



CITY OF BLOOMINGTON  
parks and recreation

A-1

03/26/2013

Board of Park Commissioners  
Regular Meeting  
Minutes

Tuesday, February 26, 2013  
4:00 – 6:00 p.m.

Council Chambers  
401 N. Morton St.

**CALL TO ORDER**

The meeting was called to order by Mr. Carter at 4:00 p.m.

**Board Present:** John Carter, Les Coyne, Joe Hoffmann, Jane St. John

**Staff Present:** Mick Renneisen, Judy Seigle, Becky Higgins, Paula McDevitt, Bev Johnson, John Turnbull, Robin Hobson, Elizabeth Tompkins, Kim Ecenbarger, Marcia Veldman, Steve Cotter, Dave Williams, Amy Shrake

Interns: Micelle Spalding, Sara Tilley

- A-1. Approval of Minutes of January 22, 2013 Meeting
- A-2. Approval of Claims Submitted January 23 – February 25, 2013
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

Mr. Coyne made a motion to approve the Consent Calendar as presented. Mr. Hoffmann seconded the motion. Motion unanimously carried.

**B. PUBLIC HEARINGS/APPEARANCES**

**B-1. Public Comment Period**

Mr. Renneisen announced that Ms. Veldman was recently named Bloomington's Woman of the Year. She was awarded this honor because of her advocacy for food justice, food security and food sustainability. She has been a leader in different sustainability and food projects that promote health lifestyles. As the coordinator for the Farmers' Market, she has increased shoppers' access to fresh, healthy foods. In addition, she is active with Hoosier Hills Food Bank, the Plant A Row for the Hungry project, the Soup Bowl, Mother Hubbard's Cupboard, Green Drinks, Green Sanctuary Task Force, and Hilltop Educational Foundation. She, along with Linda Simon (Lifetime Contribution Award), will be honored at a luncheon on Wednesday, March 27 at the Bloomington-Monroe County Convention Center.

**B-2. Bravo Award – Heather Love – House Hockey Coach**

Mr. Turnbull addressed the Board and stated that this month's Bravo Award is being presented to Heather Love. Ms. Love volunteered her time with the department during the fall and winter as a youth house hockey coach. Originally from British Columbia, Canada, Ms. Love is in Bloomington working on her doctorate degree in English Literature at Indiana University. She has been actively involved with the youth hockey program since 2009, contributing more than 120 hours of volunteer time teaching children to skate and play hockey.

Ms. Love addressed the Board and stated that she has had a wonderful time helping with the hockey program and feels it has given her an opportunity to branch out from the "University World" where she is so submerged. She plans to be in Bloomington three more years while her children finish high school in Bloomington.

**B-3. Parks Partner Award – None this month**

B-4. Staff Recognition – Paula McDevitt, 25 Years of Service; Dee Tuttle, 20 Years of Service; Becky Barrick-Higgins, 15 Years of Service

Mr. Renneisen addressed the Board and acknowledged the 25 year anniversary of Ms. McDevitt. He stated there are only a couple of folks in the department here longer than 25 years! Her tenure with the department started in 1985 when she worked as a part-time program assistant at the Older Americans Center. She began working full-time as the Teen Coordinator, then Director of the Older Americans Center, and Adult/Family Services Manager, and her most recent position as the Recreation Services Director (since 2001). There was never a doubt that she is the perfect fit for her current position. She is always professional, organized, and is respected by her peers and staff. Her most current passion includes promoting an active and healthy lifestyle which she follows in her own personal life. This passion has allowed for the Department to create a Health & Wellness Coordinator position to help address health and wellness issues in the Bloomington community. She is also very involved in community outreach programs.

Ms. McDevitt addressed the Board and thanked the staff and Board stating that it has been a real pleasure working with the department and still loves what she does! She has a great staff and has been given many opportunities to make a difference in a community that she loves.

The Board offered their thanks to Ms. McDevitt stating that she leads her staff well and has earned the respect of her staff, the Board and the community.

Ms. McDevitt addressed the Board and acknowledged Ms. Higgins for her 15 years of service to the department. Ms. Higgins has been the Community Events Manager since 1998. She leads a very talented group of staff through rain, heat and cold to produce wonderful events, markets, parades, and concerts. She has faced many challenges and faces them head-on always keeping the mission of the department at heart. She sits on the Board of the IUEDP Board of Directors, in addition to the IPRA, and the Downtown Bloomington Inc.

Ms. Higgins addressed the Board and thanked the Board and the staff and said it is easy to work with such great staff and easy to be loyal to a department that has such great leadership. She feels honored to be here.

The Board thanked Ms. Higgins for her dedication and said the staff here makes it easier for them to do their jobs as well.

**C. OTHER BUSINESS**

C-1. Review/Approval of Permanent Easement Request by Smithville Digital

Mr. Renneisen addressed the Board seeking approval of the permanent easement request by Smithville Digital through Twin Lakes Sports Park. He stated that Smithville Digital was contracted to install a fiber optic line to service the Twin Lakes Recreation Center and Twin Lakes Sports Park in the summer of 2009 after the department purchased the SportsPlex. The fiber optic terminated within the boundaries of the parks and recreation department's property at that time. During the summer of 2012 Smithville expressed an interest in extending the fiber optic to service the apartments west of Twin Lakes. A temporary easement was approved by the Board in September, 2012 until a final easement could be negotiated. The permanent easement includes a payment from Smithville Digital to the department for the easement. In addition, the 2<sup>nd</sup> Street/Weimer Road project, anticipated to begin in the spring of 2013, will require Smithville to relocate their utility easement to the Twin Lakes Campus and the apartments west of Twin Lakes. The permanent easement will include terms associated with the relocation of the utility and other details concerning access to and service for the fiber optic cable that is located on Parks property.

Mr. Coyne made a motion to approve the permanent easement request by Smithville Digital. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-2. Review/Approval of Partnership Agreement with Lake Monroe Sailing Association

Ms. McDevitt addressed the Board seeking approval of the partnership agreement with Lake Monroe Sailing Association. She stated that this partnership has been in place since 1996. The goal of the partnership is to provide an opportunity to the Bloomington community to participate in a diverse sailing program, from beginners to advanced levels. The following

changes are proposed for the 2013 sailing program: 1) An increase in registration fees for Youth Sailing from \$180 to \$185; 2) No discounted fee for LMSA members; 3) BPRD will retain \$30 for each registered participant plus \$1 transaction fee; 4) Introduction to Keel Boating will change to Adult Sailing.

Mr. Coyne made a motion to approve the partnership agreement with Lake Monroe Sailing Association. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-3. Review/Approval of Partnership Agreement with Jazzercise

Ms. McDevitt addressed the Board seeking approval of the partnership agreement with Jazzercise. She stated that this partnership has been in place in 1997. Participation fees are collected by Jazzercise. At the end of each month a statement is prepared by Jazzercise and received by the department indicating the total number of participants and monthly gross. Ten percent of the monthly gross is paid to the department. Another 10% is paid to the Fairview United Methodist Church in exchange for the use of their facility.

Mr. Coyne made a motion to approve the partnership agreement with Lake Monroe Sailing Association. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-4. Review/Approval of Concession Bid Proposal

Mr. Turnbull addressed the Board seeking approval of the concessions bid with Pepsico. He stated that bids were received from both Pepsi and Coke. Pepsi's quote was cheaper in price both in the non-vending and vending category. Vending can be either self service (staff empties the money and fills the product) or full service (Pepsi deals with the money and filling the product and sends a rebate). The department typically chooses the full service, eliminating labor, storage, and shrinkage costs. Pepsi offered \$10,500 per year in sponsorship cash at the beginning of each contract year. Coke offered \$8,000 per year in sponsorship cash per year. Pepsi has been the provider the last three years and staff has experienced no significant service or shortage issues.

Mr. Coyne made a motion to approve the Pepsico concessions bid. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-5. Review/Approval of Partnership Agreement with Monroe County Civic Theater

Ms. Higgins addressed the Board seeking approval of the partnership agreement with Monroe County Civic Theater. She stated that this agreement has been in place for more than 20 years. The partnership provides the Bloomington community with free performances of Shakespeare in Third Street Park. For the 2013 season MCCT plans to produce *A Midsummer Night's Dream* in June. MCCT is responsible for the production of the plays, while BPRD provides promotional opportunities and the Third Street Park stage.

Mr. Coyne made a motion to approve the partnership agreement with Monroe County Civic Theater. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-6. Review/Approval of Partnership Agreement with Plant a Row for the Hungry

Ms. Hobson addressed the Board seeking approval of the partnership agreement with Plant a Row for the Hungry between BPRD, Bloomingfoods, Hilltop Garden and Nature Center, Worm's Way, Mother Hubbard's Cupboard, and Hoosier Hills Food Bank. Since its inception in 2002, over 236,458 pounds of fresh produce have been donated to the Hoosier Hills Food Bank. In 2012 over 45,500 pounds were donated. Of that amount, 15 tons of farm produce came from Farmers' Market Plant-A-Row for the Hungry participants. Staff of the Hoosier Hills Food Bank state that the produce is highly valued and is distributed within a day or two of being donated.

Mr. Coyne made a motion to approve the partnership agreement with Bloomingfoods, Hilltop Garden and Nature Center, Worm's Way, Mother Hubbard's Cupboard, and Hoosier Hills Food Bank. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-7. Review/Approval of Partnership Agreement with Mother Hubbard's Cupboard

Ms. Hobson addressed the Board seeking approval of the cooperative services and rental program partnership agreement with Mother Hubbard's Cupboard (MHC). She stated that the 16 x 30 foot hoop house started being utilized in 2012. Used solely by MHC, the season extension structure is used to start plants for its community gardening programs and for hosting gardening classes. Construction of a 8 x 10 foot wooden arbor is currently being constructed for the purpose of creating shade and supporting vining growth. Residents of the Near West Side neighborhood and Crestmost Neighborhood have increased participations in the community garden programs, providing them with the opportunity to acquire fresh, locally produced, nutrient dense food.

Mr. Coyne made a motion to approve the partnership agreement with Mother Hubbard's Cupboard. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-8. Review/Approval of Partnership Agreement with Ivy Tech for College for Kids Program

Ms. Shrake addressed the Board seeking approval of the partnership agreement with Ivy Tech for College for Kids. She stated that this will be the sixth summer that BPRD and Ivy Tech will offer the College for Kids summer camp program under the auspices of the Kid City camps. The program offers morning classes through Ivy Tech and afternoon camp activities through Kid City camps in Rhino's Youth Center for youth ages 11-14.

Mr. Coyne made a motion to approve the partnership agreement with Ivy Tech College for Kids. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-9. Review/Approval of Partnership Agreement with Monroe County Special Olympics

Ms. Shrake addressed the Board seeking approval of the partnership agreement with Monroe County Special Olympics. This partnership has been in existence since 2006, providing individuals with disabilities greater access to sport opportunities. The partnership allows BPRD to continue supporting sports for individuals with disabilities and offers Special Olympics Indiana – Monroe County (SOIMC) some flexibility with their programming. The department will continue to facilitate SOIMC's request for fields and facilities as well as assisting with marketing programs.

Mr. Coyne made a motion to approve the partnership agreement with Monroe County Special Olympics. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-10. Review/Approval of Farmers' Market Prepared Food Vendor Agreements

Ms. Veldman addressed the Board seeking approval of the Farmers' Market Prepared Food Vendor Agreements. She stated that the Bloomington Community Farmers' Market (BCFM) has three categories of vendors. The majority of the vendors are the farm vendors. In addition to the farm vendors are the A Fair of the Arts vendors and the Prepared Food Vendors. In January a RFP was sent to 74 individuals and organizations who have expressed an interest in selling prepared food at Market. In addition, a Legal Notice ran in the Herald Times informing the public of the RFP. The RFP established 10 criteria by which proposals would be evaluated: 1) Menu; 2) Production; 3) Price; 4) Customer Satisfaction; 5) Reliability; 6) Local Entity; 7) Market Product Balance; 8) Utilization of Local Product; 9) Interest in Non-Peak Season or Limited Occasion Sales; and 10) Fulfillment of Terms of Previous Agreement. Four of the PFV agreements in 2012 allowed for the continuation of the contract for one additional year if agreeable to both parties. Seven contracts terminated. Proposals were received from sixteen businesses and individuals. The review committee, made up of four Farmers' Market Advisory Council members and three Market staff, reviewed the proposals and makes the following recommendations:

- Continue the agreements with the four PFV whose contracts allow for continuation: Skillington Farm, Sweet Claire, Bloomingfoods Market and Deli, and Muddy Fork Farm.
- Bloomingfoods would like to provide an array of light breakfast items, quiche and beverages, utilizing local eggs, seasonal fruit and Indiana mushrooms in April – November.
- Skillington Farms would like to prepare breakfast sandwiches and burritos from meat and eggs that come from animals they raise and homemade bread, as well as granola and teas in May – November.

- Muddy Fork Farm would like to sell their artisanal breads, with many of the ingredients sourced locally, including the flour in April – November.
- Sweet Claire would like to sell a variety of European style breads and rolls in April – November.

Enter into contracts with the following nine PFV's:

- Musgrave Orchard would like to sell apple cider and caramel apples on in November.
- The Scholars Inn Bakehouse would like to sell their breads, muffins, scones, and pastries in April – November.
- Brown County Coffee would like to sell beans, prepared coffee, espresso drinks and hot cocoa in April – November.
- Feast would like to sell tamales as well as an assortment of breakfast items and smoothies in April – November.
- Piccoli Dolci would like to sell their authentic Italian and European pastries and baked goods, with some being packaged to take home and others intended for on-site enjoyment in April – November.
- Mt. Pilot BBQ would like to sell their sauces and rubs, as well as pulled pork sandwiches in April – October.

The following two recommend PFV have not previously sold at the Market. The committee recommends entering into one year contracts with each of them. They will be sharing one 10' x 10' space.

- Bloomington Flour Power would like to sell their handmade pastas, crepes, baked goods and dog treats in April – November.
- The Juice Bar Stand would like to sell various juices made on site in May – October.

Additionally, the committee recommends entering into a two year contract with Chris Vosters to sell kettle corn from space E10 in the Market.

Mr. Coyne made a motion to approve the BCFM Prepared Food Vendor Contracts. Mr. Hoffmann seconded the motion. Motion unanimously carried.

#### C-11. Review/Approval of Appointment to Farmers' Market Advisory Council

Ms. Veldman addressed the Board seeking approval of the appointment to the Farmers' Market Advisory Council (FMAC). She stated that there is currently one vendor and one customer representative posing openings. A notice advertising the vacancies was placed in the Market Beet and in the Local Growers Guild newsletter. One application was received for each position. Staff recommends the appointment of Janice Lilly as the customer representative and Linda Chapman as the farm vendor representative to the FMAC.

Mr. Coyne made a motion to approve the appointments to the FMAC. Mr. Hoffmann seconded the motion. Motion unanimously carried.

### **D. REPORTS**

#### D-1. Recreation Division – No Report

#### D-2. Operations Division – SPEA Public Tree Inventory Report/ERAC Report

Mr. Williams addressed the Board and stated that early in 2012 the Urban Forestry contracted with Indiana University SPEA to conduct a re-inventory of Bloomington's public street and parks trees. This led to the creation of the Bloomington Urban Forestry Research Group at the Center for the study of Institutions, Population and Environmental Change at IUB. Dr. Burney Fischer and his research provided an update to the Board.

Highlights from the presentation by Jess Vogt:

- Street trees in 7 neighborhoods, the Downtown Core, Miller-Showers Park and the B-Line Trail were surveyed using handheld electronic units.
- A total of 2,978 trees were inventoried.

- The sample trees reflects a high number of red and sugar maples and 51% of the inventory is maple.
- Trees sampled are in good condition with a sustainable size distribution and many small trees less than 6”.
- Maintenance needs for the sample public tree population are moderate, with most trees requiring routine or no maintenance and 211 trees (7%) recommended for removal.
- There are 1,158 planting spaces available (28% of possible tree spaces).

City-Wide recommendations include:

- The top 4 most numerous public trees were red maple, sugar maple, green ash, and callery pear. The group recommends minimizing the number of maples planted overall. Planting non-maple species is important in areas where a very large percentage of the population is already maples.
- Ash species are susceptible to emerald ash borer which is now known to be in Monroe County. Steps should be taken to protect the ash trees from the emerald ash borer infestation.
- Callery pear trees are abundant, but because they are short-lived with invasive species, it is recommended that when the trees die, they should be replaced with larger, longer-lived species where possible (basswood or oak).
- Continuous planting programs are important to increase the number of small trees relative to large trees, which increases the chances that more trees grow to a large size over time.
- Approximately 28% of possible street tree planting sites remain available in the neighborhood and downtown areas surveyed. Planting trees in these available spaces can begin to remedy current problems with unsustainable species and size distributions.
- The city should budget and formally plan for routine watering of all recently planted trees, especially during dry summer periods. Neighborhoods should be encouraged to participate in the maintenance of adjacent trees by participating in watering the trees.
- The group recommends that the city move to an electronic, live-updating inventory system that uses GPS to locate trees in a precise and accurate manner.
- An annual partial tree inventory should be conducted to stay on top of trends and emerging problems.

Angie Shelter, Chair of the Environmental Resources Advisory Council, addressed the Board and provided them with an update on the deer activity at Griffy Lake and the 2012 Annual Report.

#### **Griffy Deer Activity Report Highlights:**

- There are over 2,000 acres of natural forest in Griffy Woods with 10 ecological community types, 564 plant species (82% native to Indiana), 15 state-listed rare plant species, 38 species of reptiles and amphibians, 32-41 mammal species, and 157 bird species.
- The Deer Exclosure study at IU’s Griffy Woods included 15 fenced exclosures and 15 unfenced controls constructed between 2005-2010 and measuring 15 x 15m each.
- The study group counted deer pellets in early spring 2011 at 15 plots at Griffy and four other plots
- The study indicates that there are 13 times more pellet piles at Griffy Woods than at two other nearby Preserves (Moore’s Creek and Lilly Dickey Woods).
- In addition to counting deer pellets, vegetative structure was measured by running tape at 3 heights above ground level and counting the number of times vegetation contacted the tape.
- The vegetative structure was denser inside the fences at all heights measured.
- The deer population has affected the wood plants with 28 woody plants and 7 species observed in the open forest plot and 204 woody plants and 21 species in the fenced forest plots.
- The deer population also has had a negative effect on the wildflowers with a decrease both in flower height and quantities.
- There is also a significant increase in mice and tick population at Griffy Woods.
- In summary, the Griffy Woods Preserves may not continue to preserve some native animal and plant species without proper deer management controls in place.

#### **ERAC Annual Report highlights:**

- The 2012 ERAC members include: Angie Shelton (Chair), Melissa Clark (Vice-Chair), Cem Basman, Jeff Ehman, William Jones, Mike Litwin, Cathy Meyer, Barbara Restle, Dave Rollo (City Council Rep) and Parks staff: Steve Cotter, Elizabeth Tompkins, and Kriste Lindberg.
- 2012 ERAC Initiatives: Deer Task Force, Griffy Dam Repairs, Ferguson Dog Park, Switchyard Master Plan, Trail Development.
- Deer Task Force (DTF) –
  - Committee members presented data on effects of deer in Griffy Woods to ERAC and City Council and met with representatives from USDA Wildlife Services
  - Committee members attended DTF meetings on deer control
  - Committee members wrote outreach articles on ecological and health issues related to deer for the HT
  - BPRD staff recently constructed deer enclosure for demonstration/education near the Boathouse trails
  - ERAC wrote and unanimously approved a letter to the City Council recommending approval of DTF report
  - ERAC recommends reduction of deer population in Griffy Woods within the next two years; increased public education and outreach on ecological effects of deer; passive control methods in City (feeding ban, increase in fence heights, etc)
  - ERAC considers deer the most significant environmental issue facing City Parks
- Griffy Dam Repairs –
  - ERAC has kept updated on dam repair process
  - Focused on sediment removal, fish populations, amphibians and reptiles, invasive aquatic plants
  - Recommended construction of temporary wetland for turtles and amphibians
  - Drawdown may help reduce goose problem
  - Staff has secured a \$96K LARE grant
  - As much sediment as possible should be removed during drawdown
  - Potential sediment uses include fill and fertilizer (possibly for Switchyard Park)
  - Raking areas where sediment cannot be removed could reduce aquatic invasive plants
- Ferguson Dog Park –
  - New dog park should help shoreline erosion and sedimentation in Griffy Lake
  - ERAC recommended opening new dog park before old areas was closed for dam repairs
  - New park includes native vegetation and rain gardens
  - Waste is a problem at the park. ERAC recommends forming a “Friends of the Dog Park” group
  - Currently only one area is fenced. Priority should be given to fencing of a secondary area for rotated use
- Switchyard Master Plan –
  - ERAC held a meeting at Switchyard Park to view the property
  - Angie Shelton served as ERAC rep to Switchyard Steering Committee
  - Environmental Issues: bioremediation or relocation of contaminated soil; creek remediation, restoration, daylighting; updating of floodplain maps; retention of trees on streambank; invasive species removal
  - Completed Master Plan includes stream rehabilitation and balance of active and passive use that would retain natural areas
  - Potential to use dredged silt from Griffy as fill at Switchyard Park, but would require revision of floodplain maps
  - Current recommendations: Try to find funding for phased development of park; Efforts to increase safety in park and along this segment of B-Line Trail
- Trail Development –
  - Cascades Trail completed from Lower Cascades Park to Old SR 37
  - HAWK signal installed for pedestrians at connection of B-Line and Rail Trail. Total 7.5 mile trail
  - Funding from Redevelopment Commission to improve trails as Wapehani Park
  - Similar funding needed for trail upgrades at Griffy Lake and Trail Master Plan
- Environmental Education –
  - ERAC is impressed by the department’s environmental education programs, especially the environmental summer program, Naturalist at the Market, and Adopt-A-Trail
  - ERAC members have assisted in educational programs (Leonard Springs Nature Days, Griffy Lake Nature Days)
  - Cathy Meyer is involved in numerous education outreach programs and Riverwatch and Green Spots programs

- ERAC recommends increased education and outreach on deer population, Griffy Lake drawdown, dog impacts at Griffy and the dog park

D-3. Sports Division – No Report

D-4. Administration Division – No Report

**ADJOURNMENT**

Meeting adjourned at 5:55 p.m.

Respectfully Submitted,



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Judy Seigle, Secretary Board of Park Commissioners