



VALPARAISO/CENTER TOWNSHIP BOARD OF PARKS & RECREATION
Regular Meeting Minutes
December 16, 2025

The regular meeting of the Valparaiso Park/Center Township Board was called to order at 6:04 p.m. on Tuesday, December 16, 2025, at the Forest Park Golf Course Welter Room. President Tim Warner presided.

Members present: Tim Warner, Kevin Cornett, Mark Hardwick, Martin Sonnenberg, Don Clark and Kay Magnetti. Also present were Park Director Kevin Nuppau, Assistant Director Tristan Leonhard, Director of Events & Venues Dan McGuire, Recreation Superintendent Madison Bell, Venue Director Scot MacDonald, Maintenance & Facilities staff Jessica Kroenke, and Administrative Assistant Tracy Betustak. Also in attendance were Councilwoman Diana Reed and Paul Reed.

CALL TO ORDER:

The meeting was called to order. The Pledge of Allegiance was led by President Tim Warner.

MINUTES:

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

PUBLIC COMMENT:

None in advance. None present.

COMMUNICATIONS:

Valpo Parks Update - Kevin Nuppau gave the update. Items A and B under Board Action on the agenda will not be presented this evening. They should be ready by January's meeting. The Parks Tree Fund received donations through citizens' utility bills, and the Valpo Parks Foundation received donations through its website. We collected \$2,649 in total by the end of November. The RDC matched our received donations, two to one, so we will receive \$5,000 from the RDC. That goes into the Parks Department Tree Fund. Collectively, we've collected almost \$8,000 in money towards new trees. We distributed almost \$900 in tree reimbursements to the public. One of those was a tree replacement due to the storm that Councilwoman Domer wanted us to add to the reimbursements. Our team also uses that tree fund throughout the year, so we are thankful for that amount of money to be able to use year in and year out. 2025 was a good year and very festive. We've had a lot of fun and had a lot of changes. We want to thank the board for your contributions to the cause and thank you to the residents that we serve. We look forward to a great 2026.

Valpo Parks Foundation Update - Kevin Cornett – The 2026 budget is in progress and will be ready for the January meeting. Santa and Sirens was Sunday, December 7th at Butterfield Pavilion, a new location. This is the first year the Foundation has hosted the event. They collected about 350 gifts. Additionally, the Toys for Tots collection boxes at the Parks office, Banta Center and Memorial Opera House are continually filling up. Tomorrow is the last day to donate. Thank you all for your support and donations.

On December 4th the Valpo Parks Foundation held its holiday gathering at Parea, sponsored by CapTrust. It was a great opportunity for the members to get together.

Memorial Opera House Presentation – Scot MacDonald – Scot gave a presentation on the year in review for Memorial Opera House. Some items of note:

- Gross revenue increased by 19% from 2024 to 2025
- Bar sales increased 10%
- Rental revenue increased by 60%

FINANCIALS:

Tristan Leonhard – We have already received our tax draw. As of November 30, 2025, the General Fund balance sat at \$599,369, the NRO was \$437,501, for a total of \$1,036,870.

The General Fund Appropriations for November remained fairly static, from a year-over-year perspective. Overall, the allocation of the budget is pretty much the same.

Looking at the Fund Report, one thing to note is that the NRO disbursement for November looks really high. Just a reminder that last month we did have the \$400,000 transfer from the NRO to the General Fund. We also made our transfer from the Debt Reserve to the Debt Service.

The NRO Comparison report: Looking at the Central Park Plaza line, year-over-year, it looks like total revenue this year is much lower. As a reminder, we did take sponsorships off the NRO revenue lines. Also, this year, we moved the sports out from under Central Park Plaza and put them under Recreation. Another outlier is the Banta Center. We have larger expenditures this year. That was the Abonmarche agreement.

Motion: Martin Sonnenberg made a motion to approve the financials as presented. Mark Hardwick 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. Tristan shared that we are excited about some camp improvements that are being done, including 9 square. Martin Sonnenberg asked about the refunds from the Memorial Opera House and the policy. Dan McGuire explained that most of the refunds were from the show that was canceled due to the weather. Tristan explained that we’ve moved away from credit, as it can straddle different years.

Motion: Mark Hardwick 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. Martin Sonnenberg asked how skating is doing. Dan McGuire said skating is doing very well so far and only had to close one night due to the weather.

BOARD ACTION:

Slate and Appointments for 2026 – Kevin Nuppau read the slate aloud.

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| Kevin Cornett | Park Board President |
| Don Clark | Park Board Vice President |
| Tim Warner | Plan Commission |
| Kevin Cornett | Valpo Parks Foundation liaison |
| Martin Sonnenberg | Valpo Parks Foundation liaison |

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

Don Clark has been reappointed by Mayor Costas to serve on the Valpo Park Board.

Central Park Plaza Noise Policy Revision – Kevin shared an update to the Noise Policy.

Amendment 1 – increase the decibel level at Lincolnway from 90 to 95 decibels.

Amendment 2 – after an offense, after three years without a violation, your meter would reset.

Motion: Mark Hardwick made a motion to approve the two amendments to the noise policy. Don Clark seconded the motion. A voice vote was taken and unanimously carried.

Pricing Grid Updates – Tristan Leonhard asked for approval for pricing grid updates to five enrichment programs, one new sports tournament, and two of our rental/venue processes. A detailed list was provided to board members.

Motion: Martin Sonnenberg made a motion to approve the pricing grid updates. Don Clark seconded the motion. A voice vote was taken and unanimously carried.

End of Year Invoice Payments – Tristan Leonhard asked for approval to process a few invoices that are coming in after the board meeting, before the end of the year. Tristan provided a list of known invoices to the board. Martin asked what would be a fair buffer so we don't come in short. Tristan responded that a 10% variance would be fair.

Motion: Martin Sonnenberg made a motion to approve the subject to appropriation balances with a 10% threshold for actuals. Mark Hardwick seconded the motion. A voice vote was taken and unanimously carried.

OPEN TOPICS:

Cart Path Project – Tristan Leonhard explained the issues we are facing on the cart paths, specifically between holes 15 and 16, and 17 to 18. They still experience some washout from water runoff. So this fall, we engaged Site Services to take a look and give an estimate on what it would cost to pave those cart paths. We received a quote for \$50,352. We didn't have the funds available at that time. If we move it to spring, we can expect a 5% increase, but it could be fairly comparable. After a great year of golf, our Non-Reverting Capital account (NRC) has continued to grow. We can use this account for equipment or projects. The NRC should end the year with about \$85,000. So, we could use \$50,000 from that account and still have about \$30,000 leftover.

Parks Staff Update – Kevin Nuppnau shared updates: Maeve Crowley will move from Central Park Plaza to our Recreation Department as the special events director. She'll focus on active events such as the Color Fun Run, Night Ride, and Popcorn Panic races. Tyler Ingram will transition from Special Events to Central Park Plaza. Jackson Greene will be promoted to a venue director position and will oversee Rogers Lakewood, the Banta Center, Valpawraiso Dog Park, and run our day trips.

New Spring Special Events - Kevin Nuppnau – We will be taking over the Easter Egg Hunt from the Moms Club of Valparaiso. It has gotten too big for their organization to handle. The event will be at Central Park Plaza on March 14 under the pavilion. Details are still being worked out.

rePlay Project Update – Kevin Nuppnau – Kirchhoff Park is still in process. The playground is nearly complete. The restroom buildings are in, some concrete is in, and the ballfield is nearly completed. We are on pause until the snow melts.

Valpo REC Update – Kevin Nuppnau – We signed part one of the design-build contract with Tonn & Blank to begin the design process. So, this step one will be getting us through the schematic design, which is 30% of the overall design package. We've committed to getting that started with Elevatus and Tonn & Blank. That will include all the public engagement initiatives that we're going to have and share shortly with the public.

Thank You Presentation – Kevin Nuppnau announced our thanks to outgoing Park Board President Tim Warner for his service as President over the years and presented him with an engraved gavel base for his engraved gavel. Tim Warner expressed his gratitude and appreciation for being part of the Valpo Parks organization.

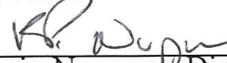
ADJOURNMENT:

There being no further business, the December 16, 2025, Park Board meeting adjourned at 7:08 p.m.



Tim Warner, Immediate Past President

ATTEST:


Kevin Nuppnau, Director