



CITY OF BLOOMINGTON
parks and recreation

A-1
03/25/2008

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, February 26, 2008
4:00 – 5:30 p.m.

Parks & Recreation Conference Room
401 N. Morton St.

CALL TO ORDER

The meeting was called to order by Mr. Carter at 4:05 p.m.

Board Present: John Carter, Les Coyne, Joe Hoffmann

Staff Present: Mick Renneisen, Judy Seigle, Dan Hilker, Chris Truelock, Becky Barrick, Jim Roach, Paula McDevitt, Anna Weigand, Kim Ecenbarger, Cheryll Elmore, JD Boruff, Dave Williams, Barb Dunbar, Brenda McGlothlin, Angie Smith, Kristy LeVert, Bev Johnson, Sarah Nix, Marcia Veldman, Mark Thrasher, Bradley Drake

Intern: Kortney Killebrew

City Administration: Margie Schrader, City Legal

A. CONSENT CALENDAR

- A-1. Approval of Minutes of January 22, 2008 Meeting
- A-2. Approval of Claims Submitted January 23 – February 25, 2008
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

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

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period

Mr. Renneisen announced that public meetings will be held on Monday, March 3 from 11:00 – 1:00 and from 5:00 – 7:00 in the Council Chambers in City Hall. The public will have opportunities to voice their input on the Griffy lake Master Plan Update at these meetings.

B-2. Bravo Award – Ron Drahos

Mr. Renneisen addressed the Board and stated that the February Bravo Award is being presented to Ron Drahos for his many years of service to the youth baseball programs in Bloomington. He has held many offices with the Bloomington Junior League Baseball Association during the past 25 + years and many members of the organization will say he is the backbone of delivering the program. Mr. Drahos has a penchant for inventorying, storing, and purchasing equipment, including uniforms and all other baseball equipment.

Mr. Drahos addressed the Board and thanked the Board and staff for this award.

B-3. Staff Introductions – Margie Schrader, Assistant City Attorney

Mr. Renneisen addressed the Board and introduced Ms. Schrader as the new Assistant City Attorney that will be serving as the Parks and Recreation intake attorney. In this capacity she reviews all of the partnership agreements, resolutions, and various business items related to Parks and Recreation activities.

Ms. Schrader addressed the Board and stated that she is very pleased to be working with this department and the staff.

B-4. Staff Milestones – Becky Barrick – 10 years/Brenda McGlothlin – 5 years

Ms. McDevitt addressed the Board and stated that she is pleased to recognize Ms. Barrick, Community Events Manager, for her 10 years of service with the department. Ms. Barrick is responsible for overseeing many community events such as Drool in the Pool, the fall event Pumpkins in the Park, Holiday Market, Affair of the Arts, Performing Arts Series, July 4th Parade, and many other programs that have been developed under her leadership. She is also responsible for managing the operation and rental of the mobile stage. In addition, Ms. Barrick offers her talents to help other community organizations as a consultant for their special events. She is also involved in many professional organizations at both the local and national levels.

Ms. Barrick addressed the Board and stated that it has been a fun ten years and still feels that this is her dream job!

Ms. Seigle addressed the Board and stated that she is pleased to acknowledge the five year anniversary of Ms. McGlothlin. Ms. McGlothlin is a customer service representative at the Main Office. In addition to her customer service role, Ms. McGlothlin is responsible for updating and maintaining the department's registration database, RecTrac. She will play a big role in preparing the department to go "live" with WebTrac, the on-line version of the registration database, RecTrac.

Ms. McGlothlin addressed the Board and stated that it has gone quickly.

B-4. Public Comment – Presentation of IHSAA Role Model Program

Michael Hoffmann addressed the Board stating that he is a senior at Bloomington High School North where he has run cross-country and track and field since his freshman year. At the end of the 2006-07 school the BHSN Athletic Director nominated Mr. Hoffmann for the IHSAA Role Model Program. The main focus of this program is lowering tobacco, alcohol and other drug use among elementary, middle and high school students in Indiana, especially among student athletes. The role model program promotes being drug-free by making posters and pocket schedules to distribute in participating communities. These materials are paid for by the South Central Indiana REMC Electric Coop. In addition, 50 student athletes throughout the state are selected to participate in the youth speaker's bureau for which Mr. Hoffmann was also chosen. After completing the training session, he will now be speaking at local elementary and middle schools to speak about his personal observations of tobacco and drug use. He shared a story of living in Germany where cigarettes are available in vending machines and where his closest friend was addicted to cocaine. Before Mr. Hoffmann's arrival in Germany this friend's best friend died from a drug overdose. He realized how important it is for students to understand the harmful effects of drugs. He hopes by speaking to children while they're still impressionable, to be able to influence their decisions when it comes to using drugs. For more information, the public can visit the program's web site at: www.ihsaa.org. He added that he will be attending Harvard University in the fall and will be part of their cross-country/track team.

C. OTHER BUSINESS

C-1. Review/Approval of Consultant Agreement to Prepare Construction Documents For the Buskirk-Chumley Theater Exterior Rehabilitation Project

Mr. Williams addressed the Board seeking approval of the consultant agreement with Ratio Architects to prepare construction documents for the Buskirk-Chumley Theater exterior rehabilitation project. He stated that the responsibility for the exterior structure maintenance is assigned to the department with funding for maintenance & operation coming from the City's Downtown TIF account, with this project not to exceed \$40,000. He stated that

there are many exterior repair needs that will be addressed at one time, including roofing, guttering, window rehabilitation, structural masonry repair, masonry tuck-pointing and waterproofing, and site drainage. Staff hopes to begin repairs this summer.

Mr. Hoffmann made a motion to approve the consultant agreement with Ratio Architects to prepare construction documents for the Buskirk-Chumley Theater exterior not to exceed \$40,000. Mr. Coyne seconded the motion. Motion unanimously carried.

C-2. Review/Approval of Agreement with Babe Ruth Baseball Association to Operate the Winslow Sports Park South Concession Facility

Mr. Truelock addressed the Board seeking approval of the agreement with Babe Ruth Baseball Association to operate the Winslow Sports Park South Concession Facility. He stated that this agreement has been in place for many years and there are no changes to this year's agreement. The Babe Ruth Program uses profits generated from concession sales to offset program costs and other related expenditures.

Mr. Hoffmann made a motion to approve the agreement with Babe Ruth Baseball Association to operate the Winslow Sports Park south concession facility. Mr. Coyne seconded the motion. Motion unanimously carried.

C-3. Review/Approval of Agreement with Junior League Baseball Association to Operate the Winslow Sports Park North Concession Facility

Mr. Truelock addressed the Board seeking approval of the agreement with Bloomington Junior League Baseball Association to operate the Winslow Sports Park North Concession Facility. He stated that this agreement has been in place for many years and there are no changes to this year's agreement. The Bloomington Junior League Baseball Program uses profits generated from concession sales to offset program costs and other related expenditures.

Mr. Hoffmann made a motion to approve the agreement with Bloomington Junior League Baseball Association to operate the Winslow Sports Park north concession facility. Mr. Coyne seconded the motion. Motion unanimously carried.

C-4. Review/Approval of Partnership Agreement with Babe Ruth Baseball Association to Provide a Youth Baseball Program at Winslow Sports Park

Mr. Truelock addressed the Board seeking approval of the partnership agreement with Babe Ruth Baseball Association to provide a youth baseball program at Winslow Sports Park for children ages 13-18. This program serves over 100 players with practices and games conducted Monday – Sunday. There are two changes to this year's agreement: 3.b. field rental prices have been changed to reflect the 2008 price schedule. 4.b. eliminated the NYSCA coaching requirement and replaced it with the Babe Ruth/Cal Ripken league coaching education program. Babe Ruth requires this certification of all head coaches within the program.

Mr. Hoffmann made a motion to approve the partnership agreement with Babe Ruth Baseball Association for the youth baseball program. Mr. Coyne seconded the motion. Motion unanimously carried.

C-5. Review/Approval of Partnership Agreement with Junior League Baseball Association to Provide a Youth Baseball Program at Winslow and Bryan Park

Mr. Truelock addressed the Board seeking approval of the partnership agreement with Bloomington Junior League Baseball Association to provide a youth baseball program at Winslow Sports Park for children ages 5-12. This program serves over 500 players with practices and games conducted Monday – Sunday. There are two changes to this year's agreement: 3.b. field rental prices have been changed to reflect the 2008 price schedule. 4.b. eliminated the NYSCA coaching requirement and replaced it with the Babe Ruth/Cal Ripken league coaching education program. Babe Ruth requires this certification of all head coaches within the program.

Mr. Hoffmann made a motion to approve the partnership agreement with Babe Ruth Baseball Association for the youth baseball program. Mr. Coyne seconded the motion. Motion unanimously carried.

C-6. Review/Approval of Resolution 08-04 to Purchase Department

Mr. Roach addressed the Board seeking approval of the purchase of a 2008 Ford F250 4x4 pick-up truck for the Sports Division, adding that this truck replaces a truck that is in its 20th year of service and is the first new vehicle in eight years! Using QPA pricing, this vehicle will be ordered through Bloomington Ford for a total cost of \$19,843.80.

Mr. Renneisen addressed the Board seeking approval of the purchase of a 2008 Ford Hybrid Escape to be used by the Administrative Division. The existing 2002 Ford Escape will be reassigned to the Operations Division and will be used as the park patrol vehicle. One of the oldest fleet vehicles will be retired and placed in the City auction. The low dollar bid for this vehicle was submitted by Bloomington Ford at a total cost of \$28,379.25.

Mr. Boruff addressed the Board seeking approval of the purchase of a John Deere 110 tractor with a loader/backhoe that replaces a tractor at Rose Hill that is used to dig graves. This tractor is also about 20 years old and has been experiencing mechanical and hydraulic problems. Staff received a quote from White River Co-Op for a new 2007 for a total cost of \$18,947.

Mr. Hoffmann made a motion to approve Resolution 08-04 as amended to purchase department vehicles. The amended resolution includes the purchase of a John Deere 110 tractor. Three bids were received, with the low bid from WRC Outdoor Power Equipment, LLC for \$36,647.03 and trade-in valued at \$17,700 bringing the total tractor cost to \$18,947.03. Mr. Coyne seconded the motion. Motion unanimously carried.

C-7. Review/Approval of Resolution 08-05 for Department Beverage Service

Mr. Hilker addressed the board seeking approval of Resolution 08-05 for the Department Beverage Service. Staff recommends awarding the beverage bid for 2008-2010 to Coca-Cola. He stated that bids were received from Coca-Cola and Pepsi with Coca-Cola submitting the more favorable bid. This includes some direct service and some full-service components.

Mr. Hoffmann made a motion to approve Resolution 08-05 for the department beverage service to Coca-Cola for 2008-2010. Mr. Coyne seconded the motion. Motion unanimously carried.

C-8. Review/Approval of Resolution 08-06 to Purchase Mowing Equipment for the Golf Course

Mr. Hilker addressed the Board seeking approval of Resolution 08-06 to purchase mowing equipment for the Golf Course. He stated that three quotes were received by staff including Reynolds John Deere Golf \$26,400; Midwest Golf & Turf Jacobsen \$28,166.75; and Kenney Outdoor Solutions Toro \$28,954.50. Staff recommends award the bid to Kenney Outdoor Solutions Equipment for a total of \$28,954.50. While this may be the highest price of the bids, the Toro is the only unit where all three cutting decks move left or right from center, making it the safest unit for staff.

Mr. Hoffmann made a motion to approve Resolution 08-06 to purchase mowing equipment for the Golf Course. Mr. Coyne seconded the motion. Motion unanimously carried.

C-9. Review/Approval of Resolution 08-07 to Lease/Purchase Golf Cart Fleet

Mr. Renneisen addressed the Board seeking approval of Resolution 08-07 to lease/purchase a golf cart fleet. He stated that the current golf cart fleet consists of 75 golf carts. More than one third of the existing cart fleet is at least 10 years old with 17 carts older than 10 years. The newest 10 carts were purchased in 2002. The current annual expense for parts and labor will exceed \$20,000 in 2008 if staff retains the existing fleet. Following an RFP process, two proposals were received. The trade-in allowance and cost of new carts provided a difference of \$209,350 from Professional Golf Car and \$192,546 from Club Car. Both proposals offered lease options with rates around 5%. Staff shopped the lease rate with the Indiana Bond Bank and received a quote of 3.08%. This will amount to payments of approximately \$51,000 per year for four years. At the end of the four year lease, the department will

own the carts (an estimated value of \$100,000). Staff plans to cover the expenses for this new fleet with a combination of a \$1 cart rental increase that should bring an estimated \$25,350 in revenue; and from savings recovered by not needing to pay for parts and labor to repair the old fleet.

Mr. Hoffmann made a motion to approve Resolution 08-07 awarding the purchase of golf carts for Cascades Golf Course. Mr. Coyne seconded the motion. Motion unanimously carried.

C-10. Review/Approval of Partnership Agreement with The Ryder

Ms. LeVert addressed the Board seeking approval of the partnership agreement with The Ryder Film Series. This partnership allows for the department to offer six free movies to the Bloomington community this summer. The most significant change to the Evening with the Stars series for 2008 is that the movies will now be shown on Friday nights instead of Saturday nights (with Saturdays as rain dates). Also new for 2008 is that the movies are moving to later in the summer/fall season allowing staff to show all movies at 9:00 p.m. The schedule is as follows:

August 22	Surf's Up (@ Bryan Park Pool)
August 29	Casablanca
September 5	A Hard Day's Night
September 12	Radio Days
September 19	Twister
September 26	Finding Neverland

Mr. Hoffmann made a motion to approve the partnership agreement with The Ryder Film Series for Evening with the Stars. Mr. Coyne seconded the motion. Motion unanimously carried.

C-11. Review/Approval of Prepared Food Vendor Agreements for Market

Ms. Veldman addressed the Board seeking approval of the prepared food vendor (PFV) agreements for the Farmers' Market. In 2007 there were four spaces in the Market area dedicated to prepared food vendors and one that was designated for the Market Café. Several changes were made regarding the prepared food vendors for the 2008 Market season: 1) The Café contract expired in 2007 and was incorporated into the PFV RFP. 2) The number of full-season spaces dedicated to PFV increased to six. 3) The space rental fee increased to reflect the change in the farm vendor rental fee. Proposals were received from five businesses and individuals: Bloomingfoods Market and Deli, Loveland Farm, Limestone Grille, Bloomington Coffee Roasters and Btown Beans Coffee Roasting Company. Four of the PFV agreements in 2007 allowed for the continuation of the contract one additional year if agreeable to both parties. The review committee recommends the following: Continue the agreements with the four PFV whose contracts allow for their continuation - Chris Vosters, Musgrave Orchard, The Bakehouse, and Harvest Lodge Catering. The review committee recommends entering into contracts with Bloomingfoods Market and Deli, Loveland Farm, Limestone Grille, Bloomington Coffee Roasters and Btown Beans. All spaces will be 10' x 10' in May through October and vehicle spaces in April and November.

Mr. Hoffmann made a motion to approve the Prepared Food Vendor agreements for the Farmers' Market. Mr. Coyne seconded the motion. Motion unanimously carried.

C-12. Review/Approval of Farmers' Market Advisory Council Appointments

Ms. Veldman addressed the Board seeking approval of the Farmers' Market Advisory Council appointments. She stated that a farm vendor representative and customer representative each had their terms expire in February. Six applications were received for the customer representative and two applications were received for the farm vendor representative position. Six other members terms expired, Teresa Birtles, Linda Chapman, Deborah Cronin, Gregg Rago, Mara-Lea Rosenbarger and Ron Stephenson, and all requested reappointment. Staff recommends the appointment of Beth Hollingsworth as the customer representative and Mandy Corry as the farm vendor representative to the Farmers' Market Advisory Council. Staff recommends the reappointment of the additional six advisory council members.

Mr. Hoffmann Made a motion to approve the reappointments and the new appointments to the Farmers' Market

Advisory Council. Mr. Coyne seconded the motion. Motion unanimously carried.

C-13. Review/Approval of Partnership Agreement with Indiana University Recreation Parks and Tourism Studies Department

This item was tabled for a later date.

C-14. Election of Board Officers

Mr. Coyne made a motion to appoint Mr. Carter as the Board President, Mr. Coyne as the Vice-President, and Ms. Seigle as the Secretary. Mr. Hoffmann seconded the motion. Motion unanimously carried.

Mr. Coyne made a motion to appoint Mr. Hoffmann as the Board's representative to the Plan Commission. Mr. Carter seconded the motion. Motion unanimously carried.

D. REPORTS

D-1. Operations Division – Environmental Education Report

Ms. Smith addressed the Board and provided them with an update on Environmental Education Program activities. She stated the goals of local and national environmental education: 1) Explore local environmental problems and solutions. 2) Gain knowledge about social and ecological systems. 3) Focus on attitudes, values, and commitments necessary to build a sustainable society. 4) Build skills that enhance learners' problem-solving abilities. The department set three additional goals specific to the Bloomington community: 1) Reach at least 1,000 participants per year. 2) Offer educational opportunities in different environmental program areas. 3) Collaborate with multiple agencies and organizations to help build a more sustainable community. In 2007, the department exceeded those goals by reaching more than 2,400 participants, offering more than 50 different programs, both general and specialized and collaborating with several different agencies and organizations. Examples of collaborative efforts include the Leonard Springs Nature Day (with Sycamore Land Trust and Monroe County Community School Corporation), the Storm Water Environmental Education Team (SWEET) with Ivy Tech and Indiana University, and Hoosier Riverwatch with Monroe Parks and Recreation and the Indiana DNR. Highlights from 2007 include the **Leonard Springs Nature Days** with 294 MCCSC students participating. This program received more than \$7,000 in grant funds. The **Naturalist at the Market** (once a month) received about 311 visits at Saturday Markets with topics from trees, fishing, and water wonders. The **Webelos Badge Program** was very popular which focused on Naturalist, Geologist and Forester badges. This program served 112 scouts in 2007. The **Crestmont Earth Club** met once a week from June –August with an average of 13 kids per week. Topics included weather, animal tracks, bugs, flowers, snakes, mammals, etc. **Kids Fishing Derby** was held during Free Fishing Weekend with 50 kids and parents participating. Staff worked with school students from Unionville, Arlington, University, Grandview, Highland Park, Jackson Creek Middle School, Aurora High School, and Bloomington High School North. Staff continues to focus on Invasive Species Education by increasing public awareness programs such as the "Got Aquarium" Campaign. With the re-opening of the Griffy Lake public boat ramp, staff was educated on how to do boat and trailer inspections for invasive species. Future Programs will focus on expanding the Leonard Springs Nature Days, The Great Outdoors Programs, Invasive Species Education, and the Roving Naturalist. Ms. Smith announced the 2008 Leonard Springs Nature Days and added that volunteers are needed for March 25-26, April 1-2; April 8; and April 15. Stations will include Karst Topography, Forest Ecology, Creek Monitoring, Soil Composition, and Wetland Bird Habitat.

D-2. Sports Division – No Report

D-3. Recreation Division – Kid City Report

Ms. Weigand addressed the Board and provided them with an update on the 2007 Kid City Season. There were more than 1,409 registered participants for camp programs resulting in approximately 7,308 daily participations over the 11 week period. Kid City Original had an average of 83 campers per week. Teen X-Treme averaged 9 campers per week and the CIT program averaged 11 participants per week. Teen X-Treme Travel, a residential camping program, ran at capacity for all three of its sessions. Camp Nexus, a new camp offered in 2007, ran one

session with seven campers. The Inclusion program continues to grow, providing 114 weeks of inclusion services. Grant funds totaling \$14,000 have been secured from both the WHAS Crusade for Children and the Bubel-Aiken Foundation to support inclusion services at camp. Staff uses Survey Monkey to conduct camp evaluations. Once again, parents reported feeling very comfortable with camp staff and activities. Staff training remains a focus of the department which can be attributed to the high retention rate of returning seasonal staff. New for 2008: 1) Healthy Camp Study Program through the American Camp Association. This will allow staff free access to grant monies, products and services that promote health, wellness and safety at camp. 2) Expanded the Teen Program offerings through a partnership with Ivy Tech-Bloomington called "College for Kids." This camp program allows 11-14 year olds access to kid friendly classes at Ivy Tech in the mornings and recreational opportunities with Kid City staff in the afternoons. 3) Staff continues to pursue grant funding to increase the capacity of the inclusion program and the possibility of additional scholarship monies. 4) All Kid City programs will sit for re-accreditation through the American Camp Association.

D-4. Administration Division – 2007 Annual Report

ADJOURNMENT

Meeting adjourned at 5:45 p.m.

Respectfully Submitted,

Judy Seigle, Secretary Board of Park Commissioners