

The Board of Public Works meeting was held on Tuesday, April 19, 2016 at 5:30 pm in the Council Chambers of City Hall at Showers, 401 N. Morton Street, Bloomington, Indiana with Kyla Cox Deckard presiding.

**REGULAR  
MEETING OF THE  
BOARD OF  
PUBLIC WORKS**

Present: Kyla Cox Deckard  
Kelly Boatman  
Melanie Castillo-Cullather

**ROLL CALL**

City Staff: Rick Routon – Information and Technology Services  
Dave Williams – Parks and Recreation  
Neil Kopper– Planning and Transportation  
Rick Alexander – Planning and Transportation  
Adam Wason – Public Works  
Barry Collins – Public Works

None

**MESSAGES FROM  
BOARD MEMBERS**

Castillo-Cullather moved to approve the minutes. Cox Deckard seconded the motion. The motion passed. The minutes from March 22, 2016 and April 5, 2016 were approved.

**APPROVAL OF  
MINUTES  
March 22, 2016  
April 5, 2016**

None

**PETITIONS &  
REMONSTRANCES**

None

**BIDS ANDS  
QUOTES**

Cox Deckard opened sealed bids for S. Side of E. 3<sup>rd</sup> Street Improvement Project.

**Open Sealed Bids for the  
S. Side of E. 3<sup>rd</sup> Street  
Improvement Project**

Bids were received from the following companies:

Monroe, LLC.  
Total Bid Price \$186,500.00  
Alternate Bid Price \$62,500.00

Milestone Contractors  
Total Bid Price \$258,612.03  
Alternate Bid Price \$120,324.32

Crider & Crider  
Total Bid Price \$186,500.00  
Alternate Bid Price \$120,400.00

None

**TITLE VI  
ENFORCEMENT**

**NEW BUSINESS**

Rick Routon of Information and Technology Services presented Resolution 2016-39: Declare City Owned Property to be Worthless and Surplus Property (Cellphones) to the Board. See resolution for further details.

**Resolution 2016-39:  
Declare City Owned  
Property to be  
Worthless and  
Surplus Property  
(Cellphones)**

Boatman asked how many cell phones there are.

Routon said there are closer to 40 cell phones

Castillo-Cullather asked if there are vendors in mind.

Routon explained that they have done some research to view what processes they use.

Boatman and Castillo-Cullather suggested ideas for disposal or reuse of the phones.

Castillo-Cullather made a motion to approve Resolution 2016-39: Declare City Owned Property to be Worthless and Surplus Property (Cellphones). Boatman seconded the motion. The motion passed. Resolution 2016-39 approved.

Dave Williams of Parks and Recreation presented the agreement to Approve to Adopt a Roundabout Landscape Maintenance Agreement with Mother Nature Landscaping at S. Sare Road and E. Rogers Road to the Board. See agreement for further details.

Williams explained his understanding of the Boards concerns of the process at which the program accepts proposals for adoption, and with the approval tonight, he is willing to improve on this process and make the process more public.

Castillo-Cullather asked about the amount that would be saved from this agreement.

Williams used a previous experience of saving \$6,000 - \$10,000 per year in a comparable agreement due to a reduction in contractual and in-house expenses.

Cox Deckard asked if the adopters pay for initial work, maintenance work, or contract that work out.

Williams explained that Parks and Recreation does not control how they choose to maintain the land plots adopted or whether it is contracted.

Boatman asked how the design of the roundabout at Rogers was a planned.

Williams said it might have been ground cover. The new project is planned out by Mother Nature Landscaping and passes all standards.

Boatman asked whether it will all be turf or if there will be shrubbery.

Williams detailed strategies for maintaining landscapes at low costs to the city, and that turf is expensive to maintain.

Boatman explained the advantages to opening these adoptable landscapes to the public and informing them of the possibilities of updating and improving the landscapes through adoption agreements.

Williams agreed with these advantages.

Cox Deckard asked if this program is operated on a first come first serve process of who can come adopt the land to meet specifications.

Williams explained they offer a variety of opportunities to participate through a number of solicitation methods.

Boatman commended the creativity aspect of the program and said as long as the process is fair and rational, it can be a great program to employ and a great opportunity for interns.

**Approve Adopt a Roundabout Landscape Maintenance Agreement with Mother Nature Landscaping at S. Sare Road and E. Rogers Road**

Boatman made a motion to approve the agreement Approve Adopt a Roundabout Landscape Maintenance Agreement with Mother Nature Landscaping at S. Sare Road and E. Rogers Road with the expectation that the next time this type of project is brought to the board, the sponsorship process is improved. Castillo-Cullather abstained. Cox Deckard seconded the motion. The motion passed. Agreement approved.

Neil Kopper of Planning and Transportation presented the agreement to Approve INDOT/LPA Project Coordination Agreement for Pedestrian Safety and Accessibility at Signalized Intersections Project to the Board. See agreement for further details.

**Approve  
INDOT/LPA Project  
Coordination  
Agreement for  
Pedestrian Safety  
and Accessibility at  
Signalized  
Intersections Project**

Boatman asked Kopper to inform the public of the project in terms of safety features.

Kopper explained the updating of signals at 26 intersections.

Castillo-Cullather asked if this contract is to approve the project.

Kopper said yes, it is the City asking the state to open funds to complete the project.

Boatman asked if after this project, all intersections will be up to date.

Kopper said there will still be a few that need more intensive work, but the majority will be up to date.

Cox Deckard commented on the increase in safety and changes in audibility.

Kopper explained crash reduction studies that show improvements in safety and low levels of noise involved.

Boatman asked what the city's share would be for the project.

Kopper explained it's a 90:10 split. The city's share is about \$50,000.

Castillo-Cullather asked if the city had previous contracts with the MPO to purchase signals.

Kopper said no.

Boatman asked where the city's share comes from.

Kopper said from Planning and Transportation.

Castillo-Cullather made a motion to approve the agreement Approve INDOT/LPA Project Coordination Agreement for Pedestrian Safety and Accessibility at Signalized Intersections Project. Boatman seconded the motion. The motion passed. Agreement approved.

Kopper presented the agreement to Approve Preliminary Engineering Services Agreement with AECOM for Pedestrian Safety and Accessibility at Signalized Intersections Project to the Board. See agreement for further details.

**Approve Preliminary  
Engineering Services  
Agreement with  
AECOM for  
Pedestrian Safety  
and Accessibility at  
Signalized  
Intersections Project**

Boatman asked if this amount is what Kopper was estimating.

Kopper said yes, it matches with budgeted expectations.

Boatman asked if this comes out of the money asked from the state.

Kopper said no, that only covers construction costs. Design costs come from the Planning and Transportation budget.

Boatman made a motion to approve the agreement Approve Preliminary Engineering Services Agreement with AECOM for Pedestrian Safety and Accessibility at Signalized Intersections Project. Castillo-Cullather seconded the motion. The motion passed. Agreement approved.

Kopper presented the agreement to Approve Consulting Services Agreement with Bynum Fanyo & Associates for Morningside Drive Sidewalk Project to the Board. See agreement for further details.

**Approve Consulting Services Agreement with Bynum Fanyo & Associates for Morningside Drive Sidewalk Project**

Boatman asked the length of the sidewalk.

Kopper estimated between 1,000 and 1,500 feet.

Castillo-Cullather asked who is completing design and construction.

Kopper said the design is done by Bynum and construction will be bid out after the design is complete.

Cox Deckard asked if this is part of an ongoing project to improve sidewalks around the city.

Kopper said yes, and this project is to fill an area that does not have sidewalks.

Wason added that the public can contact their neighborhood representatives to inquire about the process for sidewalk installation.

Boatman asked if any trees will be removed.

Kopper said if so, they would go through the proper process to do so.

Castillo-Cullather made a motion to approve the agreement Approve Consulting Services Agreement with Bynum Fanyo & Associates for Morningside Drive Sidewalk Project. Boatman seconded the motion. The motion passed. Agreement approved.

Rick Alexander of Planning and Transportation presented Resolution 2016-23: Use of Municipal Lot #5 for Monroe County History Center Antique Car Show (Sunday, 10/2) to the Board. See resolution for further details.

**Resolution 2016-23: Use of Municipal Lot #5 for Monroe County History Center Antique Car Show (Sunday, 10/2)**

Boatman asked what the live music will be.

Erin Andrews of the Monroe County History Center said WFHB radio is assumed to volunteer their services. Speakers and equipment will be set up on a table.

Cox Deckard asked if the museum will be open on October 2<sup>nd</sup>.

Andrews said yes.

Boatman raised concerns of parking previously reported because of the loss of parking at that lot.

Andrews and Wason explained the date was moved due to other events; however parking will no longer be a concern.

Cox Deckard explained extensive free parking available on Sundays during this event.

Boatman confirmed with Andrews that the Monroe County Public Library is supportive of the event.

Castillo-Cullather asked about the hours of the event.

Andrews explained the event begins at noon until 4pm. Setup will begin at 8am.

Castillo-Cullather asked how many participants they are expecting.

Andrews said about 40 participants and 100s of spectators based on people entering the museum that day.

Cox Deckard recommended signage indicating parking loss due to the event.

Boatman asked if Andrews asked for approval from nearby restaurants.

Andrews said no, but they have not had problems historically.

Boatman made a motion to approve the agreement Resolution 2016-23: Use of Municipal Lot #5 for Monroe County History Center Antique Car Show (Sunday, 10/2). Castillo-Cullather seconded the motion. The motion passed. Resolution 2016-23 approved.

Alexander presented Resolution 2016-33: Permission to Encroach into Public Right of Way with Sculpture from Arden Place Neighborhood Association to the Board. See resolution for further details.

**Resolution 2016-33:  
Permission to  
Encroach into Public  
Right of Way with  
Sculpture from  
Arden Place  
Neighborhood  
Association**

Castillo-Cullather asked if the Neighborhood Association will work on installation based on the grant process.

Vicky Provine of HAND explained that part of the grant agreement ensures the sculpture is professionally installed.

Boatman asked when they plan on installing the sculpture.

Provine said they would like installation completed by the end of August pending approval.

Cox Deckard asked about the process for design proposal and approval.

Provine explained that different artists submitted proposals and the neighborhood selected which would be used and worked with the city for approval extensively.

Boatman asked about the maintenance of the area.

Provine said the area is very well maintained by the neighborhood association.

Castillo-Cullather made a motion to approve Resolution 2016-33: Permission to Encroach into Public Right of Way with Sculpture from Arden Place Neighborhood Association. Boatman seconded the motion. The motion passed. Resolution 2016-33 approved.

Alexander presented Resolution 2016-34: Permission to Encroach into Public Right of Way with Sign from Gentry Estates

**Resolution 2016-34:  
Permission to**

Neighborhood Association to the Board. See resolution for further details.

Boatman asked how much of the median will remain on either side of the sign.

Cortland Carrington of the Gentry Estates Housing Association explained the sign will occupy about half of the width.

Boatman asked who maintains the medians.

Carrington said the neighborhood association does through a contract.

Castillo-Cullather asked if this is a replacement sign.

Carrington said it is a replacement with improved visibility.

Cox Deckard asked about the design development.

Carrington said their housing board used bids and public input to meet standards and finalize the design.

Boatman asked if lane closures will be necessary.

Carrington said yes, with enough room to avoid blocking the entire entrance.

Castillo-Cullather asked what the timetable is for this.

Carrington said they are hoping for completion by late summer.

Boatman asked if there will be any lighting.

Carrington said yes.

Boatman made a motion to approve Resolution 2016-34: Permission to Encroach into Public Right of Way with Sign from Gentry Estates Neighborhood Association. Castillo-Cullather seconded the motion. The motion passed. Resolution 2016-34 approved.

Alexander presented Resolution 2016-35: Use of Public Streets for Hoosier Outrun Cancer (Saturday, 9/17) to the Board. See resolution for further details.

Castillo-Cullather asked about the size of the event.

Bill Bartley of INTIMECO Productions said this is the largest 5k in Indiana.

Cox Deckard asked if this is a home game weekend.

Bartley said no. They hold the event as close to the 17<sup>th</sup> of September as possible.

Wason confirmed this event is occurring the same weekend as Lotus.

Castillo-Cullather asked what the greatest challenge of this event is.

Bartley said volunteer organization is a great challenge and detailed the success of the committee in charge.

**Encroach into Public Right of Way with Sign from Gentry Estates Neighborhood Association**

**Resolution 2016-35: Use of Public Streets for Hoosier Outrun Cancer (Saturday, 9/17)**

Boatman asked if any previous complaints have been made.

Bartley said no.

Boatman asked for clarification about the time of the event and street closures.

Bartley said the roads will be closed from 9am to 1pm. Most participants are completed by 11:15am.

Boatman asked about closure of 10<sup>th</sup> street.

Bartley said 10<sup>th</sup> street will remain open. An officer will be directing traffic at the intersection. Bartley explained they adjusted the route for this construction concern.

Boatman requested that this detail be clarified in the resolution, and that the map be updated.

Alexander said they will return to the board if adjustments to the route are made.

Castillo-Cullather made a motion to Resolution 2016-35: Use of Public Streets for Hoosier Outrun Cancer (Saturday, 9/17). Boatman seconded the motion. The motion passed. Resolution 2016-35 approved.

Wason asked that Resolution 2016-37: Allow Mobile Vender to Operate in the Public Right of Way (David White-Great White Smoke) be tabled for a later meeting. The Board accepted.

**Resolution 2016-37:  
Allow Mobile Vender  
to Operate in the  
Public Right of Way  
(David White-Great  
White Smoke)**

Wason presented the Request for Noise Permit for Saturday at Sam's Club from Bloomington Food Truck Association (4/30-10/29) to the Board. See permit for further details.

**Request for Noise  
Permit for Saturday  
at Sam's Club from  
Bloomington Food  
Truck Association  
(4/30-10/29)**

Cox Deckard asked if all approvals have been given by the private land owner already.

Wason said to his understanding, yes.

Castillo-Cullather asked if this is the first food truck event to be held in the Sam's Club parking Lot.

Wason said yes.

Cox Deckard expressed concern over the size of the lot allowing for reckless behavior around moving cars.

Wason explained the private owners go through a site plan approval process with planning and transportation.

Boatman asked if this event will be set up like the Food Truck Friday set up along S. Walnut.

Wason said it is the same setup and same group of organizers.

Boatman expressed concern over the long window of operation sustaining interest.

Castillo-Cullather made a motion to the Request for Noise Permit for Saturday at Sam's Club from Bloomington Food Truck Association

(4/30-10/29). Boatman seconded the motion. The motion passed. Permit approved.

Barry Collins of Public Works presented the agreement to Approve 2016 Crass Cutting and Lawn Maintenance Agreement for City Properties with City Lawn to the Board. See agreement for further details.

**Approve 2016 Crass Cutting and Lawn Maintenance Agreement for City Properties with City Lawn**

Cox Deckard asked if the Evergreen Village is city owned property.

Collins said yes.

Castillo-Cullather asked if the amount is for all seven listed locations and how many times mowing occurs.

Collins said yes, and expects cutting for all locations about 15 times per season, or twice a month.

Boatman made a motion to approve the agreement Approve 2016 Crass Cutting and Lawn Maintenance Agreement for City Properties with City Lawn. Castillo-Cullather seconded the motion. The motion passed. Agreement approved.

Collins presented the agreement to Approve Incinerator Repair Services Agreement at Animal Care and Control with Plibrico Company to the Board. See agreement for further details.

**Approve Incinerator Repair Services Agreement at Animal Care and Control with Plibrico Company**

Cox Deckard asked if this repair is part of expected cyclical repair.

Collins said yes and explained the repair process.

Boatman asked how much down time will take place.

Collins said 7 days.

Boatman asked if the city has any responsibility for notifying that the incinerator is being repaired due to air emissions.

Collins said no, it is not needed.

Castillo-Cullather asked how heavily this machine used.

Collins said it is used about three to four times a week and this is normal usage.

Boatman asked if there is ever a need for an entire new incinerator unit.

Collins said no, just repairs.

Castillo-Cullather made a motion to approve the agreement Approve Incinerator Repair Services Agreement at Animal Care and Control with Plibrico Company. Boatman seconded the motion. The motion passed. Agreement approved.

Wason thanked members of the Fleet Maintenance crew for putting in extra hours to make critical repairs.

**STAFF REPORTS & OTHER BUSINESS**

Wason explained the Controller's Office has reviewed payroll and sees no need for changes. He expressed that payroll does not experience too drastic fluctuations in total amounts.

**PAYROLL CLAIMS**

Boatman moved to approve payroll claims for 4/15/16 in the amount of \$364,276.85 on April 19, 2016. Castillo-Cullather seconded the motion. The motion passed. Payroll claims approved.

Wason explained the claims are for 4/11/2016-4/22/2016 in the amount of \$377,911.62. He expressed that claims do tend to fluctuate.

**APPROVAL OF CLAIMS**

Castillo-Cullather moved to approve payroll claims for 4/11/16 to 4/22/2016 in the amount of \$364,276.85 on April 19, 2016. Boatman seconded the motion. The motion passed. Payroll claims approved.

Cox Deckard called for adjournment. Meeting adjourned at 7:09 p.m.

**ADJOURNMENT**

Accepted by:

\_\_\_\_\_  
Kyla Cox Deckard, President

\_\_\_\_\_  
Kelly Boatman, Vice-president

\_\_\_\_\_  
Melanie Castillo-Cullather, Secretary

Date:

Attest to: