CITY OF EAST CHICAGO
BOARD OF PARKS AND RECREATION

BOARD MEMBERS

Grayling Gordon, President
Anthony Hopkins, Member
Joseph Fernandez, Member
Jaylen Robinson, Member
Eugene Austin, Member

Regular Meeting Minutes
Tuesday, June 25, 2024 @ 5:00 p.m.
Reported for Fissinger & Associates
By: Lisa Pena

CALL TO ORDER: 5:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL: Present in Chambers: Grayling Gordon, Anthony Hopkins, Joseph Fernandez, Eugene Austin

STAFF: Present in Chambers: Genesis Gary, Jewell Harris, Jr.

ADMINISTRATIVE MATTERS:

Approval of Minutes: June 11, 2024

Motion to approve June 11, 2024 Meeting Minutes made by Anthony Hopkins. Second by Joseph Fernandez.

Questions/Comments: None.

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

Approval & Signing of Payroll: June 21, 2024

Motion to approve June 21, 2024 Payroll made by Eugene Austin. Second by Anthony Hopkins.

Questions/Comments: None.

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

Approval & Signing of Warrant: 062524PB $61,771.34

Motion to approve Warrant 062524PB made by Anthony Hopkins. Second by Grayling Gordon.

Questions/Comments: None.

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

Approval & Signing of Warrant: 061424PB $647,780.91

Motion to approve Warrant 061424PB made by Anthony Hopkins. Second by Grayling Gordon.

Questions/Comments: None.

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

OLD BUSINESS: None.

NEW BUSINESS:

MR. GORDON: We'll move to our New Business. Recording Secretary Miss Genesis Gary.

MS. GARY: Hello. So on the agenda you will see the first thing I have for you guys is donated plants and trees.

Someone donated plants and trees to the greenhouse. But they have to get approved by you guys first before we can accept them.

So we're seeking approval of receiving these trees and plants so that we can multiply them.

MR. GORDON: I've got a question. Do we have to give like a monetary value of what the plant and trees would be worth?

MS. GARY: No, sir. Basically what we do in the office is we give them a slip saying you can't come back and get it.

You can use it on taxes. We're not giving you anything for it. Basically it's a donation.

It's a donation and don't come back looking for it.

MR. GORDON: So it's a straight donation?

MS. GARY: Right.

Motion to approve Donated Plants and Trees made by Anthony Hopkins. Second by Joseph Fernandez.

Questions/Comments: None.

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

MR. GORDON: Are there any questions to that, Attorney Harris?

MR. HARRIS: No.

MR. GORDON: You're looking perplexed.

MR. HARRIS: No. I was just thinking. I was curious. I wonder how many trees it was that they donated. That's all.

MS. GARY: I believe it's like two trees. Sometimes people donate that type of stuff when it gets too large for their homes.

MR. GORDON: So what do you all do with it?

MS. GARY: Well, the greenhouse has like to break it down and multiple it.

I mean it's two trees. They would make ten out of it. Propagate it and all that interesting stuff.

Next on the agenda I have a past due invoice for Fun Express in the amount of $2,389.94.

These are for items that were purchased for one of the Park events like Easter. And Fun Express is just now sending us these invoices. Or I guess their accounting department finally got fixed or whatever situation they had.

So I'm seeking approval for paying this past due invoice.

Motion to approve Fun Express Past Due Invoice made by Anthony Hopkins. Second by Grayling Gordon.

Questions/Comments:

MR. GORDON: Well, we've got two people that said aye. So do we go to a roll call now?

MR. HARRIS: Yes. Roll call.

MR. GORDON: Mr. Hopkins.

MR. HOPKINS: Aye.

MR. GORDON: Mr. Austin.

MR. AUSTIN: I just want to know down here we've got 61,000. Do we have to make a decision on that or hand down on us to --

MR. GARY: Sir, unfortunately you guys already approved that.

MR. GORDON: Yes. We're on the Past Due of Fun Express. So we're on the $2,389 right now.

We can go back to the other thing after this. We've got a motion on the floor.

MR. AUSTIN: I mean I just want to question it because it seems like we should have a little bit more input into this amount when they send it to us.

MS. GARY: That's all right. If you will check inside your packet that I give you every Friday before the Board Meeting, those are for bills like people's refunds as far as like rentals, maybe a water bill, maybe us ordering something from Quill's, pens and things of that sort.

This is just the proper channel we have to take. You guys have to sign it and approve the warrant. Then things go to the Controller's. They produce a check and mail it out to these companies.

We're not pocketing any of these funds or anything. This is stuff that is already allocated out.

MR. GORDON: We already approved that awhile ago. But we've still got a motion on the floor that we've got to

answer.

Mr. Fernandez.

MR. FERNANDEZ: Aye.

Roll Call: "All in Favor": Mr. Gordon, Mr. Hopkins, Mr. Fernandez. Abstain: Mr. Austin. Opposed: None Motion Carries.

MS. GARY: Next on the Board docket I have Royalty Construction rates and fees.

Royalty Construction, Mr. Tracey Gillis, I'm not sure if you guys are familiar with him. He's done lots of work in the City of East Chicago and does beautiful work. He updated our office.

We are seeking approval for his rates and fees for him to do things like fix a light post in the park. Things that Public Works does not have the time to get to or are short staffed.

Their Director, Mr. Jaylen Robinson, who isn't here today, has asked us to go ahead and get our own contractor to have these different things fixed.

MR. GORDON: Sounds good. Pretty good rates too.

Motion to approve Royalty Construction Rates and Fees made by Anthony Hopkins. Second by Grayling Gordon.

Questions/Comments:

MR. HARRIS: I do have a question.

MR. GORDON: Yes.

MR. HARRIS: So I see that you're asking for approval of the Board to approve the time and material rates. Is there an underlying contract that goes along with this too or is it just the rates?

MS. GARY: It's just the rates. So basically what we would do at the office is then we would net out an open PO in that amount because we don't know exactly what we're going to do tomorrow. We might have to change a light fixture out.

And that's something we just need an open PO to

kind of say, well, he changed a light fixture this week, next week he's going to fix a swing or a slide.

MR. HARRIS: So I would recommend that you do get an on-call services contract with him. It can use these same rates. And they can approve the rates today.

But if there's certain requirements such as insurance and things like that that you want to make sure he has and provide you with a certificate of insurance, those will be requirements of the contract.

So a PO is fine. The rates that are being approved today is fine. I just think you should also have a contract with him too.

Then it will just be on-call. And you keep using him the way you're using him when you need him.

Call him out, got an open PO, the rates are all approved. But there's some protections that will be included for the Department included in the contract.

MS. GARY: Okay.

MR. GORDON: Sounds good.

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

MR. AUSTIN: I go along with that, yes.

MS. GARY: Next on the agenda I have O.E.M. for BSN Sports for the purchase of various sports equipment.

The reason we have to bring this before the Board is because we recently had to buy nets for every park rim in the City of East Chicago.

We had to order about 50 nets. And since that total is over $5,000 we have to get that approved by the Park Board.

And the Controller's Office said that we need to have an O.E.M. Form basically saying that these are the people that we get the nets from because they're the ones who provided us with the nets initially in the first place.

So we're comfortable using them. We've used them

for many years. And we would like to continue to use BSN Sports.

MR. GORDON: I've got a question. Why don't we go through Main Sports Shop? I mean it's local.

MS. GARY: Main Sports Shop is very expensive compared to BSN.

We do use Main for certain things like maybe medals or if we need a couple of basketballs.

But when we're ordering in those large quantities, 50, 60 and stuff of sort, it's just faster if we go with BSN.

MR. GORDON: If you don't mind because I do have a relationship there and because we use Main for the School System.

We used to use BSN and we still do like when we order uniforms. But one of the things I want to do if we have a chance to is keep it local.

MS. GARY: Yeah. I can get a price comparison.

MR. GORDON: Yes. And then please let them know that, hey, you're way out of the ballpark.

MS. GARY: Yeah. I can get a price comparison for you. Motion to approve O.E.M. BSN Sports made by Anthony Hopkins. Second by Joseph Fernandez.

Questions/Comments:

MR. FERNANDEZ: Can we come back to this at a later date?

MR. GORDON: No. They've already ordered it now.

MS. GARY: Yeah. Ordered, purchased, signed, sealed and delivered. We need to pay.

MR. GORDON: We've got to pay them.

MS. GARY: But I will still backtrack and get a quote for that amount of nets just to kind of do a price comparison.

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

PUBLIC COMMENTS: None.

* Next Regular Meeting Date: Tuesday, July 9, 2024 @ 5:00 p.m. City Hall Council Chambers.

Motion to Adjourn made by Anthony Hopkins. 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, June 25, 2024
Approved and Signed _____

Grayling Gordon, President

Anthony Hopkins, Member

Joseph Fernandez, Member

Jaylen Robinson, Member

Eugene Austin, 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 5th day of July, 2024.



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