



**Minutes of the Regular Monthly Meeting
BOARD OF PARKS AND RECREATION
City of Portage, IN
April 19th, 2021
5:30 PM**

A&B. Call to Order and Roll Call

The regularly scheduled monthly meeting of the Portage Parks and Recreation Board was called to order by Board President Ciesielski at 5:33 PM at the Woodland Park Community Center. Board members Ciesielski, Maletta, Lee and Hill were present. Attorney Mindel, Council Liaison Gina Geist-Hurst and Superintendent Wilkie were also present.

C. Minutes - The Board proceeded to review the minutes of the Regular Park Board meeting of March 16, 2021. Member Maletta made a motion to accept the minutes as written and submitted. A second was made by Member Hill. There being no further discussion, the motion carried unanimously by roll call.

D. Financial Report – The Clerk-Treasurer’s office notified the Board that the appropriation report would not be available until they are able to close out 2020. The email with this information was forwarded to the board. Member Lee made a motion to table the approval of the financial report, with a second from Member Maletta. There being no further discussion, the motion carried unanimously by roll call.

E. Vouchers - The Board reviewed the vouchers as listed on the official Register of Accounts Payable Vouchers for March 2021. Member Maletta made a motion for the Board to approve and pay the said vouchers, as listed, written, and submitted. A second was made by Member Lee. There being no further discussion, the motion carried unanimously by roll call.

F. Contracts –

a. Superintendent Wilkie presented the rental register of contracts for March/April. Member Hill made a motion to approve the contracts as submitted. A second was made by Member Maletta. Motion passed unanimously through roll call.

b. Superintendent Wilkie presented the personal service register of contracts for March/April. Member Maletta made a motion to approve the contracts as submitted. A second was made by Member Lee. Motion passed unanimously through roll call.

G. Fees and Charges – None.

H. Committee Reports – None.

I. Public Presentation and Correspondence – None.

J. Unfinished Business – None.

K. New Business –

a. Outback Trail Commission, Inc., Memorandum of Understanding - Superintendent Wilkie presented the Memorandum of Understanding by and between the Board of Parks and Recreation of the City of Portage and the Outback Trail Commission, Inc., for the April 19, 2021, through December 31, 2022. A motion was made by Member Hill to approve this MOU as submitted. A second was made by Member Lee. Motion passed unanimously through roll call.

b. Fence Topper - Imagination Glen West Softball Fields - Superintendent Wilkie presented two quotes for fence topper for Imagination Glen West softball fields. Three quotes were sought, however the third quote from Acorn Fence Company was not received in time for the meeting. Quote #1) SDI in the amount of \$8299. Quote #2) NWI Fence Company in the amount of \$12,300. Member Maletta made a motion to accept the quote from SDI in the amount of \$8,299. A second was made by Member Lee. Member Hill abstained from the vote. Motion passes with three ayes.

L. Department Staff Remarks – Superintendent Wilkie provided an update on park maintenance, upcoming programs, sports, events and volunteer days.

M. Any other matters and Public Comments – None.

N. Next Meeting: Monday, May 17th, at 5:30 p.m. at Woodland Park.

O. Adjournment There being no further items of business, meeting adjourned at 5:54 p.m. Member Lee made a motion with a second from Member Maletta. Motion passed unanimously through roll call.

Respectfully submitted,

Lori Wilkie, Superintendent

Approval and Attest:

_____ Date _____
Paul Ciesielski, President

_____ Date _____
Carla Warchus, Secretary