



**CITY OF BLOOMINGTON PARKS AND RECREATION DEPARTMENT  
BOARD OF PARK COMMISSIONERS  
MEETING MINUTES**

**Thursday, January 15, 2026**

**5:30–6:30 p.m.**

**City Hall, Council Chambers, 401 N. Morton St. in Bloomington**

**Zoom Option**

**Board of Park Commissioners**

<b>Commission Member</b>	<b>Appointed by</b>	<b>Appointment Date</b>	<b>Term</b>
Israel Herrera	Mayor	1/1/2023	1/1/2023-12/31/2026
Kathleen Mills	Mayor	1/1/2024	1/1/2024-12/31/2027
Ellen Rodkey	Mayor	1/1/2022	1/1/2026-12/31/2029
Jim Whitlatch	Mayor	1/1/2025	1/1/2025-12/31/2028

**CALL TO ORDER at 5:02pm**

**I. Kathleen Mills, Ellen Rodkey and Jim Whitlatch were present. Israel Herrera was absent**

**II. AGENDA**

**A. Consent Calendar**

<b>Agenda Item Number</b>	<b>Topic/Description</b>	<b>Presenter</b>
A-1	Approval of Minutes of December 11 2025 Regular Meeting	Kim Clap
A-2	Approval of Claims Submitted December 11 2025 through January 14 2026	Kim Clapp
A-3	Approval of Non-Reverting Budget Amendments	Kim Clapp
A-4	Review of Business Reports	Kim Clapp
A-5	Review/Approval of Credit Card Refunds	Kim Clapp
A-6	Approval of Surplus	Kim Clapp
A-7	Addendum with Marshall Security for 2025 Griffy deer hunt	Mary Welz
A-8	Service Agreement with Commercial Service for 2026 services	Daren Eads
A-9	Addendum with 110% Inc. for master plan surveying tools	Tim Street
A-10	Agreement with Mother Nature for ash tree health assessments	Haskell Smith

Agenda Item Number	Topic/Description	Presenter
	Ellen Rodkey made a motion to approve the January consent calendar, Jim Whitlatch seconded motion. Vote takeand the motion unanimously carried 3-0.	

B. Public Hearings and Appearances

Agenda Item Number	Topic/Description	Presenter
B-1	Staff presented the January Bravo Award to Scott Emery in recognition of his long-standing vouluneer service at Rose Hill and White Oak Cemeteries. Scott volunteered extensive time restoring and repairing historic monuments, securing headstones for verteran, organizing Wreaths Across America efforts, and educating others on preservation methodns. His decication predated current staff and reflected exceptional commitment to honoring local history.	Emily Buuck

C. Other Business

Agenda Item Number	Topic/Description	Presenter
C-1	Kathleen Mills, President of Board of Park Commissioners moved to elect 2026 Officers, Kim Clapp as Secretary, Kathleen Mills as President, Ellen Rodkey as Plan Commission Representative, and Jim Whitlatch as the Parks Foundation Liaison	Park Board
C-2	Staff recommended approval of Resolution 26-01: Appropriation of the Non-Reverting Budget for the 2026 fiscal year. The Non-Reverting Fund was funded from Parks various enterprise activities lessons, rentals and similar items across park facilities. Revenue budget totaled \$2,142,926 and the asked expense budget totaled \$2,315,222.21. Ellen Rodkey made a motion to approve Resolution 26-01: Appropriation of the 2026 Non-Reverting Budget, Jim Whitlatch seconded motion, and the motion passed unanimously by a 3-0 vote.	Tim Street
C-3	Staff recommended approval and continuation of the agreement with A&A Quickpump for Seminary portalet services. The portalet received heavy use and abuse, but served an important role in helping to keep the park clean. The amount of the agreement was not to exceed \$39,960. Due to the positive impact the portalet had on surrounding downtown businesses, ESD offered to fund \$15,000, the remaining expensed would be from Operations General. Jim Whitlatch, Park Board commented, providing restrooms where needed was important, and that neighboring businesses reported the portalet had made a positive difference for their businesses. Jim asked what the ESD funds were. Tim	Tim Street

Agenda Item Number	Topic/Description	Presenter
	<p>Street, Director responded, the funds were specifically earmarked to help mitigate the effects from homeless on businesses around town. He noted that while the portalet served the park and reduced the impact there, it also benefited nearby businesses, and using ESD funds prevented the expense from falling completely on the Parks budget. Jim Whitlatch agreed that was important, emphasizing that the service supported the wider community, not just park users. Jim Whitlatch expressed concern about dedicating a significant amount of money to one portalet in one location, and suggested considering installing a camera, without invading privacy, to monitor vandalism. Jim recommended revisiting the issue periodically, particularly in spring when usage may increase, and asked about potential credits if service was reduced or not unused. Tim Street responded the cost was \$101 per trip and the contract allowed for the number of visits to be increased or decreased. Tim noted there was one camera in Seminary Park though the exact location was not known. Jim Whitlatch also suggested exploring whether the portalet could be relocated to a better location in the park. Brian Giffen, Homeless Response Coordinator stated there had been a lot of positive comments on the portalet and it was critical to the overall response. Kathleen Mills asked how often portalets at other locations were serviced. Tim Street responded they were typically serviced one or two times per week, usually involving only a pumping and general cleaning. The portalet at Seminary Park required additional cleanup as items were left that need removed before it could be pumped, needles made need to be delt with, or additional time was need to clean graffiti. Parks staff were originally responsible for the cleanup, but due to the severity and frequency of the issue, and staff needs at other locations, outside service was required. Tim noted that contracting the cleaup was also an investment in parks staff by, protecting their time and what they had to deal with. Ellen Rodkey made a motion to approve the agreement with A&amp;A Quickpump for Seminary portalet services, Jim Whitlatch seconded motion, and the motion passed unanimously by a 3-0 vote.</p>	
C-4	<p>Staff recommended approval of the agreement with Centerstone for the 2026 Brighten Bloomington partnership, which supported Parks Maintenance and Public Works projects while providing employment opportunities for Centerstone clients. The amount of the</p>	Amy Leyenbeck

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	<p>agreement would not to exceed \$538,000, Parks and Recreation would fund \$147,000, and the remaining \$381,000 would be funded from Public Works. Kathleen Mills asked how many people were typically involved in the program. Amy Leyenbeck responded that the program included a three-person rotating crew and 1 or 2 workers assigned at Switchyard Park. Jim Whitlatch asked if additional workers were needed. Amy Leyenbeck responded that the current staffing was effective, the concern of additional staffing would be the availability of reliable workers. Jim Whitlatch asked if other organizations could provide similar services. Amy responded that it was a pilot program, which had been successfully, and hopefully would expand in the future. Ellen Rodkey made a motion to approve the partnership, Jim Whitlatch seconded the motion, and the motion passed unanimously by a 3-0 vote.</p>	
C-5	<p>Staff recommended renewal of the Marshall Security contract for 2026, not to exceed \$382,466.39, funded by ARPA funds. Marshall security provided security services for core parks and the B-Line Trail, and had been responsive to staff needs, provided useful reporting, and met quarterly with staff to share information and address concerns. Kathleen Mills commented that the service had been working well but expressed a concerns about future funding, as ARPA funds would not be available in 2027. Vice President Ellen Rodkey asked whether there had been any fee increases, and if contractor locked the restrooms. Amy responded the only increase was due to the City's cost of living wage adjustment, and that Marshall Security checked the restrooms and locked them in the evening, which prevented overnight use. Ellen Rodkey made a motion to approve the contract renewal, Jim Whitlatch seconded the motion, and the motion passed unanimously by a 3-0 vote.</p>	Amy Leyenbeck
C-6	<p>Staff recommended approval of the agreement with B&amp;L Sheet Metal to repair water infiltration issues in the Banneker Community Center gymnasium. The project would be funded by a \$20,000 Indiana Landmarks Black Heritage Preservation grant, with remaining cost covered by Banneker General and Non-Reverting Funds. Ellen Rodkey asked how staff connected with the Landmarks Black Heritage Preservation grant program and confirmed the roof would remain appropriate for a historic building. Kevin Terrell responded that Jonas Chang, Grant Manager identified the grant opportunity and assisted with the</p>	Kevin Terrell

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	<p>application, and that a preservation study conducted by Ball State University helped secure the funding. Kevin noted that the work would focus on stopping the leak and would not involve significant cosmetic changes to the roof. Ellen Rodkey made a motion to approve the agreement, Jim Whitlatch seconded the motion, and the motion passed unanimously by a 3-0 vote.</p>	
C-7	<p>Staff recommended approval of a revised food truck fee structure for the 2026 Bloomington Community Farmers' Market. Vendors operating within a single standard market space would continue to pay the \$35 weekly fee, while vendors requiring more than one space would be charged a flat \$50 weekly fee. The revised structure aligned fees with space usage, addressed operational considerations, and was developed in consultation with the Farmers' Market Advisory Council. All revenue would be deposited into Farmers' Market General Fund. Ellen Rodkey made a motion to approve the revised fees, Jim Whitlatch seconded the motion, and the motion passed unanimously by a 3-0 vote.</p>	Clarence Boone
C-8	<p>Staff recommended approval of a contract with Davey Tree Expert company for the Tree Assistance Program (TAP) tree removals and mitigation pruning, not to exceed \$36,910, funded by Economic and Sustainable Development Department (ESD). The program assisted income-qualified homeowners with high-risk tree removal and mitigation, and fifteen applicants had been approved by the TAP Review Committee for spring 2026 work. Ellen Rodkey asked whether the assistance was fully covered, whether the participants paid a portion of the cost, and if this group was from the first batch of applicants. Haskell responded that the program paid up to \$2,500 per project based on contractor quotes, some participants paid no cost, and others contributed a portion, with the highest contributing \$1,800 during this pilot round. Kathleen Mills asked whether additional applications would be accepted, and Haskell responded that a second round would be offered to allow more residents to apply. Ellen Rodkey made a motion to approve the contract, Jim Whitlatch seconded the motion, and the motion passed unanimously by a 3-0 vote.</p>	Haskell Smith
C-9	<p>Staff recommended approval of an agreement with CanopyBloomington for the planting of up to twelve replacement trees as part of the Tree Assistance Program, in an amount not to exceed \$7,770. Funding would be from ESD. CanopyBloomington had been selected based</p>	Haskell Smith

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	on its demonstrated success working with private homeowners on tree selection, placement and long-term care. Ellen Rodkey made a motion to approve the agreement, Jim Whitlatch seconded the motion, and the motion passed unanimously with a 3-0 vote.	
C-10	Staff recommended approval of a 2026 service agreement with JR Ellington for hazard tree removal and pruning, in an amount not to exceed \$25,000, funded through Urban Forestry General Fund. The agreement allowed for time-sensitive hazard and storm-related work that would be beyond the scope of Urban Forestry staff, and helped reduce the potential for injury and property damage. Ellen Rodkey made a motion to approve the service agreement, Jim Whitlatch seconded the motion, and the motion passed unanimously by a 3-0 vote.	Haskell Smith
C-11	Staff recommended approval of a service agreement with Bluestone Tree for hazard tree removal and pruning, not to exceed \$25,000, funded through Urban Forestry General Fund. The agreement addressed time-sensitive hazard trees and pruning in areas beyond the scope of Urban Forestry staff, to reduce the potential for injury and property damage. Ellen Rodkey made the motion to approve the service agreement, Jim Whitlatch seconded the motion, and the motion passed unanimously with a 3-0 vote.	Haskell Smith

D. Reports

Agenda Item Number	Topic/Description	Presenter
D-1	Staff presented the Parks End of Year Report and reported the General fund and Non-Reverting funds ended 2025 with budget surpluses. ARPA funding at the end of 2024 helped cover annual security funding in 2025 and 2026, and ARPA funds and City's 2025 capital bond de-appropriated \$543k in original budgeted funds in February 2025. Cash balances increased and would provide additional flexibility for uncertain financial times ahead. After encumbrances, the GF surplus was \$208,952 and the Non-Reverting Fund surplus was \$59,592. Tim also noted that work was underway on the strategic portion of the Park's Master Plan, which would identify priorities, desired, and division-level actions and goals to support long-term financial sustainability and informed decision-making based on community needs.	Tim Street

E. Public Comment none were received

- F. Tim Street, Director, provided department updates and noted that FreezeFest was coming up, strategic planning information would be shared soon, and the next Park Board meeting was scheduled for Thursday February 19 2026 at 5:00 p.m.

### **III. ADJOURNMENT**

Kathleen Mills adjourned the meeting at 5:52 p.m.