



CITY OF BLOOMINGTON
Parks and Recreation

A-1

10-16-2022

Board of Park Commissioners
Regular Meeting
Minutes

Regular Meeting: Tuesday, October 18, 2022 4:00pm – 5:30pm

Council Chambers
401 North Morton

CALL TO ORDER - ROLL CALL

The meeting was called to order by Kathleen Mills at 4:01pm

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

A. CONSENT CALENDAR

- A-1. Approval of Minutes of September 27, 2022
- A-2. Approval of Claims Submitted September 27, 2022 – October 17, 2022
- 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. Approval of partnership Agreement with Bloomington Blades Youth Hockey Association
- A-8. Approval of partnership Agreement with Bloomington Blades High School Hockey Association
- A-9. Approval of partnership Agreement with Bloomington Figure Skating Club
- A-10. Approval of partnership with IU ROTC, IU Wheelchair Basketball Club, Center for Veteran and Military Affairs
- A-11. Approval of contract addendum with Aztec Engineering for trail design services
- A-12. Approval of contract addendum with Cassady Electrical Contractors, Inc. for Seminary Park light installation
- A-13. Approval of contract addendum with Tennis Tech for tennis court post replacements.

Ellen Rodkey made a motion to approve the Consent Calendar A-1 through A-13. *Jim Whitlatch* seconded the motion.
Vote taken: motion unanimously carried 4-0.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Bravo Award

Emily Buuck, Community Relations Coordinator presented Don Cing with the October Bravo Award, for the volunteer hours provided at multiple community events. Don's help had been instrumental in the success of all the amazing events she had assisted with. Staff was appreciative the time and commitment Don gave to both the department and the community at large.

The Board thanked Don Cing for the volunteer hours provided.

B-2. Parks Partner Award

Julie Ramey, Community Relations Manager presented Green Hat Media with the Parks Partner Award. Green Hat Media, founded by Garrett Poortinga, provide a variety of photography and videography services to the community and began sponsoring "Glow in the Park" for Parks and Recreation in 2018. Green Hat Media sponsored the full

“Glow” series of events in 2022, and had committed to sponsoring the “Glow” events in 2023. The Bloomington Parks and Recreation Department was proud to recognize Garrett Poortinga with the Parks Partner Award, and was incredibly grateful for the support that had been received.

Garrett Poortinga, Green Hat Media thanked the Board and Parks and Recreation Department for the award and the great events provided by Parks and Recreation.

The Board thanked Garrett Poortinga for the support Green Hat provided to Parks and Recreation events.

B-3. Staff Introductions

Morgan Wood, IU Cox Scholar was a freshman at IU Bloomington and a Cox Civic Scholar. Morgan was studying Intelligent Systems Engineering, and planned to pursue a concentration in Cyber-Physical Systems. Morgan would be assisting the Operations Division with data management and other related projects.

Jake Wood, Natural Resources Intern was a senior at the School of Public Health at Indiana University, pursuing a Bachelor of Science in Outdoor Recreation, Parks, and Human Ecology with a concentration in Adventure Education. Jake believed parks and recreation was one of the most important resources for the community. Jake understood the importance of educating the community about caring for the environment and fostering a sense of stewardship in the youth. Jake hoped to continue advancing his knowledge in the field of outdoor education.

Thomas Scaer, O’Neill Fellow was pursuing an MPA from the O’Neill School of Public and Environmental Affairs in Bloomington, with a concentration in State and Local Government. During his time with Parks and Recreation, Jake would be assisting Natural Resources.

C. OTHER BUSINESS

C-1. Review/Approval of Contract with Mader Design, LLC for Griffy Dam Crossing Construction

Administration

Tim Street, Operations and Development Division Director staff wished to construct a trail crossing at Griffy Lake dam. The Department required the services of a professional contractor to provide professional engineering, design, and construction administration services for the project. Staff recommend approval of the contract with Mader Design, in an amount not to exceed \$12,500. Funding for the project would be from TIF funds.

Ellen Rodkey made a motion to approve the contract with Mader Design, LLC. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

C-2. Review/Approval of Contract with Bluestone Tree, LLC for Tree Pruning Services

Haskell Smith, Urban Forester for street and sidewalk clearance, staff wished to have various mature street trees pruned along E. Winston Street. The Department required the services of a professional contractor to provide removal and pruning of limbs, broken/hanging branches, improperly pruned branch stubs, clean-up work site and disposal of brush, logs, and debris. Staff recommended approval of the contract with Bluestone Tree, LLC in an amount not to exceed \$24,275.00. Funding for project would be from Urban Forestry General Fund.

Ellen Rodkey made a motion to approve the contract with Bluestone Tree, LLC. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

C-3. Review/Approval of Contract with Bluestone Tree, LLC for Callery Pear Tree Removal and Replacement Tree Planting

Haskell Smith, Urban Forester staff wished to have eleven invasive city trees removed along the B-Line Trail. The Department required the services of a professional contractor to remove eleven Callery Pear trees, grind stumps to 6” below surface, replant 10 approved trees, and remove and dispose of all branches, logs and wood chips from site. Staff recommended approval of the contract with Bluestone Tree, in an amount not to exceed \$17,523.00. Funding for project would be from Urban Forestry General Funds and Bicentennial Tree Planting Funds 980-18-18018C-54510 code: 980 2020E.

Board Comments: Kathleen Mills inquired: if this was part of the continued effort to remove invasive species.

Haskell Smith responded: that was correct. Community Relations would post additional information on the project.

Jim Whitlatch inquired: if the trees would be replaced, and when that would occur. Haskell Smith responded: around

mid-November, ten of the trees would be replaced with native species.

Ellen Rodkey made a motion to approve the contract with Bluestone Tree, LLC. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0.

C-4. Review/Approval of Contract with Winterland Inc. for Holiday Light Displays at Switchyard Park

Leslie Brinson, Community Events Manager staff wished to provide the community with a winter event that required the purchase and/or rental of light displays. The event, Winter Lights December Nights, would be held in Switchyard Park. The lights would be delivered on December 3, 2022 and would remain in the park throughout the month of December. Staff recommended approval of the contract with Winterland Inc., for the rental of several light displays, and the purchase of one light display. Total cost not to exceed \$9,000 and would be funded from the Community Events Non-Reverting Fund.

Board Comments: *Kathleen Mills inquired:* if there had been any vandalism to the light displays during the 2021 event. *Leslie Brinson responded:* vandalism had not occur in 2021, the light displays would be up for a longer period of time during the 2022 event. *Jim Whitlatch inquired:* since the lights would be rented, what would happen if the lights were vandalized. *Leslie Brinson responded:* it would depend on the severity of the vandalism. The lights were build sturdy and meant to be left outside. A section of the contract did refer to vandalism.

Ellen Rodkey made a motion to approve the contract with Winterland Inc. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0.

C-5. Review/Approval of Partnership Agreement with the Academy for Science and Entrepreneurship for Rev. Butler Park Virtual Tour

Steve Cotter, Natural Resource Manager, staff and the Academy for Science and Entrepreneurship wished to provide the community with human and natural history of the Rev. Ernest D. Butler Park. The agreement outlined a cooperative partnership which would create a virtual interpretive educational tour of Rev. Ernest D. Butler Park. Staff recommended approval of the partnership with Academy for Science and Entrepreneurship.

Sydney Young, student with the Academy for Science and Entrepreneurship commented on how beneficial the project would be to the community.

Board Comments: *Ellen Rodkey inquired:* if the project would be permanent. *Steve Cotter responded:* it would be up for one year.

Ellen Rodkey made a motion to approve the partnership with Academy for Science and Entrepreneurship. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0.

C-6. Review of 2023 Price Schedule

Becky Higgins, Recreation Director presented the price changes for Recreation Division
Community Events Saturday Farmers' Market May thru October, Weekday Farmers' Market

Under Weekday Farmers' Market Reserved Spaces

- Number of days decreased from 17 to 16
- Space decreased from \$204 (\$12/day) to \$192 (\$12/day)
- Senior or youth space decreased from \$170 (\$10/day) to \$160 (\$10/day)

Under Miscellaneous

- Prepared Food Vendors/Food Trucks/Pushcarts decreased from "7.0% gross proceeds" to "6.5% gross proceeds"

Gardens, Stage Rental, Programs, Classes, Special Events, A Fair of the Arts

Under Gardens

- Plot rentals increased \$5

Under Stage Rental Waldron, Hill, Buskirk Park

- Category I without lights, Category I with theatrical lights and Category II without lights increased \$15
- Category II with theatrical lights increased \$14, from \$156 to \$170
- Rehearsal Fee increased from \$25 to \$30

Under A Fair of the Arts

- Application Fee increased from \$15 to \$20
- Changed booth space fee range from range of \$45-\$60 to flat rate of \$55

Under Holiday Market Arts Fair

- Booth Space – Outdoor 10x10’ increased from \$55 to \$60

Community Events – Mobile Stage Rental, Other Rental

Under Mobile Stage Rental

- Without lights – Category I increased from \$750/day to 775/day

Under Other Rental

- Changed wording from “Stage Platforms” to “Stage Platform/Extenders
- 7 platforms increased from \$365/day to \$375/day
- Single platform increased from \$60/day to \$70/day
- Removed risers
- Removed stairs

Switchyard Park

Under Pavilion

- Pavilion Rental (weekdays M-Th) changed from per 4 hour time block \$250 to \$65/hr with 4 hour minimum.
- Pavilion Rental (weekend and holiday rental) from 4 hr. time block \$350 to \$80/hr with 6 hour minimum.
- Moved “Pavilion Attached Patio” into Pavilion section, rate remained at \$100
- Pavilion Lawn Rental was changed from weekdays M-Th \$90 and weekends & holiday \$120 to one rate of \$120

Added Pavilion AV/General Setup (per event) section

- Added Riser stage \$100
- Added Pipe and Drape \$100

Added Pavilion Alcohol Fees (per event) section

- Changed wording from “Alcohol Service Inside Charge” to “Pavilion Service and Consumption” fee remained at \$50
- Changed wording from “Alcohol Service Outside (patio only)” to “Patio Consumption (no service)” fee remained at \$100
- Added Pavilion Closed Container Sales (no consumption) \$50

Under Main Stage and Performance Lawn

- Changed “Category I – w/o theatrical lighting” to “Performance/Other Use Category I (per day)”, fee remained at \$250
- Changed “Category II – w/o theatrical lighting” to Performance/Other Use Category II (per day)”, rate remained at \$400

Add Other Outdoor Rentals Under Pavilion Lawn (per day) section by combining North Activity Lawn/South Activity Lawn and Secondary Performance Lawn section

- All fee rates under this section remained the same as 2022 fees.

Added line “Waldron, Hill Buskirk stage rental see page #10”

Changed wording at bottom from “All rentals over 100 people, using additional physical infrastructure, or alcohol consumption may also require a Special Use Permit and additional cost” to “Outdoor events may also require an hourly permit or Park Special Use permit with associated permit fees”.

Removed line “May require renter to provide security and/or sound tech”

Youth Programs – Facility Rental, Programs, Classes, and Special Events

Under Programs/Classes Special Events

- Kid City Break Days – per day increased In City from \$40-\$45 to \$40-\$55 Out-of-City from \$45-\$50 to \$45-\$65

Board Comments: Kathleen Mills inquired: if a goal had been set to reduce the Prepared Food Vendors/Food Trucks/Pushcarts to 5%. Becky Higgins responded: yes, a 5% goal had been set, an established time frame had not been set. It would be a gradual reduction due to cost recovery and other factors.

Satoshi Kido, Sports Division Director presented price changes for Sport Division:

Adult Sports – League Registrations, Tournaments, Tennis

Under Adult Softball League – Team Registration

- Decreased Spring from \$720 to \$675
- Decreased Fall from \$720 to \$675

Adult Sports/Youth Sports – Field Rentals, Player Fees, and Concessions

Under Field Rental Players Fees

- Olcott Park practice –either field increased Partner Fees from 22.00 to 25.00 and Non-partner Fees from 24.00 to 25.00
- Removed Olcott Park practice with lights either field
- Olcott park requested lining increased from 300.00 flat fee to a fee range of 300.00 – 600.00

Aquatics Bryan Pool/Mills Pool – Admissions

Under Bryan Park and Mills Pool

- General Admission (3 yrs. and under free) increased from \$5.00 to \$6.00
- Individual Season Pass increased from \$65.00 to \$70.00
- Economy 20 Punch Pass increased from \$85 to \$90

Aquatics – Bryan Pool/Mills Pool – Facility Rentals, Programs, Classes, and Special

Under Program/Classes Special Events

- Group swimming lessons increased In City Fees from \$60 to \$65 and Out of City Fees from \$70 to \$75.
- Removed AquaFit
- *Under Rentals*
- Bryan Pool private rental entire facility increased from \$235/hr. to \$350/hr.
- Bryan Pool private rental main pool only increased from \$275/hr. to \$300/hr.
- Mills Pool private rental entire facility increased from \$200/hr. to \$225/hr.
- Mills Pool – Open Swim Day Rental Half Day Rental increased from \$750 to \$775. Open to public for general admission.
- Mills Pool – Open Swim Day Rental Full Day Rental increased from \$1200 to \$1250. Open to public for general admission.

Frank Southern Ice Arena – User Fees, Facility Rental, Programs, Classes, Special Events

Under User Fees/Facility Rental

- Rink Rental per hour increase from \$230/hr. to \$240/hr.

Golf Services – Green Fees, Season Passes, Facility Rental, Programs, Classes, and Special Events

Under Green Fees/Season Passes/Other

- Green fees increased from \$22 to \$24
- Green Fees – 9 holes increased from \$15 to \$16
- Twilight green fees increased from \$20 to \$22
- League play green fees increased from \$13 to \$16
- Adult season pass increased In City from \$550 to \$600 Out of City from \$590 to \$650
- Spouse season pass increased In City from \$220 to \$250 Out of City from \$250 to \$275
- Family season pass increased In City from \$800 to \$900 Out of City from \$900 to \$1,000
- Senior (age 62+) season pass increased In City from \$500 to \$550 Out of City from \$540 to \$590
- Senior Spouse (age 62+) season pass increased In City from \$220 to \$250 Out of City from \$250 to \$275
- Junior season pass (18 and under) increased In City from \$220 to \$230 Out of City from \$250 to \$260
- Student 18 over Valid Student ID increased In City from \$400 to \$450 Out of City from \$425 to \$475
- 9-hole/10 play pass – each visit is one play increased from \$130 to \$140
- 18-hole/10 play pass increased from \$185 to \$210
- Range Balls – per bucket (large and small) increased from \$6.00/\$4.00 to \$7.00/\$5.00
- 20 Bucket Range Ball Pass increased from \$100 to \$120
- Cart rental – per person – 9 holes increased from \$7.50 to \$8.00
- Cart rental – per person – 18 holes increased from \$15 to \$16
- Spectator cart rental – 9 hole increased from \$10 to \$15
- Spectator cart rental – 18 holes increased from \$25 to \$30
- Tournament Fee increased from \$30 to \$35
- Tournament/Outings per person from changed from \$13-\$40 to \$5-\$45
- Senior (age 62+) Green Fees Monday-Thursday increased from \$20 to \$22

- Student green fees with student I.D. “Monday – Thursday” increased from \$20 to \$22
- Family green day fee – Sunday after 3pm 1 adult and 1 child (under 15 years of age play free) increased from \$15 to \$16

Under Clubhouse Rental Programs/Classes/Special Events

- Banquet Room per day of the week increased from \$400 to \$500
- Banquet Room per hour any day of the week increased from \$50 to \$75
- Banquet Room per day with golf outing event increased from \$100 to \$125
- Conference Room any day of the week increased from \$150 to \$200
- Conference Room per hour any day of the week increased from \$25 to \$50
- Junior Golf Camp increased In City from \$90 to \$125 Out of City from \$100 to \$135
- Group Golf Clinics increased In City from \$20 to \$40 Out of City from \$25 to \$50
- Tournament Entry increased from range of \$15-\$50 to range of \$15-\$60

Under Concessions Items

- Concession items increased from range of \$.25-\$18 to range of \$.25-\$24

Barb Dunbar, Operations Coordinator presented the price changes for Operations Division Cemetery Services – Lot Sales, Inurnment, Interment, and Disinterment

- Added Scatter Garden – Scattering of Cremains Only \$300
- Added Scatter Garden – Scattering of Cremains & Memorial Engraving \$575
- Lot sales, interment/disinterment and inurnment/disinurnment increased \$50
- Arrival after 2pm increased \$25

Natural Resources

Under Launch Permits:

- Annual – non-motorized increased from \$80 to \$90
- 2nd annual – non-motorized increased from \$20 to \$25
- Daily permit increased from \$8 to \$9

Under Canoe/Boat Rental

- Per hour increased from \$8 to \$9
- 10 pass increased from \$70 to \$80

Under Educational Programs

- Private groups increased from \$25/hr (up to 15 persons) to \$30/hr (up to 15 persons)

Operations Services – Shelter Rentals

- Shelter rentals increased \$3
- Small shelters (weekdays M-Th) increased from \$56 to \$59
- Small shelters (weekend & holidays) increased from \$59 to \$62
- Large shelters (weekdays M-Th) range increased from \$64-\$79 to \$67-\$82
- Large shelters (weekend & holidays) range increased from \$74-\$94 to \$77-\$97
- Removed RCA Group shelter from 2023 rental

Board Comments: Kathleen Mills inquired: if the shelter rentals had decreased after the 2021 fee increase. Barb Dunbar responded: there was a slight decrease, however there was two less shelters rented in 2022. Revenue in 2021 had been \$43,000, and revenue for 2022 was currently \$32,000. Israel Herrera inquired: what was the length of rental time for the shelters. Barb Dunbar responded: the rental of the shelters was for the entire day.

Kim Clapp, Office Manager presented price changes for Administrative Division

Under Advertising

- Advertising decreased from \$400-\$30,000 to \$300-\$30,000

Paula McDevitt, Administrator commented: what was presented was a draft, forward any additional questions to her for answers. Parks and Recreation costs had increased across the board, from seasonal wages, to supplies and services.

Nick Kuypers, President BBYHA and Dan Sizemore, President of BBHSA presented an overview of the Bloomington Blades Youth Hockey Association and Bloomington Blades High School Associations programs.

D. REPORTS

D-1. Operations Division - none

D-2. Recreation Division - none

D-3. Sports Division

Dee Tuttle, Facility/Program Manager presented an update on the 2022 Aquatics Season

- Bryan pool - opened from May 28 through September 5
- Mills pool - opened from May 28 through July 31
- Dool in the Pool event was held at Mills pool after the pool closed for the season
- Daily admission - Bryan 28,840 Mills 5,040
- Season passes/ 20 punch economy pass at Bryan – 464/357
- Bloomington Parks Camps – Bryan 1,359 Mills 636
- 5 additional camps by other organizations – Bryan 718 Mills 459
- Private pool rentals – Bryan 18 Mills 8
- Lesson – 289
- Employee training – 80 hours pre-season training and 75 hours in-service training
- 2022 Revenue – Bryan \$159,216.00 Mills \$27,902.74 Concessions \$42,794.44

Board Comments: Kathleen Mills inquired: if there had been a time when Bryan pool remained opened in the afternoons after Monroe County School Cooperation started back to school. Paula McDevitt responded: there had been a time that had occurred. Data collected, showed cost required exceeded the number of individuals who took advantage of the extended pool days/hours. Bryan pool days/hours had been adjusted to Fridays, Saturdays and Sundays once school was back in session. Seasonal staff was also lost once school started.

D-4. Administration Division - none

E. PUBLIC COMMENT

E-1. Kathleen Mills opened the floor to public comments – the Board was thanked for all that was offered by the Parks and Recreation Department, and the work that was done by the department was appreciated.

Paula McDevitt, Director the next Board of Park Commissioners meeting was scheduled for November 15, 2022. The Price Schedule would be presented to the Board in November for final approval.

ADJOURNMENT

Meeting adjourned at 4:56pm.

Respectfully Submitted,



Kim Clapp,
Secretary Board of Park Commissioners