



A-1 October 21, 2025

City of Bloomington Board of Park Commissioners
 Regular Meeting: Thursday, September 25, 2025 6:00-7:30pm
 Council Chambers, 401 N Morton St, Bloomington, IN
 Zoom

CALL TO ORDER - ROLL CALL

Kathleen Mills called the meeting to order at 6:02pm
 Present – Kathleen Mills, Israel Herrera and Jim Whitlatch
 Absent – Ellen Rodkey

A.CONSENT CALENDAR

A1	Approval of Minutes of August 28, 2025 Regular Meeting
A2	Approval of Claims Submitted August 28, 2025 through September 24, 2025
A3	Approval of Non-Reverting Budget Amendments
A4	Review of Business Reports
A5	Review/Approval of Credit Card Refunds
A6	Approval of Surplus
A7	Agreement with MSI for Griffy Deer Hunt Security
A8	Agreement with RightPath Security for Door Lock Technology
A9	Agreement with Cintas for Operations Eye Wash Station
A10	Addendum with Pursell Monument for Cemetery Headstone Repair
A11	Updated Agreement with LRT for Banneker Front Stair replacement
A12	Agreement with Rentokil for 2026 TLRC Services
A13	Agreement with Elevated for 2026 TLRC Services
A14	Agreement with Plymate for 2026 Facility Services
A15	Agreement with MacAllister Rentals for 2026 Services
A16	Agreement with Stanley Steemer for 2026 STLRC Services
A17	Agreement with Photizo LLC for 2026 TLRC Services
A18	Updated Addendum with Aztec Engineering for Power Line Trail Design
<i>Jim Whitlatch made a motion to approve the consent calendar. Israel Herrera seconded the motion. Vote taken: motion unanimously carried 3-0</i>	

B. PUBLIC HEARINGS/APPEARANCES

B1	Emily Buuck, recognize Kate Smith with the September Bravo Award for her outstanding volunteer service. Since July, she had contributed nearly 36 hours across multiple programs and events. Kate’s reliability, enthusiasm, and willingness to go above and beyond have made her a valuable part of the team. Staff were grateful for her dedication to Bloomington Parks and Recreation. Kate Smith: thanked the Board and staff. Kate was part of the volunteer program because of the opportunity that was granted to her by the Monroe County Pretrial Diversion Program, the work they did was incredible, and gave an opportunity to make progress.
B2	Staff Intro – Daniel Melwid, Cascades Golf Course Laborer had been working at Cascades part time for four years, and had been recently hired as a full-time employee. Daniel was grateful for the opportunity, and looked forward to help make Cascades even better than it was already.
B3	Staff Intro – Tristyn Berube (Ops Fellow) Tristyn Berube was a Masters student at IU’s O’Neill School, focusing on water resources. Tristyn held a Bachelor of Science from Purdue, where she had gained experience in water research and stormwater management. She looked forward to contributing to meaningful environmental projects.
B4	Staff Intro – Stefania Gama-Prieto (Cox Scholar) was a first year undergraduate student at IU’s Kelley School of Business. She held an associate degree from Ivy Tech and had experience in aviation and customer service. She was passionate about community engagement and natural preservation,
B5	Staff Intro – Joanna Sparks, Urban Greenspace Manager introduced Zoe Munn. Zoe was a senior studying Environmental Science at IU’s O’Neill School. After working with the team through a service-learning course, Zoe looked forward to gaining hands-on experience in greenspace management, local government, and community engagement.

C. OTHER BUSINESS

C1	<p>Hsiung Marler, General Manager Switchyard Park presented the agreement with Marvel Lighting. Staff recommended approval of a \$61,236 contract with Marvel Lighting to install 24 additional interior lights at Switchyard Park Pavilion. The project addressed ongoing feedback about dim lighting and would enhance the space’s functionality and rental appeal. Funding would be from Switchyard Park Non-Reverting fund and would be reimbursed by the Bloomington Parks Foundation. Marvel Lighting was selected as the lowest qualified bidder through a formal RFQ process.</p> <p>Board Comments: <i>Kathleen Mills inquired: about the complaints that had been received:</i> Hsiung Marler responded: in the evenings it could be dark at events that required brighter lighting. The existing 12 lights were meant to be more of accent lighting, so it was dim for some events.</p> <p><i>Jim Whitlatch made a motion to approve the agreement with Marvel Lighting for additional lights at Switchyard Pavilion. Israel Herrera seconded the motion. Vote taken: motions unanimously carried 3-0</i></p>
C2	<p>Satoshi Kido, Sports Division Director presented Frank Southern Ice Arena Rental Agreement Template. Staff recommended approval of a new Facility Rental Agreement form for the Frank Southern Center (FSC). After reviewing past arrangements, staff concluded these were rental agreements, not partnerships, and should be treated as such. The new template would be used for rentals moving forward, typically accommodating 5–7 rental groups per year. Any changes to the standard terms would require Board approval.</p> <p>Board Comments: <i>Jim Whitlatch inquired: what organizations would use the template and how was the fee determined.</i> Kido responded: some of the groups were Skating School, IU Hockey Club, Jr and Sr. Hockey Club, the groups would use the facility multiple times a year. Staff compared fees at similar facilities around the area, and tried to make it competitive.</p> <p><i>Jim Whitlatch made a motion to approve the rental agreement template for Frank Southern Center Ice Arena. Israel Herrera seconded the motion. Vote taken: motions unanimously carried 3-0</i></p>
C3	<p>Amy Leyenbeck presented the agreement with Adventurous Play LLC. Staff recommended awarding a \$37,100 contract to Adventurous Play to replace the aging and deteriorated surfacing at the Bryan Park 2-5 playground. The 17-year-old surface was in poor condition. Adventurous Play was selected based on strong recommendations and a proposal that came in under budget. Funding for the project would be from Operations General Fund.</p> <p>Board Comments: <i>Kathleen Mills inquired: if the new product was a different type of surfacing, and if the playground would be closed.</i> Amy Leyenbeck responded: yes, it would be a solid rubber surface rather than squares, and there would be a short closure of approximately four days. <i>Israel Herrera inquired: if this was the first time the vendor was being used, if recommendations were received, and process.</i> Amy Leyenbeck responded: this was the first time Adventurous Play would provide work, and reference had been checked. The old rubber tiles would be removed, the concrete pad underneath would be power washed, and the new rubber surfaced would be poured on top of the concrete. Same foot print would be used.</p> <p><i>Jim Whitlatch made a motion to approve the agreement with Adventurous Play for Bryan Park Playground surfacing. Israel Herrera seconded the motion. Vote taken: motions unanimously carried 3-0</i></p>
C4	<p>Rebecca Swift, Operations and Development Director, presented the agreement with Cassady Electric. Staff recommended approval of the service agreement with Cassady Electric to upgrade lighting to LED at the Banneker Community Center, funded by the City’s Economic & Sustainable Development Department. The project was part of broader LED upgrades at several City-owned properties, including the Animal Shelter, Sanitation Building, and Fire Stations #4 and #5.</p> <p><i>Jim Whitlatch made a motion to approve the agreement with Cassady Electric for LED upgrades at Banneker Community Center. Israel Herrera seconded the motion. Vote taken: motions unanimously carried 3-0</i></p>
C5	<p>Haskell Smith, Urban Forester presented the agreement with Davey Resource Group. Staff recommended approval of an \$8,500 agreement with Davey Tree Expert Company to remove five unhealthy trees and plant 20 new trees around the downtown square and Kirkwood Ave, the project would be funded by 4655-18-18018C-54510. The project supported ongoing efforts to enhance the urban tree canopy and improve greenspaces in these areas.</p> <p>Board Comments: <i>Kathleen Milles inquired: whether the removed trees were the ones with metal grates, and asked about the expected lifespan of urban trees.</i> Haskell Smith responded: five of the trees had the metal grates, while the others were in the raised beds planters that were being converted to tree beds. He noted that the lifespan of urban trees is generally shorter, than in the natural environment. <i>Israel Herrera</i></p>

	<p><i>inquired: why were they dying.</i> Haskell Smith responded: they were damaged, brutalized from an urban environment or just missing.</p> <p><i>Jim Whitlatch made a motion to approve the agreement with Davey Resource Group for Kirkwood tree planting. Israel Herrera seconded the motion. Vote taken: motions unanimously carried 3-0</i></p>
C6	<p><i>Haskell Smith, Urban Forester</i> presented the Q3 Risk Report for Urban Forestry.</p> <p>Staff recommended review and approval of the Urban Forestry Second Quarterly Tree Risk and Reporting document, which detailed known tree risks, ongoing efforts to address them, tree grate maintenance, and the current removal list. 50 high risk trees had been identified earlier in the year, and were down to just a few remaining, all have been reassessed. All 50 should be removed from the high risk list in the near future.</p> <p>Urban Forestry manages over 23,000 trees in Bloomington and uses this report to highlight completed, ongoing, and planned work. This was the third edition of the report, and future versions may be shaped by Board feedback.</p> <p>Board Comments: <i>Jim Whitlatch inquired: about the notices that stated “this is not a pedestrian walkway” on the grates, and wondered why it didn’t just say caution. Was there a plan for repair?</i> Haskell Smith responded: those had be changed to all say “caution”, any that still say “pedestrian walkway” should have been removed, and had been missed. Repairs for each one could be a little different, depending on the issue. Staff were continuing working on them, in the meantime the caution was used to just let folks know to be careful.</p> <p><i>Jim Whitlatch made a motion to approve the Q3 Risk Report for Urban Forestry. Israel Herrera seconded the motion. Vote taken: motions unanimously carried 3-0</i></p>
C7	<p><i>Tim Street, Director</i> presented the 2026 General Fund Presentation</p> <p>Staff recommended approval of the proposed 2026 Parks and Recreation General Fund Budget Request, totaling \$13,164,027.58. Board of Park Commissioners approval served as an endorsement to the Common Council, which held final budget authority.</p> <p>The budget was developed by department staff and reflected the evolving needs of the department. It was presented to the Common Council on August 25, 2025.</p> <p>The Department makes Bloomington a healthier, greener and more connected place to live and play for everyone.</p> <p>The 2025 successes were:</p> <ul style="list-style-type: none"> • Parks accessibility projects – Building Trades accessibility improvements, tactile map at SYP and others projects • Master Plan 2026-2030 • Baneker studies and grants – including Ball State Historic Architecture Preservation Study, and DNR grant to replace the front steps. • New Recreation Division Director – Leslie Brinson • Sustainability improvements – LED lights at various facilities • Infrastructure projects - infrastructure projects were being completed, paving and repairs of courts, repairs at RCA, Millers Showers, and new cemetery path. • Planters and Growth – downtown courthouse square planters, and Kirkwood planter project that were being replaced with tree plantings, reducing burden of taking care of 93 downtown planters. • Community Reach – through all of the various programs • Parks - was re-accredited by CAPRA in June • Hopewell Commons – grand opening in April • Farmers’ Market – vendors, visitors, and Facebook interactions had all increased in 2025 <p>Budgeting</p> <ul style="list-style-type: none"> • Parks General Fund Budget – had finished with a surplus four out of the five past years. • Parks Non-Reverting – account captured revenue from enterprise activities. • 2026 Budget Breakdown – 66% personnel, 7% supplies, 25% services and 2% capital • 2026 Budget changes – supplies, services and capital categories were reduced, personnel category increased due to salary study impacts, and in 2026 Park security would be funded by ARPA, staff was investigating further intelligent cuts and savings. • Capital Needs \$260k – Baneker Center building repairs, equipment replacement, replacement of maintenance vehicle. <p>Challenges – Property tax caps, aging facilities, extreme weather and growth, vandalism and bad behavior.</p> <p>Board Projects: <i>Kathleen Mills inquired: if there were other high priority capital projects that were just not</i></p>

	<p><i>listed.</i> Tim Street responded: there were a lot of other high-priority that could be funded from general budget request and paid with property tax and general fund revenues. Critical needs, would be looked at through the Master Plan and concluding about aging facilities, in particular the two pools that were built in 1950s and 1960s, the ice arena and Banneker Community Center to better understand what bonding opportunities would look like. Using those dollars for most critically, to where the community has the most needs. <i>Kathleen Mills inquired: on what were the lease expenses for in the pools and ice arena budget lines.</i> Tim Street responded: the pools were for solar panels, and ice arena were solar panels and the Zamboni.</p> <p><i>Jim Whitlatch made a motion to recognize and approve the Parks 2026 General Fund. Israel Herrera seconded the motion. Vote taken: motions unanimously carried 3-0</i></p>
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D. REPORTS

<p>D1</p>	<p>Joanna Sparks, Urban Greenspace Manager presented the report on Bee City USA Application/Designation. Parks staff, the Bloomington Environmental Commission, and Councilmember Isabel Piedmont-Smith collaborated to draft Resolution 2025-14, officially designating Bloomington as a Bee City USA® affiliate. The Common Council approved the resolution on September 3, 2025.</p> <p>The initiative aims to:</p> <ul style="list-style-type: none"> • Support pollinator health by creating habitats for bees, butterflies, and other pollinators. • Enhance local biodiversity through native plantings and reduced pesticide use. • Engage and educate the community about pollinator conservation. • <i>Gain national recognition</i> for Bloomington's environmental efforts. <p>The annual \$400 certification fee will be covered by the Environmental Commission's budget, with potential support from Parks and Recreation. The designation brings valuable resources and training, reinforcing Bloomington's long-standing commitment to sustainability and ecological stewardship.</p>
<p>D2</p>	<p>Tim Street, Director presented the Draft 2026 Parks Non-Reverting Budget. No action was required at this time on the 2026 Non-Reverting Budget, it was being presented to the Board for review only. Approval would be requested at a future meeting, with a resolution expected in January. The non-reverting fund was an enterprise fund, allowing the Parks Department to respond to community demand with minimal reliance on the general fund. It was funded through non-tax revenue sources such as concessions, admissions, rentals, and program fees, and the funds were reinvested into the programs they supported</p> <p>In January 2025 the Non-Reverting Fund started with a \$1.4 million cash balance, and it is anticipated to finish with a surplus. The Non-Reverting Budget also paid for the Twin Lakes Rereation revenue bond.</p> <p>2025 Budget – Revenue \$2,080,603.46 and Expense \$2,292,883.75 2026 Budget – Revenue \$2,073,825.53 and Expense \$2,218,038.67</p>

E. PUBLIC COMMENT

Kathleen Mills opened the floor to public comments – none were received

Tim Street presented department updates:

- Master Plan – there would be a site visit in October where the community could provide input through interactive stations at the Community Workshop, a Provider Network Luncheon would be held where overlapping services, or service gaps, and opportunities can be identified, a Master Plan update would be presented at the Park Board Work Session.
- There would be numerous October events, giving the community opportunities to participate in fall programs.
- Soft opening of the ice arena.
- Next Board of Park Commissioners Meeting would be held Tuesday, October 21st at 4pm.

ADJOURNMENT 6:57pm