



A-1

12-12-2023

Board of Park Commissioners
Regular Meeting
Minutes

Regular Meeting: Tuesday, November 28, 2023 4:00 – 5:30 p.m.

Council Chambers
401 North Morton
(Virtual Zoom)

CALL TO ORDER - ROLL CALL

The meeting was called to order by Kathleen Mills at 4:02pm

Present: Kathleen Mills, Israel Herrera, Jim Whitlatch and Ellen Rodkey

A. CONSENT CALENDAR

- A-1. Approval of Minutes of October 24, 2023
- A-2. Approval of Claims Submitted October 24, 2023 through November 27, 2023
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Reports
- A-5. Review/Approval of Credit Card Refunds
- A-6. Approval of Surplus
- A-7. Review/Approval of (12) 2024 Service Agreements in Sport Division
- A-8. Review/Approval of Contract with Ross Newsom for holiday market carriage rides
- A-9. Review/Approval of Service Agreement with S.C. Pryor for 2024 services
- A-10. Review/Approval of Contract with Native View LLC for B-Line landscape maintenance
- A-11. Review/Approval of Service Agreement with Tree Guy for 2024 services
- A-12. Review/Approval of Contract with Everywhere Signs for RCA Park sign installation

Ellen Rodkey made a motion to approve Consent Calendar. *Jim Whitlatch* seconded the motion. Vote take: motion unanimously carried 4-0

B. PUBLIC HEARINGS/APPEARANCES

- B-1. Bravo Award - none
- B-2. Parks Partner Award - none
- B-3. Staff Introductions -none

C. OTHER BUSINESS

C-1. Review/Approval of Contract with Commercial Service for Twin Lakes Recreation Center HVAC

Daren Eads, Sports Facility Coordinator in order to keep facilities in good working condition, the services of a professional contractor would be required. Contractor would perform HVAC preventive maintenance at Twin Lakes Recreation Center. Staff recommended approval of the contract with Commercial Services, in an amount not to exceed \$9,268.75. Funding source would be from Twin Lakes Recreations Non-Reverting Fund.

Ellen Rodkey made a motion to approve contract with Commercial Services. *Jim Whitlatch* seconded the motion. Vote take: motion unanimously carried 4-0

C-2. Review/Approval of Contract with Baker Stone Work for Rose Hill Cemetery Wall Repair

Mark Marotz, Operations Superintendent due to damage from a vehicle accident, staff wished to have repairs made to the wall at Rose Hill Cemetery. The contractor would remove stones in the damaged area, creating an eight foot pathway, lay 12 inch square pillar in center of opening using existing stone from the wall, lay new stone pillar to the south of the

opening using stone from the wall, and adding new stone as need. Repairs would leave an opening for future pedestrian connections. Staff recommended approval of the contract with Baker Stone Work in an amount not to exceed \$5,075. Funding source would be from Cemetery Non-Reverting Fund.

Ellen Rodkey made a motion to approve contract with Baker Stone Work. *Jim Whitlatch* seconded the motion. Vote take: motion unanimously carried 4-0

C-3. Review/Approval of Contract with Eco-Logic for 2024 Deer Browse Monitoring at Griffy Lake Nature Preserve

Steve Cotter, Natural Resource Manager to monitor the health of plant communities at Griffy Lake Nature Preserve, staff recommended approval of a contract with Eco Logic, LLC. The consultant would collect data in 2024 on 12 transects, monitor browse on herbaceous and woody vegetation. To determine whether there had been a decline, increase, or no statistical change in the amount of deer browse at Griffy Lake, the results would be compared to previous years' data. The project would be funded from Natural Resources Non-Reverting Fund, in an amount not to exceed \$12,870.

Board Comments: *Jim Whitlatch inquired:* if price had increased. *Steve Cotter responded:* there had been a slight increase. *Kathleen Mills inquired:* on the number of deer recently removed. *Steve Cotter responded:* twenty-five the first weekend. Another weekend had been scheduled.

Ellen Rodkey made a motion to approve contract with Eco-Logic. *Jim Whitlatch* seconded the motion. Vote take: motion unanimously carried 4-0

C-4. Review/Approval of Contract with Marshall Security, LLC for 2024 Security Services

Tim Street, Interim Director BPRD wished to continue to have professional security services provided in parks and along trails. Vendor would provide one unarmed uniformed security officer to patrol Switchyard Park daily from 5pm to 5am. Vendor would provide one unarmed uniformed security officer to patrol identified parks and trails daily from 6am to 8pm. Vendor would provide two unarmed uniformed security officers to patrol together at identified parks and trails from 8pm to 1am. Vendor would close a few of the park restrooms at night. Staff recommended approval of the contract with Marshalls Security Service. Funding source would be from Operations and Switchyard Parks General Funds, in an amount not to exceed \$360,000.

Board Comments: *Kathleen Mills inquired:* if the restrooms were locked year round or seasonal. *Tim Street responded:* for the most part seasonal. Park staff would open restrooms in the mornings, when the facilities would be cleaned. *Kathleen Mills inquired:* how many years had Parks hired outside security services. *Tim Street responded:* 2023 was the first year for full size contract. Smaller portions in 2021 and 2022. *Israel Herrera inquired:* if it had been the same provider during that time frame. *Tim Street responded:* yes, Marshall Security had been used each year. *Jim Whitlatch:* was concerned with only one security officer being on shift at SYP during the late night hours. *Tim Street responded:* Marshall runs security at multiple places throughout the city, and their security officers had contract with each other. *Jim Whitlatch requested:* security be discussed at a future Park Board Word Session. *Ellen Rodkey inquired:* security services were not provided on holidays, had there been any issues on holidays. *Tim Street responded:* there hadn't been any issues during the holidays.

Ellen Rodkey made a motion to approve the contract with Marshall Security. *Jim Whitlatch* seconded the motion. Vote take: motion unanimously carried 4-0

C-5. Review/Approval of 2024 Fee Schedule

Tim Street, Interim Director at the October 24, 2023 meeting, the 2024 Price Schedule Draft had been presented to the Board for review. Three changes had been made since that time.

- On page 6, under Program/Classes/Special Events, a correction had been made. Increased Banneker Summer Camp from \$10 to \$15.
- A fee had been changed on page 9, under Miscellaneous. The Prepared Food Vendors/Food Truck/Pushcarts fee had been changed from the proposed "5% gross proceeds" to a flat fee of \$26 per site per day, or \$28 per site per day with electricity and/or water.
- On Page 15, under Large Shelters, RCA Large Shelter had been added back to listing. Fee would be \$72 (weekdays M-Th.) and \$87 (weekends & holidays).

No other revisions or additions had been made. Staff recommended approval of the 2024 Price Schedule.

Board Comments: *Ellen Rodkey inquired:* Wi-Fi was available. *Tim Street responded:* public Wi-Fi was available. *Ellen Rodkey inquired:* if the flat fee for Prepared Food Vendors/Food Truck/Pushcarts would be a one year trial. *Tim Street responded:* that was correct. The Master Plan would be in 2024, and many things regarding the Market would be reviewed at that time. *Kathleen Mills responded:* the one year trial would give all Farmers' Market vendors an opportunity to provide feedback on the fees.

Ellen Rodkey made a motion to approve 2024 Fee Schedule. *Jim Whitlatch* seconded the motion. Vote take: motion unanimously carried 4-0

D. REPORTS

D-1. Sports Division

Dee Tuttle, Facility/Program Manager presented an update on the 2023 Aquatics Season

- Bryan pool - opened from May 27 through September 4
- Mills pool - opened from May 27 through July 30
- Daily admission - Bryan 28,381 Mills 9,005
- Season passes/ 20 punch economy pass at Bryan – 464/451
- Bloomington Parks Camps – Bryan 1,238 Mills 596
- 5 additional camps by other organizations – Bryan 863 Mills 329
- Private pool rentals – Bryan 15 Mills 7
- Lesson – 194 participants/1,552 swim lessons instructed
- Employee training – 80 hours pre-season training and 75 hours in-service training
- 2023 Revenue – Bryan \$164,330 Mills \$48,170 Concessions \$32,111

Discussion had been held regarding the difficulties and challenges in maintaining aging swimming pools. Mechanical repairs in 2023 season, totaled more than \$20,000. Difficulty of hiring and keeping the number of lifeguards that were needed. Possibility of implementing cashless payments.

D-2. Operations Division

Haskell Smith, Urban Forester present the Canopy Bloomington Youth Tree Tenders Report

In June of 2023, Parks launched the second year of the Youth Tree Tenders program in partnership with CanopyBloomington. Through hands-on experience, the program sought to continue to foster a deeper appreciation for nature and environmental stewardship among students towards their community's urban green spaces, while also giving insight into careers in "green jobs." In 2022 and 2023, approximately two thirds of the trees (416 trees) planted in Switchyard Park had received some form a maintenance and care (pruning, mulching, or other care) where they otherwise may not have.

Haskell Smith introduced Ava Hartman, Urban Forester CanopyBloomington

Ava Hartman had been in the field with the Young Tree Tenders every day, and it had given her an opportunity to see what the kids experienced through the program. Through the month of June, they had worked four hours every day pruning, mulching and watering approximately 200 trees. It had been a great community building experience, because not only were the Tree Stewards out in the community working on Urban Green infrastructure, it gave the community an opportunity to stop and ask the students questions. The city trees benefited from care provided by the students, and the Young Tree Tenders learned different ways to become involved in Urban Green infrastructure, and how they could get professional experience during their summer as a high school student.

D-3. Recreation Division - no report

D-4. Administration Division - no report

E. PUBLIC COMMENT

E-1. Kathleen Mills opened the floor to public comments. The Board received public comments regarding Farmers' Market vendor fees.

Tim Street, Interim Director the next Board of Park Commissioners meeting was scheduled for Tuesday, December 12, 2023

ADJOURNMENT

Meeting adjourned at 4:47pm

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Kim Clapp".

Kim Clapp,
Secretary Board of Park Commissioners