

**VALPARAISO/CENTER TOWNSHIP BOARD OF PARKS & RECREATION**  
**Regular Meeting Minutes**  
**July 26, 2022**

The regular meeting of the Valparaiso Park/Center Township Board was called to order at 6:00 p.m. on Tuesday, July 26, 2022, at the Forest Park Golf Course Welter Room. President Kay Magnetti presiding.

Members present were: President Kay Magnetti, Don Clark, Kevin Cornett, and Martin Sonnenberg. Also present were Park Director John Seibert, Assistant Director Kevin Nuppnau, Facility & Maintenance Director Dan McGuire, Director of Development Lisa Kusbel, Special Events Director Cristina Darr, Golf Operations Director Beth Bowker, Youth Enrichment Director Katie Ridinger, Adult Recreation Director Dan Lukes, and Executive Assistant Helene Pierce. Guests Mike Connor and Bill Oeding.

**MINUTES:**

Motion: Martin Sonnenberg made a motion to approve the June 28, 2022, regular meeting minutes as presented. Kevin Cornett seconded the motion. A voice vote was taken and unanimously carried.

**COMMUNICATIONS:**

- Mr. Mike Connor stated Forest Park Golf Course is in great condition and complimented Golf Operations Director Beth Bowker on her excellent management and operations of the courses. Mr. Connor believes the 100<sup>th</sup> year anniversary of Forest Park is coming in 2023 and he would like to work with the department on promoting and celebrating this milestone. Director Seibert advised he would explore the specifics on dates and report back.
- Congratulations to Youth Enrichment Director Katie Ridinger for being accepted into the Valpo Chamber Leadership Academy beginning later this year.

**FINANCIALS:**

Kevin Nuppnau reviewed the financial overview of the General Fund account, displaying the previous month's complete cash flow, total expended balances, and remaining percentages. Total funds balance as of June 30, 2022, is \$2,871,748 versus \$2,701,976 in 2021 and \$2,277,763 in 2020. 53% of the General Fund's total appropriation remains for 2022 versus 57% in 2021. Appropriations total as of June 30, 2022, is \$2,092,584.

Director Seibert reviewed the Fund Report noting fund balances ending July 26, 2022, of \$1,461,878 in the Park and Rec General Fund and \$951,768 in the NRO Fund, and a total of all funds at \$3,893,517. Director Seibert noted the Joint Park Fund has a total of \$109,001 currently. \$85,000 of that is being used toward Will Park upgrades this year. Creekside Debt Service now has two years of payments saved. Park Impact Fees has \$584,875 currently and is being earmarked to support the new skate park project.

Kevin Nuppnau reviewed the NRO Report noting a total revenue of all Non-Reverting Operating including Golf of \$1,579,747, Expenses of \$1,317,813, and a total net income \$261,934.

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

CLAIMS: Kay Magnetti advised that claims documents were provided to members in advance of tonight's meeting for their review.

Motion: Don Clark made a motion to approve the monthly claims subject to appropriation balances. Kevin Cornett seconded the motion. A voice vote was taken and unanimously carried.

**DIVISION REPORTS:**

The Division Report and Development Reports was provided to the Members in advance of tonight's meeting for their review. Recreation Staff members reviewed the reports with the Members.

**OLD BUSINESS:**

A. **Valpo for All Generations: Valpo Parks 5-year Master Plan – Adult Center for Enrichment – Sports & Recreation Complex - Skate Park – Legacy Parks** – Director Seibert advised the following:

- Sports Complex – RFP’s went out for Contract Manager Constructor. Four were received and interviews took place on July 22. The City is recommending Tonn and Blank be awarded the contract in the amount of \$10,000 for the pre-construction phase. Discussion took place. One typographical error was pointed out in the contract to be revised to read July 22 and not July 122.

Motion: Don Clark made a motion to approve the Tonn and Blank bid for CMC in the amount of \$10,000 and subject to the date change amendment as noted. Kevin Cornett seconded the motion. A voice vote was taken and unanimously carried.

- Skatepark – There is a committee meeting tomorrow to discuss direct asking for donations. The Valpo Creative Arts Council is hosting an action sports fundraiser at Butterfield Family Pavilion on August 7. Proceeds will go to the skate park.
- ACE – The City is working with Abonmarche on the footprint for the new building and talks continue regarding mitigation and demolition of the former buildings.
- Legacy Parks – The Department continues to make investments in parks and not have any negative impact on taxpayers.

**NEW BUSINESS:**

A. **CMC Recreation & Sports Complex Pre-Construction Recommendation - Approval** – discussed and approved under Old Business.

B. **Reschedule of August Regular Meeting from 8/23 to 8/30** – Director Seibert noted he will not present at the August 23, 2022, Board meeting and requested moving the meeting to August 30, 2022. Discussion took place. Since not all Board Members were present, it was decided to contact everyone via email before making any definite change. Helene will contact all Board Member via email next week.

**OTHER:** None.

**ADJOURNMENT:**

There being no further business, the July 26, 2022, Park Board meeting adjourned at 7:36 p.m.

\_\_\_\_\_  
Kay Magnetti, President

ATTEST:

\_\_\_\_\_  
John Seibert, Executive Secretary