

Board of Park Commissioners
Regular Meeting
Minutes

Regular Meeting: Tuesday, August 29, 2023 4:00 – 5:30 p.m.

McCloskey Conference Room
401 North Morton

CALL TO ORDER - ROLL CALL

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

Present: Kathleen Mills, Ellen Rodkey, and Israel Herrera

Absent: Jim Whitlatch

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A. CONSENT CALENDAR

- A-1. Approval of Minutes of July 12, 2023 and July 27, 2023 meetings/work session
- A-2. Approval of Claims Submitted July 12, 2023 – August 21, 2023
- A-3. Approval of Non-Reverting Budget Amendment
- A-4. Review of Business Report
- A-5. Review of Credit Card Refund Report
- A-6. Approval of Surplus
- A-7. Approval of Contract addendum to service agreement with Bledsoe, Riggert, Cooper & James, Inc. for land surveying services
- A-8. Approval of cooperative program partnership with Indiana University Outdoor Adventures
- A-9. Approval of template of the 2023 Holiday Market Artist Exhibitor Agreement Template
- A-10. Approval of contract with Sunset Hill for emergency fence repairs
- A-11. Approval of contract with Everywhere Signs for repairs to the Buskirk-Chumley Theater marquee

Ellen Rodkey made a motion to approve Consent Calendar. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

B. PUBLIC HEARINGS/APPEARANCES

B-1. Bravo Award

Emily Buuck, Community Relations Coordinator presented Kip and Whitney Schlegel August Bravo. They had been vendors with the Farmers' Market since 1999, and hosted the Banneker Summer Nature Club since 2017. They introduce campers to their animals, and explain how their farm produces the crops, eggs, meat, and wool. They provide the children with an experience that most of them would likely never have otherwise. Staff were grateful to Kip and Whitney for their hospitality and dedication to Banneker campers.

Whitney Schlegel thanked the Board and staff for the award and opportunity to work with the City.

The Board thanked Kip and Whitney for their support.

B-2. Parks Partner Award - none

B-3. Staff Introductions – none

C. OTHER BUSINESS

C-1. Review/Approval of Partnership Agreement with Summer Star Foundation for Nature, Art, and Humanity, Inc.

Rebecca Swift, Natural Resources Coordinator staff wished to continue to provide fourth grade Monroe County Community School Corporation students with an experiential environmental education program. Staff recommended approval of the Agreement with Summer Star Foundation for the Griffy Lake Nature Day program for the 2023-2024 school year. The Summer Star Foundation would provide a maximum \$7,500 to cover program expenses.

Ellen Rodkey made a motion to approve the agreement with Summer Star Foundation. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-2. Review/Approval of Contract with 858 Industries for Installation of Sound Equipment at Switchyard Park

Leslie Brinson, Community Events Manager to provide the community with a better experience at events, staff wished to have new sound equipment installed. Contractor would permanently place monitors, subwoofers and an amplifier at the Switchyard Park Main Stage. Staff recommended approval of the contract with 858 Industries in an amount not to exceed, \$6,500. Project would be funded through ARPA funds.

Board Comments: *Kathleen Mills inquired:* if the equipment would be an upgrade. *Leslie Brinson responded:* it would be an upgrade, but would also keep staff from having to transport sound equipment from location to location. *Israel Herrera inquired:* about the possibility of vandalism. *Leslie Brinson responded:* the equipment is under the awning, and will be installed with brackets. The equipment is built for the outside environment.

Ellen Rodkey made a motion to approve contract with 858 Industries. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-3. Review/Approval of Contract with Electric Plus for Switchyard Park Sound Equipment

Leslie Brinson, Community Events Manager to provide the community with a better experience at events, staff wished to have power ran to new sound equipment. Contractor would run conduit and power to the new sound equipment installed at Switchyard Park Main Stage. Staff recommended approval of the contract with Electric Plus in an amount not to exceed \$10,500. Project would be funded through ARPA funds.

Ellen Rodkey made a motion to approve the contract with Electric Plus. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-4. Review/Approval of Contract with BSN Sports for Soccer Field Turf Replacement at Twins Lakes Recreation Center

Daren Eads, Sports Facility Coordinator due to age and high usage, the indoor field at Twin Lakes Recreation Center needed replaced. Contractor would remove and replace the synthetic field surface. Staff recommended approval of the contract with BSN Sports in an amount not to exceed \$222,762.86. The project would be funded through Parks Non-Reverting budget.

Board Comments: *Kathleen Mills inquired:* time frame for replacement, and how long the field would be unavailable for use. *Daren Eads responded:* approximately one week, and would be during the off season. The new turf would be cleaner and more environmentally friendly. *Ellen Rodkey inquired:* if the new turf would bring in new groups. *Daren Eads responded:* the fields was booked the majority of the time. Daytime hours were available.

Ellen Rodkey made a motion to approve contract with BSN Sports. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-5. Review/Approval of Partnership Agreement with Bloomington Soccer, LLC for Soccer Program at Twin Lakes Recreation Center

Mark Sterner, General Manager, Twin Lakes Recreation Center staff wished to continue to provide the community with an opportunity to participate in a youth and adult soccer program. The programs include developmental programs, as well as recreational and competitive soccer leagues for youth and adults. Staff recommended approval of the partnership with Bloomington Soccer, LLC. Total revenue from agreement would be approximately \$40,000, and would be deposited into Twin Lakes Recreation Center Non-Reverting fund. A 30% revenue share would be paid to FSC on all facility-generated subscriptions.

Israel Herrera inquired: if scholarships were offered. *Mark Sterner responded:* they do not.

Ellen Rodkey made a motion to approve the agreement with Bloomington Soccer, LLC. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-6. Review/Approval of Contract with LiveBarn to Live stream Hockey Games from Frank Southern Center

Dee Tuttle, Sports Facility/Program Manager staff wished to provide the community, fans, and family members the opportunity to view home hockey games played at Frank Southern Center online. LiveBarn was a zero cost, completely automated solution for viewing youth and amateur athletic events in any size facility. It was subscription based to access Live Stream and On Demand broadcasts. The LiveBarn IOS App allowed subscribers to access the service on many mobile devices. Staff recommended approval of the contract with LiveBarn, at no cost to the department. There would be a 30% revenue share paid to Frank Southern Center on facility-generated subscriptions.

Board Comments: *Kathleen Mills inquired:* if it was an app that was downloaded. *Dee Tuttle responded:* that was correct. *Ellen Rodkey inquired:* on support, and privacy issues.

LiveBarn representative explained fee structure and explained technical support provided. Staff would have ability to black out times and signs would be posted regarding live streaming occurring.

Ellen Rodkey made a motion to approve contract with LiveBarn. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-7. Review/Approval a Change to the Price Schedule for Holiday Market Electricity

Leslie Brinson, Community Events Manager, due to availability and increasing requests for sites with electricity at Holiday Market, staff wished to increase the optional electricity fee for the 2023 Holiday Market from \$10.00 to \$15.00. The market provided the community to shop locally from local artists, farm vendors, and local product vendors.

Board Comments: *Kathleen Mills inquired:* have vendors been denied electricity. *Leslie responded:* it had happened occasionally, and was getting harder to manage. *Ellen Rodkey inquired:* if the five dollar increase was enough. *Leslie responded:* staff thought it would be enough. *Ellen Rodkey inquired:* if it was different from the Price Scheduled approved each year. *Paula McDevitt responded:* it was different. Any new charges or changes had to be brought before the Board for approval and then they were incorporated into the Price Schedule.

Ellen Rodkey made a motion to approve price change to the Holiday Market Electricity price. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-8. Review/Approval of Contract Bluestone Tree LLC for Tree Replacements in Roadway Medians

Haskell Smith, Urban Forester due to tree loss, new trees needed planted in medians. Contractor would plant twenty-one trees in four street medians; W. Third, W. Second, S. Henderson, and College. Staff recommend approval of the contract with Bluestone Tree LLC, in an amount not to exceed \$36,038. Project would be funded through the Bicentennial Tree fund.

Ellen Rodkey made a motion to approve contract with Bluestone Tree LLC. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-9. Review/Approval Contract with Davey Resource Group

Haskell Smith, Urban Forester to allow Urban Forestry staff and the public to keep updated records on areas of growth or loss, and to address each instance, staff wished to have trees re-inventoried. Contractor would inventory trees and stumps in City street rights-of-way or City parks in council districts 1 and 3. It would be the first round of a 10 year

program. Staff recommended approval of the contract with Davey Resource Group, in an amount not to exceed \$43,980.50. The project would be funded from Urban Forestry General Fund.

Ellen Rodkey made a motion to approve contract with Davey Resources Group. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-10. Review/Approval of Contract with West Inc. for Griffy Lake Wetland Delineation

Steve Cotter, Natural Resources Manager to determine future trails and construction, staff wished to determine the extent of wetlands east of Headley Rd. Contractor would delineate wetlands and waterbodies at the east end of Griffy Lake and would include initial desktop assessments, fields surveys and report preparation. Staff recommended approval of the contract with West Inc., in an amount not to exceed \$10,153. The project would be funded from Natural Resources General Fund.

Board Comments: *Ellen Rodkey inquired:* on what future trails in the wetland area would look like. *Steve Cotter responded:* the design had not been established, one option would be precast concrete.

Ellen Rodkey made a motion to approve the contract with West Inc. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-11. Review/Approval of Contract with James Hall for Historic Consultation Work for Lower Cascades Park

Tim Street, Operations and Development Division Director the contract was for outstanding follow up work to be completed by J.P. Hall, a professor at Ball State University, to acquire the National Register of Historic Places designation for Lower Cascades Park. The work was related to (and was required) as part of the Lower Cascades Trail Phase 5 and Streambank Stabilization project in 2022. The nomination was completed but was awaiting state review. It would replace an existing carryover purchase order to Eagle Ridge Civil Engineering for the same amount, as the City would be working directly with the consultant to finish the work. Staff recommended approval of the contract with James Hall, in an amount not to exceed \$5,400. Project would be funded from Bicentennial Bond 980-18-1818B-54510. Project Code: 980-2020B.

Ellen Rodkey made a motion to approve contract with James Hall. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-12. Review/Approval of Temporary Encroachment Agreement with Winger Construction, Inc. for Rail Trail Connection to Southern Meadows Development

Tim Street, Operations and Development Division Director the encroachment agreement would allow Winger Construction to build a connection to the Bloomington Rail Trail on Parks property from the northern end of their development, Southern Meadows, located at the intersection of S. Rogers St. and That Rd. After building the connection, the developer would maintain responsibility for the portion of trail on their property and Parks will accept and assume responsibility for portions on Parks property. Staff recommended approval of the Encroachment Agreement with Winger Construction, Inc.

Board Comments: *Kathleen inquired:* if it would be a soft service trail. *Tim Street commented:* yes, it would be constructed of crushed gravel.

Ellen Rodkey made a motion to approve encroachment agreement with Winger Construction. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-13. Review/Approval of Contract with Bledsoe, Riggert, Cooper & James, Inc. for RCA Park Accessible Path Design to a New Picnic Shelter

Tim Street, Operations and Development Division Director in 2022, due to deteriorating condition, the large picnic shelter was removed from RCA Park. Staff planned to install a new picnic shelter at a new locations in RCA Parks. As part of the new relocation, a new accessible pathway would need to be designed and constructed. Contractor would survey the area and complete the civil engineering design work necessary to be able to construct a fully compliant ADA pathway. Staff recommended approval of the contract with E&B Paving, in an amount not to exceed \$13,580. Project for the funding would be from Operations General Fund.

Board Comments: *Kathleen Mills inquired:* if the previous shelter had been assessable. *Tim Street responded:* yes.

Ellen Rodkey made a motion to approve contract with Bledsoe, Riggert, Cooper & James. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

C-14. Review/Approval of Contract with E&B Paving, Inc. for Rogers St. Sidewalk and Culvert Extension Project

Tim Street, Operations and Development Division Director staff wished to have a missing section of sidewalk completed. Contractor would build a retaining wall and complete the sidewalk on the east side of Rogers St. from the Switchyard Park entrance to the Warehouse. Staff recommended approval of the contract with E&B Paving in an amount not to exceed \$330,833. The project would be funded from the 2022 Parks GO bond 985-18-180000-54510, Project Code: 985 2023a.

Ellen Rodkey made a motion to approve contract with E&B Paving. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

D. REPORTS

D-1. Recreation Division - No Report

D-2. Operations Division - No Report

D-3. Sports Division - No Report

D-4. Administration Division - No Report

E. PUBLIC COMMENT

E-1. Kathleen Mills opened the floor to public comments – none were received

Paula McDevitt, Director the 2024 Budget would be presented to City Council on August 30, 2023. The request would be a 1% decrease from 2023 Budget. The 2024 General Budget and Non-Budget would be presented at the September 26th Board of Park Commissioners meeting.

ADJOURNMENT

Meeting adjourned at 5:01 pm

Respectfully Submitted,



Kim Clapp,
Secretary Board of Park Commissioners