

CITY OF EAST CHICAGO  
BOARD OF PARKS AND RECREATION  
December 10, 2019

BOARD MEMBERS:

Anthony Serna, President  
Rick Rodriguez, Vice President  
Valda Lewis, Secretary  
Gilberto Cantu  
Eugene Austin

STAFF:

Courtnee Dinkins  
Dawn Dawkins-Legal  
Mayra Acosta, Dir.

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

Call to Order: 5:00 p.m.

Pledge of Allegiance:

Roll Call: Present: Anthony Serna, Rick Rodriguez,  
Valda Lewis, Gilberto Cantu,  
Eugene Austin

Staff Present: Dawn Dawkins, Legal Counsel  
Courtnee Dinkins, Recording Secretary  
Mayra Acosta, Director

MR. RODRIGUEZ: We'll start the meeting.  
I have a call out to Mr. Serna. We do have a quorum.  
We'll move to Administrative  
Matters. First thing, I would entertain a motion to  
approve meeting minutes of November 26, 2019. Entertain  
a motion to approve.

Motion to approve minutes of November 26, 2019, made by  
Valda Lewis. Second by Eugene Austin.

MR. SERNA: Thank you for starting on  
time. We have a motion and second. Any questions?

MR. CANTU: Two corrections, my name is  
misspelled at top of page and Miss Aguilera's name  
should be corrected.

MR. SERNA: Okay. I would entertain a  
motion to accept the minutes with the corrections as  
reflected.

MS. LEWIS: So moved.

1 MR. AUSTIN: Second.

2 MR. SERNA: All in favor signify by  
3 saying aye?

3 (All signify aye.)

4 MR. SERNA: Motion carries.

4 Next, we have approval of payroll  
5 dated November 27, 2019. Entertain a motion to approve.

5 Motion to approve payroll dated November 27, 2019 made  
6 by Rick Rodriguez. Second by Valda Lewis.

7 MR. SERNA: All in favor signify by  
8 saying aye?

8 (All signify aye.)

9 MR. SERNA: Motion carries.

9 Next, we have approval of Warrant  
10 Report 121019 PB, in the amount of \$44,058.43.

10 Entertain a motion to approve Warrant Report 121019.

11 Motion to approve Warrant Report 121019 PB, in the  
12 amount of \$44,058.43, made by Rick Rodriguez. Second by  
13 Valda Lewis.

13 MR. SERNA: All in favor signify by  
14 saying aye?

14 (All signify aye.)

15 MR. SERNA: Motion carries.

15 Old Business: Nipsco Claim,  
16 Counselor, do we have anything?

16 MS. DAWKINS: I put in a call and no more  
17 e-mails, but I haven't heard from him.

18 MR. SERNA: We are going to take this off  
19 the agenda. There's really been no movement. If you  
20 hear anything, Counselor, we'll bring it up then. If  
21 you could let us know ahead of time and we'll put it on  
22 the agenda.

21 Move on to New Business. Mayra.

22 MS. ACOSTA: So first item on the agenda  
23 is the Service Agreement with ServiScape, for the golf  
24 course. It's the same one as we have every year. The  
25 amount is the same as last year.

24 MR. SERNA: So Board members, this is the  
25 same amount, \$116,108.00 that was charged last year.  
This is for the agreement between Clay Putnam,

1 ServiScape, for the golf course. Any questions on  
contract? (None)

2 I will entertain a motion to approve  
3 the agreement between ServiScape, LLC and the City of  
East Chicago Park Board Directors for the golf course  
4 contract, in the amount of \$116,108.00.

5 Motion to approve agreement between ServiScape and City  
of East Chicago made by Valda Lewis. Second by Gilberto  
6 Cantu.

7 MR. SERNA: All in favor signify by  
saying aye?

(All signify aye.)

8 MR. SERNA: Motion carries.

9 MS. ACOSTA: Next one is the agreement  
10 for the court reporter that comes in every Park Board  
meeting -- Same as last year, there is no increase --  
with Fissinger & Associates

11 MR. SERNA: Okay. And that amount is the  
12 same as last year. We can look at the transcription  
rates and compensation. Again, these are easier to  
13 approve when we can see what the contract amount is.  
All the rates are there, and again, same as last year?

14 MS. ACOSTA: Correct.

15 MR. SERNA: Any questions on the contract  
16 with Fissinger & Associates? (None)

17 Entertain a motion to approve the  
Agreement with Fissinger & Associates.  
18 Motion to approve Agreement with Fissinger & Associates,  
for court reporting services for Board meetings made by  
19 Rick Rodriguez. Second by Valda Lewis.

20 MR. SERNA: All in favor signify by  
saying aye?

(All signify aye.)

21 MR. SERNA: Motion carries.

22 MS. ACOSTA: Next, Partnership with  
23 Sodexo Magic. This is the same company we had last  
year. They provide food for our kids during the school  
24 year. The summer program we use somebody else. We just  
need an MOU for this coming year

25

1 MR. SERNA: Counselor, do we have an old  
2 MOU that you just change dates on? Is it just a matter  
3 of changing dates?

4 MS. DAWKINS: Yes. We meeting again this  
5 month, so I'll have it for the next meeting. I'll speak  
6 with Mayra on the particular dates that you need.

7 MR. SERNA; any questions on this Board  
8 members? (None)

9 I'll entertain a motion to approve  
10 the Agreement with Sodexo Magic for the lunches,  
11 continuing the agreement on for another year.

12 Motion to approve Agreement with Sodexo Magic made by  
13 Rick Rodriguez. Second by Valda Lewis.

14 MR. SERNA: All in favor signify by  
15 saying aye?

16 (All signify aye.)

17 MR. SERNA: Motion carries.

18 MS. ACOSTA: The last one is for  
19 improvements to the parks and Rec Buildings. Installing  
20 a handicap ramp so it would be ADA compliant. This way  
21 people with wheelchairs and issues with walking will be  
22 able to easily walk into our office without issue.

23 We also need tuck pointing. There  
24 is point in the basement where back in the day that used  
25 to store coal, so that needs to be addressed. I have  
26 listed the contractors and bids. I think there's a  
27 spreadsheet with the company name and all the different  
28 amounts are highlighted, with the lowest one.

29 MR. SERNA: So you are asking for five  
30 different approvals for five different descriptions of  
31 work, or you are asking -- have these contractors bid on  
32 five different things?

33 MS. ACOSTA: They had the option to bid  
34 on all five items of one item. It was up to them.

35 MR. SERNA: Who is your recommendation  
36 today?

37 MS. ACOSTA: The lowest one, which I have  
38 highlighted on the spread sheet.

39 MR. SERNA: All right. So we'll need

1 five votes then, on five different projects. First one  
2 the handicap ramp.

3 MS. ACOSTA: Four of these are for  
4 Royalty Construction.

5 MR. SERNA: So we can do this all in one.  
6 You can see the spreadsheet. She highlighted the lowest  
7 bids out of the companies. There were other companies  
8 with higher bids that she submitted too.

9 When it comes to the handicap ramp,  
10 Royalty Construction was the lowest bid. They were tied  
11 with Jay Construction I see. Also for the basement,  
12 Royalty Construction was clearly the lowest bid. For  
13 the building, tuck pointing, Royalty Construction was  
14 the lowest bid. When you factor in one of the companies  
15 had to add additional cost for Vac system. So four out  
16 of five phases of this project; handicap ramp, the  
17 basement, the building, and tuck pointing; Royalty  
18 Construction is the lowest bidder. So that's \$69,900.  
19 So we would be awarding and approve Royalty Construction  
20 for total cost of \$69,900. And Site Services is lowest  
21 for the work on the parking lot, \$5,855. Any questions?

22 MR. AUSTIN: I'd like to know, are they  
23 going to take care of the whole thing, everything listed  
24 here? It's one contractor that will have the whole job?  
25 Also, were these other contractors given the same  
options?

MS. ACOSTA: Yes.

MR. AUSTIN: They didn't have a  
disagreement with that?

MS. ACOSTA: No. Actually some of them  
submitted their bids and were higher.

MR. SERNA: You can see the comparison.

MR. AUSTIN: I see the comparison. I  
just wondered, you know, if they --

MR. RODRIGUEZ: They all had the  
opportunity to bid on this and they bid too. We are  
going with the lowest one

MR. AUSTIN: Well, this \$5,000 is for  
what?

1 MR. SERNA: That 5,000, that other  
company came in real low. They came in the lowest.  
2 That's Site Services. They didn't bid on anything else.  
They didn't bid on anything but the parking lot.

3 MR. AUSTIN: That's all I wanted to know.  
4 So they didn't bid on nothing else but the parking lot?

5 MR. SERNA: Correct. So I will entertain  
a motion to approve the construction agreements with  
6 Royalty Construction for the handicap ramp, which is  
\$20,000; Royalty Construction for the basement work,  
7 \$10,000; building work was \$12,900, and tuck pointing  
for \$27,000; all Royalty Construction. And additionally  
8 approving Site Services for the parking lot work of  
\$5,855.

9 Motion to approve all four of those agreements with  
10 Royalty Construction and one with Site Services made by  
Rick Rodriguez. Second by Valda Lewis.

11 MR. SERNA: All in favor signify by  
12 saying aye?

(All signify aye.)

13 MR. SERNA: Motion carries.  
That's it for New Business. Any  
14 Public Comment?

15 MR. PURNELL: Rugus Purnell, 2401  
Cardinal Drive. I was wondering, we show up at the  
16 meeting, will we get this Board packet? We have an  
agenda but not the packet. I've got quite a few  
17 questions. Are these East Chicago vendors?

18 MR. SERNA: You can certainly ask that  
question. Let's answer that one first.

19 MS. ACOSTA: We hired an architect and  
20 architect company put the packets together for all these  
construction companies, and they were e-mailed and  
21 mailed all these details, pictures of the work. Then  
they were given a deadline when they have to submit  
22 their bids, and this is what we got back.

23 MR. PURNELL: So why don't you use  
newspaper for a wider variety? There's quite a few  
24 companies out there. Go to the State of Indiana, they  
have the list of the certified contractors also. I  
25 don't know any of these companies here. I've never seen

1 any of these companies.

2 MR. SERNA: I can answer that on one. I  
3 know Royalty Construction. He came in to give a bid to  
4 the Fire Department. He didn't end up doing the work,  
5 but he came in with a bid. His last name is Gillis and  
6 the family is from East Chicago. If he is an East  
7 Chicago business, I'm not sure. R & D Construction,  
8 that's on this list, they are an East Chicago company.  
9 They are doing work throughout the city. AMG  
10 Construction, I don't know. Jade Construction, I don't  
11 know. Site Services I believe -- is that an East  
12 Chicago company?

13 MS. ACOSTA: I'm not sure.

14 MR. SERNA: Skertich Development, I'm not  
15 familiar with them. So, there's two out of East  
16 Chicago, Royalty and R & D. Those two I personally  
17 know.

18 MR. PURNELL: You can go to the Board of  
19 Works to get that list of contractors.

20 MR. SERNA: I have that at my office  
21 because we have to make phone calls. I have a list of  
22 all the contractors that are licensed, East Chicago  
23 licensed contractors. I ask for that every year and  
24 that comes straight from the Building Department, so I  
25 can look these up and see if they are on there. I know  
that Royalty and R & D are East Chicago companies.

MR. PURNELL: I think you'd get a wider  
variety to use the newspaper, the legal notices, you  
know, to see what is going on out there. There is quite  
a few new companies that popped up in the past couple of  
years.

MR. SERNA: Who sends out the bid  
packets? Doesn't Board of Works do that?

MS. ACOSTA: No, it was Doug Cunningham.  
He works with the architect and they handle all that.

MR. SERNA: We could speak to Doug  
Cunningham and ask if we can use the newspaper on the  
next round bids for any construction. We can talk with  
Doug Cunningham and ask him to put it out in the  
newspaper.

1 I know when we did some things at  
2 the Fire Department, we used the newspapers. I didn't  
3 call the newspapers, but I know Public Works does that.  
4 So we'll talk with Mr. Cunningham.

5 MR. PURNELL: Normally if it's over  
6 \$5,000 they would use the newspaper ad. Tomorrow night  
7 at 4:30 we have Board of Works meeting. Val Gomez runs  
8 that. It would make it more accessible. I was  
9 surprised with this.

10 MR. SERNA: Did you have any other  
11 questions?

12 MR. PURNELL: The golf course, would it  
13 be easier to do the work yourself at the golf course?

14 MR. SERNA: They tried that. They tried  
15 that before Clay Putnam came. The cost for employees,  
16 to have enough employees to do it, that's why a lot of  
17 grass cutting is done by contractors and everything like  
18 that. It's cheaper to pay a contractor to do that work.  
19 He's a contractor that specializes in golf courses and  
20 his employees know how to use all the right equipment.

21 Also, we would have the cost of all  
22 the equipment that he uses. And all those things factor  
23 in to why ServiScape has been doing it and they have  
24 been doing a pretty good job.

25 MR. PURNELL: Where are they located?

MS. ACOSTA: Michigan City.

MR. PURNELL: They come all the way from  
Michigan City.

MR. SERNA: They do. You will see their  
advertising all over East Chicago.

MR. PURNELL: Thank you very much.

MR. SERNA: All right, that's our Public  
Comment.

Next meeting is Monday,  
December 23rd, right here, Courtnee?

MS. DINKIS: Yes.

MR. SERNA: So Monday, December 23rd. So



1 it's a Monday, not the regular Tuesday, Monday,  
December 23rd, 5:00 p.m., right here at Riley Park.

2 I'll entertain a motion to adjourn.

3 MS. LEWIS: Just for the sake of the  
minutes, I would like to note that one of our former  
4 Board members, Richard Gillis, passed. And so I'd just  
like to have that in the minutes.

5 MR. SERNA: Our condolences to the Gillis  
6 family. Thank you very much.

7 I'll entertain a motion to adjourn.

8 Motion to adjourn meeting made by Rick Rodriguez.  
Second by Valda Lewis.

9 MR. SERNA: All in favor signify by  
saying aye?

10 (All signify aye.)

11 MR. SERNA: Motion carries.

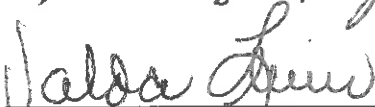
12 \*\*\*\*\* Meeting Adjourned \*\*\*\*\*  
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1 Approval of the Meeting Minutes of Tuesday  
December 10, 2019

2 Approved and signed December 23<sup>rd</sup>, 2019

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4  
5 Anthony Serna, President

6   
7 Rick Rodriguez, Vice-President

8   
9 Valda Lewis, Secretary

10  
11 Gilberto Cantu, Member

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13 Eugene Austin, Member

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15 Courtnee Dinkins, 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 12th day of December, 2019.

*Peggy S. LaLonde*



Peggy S. LaLonde, CSR, RPR

