

CITY OF EAST CHICAGO
BOARD OF PARKS AND RECREATION
January 22, 2019

BOARD MEMBERS:
Anthony Serna, President
Rick Rodriguez, Vice President
Velda Lewis, Secretary
Gilberto Cantu
Eugene Austin

STAFF:
Loretta Perkins
Dawn Dawkins-Legal

Reported by: Peggy S. LaLonde, CSR, RPR
Fissinger & Associates

Call to Order: 5:00 p.m.

Pledge of Allegiance:

Roll Call: Present: Anthony Serna, Velda Lewis, Eugene Austin

Staff Present: Dawn Dawkins, Legal Counsel
Timeka Wright, Recording Secretary

MR. SERNA: Before Administrative Matters, we received this e-mail late today that needs to be added to agenda. PBM Consulting, Inc. Mayra, could you just fill us in?

MS. ACOSTA: This is Roxana, at the old library, which belongs to the Parks.

MR. SERNA: So this program had been at the old library building, and somehow they didn't receive an MOU.

MS. ACOSTA: It seems she reached out to Parks a few years back. And then, yes, we did call her.

MR. SERNA: She may have been in contact with Fran, because they addressed the letter to Fran back in May of this year. By that time Fran was not our interim director or manager anymore. So they were reaching out to the wrong person. So they reached out to Mayra, which was recently they reached out.

MS. ACOSTA: Yes, on Friday.

1 MR. SERNA: On Friday, they reached out to
Friday. We want to get them on the agenda and I'm
2 asking Board members for a motion add to the agenda
PMB Consulting, for MOU. I'll entertain that
3 motion.

4 MS. LEWIS: So moved.

5 MR. AUSTIN: Second.

6 MR. SERNA: Motion made and a second.
Roll Call.

7 Roll Call: "All in Favor": All Abstain: None
8 Opposed: None Motion carries.

9 MR. SERNA: This will be added to the
agenda under New Business.

10 ADMINISTRATIVE MATTERS:

11 Motion to approve minutes from January 8, 2019 made
12 by Velda Lewis. Second by Eugene Austin.

13 Comments/Questions: None

14 Roll Call: "All in Favor": All Abstain: None
15 Opposed: None Motion carries.

16 Motion to approve payroll for January 11, 2019 made
by Velda Lewis. Second by Eugene Austin.

17 Comments/Questions: None

18 Roll Call: "All in Favor": All Abstain: None
19 Opposed: None Motion carries.

20 Motion to approve Warrant number 1123118PB made by
Velda Lewis. Second by Eugene Austin.

21 Comments/Questions: None

22 Roll Call: "All in Favor": All Abstain: None
23 Opposed: None Motion carries.

24 Motion to approve Warrant number 012219PB made by
Velda Lewis. Second by Eugene Austin

25 Comments/Questions: None

1 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion carries.

2 Motion to approve vehicle rotation schedule made by
3 Velda Lewis. Second by Eugene Austin.

4 Comments/Questions:

5 MR. SERNA: This is rotation of Parks
6 Department vehicles for maintenance on their
vehicles with certain City of East Chicago vendors.

7 MS. ACOSTA: We have listed five auto
8 repair shops, Acton, EC Auto, North Harbor,
9 performance auto, and Trevino's. This insures that
we are using a different auto shop each time instead
of using just one in the City.

10 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion carries.

11 OLD BUSINESS:

12 1. Community Health Initiative Manager, NICA

13 MS. ACOSTA: We have not talked to them,
14 she was out on vacation. She did reply back to the
15 e-mail and we are just waiting on signature.

16 MS. DAWKINS: That shouldn't be a problem,
the Board has already approved it.

17 MR. SERNA: Well, when she gets that back
18 to us, then we'll take it off the old business,
until then we'll keep it on old business.

19 Motion to table Community Health Initiative MOU till
20 next meeting made by Velda Lewis. Second by Eugene
Austin.

21 Comments/Questions: None

22 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion carries.

23 2. Northern Indiana Public Service Company

24 MR. SERNA: This has to do with the power
25 outage that was at the greenhouse where we lost

1 aqua phonics. Counsel, I believe you sent an e-mail
2 in regards to conversation that you had with someone
from NIPSCO.

3 MS. DAWKINS: Right, and I gave my copy to
4 Miss Lewis because I forgot to include here on the
e-mail. Mr. Austin received that in the packet.

5 Basically I was referred to by
6 Dr. Kantor to Rick Kalinski, he's the one that I was
7 in touch with by e-mail over the holiday. He got
8 back with me and basically said that he is going to
9 forward it to the department that does in fact
10 handle the claims. And the young man from -- I
can't remember his name now -- called me. He wasn't
the actual person that handles the claim, but he was
going to assign it. He wanted to confirm the date
of loss. I got your e-mail and I'm glad I did, I
would have sent the wrong date again. So I held off
with replying to him until after the meeting.

11 MR. SERNA: Mayra, did you see that
12 e-mail?

13 MS. ACOSTA: I DID.

14 MR. SERNA: Does that look like I was
15 correct, it happened Sunday night, November 25th,
going into Monday morning, the 26th of November.

16 MS. ACOSTA: Yes.

17 MS. DAWKINS: That's what I will say,
18 Sunday night, the 25th, through Monday morning.

19 MR. SERNA: So that's where we are at with
20 NIPSCO, so when you see the letter that Attorney
Dawkins or the e-mail that she sent, at least at the
table, it seems like they are at the table.

21 MS. DAWKINS: Right, he was very positive.
22 I asked him the question about, that I had never
heard of a generator that kicks in at 50 percent,
23 and if there is such a machine, we'd like to have
one. But he was like, I haven't either. So to me
24 that was a positive response for him to say that he
hadn't heard of a generator that kicks in at
50 percent.

25 MR. SERNA: To refresh Board members

1 relief, monetary relief from NIPSCO because when
2 that power went out, it didn't go out 100 percent,
3 it went half out. So that's why the fish died and
4 that's why it happened to us before when we didn't
5 have a generator and we lost fish. We bought a
6 generator specifically for power outages and because
7 it was a half power outage, because it was a half
8 outage, the generator didn't kick in. And this is a
9 good sign, the fact that we are being referred to
10 some different people at NIPSCO.

11 The initial phone call that
12 I made, and the initial phone call that Attorney
13 Dawkins, we were told in no uncertain terms that's
14 an act of nature, they don't reimburse anyone for
15 any losses due to act of nature.

16 However, Attorney Dawkins,
17 in speaking with the Law Department, they referred
18 her to some different people to contact. So looking
19 like we may be heading in a positive direction.

20 MS. DAWKINS: I let them know, the least
21 they can do is give us a credit on our bill.

22 MR. SERNA: Something, because that was --
23 if I remember the amount right -- it was like 2 or
24 \$3,000 worth of fish.

25 MS. DAWKINS: It was more than that. It
was like 4,000 and we had to get new equipment
associated with it. Total, it's about a \$10,000
loss.

MR. SERNA: So we are looking for some
kind of relief simply because we had a plan in place
when the power goes out. Hopefully they will see we
tried our best to keep this from happening, but
because it went to half power outage, instead of
full power outage, we still lost the fish and had to
buy all this equipment to replace. That's a
positive thing.

We'll keep this under Old
Business and we can address this again. Counsel,
keep us updated on this and let us know at the next
meeting.

3. MOU for School City.

MR. SERNA: We are waiting to hear back.
Have we heard anything back from the School City?

1 MS. DAWKINS: It wasn't online for me to
2 make a determination and I haven't heard from
3 Attorney Harris.

4 MR. SERNA: They have to have a website
5 that -- well, I know they have a website. On their
6 website they have to have -- I would think they
7 would have -- their meeting dates listed.

8 MS. DAWKINS: It said meeting dates and
9 when I clicked on it, it was something else. So it
10 was not listed under the School City website.

11 MR. SERNA: We have got to get -- when our
12 secretary gets back in -- let's ask Loretta if she
13 can contact the assistant superintendent or the
14 secretary to the superintendent, that way we can
15 have -- I think we should have a list of their
16 meetings because we are trying to get in this
17 partnership with them.

18 MS. DAWKINS: Or maybe someone should go
19 to a meeting.

20 MR. SERNA: At least we should know when
21 it is. If it's not available to the public on the
22 website, possibly they can send us a calendar. Just
23 a list of their meeting dates, that's all. Like the
24 way we print ours out for our Board.

25 MR. AUSTIN: I think we have to table this
until we have a physical staff to look over this.

MR. SERNA: We haven't gotten it back yet.
I will entertain a motion to table. Do you make
that motion?

MR. AUSTIN: Well, I think, since we do
not have a full staff here, I don't think we can
make a decision on that. I think the full staff
should be here to do it.

Motion to table the MOU for School City made by
Eugene Austin. Second by Velda Lewis.

Comments/Questions: None

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion carries.

1 NEW BUSINESS:

2 A. Fissinger contract.

3 MS. ACOSTA: We have already approved the
4 rate sheet for Fissinger. Now we need approval on
the agreement for the year. It's the same as
before, this is the actual agreement.

5 MR. SERNA: Just to go over the subject
6 here, this is the Fissinger contract. We did
approve the rates at the December 2018 meeting. We
7 just needed to approve the final contract, which
described the scope of work, to have the minutes
8 transcribed, professionally transcribed.

9 MS. DAWKINS: This seems like this is the
10 third contract we had to sign relative to court
reporters.

11 MS. ACOSTA: The first one was the rate
12 sheet, which is there and signed. This one is the
actual annual agreement.

13 MR. SERNA: We have to put the agreement
14 on file, we have to have it on file. What I will
read into the record is their scope of services
15 because the rates and compensation was covered in
the previous meeting, what we approved in December.
16 The Professional Services
Agreement - 2019 term. "This professional services
17 agreement herein referred to as "agreement", is made
and entered into this first day of January, 2019 by
18 and between the City of East Chicago Parks and
Recreation and Fissinger & Associates, Ltd., herein
referred to as "Fissinger". The parties here today
19 agree as follows -- and here is the scope of
services she is -- what they will be providing for
20 us. Fissinger will provide transcription services
for all regular and special City of East Chicago
meetings for the entities mentioned above.
21 Fissinger will provide e-mail transcript of meeting
as requested by said entity. Fissinger will provide
22 transcription of meeting within seven business days,
unless otherwise notified.

23 The term isn't on here in
24 the copy that I was just handed, but I have the copy
that Mayra gave me. The term of the agreement, this
25 agreement is in effect from January 1st, 2019, until
December 31st, 2019. The parties may agree to renew

1 the expiration of said term.

2 So if we choose to continue
 3 this for 2020, we'll bring this up at least 30 days
 4 -- we'll bring this up in November if we are going
 5 to continue.

6 So that is the agreement,
 7 the scope of services and the terms.

8 Motion to approve the contract between Fissinger &
 9 Associates and the Parks and Recreation Department
 10 for transcription services at the meetings. Second
 11 by Eugene Austin.

12 Comments/Questions: None

13 Roll Call: "All in Favor": All Abstain: None
 14 Opposed: None Motion carries.

15 B. Ameristar Casino & Hotel Agreement, contract and
 16 invoice.

17 MS. ACOSTA: This is for the Mayor's
 18 annual Senior Christmas Party, at Ameristar Casino.
 19 This is the same agreement you approve and sign
 20 every year. Also the invoice, the price remains the
 21 same. There is no increase. So I need your
 22 approval of the agreement and invoice.

23 MR. SERNA: Okay. So the price is the
 24 same and that balance due is \$14,160.

25 MS. ACOSTA: Correct, that's due in
 December, the day of the event.

MR. SERNA: And the day of the event that
 we have here, it says, Senior Christmas Party
 December 12, 2019.

MS. ACOSTA: Correct, yes.

MR. SERNA: There are two times for the
 Senior Christmas Party, that's 11:00 a.m. and
 2:00 p.m.

MS. ACOSTA: The first one is from 11 to
 2, the SECOND one is from 3 to 7. That's on the
 contract, second page of the contract.

Motion to approve agreement for the Senior Christmas

1 Ameritar Casino made by Velda Lewis. Second by
Eugene Austin.

2 Comments/Questions: None

3 Roll Call: "All in Favor": All Abstain: None
4 Opposed: None Motion carries.

5 MS. ACOSTA: Items C and D, basically a
6 combination. They are all the programs that we are
7 currently offering at Unity Center and Heritage
8 Hall. Most of these are offered in the morning or
9 on Saturdays, and the reason is because we are using
10 our full time staff to offer these programs. So
11 there is no additional cost that we are putting out.
12 We are looking to do afternoon classes, but we don't
13 have staff to staff those. So that's when our
14 regular budget comes in and we'll have to pay
15 someone to do those classes. So we are not going to
16 have as many classes because of the cost. But we
17 are working on getting some classes for those people
18 who work in the mornings and are looking to do
19 something in the afternoon.

20 So that's in the works. I just
21 wanted to let you know that we, you know, have
22 classes at the new centers if anyone is interested.

23 MR. SERNA: Do you have a class schedule
24 or flier that advertises all the classes?

25 MS. ACOSTA: Yes, they are on Facebook.
We also handed out fliers. We are doing a mass
mailings to all the seniors that usually participate
in trips, making calls to them as well. We have
fliers at some of the banks. We went to some of the
senior centers, so we have kind of been passing that
out to inform everyone.

MR. SERNA: I will say that the times that
I have been, at least at Heritage Hall, in the
morning, we are utilizing Heritage Hall in the
morning. I really haven't been there too much in
the afternoon. I know that we use it in the
morning, I have seen that.

MS. ACOSTA: Unity is just as busy or
more, and the afternoon both centers are full.

MR. SERNA: I was there this afternoon and

1 ready to play basketball at Heritage Hall. So I can
2 imagine that's how it is at Unity in the afternoon,
3 after school. It's a beautiful court. Both courts
4 are magnificent, at Unity and Heritage Hall.

5 MS. LEWIS: Do we provide the staff for
6 adult coloring at the library?

7 MS. ACOSTA: The coloring, we are
8 partnered with the public library and they are
9 sending staff over to do those.

10 I sent them the proposed
11 rates for 2019 for most of the park facilities.
12 These are the current rates that we are charging and
13 we are not making any changes at this time. There
14 are some proposed fees for at least the new
15 community centers.

16 I know I spoke about it
17 before, about charging at least \$2.00 for those
18 members who lose their membership cards. We'll give
19 them -- the first one is free because that's
20 included. We'll give them a second one. And then
21 after that second one, we should be charging at
22 least \$2.00, and that's on the first page, on the
23 bottom.

24 So I highlighted in
25 original the proposed rates, but then Riley Park,
26 Park shelters, and the community center fees are
27 listed.

28 MR. SERNA: So as Mayra was saying, all
29 the fees are remaining the same. They were
30 proposing adding a fee for replacement of membership
31 cards.

32 MS. ACOSTA: I don't know if it's easier
33 to go one by one. Here's Riley Park, and these are
34 the fees that we currently charge. I'm asking for
35 the Board to approve them -- for them to stay the
36 same, at no increase.

37 MR. SERNA: So we would be approving all
38 of those that fees that you see there for the
39 shelters, for Riley Park, for the pool, the pool
40 passes are in there. So that's what Mayra is
41 looking for us to approve the rate schedule proposed
42 2019, for various park facilities. Looking for us
43 to approve those rates.

1 of them? They bring this up and we should have
2 everybody here to listen to this rate.

3 MR. SERNA: Right. But for the purpose of
4 carrying on business, we have a quorum, so there is
5 no need to table this. By law there is enough of us
6 here to make the decision, and considering that the
7 rates are all the same as 2018, nothing has gone up,
8 I think it's appropriate to go ahead and approve the
9 2019 rates with three of us here, because we do have
10 a quorum and for business to carry on.

11 Here, in January, when
12 people start calling for to rent various shelters
13 and the hall, I think it's only fair that we go
14 ahead and move forward and approve the 2019 rates
15 with the three of us here.

16 MS. ACOSTA: I do have a couple of
17 proposed changes though.

18 MR. SERNA: Could you point those out to
19 me?

20 MS. ACOSTA: So one is the \$2.00 fee for
21 lost membership cards for the centers. So right now
22 they get unlimited replacement, and we kind of want
23 to stop that because people are taking advantage.
24 We want to give them two free, on the third one we
25 want to start charging them a \$2.00 fee.

MS. LEWIS: That would start immediately?

MS. ACOSTA: Yes. One of the proposed
changes. And the other one is there is -- I guess
there was maybe something that the Board approved
years ago regarding pool parties, but no one really
knows, aside from the fee, what is included, how
many hours, what will the hours be.

So I'm proposing on the
bottom, because we did research a few pools, that we
charge \$200 plus tax for those who have 25 guests.
If you have 40 guests, 250, because we are going to
have to hire additional lifeguards to cover. And up
to 60 guests, \$300, plus tax. Also according to our
records, the deposit was 250. We are asking or
proposing we bring it down to 200, because that's
what we charge for everything else, so that it can
be standard. And this would be for two hours of
pool time, only cake and drinks allowed, no alcohol.

1 are open -- but before we open the pool to the
2 public. So we have proposed hours, we have pool
3 time, and then we have what food and drinks are
4 allowed.

5 MR. SERNA: Is that for our two pools at
6 /KA can you /SKAOE park and Washington Park?

7 MS. ACOSTA: Yes.

8 MR. SERNA: What about the Marina, would
9 that fall under the Port Authority? What is the
10 name of that Board over there that handles that, the
11 Port Authority?

12 MS. ACOSTA: I believe it is the Port
13 Authority.

14 MR. SERNA: So anybody wanting to rent the
15 splash pad and the shelters over there, that falls
16 under Natalie Adams, the Director of the Marina?

17 MS. ACOSTA: Correct.

18 MR. SERNA: I just wanted to clarify that.
19 That was part of the discussion I believe a couple
20 of years ago when the splash pad went in, about
21 rental over there. And I know I personally told
22 people you could have a big party over there, rent
23 the splash pad and a shelter, but that would fall
24 over there. You'd have to talk with Natalie.

25 MS. ACOSTA: They would have to call
Natalie to make the reservation, she would pass it
on to that Board and their fees. I can get a copy
of that.

MR. SERNA: I would personally like that.
That way we have that and that's a nice alternative
for a party.

MS. ACOSTA: The splash pad, they are not
charging fees and it's not available for rental.

MR. SERNA: That would be just for the
shelters?

MS. ACOSTA: Correct. She is still having
issues with the splash pad working properly, so

1 it.

2 MR. SERNA: All right. So the list you
3 have before you then is for the rates and fees for
4 2019, with those couple of recommendations.

5 MS. ACOSTA: I have one more, sorry.
6 Wrist bands, we currently
7 offer 25 wrist bands for \$25. One day pass is \$5,
8 but if you buy 25 wrist bands, we give it to you for
9 \$1 each. So I think that's very low. I think we
10 should double that. We should increase it to \$50,
11 that's only \$2 per person versus \$1. And I also
12 feel we should open it up to non-residents and
13 neighbors, charge them \$100 for wristbands. That's
14 only a dollar off the regular price.

15 MR. SERNA: That's not bad considering a
16 one day pass for someone, a resident, is \$5. What
17 is a one day pass for non-resident to swim in the
18 pool.

19 MS. ACOSTA: It's \$10.

20 MR. SERNA: So someone from out of town,
21 if they want to have a bid outing, so 25 wrist
22 bands, one day wristband pass, you are proposing out
23 of town people would be \$100, that comes out to \$4.
24 That's still less, that's significantly less than
25 \$10 for each person, for out of town people.

26 In town person, let's say I
27 want to take my little league team and their
28 parents, so all together it's 25. So for in town,
29 as long as all in town, you are proposing for \$2 for
30 wristbands, which is 25 of them, would be \$50?

31 MS. ACOSTA: Currently we are charging \$1
32 for wrist bands, so it's \$25. We would propose to
33 increase to \$50.

34 And last, but not least, is
35 the concession stand. I know they haven't been
36 rented for quite awhile. I haven't seen anything
37 that shows the fee. I would like to start working
38 on contacting vendors and getting those rented this
39 year. So what I am proposing is that we charge the
40 same fee we charged the concession stand at the golf
41 course. So \$100 plus tax, with a \$200 deposit. At
42 least maybe get started this year.

43

1 season, which is -- what is our pool season?

2 MS. ACOSTA: From June to August, more or
3 less.

4 MR. SERNA: Memorial Day to Labor Day,
5 roughly.

6 MS. ACOSTA: Yes. I know we have
7 lifeguards, once they go back to school, we shut
8 down the pool. It might a hundred degrees outside,
9 but we shut down because we lose our lifeguards when
10 they go back to school. Those fees are in your
11 packet.

12 MS. LEWIS: When you rent the pool, do you
13 also have to buy the wristband or that's just the
14 pool fee?

15 MS. ACOSTA: If you rent it for a private
16 party, the fee will include admission.

17 MS. LEWIS: I don't have to pay extra for
18 the band.

19 MS. ACOSTA: Correct.

20 MS. DAWKINS: I have one question. Are
21 those group rates for the wrist bands only, or if I
22 decided I just wanted to buy 25, my child could come
23 in on any particular day with that wristband?

24 MS. ACOSTA: No. You have to tell us what
25 day you are coming, your whole group is coming, and
that's the only day you can use it.

MS. LEWIS: If it was just my child, I
would buy the season band.

MS. ACOSTA: Right.

21 Motion to approve various fees for the Park
22 facilities, with proposed changes, made by Velda
23 Lewis. Second by Eugene Austin.

24 Comments/Questions: None

25 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion carries.

1 MS. ACOSTA: Next item is two grants that
2 we received from Redevelopment. One is for a
3 basketball program at the two youth centers. It's
4 for \$25,469.29. The other one is for senior
5 activities at the two new centers, as well, that's
6 \$10,000 and this is for us to use this year, 2019.

7 MR. SERNA: That was in everybody's
8 packet. It's a long read because of it being a
9 Community Development Block Grant, there's a lot of
10 legalities and technical jargon in there. But
11 basically through the Community Development Block
12 Grant, the Department of Redevelopment is able to
13 grant us this money to run the program and it has to
14 be used as it is outlined. And I believe you all
15 have it in your packets, the outline for how it was
16 going to be used for the basketball program or
17 league. They broke it down, how referees are
18 getting paid and staff, things like that, coaches.

19 And then for the center
20 programs, it wasn't as extensive as far as how the
21 money is going to be spent. It's a little easier to
22 understand.

23 Overall, these Community
24 Development Block Grants that Redevelopment sent to
25 us, it's technically Mayra and her staff have to
26 make sure that they complete all the paperwork
27 that's required. Redevelopment has to make sure
28 that we did that, that we being, Mayra and her
29 staff. So it is something -- this is the first time
30 we have received grants?

31 MS. ACOSTA: No. This is the first time
32 we received a basketball grant. The senior grants
33 we receive annually, and usually \$5,000. Last year
34 I guess Redevelopment was busy and they didn't give
35 us \$5,000 last year, that's why this year they are
36 giving us \$10,000.

37 MR. SERNA: Very nice of them. So you
38 need our approval, you need us to have a motion to
39 approve the acceptance of these grants?

40 MS. ACOSTA: Correct.

41 Motion to approve and accept the two grants from the
42 Department of Redevelopment made by Velda Lewis.
43 Second by Eugene Austin.

44

1 Roll Call: "All in Favor": All Abstain: None
2 Opposed: None Motion carries.

3 MS. ACOSTA: We are going to have two more
4 grants coming. One is going to be for an Arts
5 Program that we are going to work with Carnegie Hall
6 to be able to use them as instructors, and we are
7 going to bus the seniors over to their facility to
8 be able to get the music and different classes. And
9 that letter be a new one.

10 The next one is going to be
11 for a summer program.

12 MS. LEWIS: I just want to make a
13 suggestion, especially for the basketball program,
14 that we start looking for the personnel early so
15 that we won't fall behind like we did last year.

16 MS. ACOSTA: I agree. So the basketball
17 program, there was a conversation with Officer
18 Orange, and he wanted to take over the basketball
19 program with some of his police officers, so they
20 have some relationship with the children. He's
21 checking to make sure there is no issue with using
22 them because he is on City staff, to be able to use
23 them for the grant. So we are working those details
24 out.

25 The next one, I think the
last meeting I gave you everything we accomplished
in 2018. This is projects that are still finishing
up that we started in 2018, and it's also my goals
on what I would like to accomplish in 2019. So I
wanted to kind of give you a heads up of what I am
going to be asking funding for, so that you are
aware of the specific things I would like to
accomplish this year.

MR. SERNA: Anyone have any questions for
Mayra?

Comments/Questions: None.

MR. SERNA: We did add PMB Consulting to
the agenda. As we said earlier, this was placed in
front of you today because the e-mail was sent
Friday. This is for a program that has been run at
the library, the smaller library building, at
Roxana. It's the one that's just close to the South

1 dated January 18, 2019. It's from Pam Buhman, she's
2 the Congregate Meal Manager. She writes that Roxana
3 site has been utilized for many years for the
Congregate Meal Program for seniors. So this is the
senior meal program.

4 It's managed by PMB
Consulting, who obtains grant monies to run the
5 program and hire a site manager to manage the
program on a daily basis. The program feeds lunch
6 to approximately 11 seniors per day. There are many
7 regulars who come every day to eat, and then there
are the exercisers, who on days of exercise, come
8 from the old school building, Roxana, to eat at the
Roxana building, the old library.

9 In addition to serving
meals, they watch TV and occasionally there are
10 other activities. They are open five days a week,
except major holiday, 9:30 to 1:30, a 4-hour day.

11 The site manager, Pam,
writes, it was Juanita Adams, who worked for PMB
12 Consulting for many years. She was there before Pam
took over as manager. Juanita retired December of
13 2019. Now it's a young lady named Rhonda
Washington. She took over managing the site in 2014
14 and needs an MOU on a yearly basis to run the gram.
The program grant runs for two-year cycle, but this
would extend for three years.

15 This is for an MOU for a
2-year cycle, with an addendum that a third year be
16 added to the grant cycle. The grant year would be
July 1st to June 30th each year.

17 So the MOU would be for the
years of July 1, 2019 to June 30, 2021, with
18 approval of extension from July 1st, 2021, to
June 30, 2022, if the grant is extended by the
state.

19 Pam writes that she is in
the process of grant writing, which start date is
20 February 8th and requires -- underline requires --
up-to-date MOU to be submitted. I've tried in the
21 past to obtain one for the grant year of 2017-18,
and now 2018-19 with no response. The last letter
22 for request of MOU was in May of 2018 and that
letter is attached here. Like I said it was
23 addressed to Fran, so it was addressed to the wrong
person. It should have been addressed to Mayra, as
24 director.

25 Pam goes on to write, she
was told by Mayra, the MOU will not be available

1 I'll have to explain -- where there is no MOU for
2 the site. She stated the next Board meeting is the
3 second week of February and I will be out of the
4 country from February 9th to March 1st, and
5 unavailable. I will have to attend the Board
6 meeting in March and need to be informed of this
7 date. I have contacted Miss Acosta for the last MOU
8 and am utilizing for three other sites, just in case
9 this can be signed and used temporarily for the
10 grant and remainder of this, until the one from the
11 Board is obtained for the years above.

12 This is from Pam Buhman,
13 Congregate Meal Manager and attached she has an MOU
14 with her understanding, by PBM Consulting. And also
15 attached is a rough draft of City of East Chicago
16 MOU.

17 So I will ask this to
18 Counsel, would it be appropriate to approve any MOU
19 or draft of an MOU today to help facilitate Pam in
20 getting what she needs, or should we just do as she
21 asks, which is sign one and use it temporarily for
22 the remainder of this year, until we can obtain one
23 in March. What is your address on this, Counsel?

24 MS. DAWKINS: I was looking through one
25 she prepared and there is some discrepancies on
26 number 6, modification termination. That conflicts
27 with our regular MOU, which is 30 and she has 60
28 calendar days. It should be 30. I don't see a
29 problem with us using this, if we want to make that
30 change for 30 days instead of 60.

31 MR. SERNA: What about her terms?

32 MS. DAWKINS: Yes. The MOU or limited MOU
33 until we get the actual one, that has the other
34 terms. Remember we changed the terms on the other
35 MOU to include some things that our superintendent
36 wanted to have. So that would also have to be
37 included in the one that she has, you know,
38 submitted as the prior one she had.

39 MR. SERNA: The terms on page 2 of her
40 MOU, that she included, VII, effective date,
41 signature, the term commences on the agreed date of
42 July 1st, 2018. I understand they probably sent
43 this in May. So she was looking forward to having
44 this signed and ready to go by July of 2018. That
45 doesn't need to change.

1 MS. DAWKINS: We can put the language in
there retroactive from July 1st.

2 MR. SERNA: So then you think it's
3 possible we can facilitate her request by amending
4 two things to the agreement or the MOU that she
5 proposed, by approving that with noting that the
Roman numeral VII modification termination change it
6 from 60 calendar days to 30 and put the language in
retro active to July 1st, 2018.

7 MS. DAWKINS: And then whoever signs,
whether it's you as the Board president or Mayra, as
8 the director, we just need to initial those changes.
Just sign and then initial where those changes are.
9 And then when she gives it back to us, her initials
would also need to be in those areas. And then we
10 can have the right contract, we can have it ready
when she comes back.

11 MR. SERNA: All right. How does that
12 sound to you Board members?

13 MS. LEWIS: I don't have a problem. So
she can keep -- so she will be able to get her
14 grants and we sign the back of this old MOU.

15 MR. SERNA: All right.

16 MS. DAWKINS: I think temporary might be
the right word to use, because we don't want
17 anything that we put on there to prevent her from
getting her grant. Also the final document or
18 something will be forthcoming to specify there is
more than that, there will be another MOU executed.

19 MR. SERNA: All right. I will entertain a
motion to approve this temporary memorandum of
20 understanding between PMB Consulting LLC and East
Chicago Parks and Recreation, with the understanding
21 that this temporary MOU will be -- is going to be in
effect until we can at a later meeting, approve a
22 more detailed and comprehensive MOU.

23 So for purpose of this
motion, again, it's a motion to approve this
24 temporary MOU with the two changes, the modification
and termination being 30 calendar days, with advance
written notice, effective date retroactive to
25 July 1st, 2018, terminating on June 30, 2019.

1 MS. LEWIS: I just have a question.
2 Instead of leaving it open and saying that until the
3 new document is ready, can we give ourselves a
4 deadline, like our second meeting in March?

5 MS. DAWKINS: Well, I have it ready. I
6 already found it on my computer. I will only be
7 adding the changes that we have stated on the other
8 MOU that we have in the past.

9 MR. SERNA: Okay. So then the motion,
10 again, would be to approve this temporary MOU, this
11 agreement will be effective until we have our second
12 meeting in March, when we will have a more
13 comprehensive and detailed MOU with PMB Consulting
14 and Parks and Recreation.

15 Again, to note, just to
16 repeat, that temporary MOU will have two changes.
17 One is the modification termination letter be
18 changed to 30 calendar days instead of 60. And the
19 effective date is retroactive to July 1st, 2018,
20 terminating on June 30th, 2019.

21 MS. LEWIS: I would move, with the changes
22 as indicated by the President.

23 MR. AUSTIN: Second.

24 Comments/Questions: None

25 Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion carries.

PUBLIC INPUT: None.

MR. SERNA: Next meeting date is
February 12, 2019, right here at the City Hall,
Council Chambers, at 5:00 p.m.

Motion to adjourn meeting made by Velda Lewis.
Second by Eugene Austin.

Roll Call: "All in Favor": All Abstain: None
Opposed: None Motion carries.

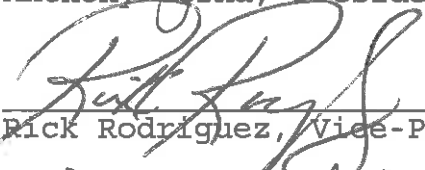
***** Meeting Adjourned *****

Approval of the Meeting Minutes of Tuesday
January 22, 2019

Approved and signed _____



Anthony Serna, President



Rick Rodriguez, Vice-President



Velda Lewis, Secretary



Gilberto Cantu, Member



Eugene Austin, Member

Loretta Perkins, Recording Secretary

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C E R T I F I C A T E

I, Peggy S. LaLonde, a competent and duly qualified court reporter, do hereby certify that I did report in machine shorthand the foregoing proceedings and that my shorthand notes so taken at said time and place were thereafter reduced to typewriting under my personal direction.

I further certify that the foregoing typewritten transcript constitutes minutes of the said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Munster, Indiana, this 29th day of January, 2019.

Peggy S. LaLonde, CSR, RPR

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