CITY OF EAST CHICAGO
BOARD OF PARKS AND RECREATION

BOARD MEMBERS

Grayling Gordon, President
Rick Rodriguez, Vice President
Eugene Austin, Member
Gilberto Cantu, Member
Joseph Fernandez, Member

Regular Meeting Minutes
Tuesday, March 28, 2023 @ 5:00 p.m.

Reported for Fissinger & Associates
By: Lisa Pena

CALL TO ORDER: 5:01 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL: Present in Chambers: Grayling Gordon, Rick Rodriguez, Eugene Austin

STAFF: Present in Chambers: Genesis Gary, Jewell Harris

ADMINISTRATIVE MATTERS:

Approval of Minutes: March 14, 2023

Motion to approve March 14, 2023 Meeting Minutes made by Rick Rodriguez. Second by Eugene Austin.

Questions/Comments: None.

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

Approval & Signing of Payroll: March 17, 2023

Motion to approve March 17, 2023 Payroll made by Rick Rodriguez. Second by Eugene Austin.

Questions/Comments: None.

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

Approval & Signing of Warrant: 032123PB $6,513.53

Motion to approve Warrant 032123PB made by Rick Rodriguez. Second by Eugene Austin.

Questions/Comments: None.

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

Approval & Signing of Warrant: 032823PB $14,110.42

Motion to approve Warrant 032823PB made by Rick Rodriguez. Second by Eugene Austin.

Questions/Comments: None.

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

OLD BUSINESS: None.

NEW BUSINESS:

MR. GORDON: Now we're going to have our New Business. Stepping in for Director of Parks and Recreation Miss Genesis Gary.

MS. GARY: Thank you. First off under the New Business we have a Service Agreement with Civic Plus.

Civic Plus is going to be the company replacing Trac Solutions in our Community Centers, Heritage and Unity Hall.

We've been experiencing many issues with registration of the people coming and visiting and can't keep up with numbers. And it's hard for us to keep track online of residents and the nonresidents coming in to visit or daily tasks.

So once we get Civic Plus it would be easier for the Parks Department to keep up with the numbers that we need.

Civic Plus also is ran for the City website. So we will be able to flow equally with them.

MR. GORDON: I guess my question would be price-wise

comparatively speaking. Do you know the answer to that?

MS. GARY: Yes.

MR. GORDON: What is the difference in price?

MS. GARY: The difference in price is about $3,000. We have our initial startup fee which is a regular fee for a new item. So we have to bring in the new item.

They train us. They're going to give us training DVDs that's going to be here for staff. And they come in and stuff like to be trained. And we won't have to have the issues that we're having right now in our Community Centers.

MR. RODRIGUEZ: Excuse me, Mr. President. So is this price just for the startup and it goes lower after that?

MS. GARY: The total investment one year is that price, $7,838. The second recurring price right under it is $4,775. And that's yearly price.

MR. GORDON: I take it that it has been verified that this is very accurate and the loss of money will be replaced, correct?

MS. GARY: It has. Our mindful attorney team has dissected the contract for us previously.

MR. HARRIS: We did take a look at the contract and spoke to them and their attorney as well. The contract provisions are fine.

That company in particular too is a reputable company. They've worked with a lot of municipalities. And this is what they specialize in. So I do recommend them.

MR. RODRIGUEZ: Is this for all of our centers or just specific ones?

MR. HARRIS: Yes.

MR. GORDON: I'd like to introduce one of our Board Members, Mr. Joseph Fernandez.

(Board Member Joseph Fernandez joined the Meeting)

Motion to approve Civic Plus Service Agreement made by Rick Rodriguez. Second by Eugene Austin.

Questions/Comments: None.

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

MS. GARY: Next on the agenda we have a Past Due Memo for Menards for $198.06.

This is a Past Due Memo because our contractor gave us the invoice late. And now it's past the 60 days allowed by the City. So we want to come before you to ask you if we can pay this bill.

MR. RODRIGUEZ: I have a question. Why is the contractor giving us this? Isn't it our Department to bill?

MS. GARY: Yes, sir. The contractor will get the bill. When they go and purchase the item, they get the receipt and stuff like that.

I can't do anything in the office without the receipt. And things like that should be done through the chain.

MR. RODRIGUEZ: I understand. But when there's an estimate, wasn't this price already with materials?

MS. GARY: Yes. This is already a Purchase Order. I just need to pay the bill, the past due bill. We can't pay the bill unless it's approved by you guys because it's past due, past the 60 days.

MR. RODRIGUEZ: I understand. My question is when the contractor made an estimate wasn't this material already put in that estimate?

MS. GARY: Yes, sir.

MR. RODRIGUEZ: So why are we getting billed? Wouldn't it already be paid on it?

MS. GARY: Not necessarily because everything is billed differently.

When they go to Menards to purchase some items from like our charge accounts, we pay it as it comes to the

office.

MR. RODRIGUEZ: Okay.

MR. GORDON: Are there any other questions?

Motion to approve Menards Past Due Invoice made by Rick Rodriguez. Second by Joseph Fernandez.

Questions/Comments: None.

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

PUBLIC COMMENTS: None.

* Next Regular Meeting Date: Tuesday, April 11, 2023 @ 5:00 p.m. City Hall Council Chambers.

Motion to adjourn was made by Rick Rodriguez. Second by Eugene Austin.

Questions/Comments: None.

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

* Meeting ended at 5:13 p.m.

Approval of the Meeting Minutes of
Tuesday, March 28, 2023
Approved and Signed _____

Grayling Gordon, President

Rick Rodriguez, Vice President

Gilberto Cantu, Member

Eugene Austin, Member

Joseph Fernandez, Member

Genesis Gary, Recording Secretary

C E R T I F I C A T E

I, Lisa Pena, 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 said proceedings taken at said time and place, so ordered to be transcribed.

Dated at Portage, Indiana, this 4th day of April, 2023.



Lisa Pena
Notary Public Porter County
Certified Shorthand Reporter
License Number 084-003483