



**Minutes of the Regular Monthly Meeting
BOARD OF PARKS AND RECREATION
City of Portage, IN
April 20th, 2020
5:30 PM
Woodland Park Community Center**

A&B. Call to Order and Roll Call

The regular scheduled monthly board meeting of the Board of Parks and Recreation of the City of Portage, Indiana, was called to order by Board President Ciesielski at 5:30PM at the Woodland Park Community Center. Board member Ciesielski was present and Members Hill, Maletta, Lee, and Warchus appeared via teleconference call. Superintendent Wilkie was present. Attorney Mindel appeared via teleconference call.

C. Minutes - The Board proceeded to review the minutes of the Regular Park Board meeting of March 16th, 2020. Member Lee made a motion to accept the minutes as written and submitted. A second was made by Member Hill. Member Maletta abstained from the vote. There being no further discussion, the motion carried unanimously by roll call.

E. Financial Report - Member Maletta made a motion to approve the report, with a second from Member Warchus. There being no further discussion, the motion carried unanimously by roll call.

F. Vouchers - The Board proceeded to review the vouchers as listed on the official Register of Accounts Payable Vouchers for March 2020. Member Maletta moved for the Board to approve and pay the said vouchers, as listed, written, and submitted. The second was made by Member Hill. . There being no further discussion, the motion carried unanimously by roll call.

G. Contracts - NONE

H. Fees and Charges – NONE

I. Committee Reports – NONE

J. Public Presentation and Correspondence – NONE

K. Unfinished Business –

a. Proposed Preschool Lease with Portage Preschool: Conversation ensued regarding the fact that we did receive emailed confirmation from Indiana DNR that we are not allowed to rent to private business on Woodland Park Property due to LWCF Grant rules, so the proposed lease agreement with the preschool will not be permissible.

L. New Business – NONE

M. Department Staff Remarks –

a. Superintendent Wilkie provided an update regarding COVID-19. The park office will remain closed and office staff will continue to work from home until at least May 1st. We will follow further recommendations from Governor Holcomb regarding COVID-19. Maintenance continues to work on some interior repairs, outside projects, mulching and mowing.

b. Superintendent Wilkie presented a copy of the 2019 Annual Report for their review. The Board unanimously acknowledged receiving it.

N. Any other matters and Public Comments – NONE

O. Next Meeting: Monday, May 18th, 2020, at 5:30 p.m.

P. Adjournment There being no further items of business, meeting adjourned at 5:50pm. Member Warchus made a motion with a second from Member Lee, motion passed unanimously through roll call.

Respectfully submitted,

Lori Wilkie, Superintendent

Approval and Attest:

_____ **Date** _____
Paul Ciesielski, President

_____ **Date** _____
Carla Warchus, Secretary