



**Minutes of the Regular Monthly Meeting
BOARD OF PARKS AND RECREATION
City of Portage, IN
June 15th, 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 5:31PM at the Woodland Park Community Center. Board members Ciesielski, Hill, Maletta, and Lee were present. Superintendent Wilkie, Amy Armstrong, and Attorney Mindel were also present.

C. Minutes - The Board proceeded to review the minutes of the Regular Park Board meeting of May 18th, 2020. Member Maletta made a motion to accept the minutes as written and submitted. A second was made by Member Lee. There being no further discussion, the motion carried unanimously by roll call.

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

E. Vouchers - The Board proceeded to review the vouchers as listed on the official Register of Accounts Payable Vouchers for May 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 Lee. There being no further discussion, the motion carried unanimously by roll call.

F. Contracts -

a. Rental Contracts: Superintendent Wilkie presented the rental register of contracts for May/June 2020. Member Lee made a motion to approve the contracts as submitted with a second from Member Maletta. Motion passed unanimously through roll call.

b. Personal Service Contracts: Superintendent Wilkie presented the register of personal service contracts for May/June 2020. Member Maletta made a motion to approve the contracts as submitted with a second from Member Lee. Motion passed unanimously through roll call.

G. Fees and Charges -

a. Superintendent Wilkie presented to the Park Board a new fee of \$150 for Food Trucks for the Labor Day Festival. A motion to approve the fee was made by Member Maletta with a second from Member Hill. Motion passed unanimously by roll call.

b. Superintendent Wilkie presented to the Park Board a new fee for a Memorial Bench Program. A motion was made by Member Maletta to table this item with a second from Member Lee. The board would like for us to research prices, installation, and maintenance a little further and come back with more information at our next meeting. Motion passed unanimously by roll call.

H. Committee Reports: None.

J. Unfinished Business: None.

K. New Business:

a. DeDjreana Thames, Candlelight Vigil, June 20th at Founders Square. Miss Thames is seeking a waiver of the rental fee to rent Founders Square Park (\$550). After some discussion, a motion was made by Member Maletta of a reduced fee of \$100 with an additional \$150 security deposit to be returned if the area is returned in the condition in which it is received and free of debris. A second was made by Member Hill. Roll call vote: Member Maletta – Aye, Member Hill – Aye, Member Lee – Aye, Member Ciesielski – No. Motion passes.

b. Quotes for Treating Dombey Lake. Two quotes for treating Dombey Lake were presented and reviewed by the board. After some discussion, a motion was made by Member Lee to accept the quote from Lake & Pond Biologists in the amount of \$3250 for five treatments for 2020. A second was made by Member Maletta. Motion passed unanimously by roll call.

L. Department Staff Remarks – Superintendent Wilkie provided an update regarding reopening of the office, playground and public restrooms regarding the Covid-19 situation. The splash pad is set to reopen the weekend of July 4th, pending further instruction of the Governor. Amy Armstrong also provided an update on Programs and Events. Superintendent Wilkie also informed the Board of some damage to the exterior south wall of the Sycamore Hall. We are seeking quotes to repair the damage.

M. Any other matters and Public Comments – NONE

N. Next Meeting: Monday, July 20th, 2020, at 5:30 p.m.

O. Adjournment There being no further items of business, meeting adjourned at 6:47 pm. Member Maletta 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