Matt Zurbruggen and Emily Reyna from Valpo Utilities will be presenting in the near future on work management software which will be used throughout all city departments.

Matt Slack is going to a playground safety inspector course in Noblesville. We will then have two certified instructors on staff. We are working hard internally on improving our safety training. We will be collaborating with utilities and public works through their safety committee that meets monthly.

Lastly, we are growing the Report A Concern Program on the city website. We are posting a QR code throughout our parks that can be scanned and parkgoers can report vandalism, safety hazards, litter, etc.

**Senior Programming Presentation** – Kevin Nuppnau gave a presentation on Banta and Senior Programming.

**FINANCIALS:**

Tristan Leonhard reported that the General Fund Balance as of March 31, 2025, is \$388,072. The NRO Balance is \$866,727. The total balance of the two funds is \$1,254,800. In the Fund Report you'll see the first of the NRO transfers. We also had a Joint Park transfer in March as we had sustainability work. Looking at the appropriations for the department General Fund you can see it was a fairly standard month. As we start to go through the year you'll start to see some themes. As we took over Memorial

Opera House you can see that Salaries has increased slightly. Year over year our department spent budget is slightly lower.

Tristan noted that next month we'll more than likely have a request for additional appropriation for Memorial Opera House. We had a lot of expenses just to get that operation up and running in January that weren't budgeted for the overall year.

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. Kevin Cornett 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. Madison Bell shared that a mom of a Discovery Cottage student held a book fair outside the cottage. She donated 50% of the proceeds back to the Discovery Cottage to buy new books. Each class is going to get over \$300 in book credit.

### **BOARD ACTION:**

**NRO Transfer** – Tristan Leonhard – We are asking for an NRO transfer of \$400,000 to the General Fund. This is the last of 3 requests.

Motion: Mark Hardwick made a motion to approve the \$400,000 NRO transfer to the General Fund. Kevin Cornett seconded the motion. A voice vote was taken and unanimously carried.

**Creekside Bond Debt Reserve Transfer** – Tristan Leonhard – Twice a year we ask the board to approve a transfer from our Debt Reserve to our Debt Service in order to pay our bond. We are looking for a transfer of \$105,000 to make our first payment.

Motion: Martin Sonnenberg made a motion to approve the transfer of \$105,000. Mark Hardwick seconded the motion. A voice vote was taken and unanimously carried.

Tristan explained that we may be paying off that Bond by next April 2026, which would be about 6 years early.

**Central Park Plaza Noise Policy** – Kevin Nuppau stated that the proposed policy was emailed in advance of tonight's meeting. The policy puts guidelines in place for the renter, with allowable decibels and duration of sound. It also explains the process of violations of said policy.

Motion: Mark Hardwick made a motion to accept the CPP Noise Policy. Kevin Cornett seconded the motion. A voice vote was taken and unanimously carried.

**Tree Fund-** Kevin Nuppau summarized Councilwoman Domer's request. If a resident replaces a tree damaged in the March 31, 2025 storm and qualifies for reimbursement through the Tree Fund, they shall receive up to \$100 reimbursement. Requests will be considered until April 30, 2026. One reimbursement per household will be permitted.

Motion: Mark Hardwick made a motion to approve the reimbursement modification as it relates to the March 31, 2025, storm only. Kay Magnetti seconded the motion. A voice vote was taken and unanimously carried.

### **OPEN TOPICS:**

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

- Foundation Meadows – Playground removal underway. We hope to have the new one ready by early June.
- Fairgrounds Park – Significant updates completed on the fields.
- ValPlayso – Pickleball courts are underway.
- Tower Park – We are out for bid on this project. May 13<sup>th</sup> the bids will be opened.

- Kirchhoff Park – We are finalizing the full layout. That should go out to bid, early June.
- Ogden Gardens – A new walkway is completed from Campbell Street to the wedding walk. We are making improvements to the parking lot, the gazebo is painted and benches were updated.
- Rogers Lakewood – The ADA kayak launch has been installed. We are getting a lightning detection unit at the park.

**Golf Irrigation Project** – Tristan Leonhard stated that this project is out for bid. Bids will be opened at the May 13 Special Park Board meeting. We will have a separate bid for the pump house project.

**Bender Golf Teehouse** – We are currently waiting on an updated bid for the demolition of the old facility. Once that is down, we'll put the signage and awnings up on the new one. Within the next 2 weeks we'll have the far east wall finished. We'll also have a bid back later this week for the new concrete walkway which will then lead to the ADA path.

**ADJOURNMENT:**

There being no further business the April 29, 2025, Park Board meeting adjourned at 7:39 p.m.



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Tim Warner, President

ATTEST:



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Kevin Nuppnau, Director