

# MINUTES BOARD OF PUBLIC WORKS February 24, 2025

A meeting of the Board of Public Works was held on Tuesday, February 24, 2026, at 5:30pm in the Council Chambers (RM# 115) of City Hall at the Showers Building, 401 N. Morton Street, Bloomington, Indiana and via Zoom by using the following link

<https://bloomington.zoom.us/j/83055656981?pwd=uXahfhO21NkSndj1FFC2O2N8XVr5DP.1>

Meeting ID: 830 5565 6981

Passcode: 788140

## Board Members Present:

Elizabeth Karon, President

Kyla Cox Deckard, Vice-President

## City Employees Present:

Adam Wason, Public Works

Miranda Beaver, Public Works

Enedina Kassamanian, Legal

Taylor Brown, Legal

Sean Hampton, HAND

Rob Council, HAND

Neil Kopper, Engineering

Jason Kerr, Engineering

Cassie Werne, Public Works

## 1. MESSAGES FROM BOARD MEMBERS

Elizabeth Karon stated this was her first meeting in the president's role and thanked Kyla Cox Deckard for her leadership of the Board over the last several years. Adam Wason added he doesn't think there has been a single member of the public who has served for ten years straight as the president of a board. We appreciate her continued service.

## 2. APPEALS

### a. Noise Appeal – 2038 N. Walnut Street

Adam Wason, Public Works, stated that on January 29, 2026, at or around 10:55 P.M., Noise Citation 42787 was issued to Tyler Body at 2038 N. Walnut St. Apt. 310-A, Bloomington, IN 47404 by Bloomington Police Officer Jon Hoffmeister. Officer Hoffmeister described seeing the call come through dispatch where it was pending for fifteen minutes. Officer Hoffmeister then approached the apartment building where he started to walk up a set of stairs, as he approached apartment 310-A, he could hear loud music. Officer Hoffmeister then knocked on the door, and Mr. Tyler Bodie answered. Mr. Bodie verbally informed the officer that it was his place of residence. As Officer Hoffmeister spoke with Mr. Bodie, Officer Tillett arrived on scene. With that information from Mr. Bodie, Officer Hoffmeister accompanied by Officer Tillett, issued a citation to Mr. Bodie on 01/29/2026. Kyla Cox Deckard made a motion to deny the Noise Appeal for 2038 N. Walnut Street. Elizabeth Karon seconded. Karon called roll, all in favor, motion passed.

### b. Snow Appeal – 530 N. Grant Street

Taylor Brown, Legal, stated a Notice of Violation Issued on January 29, 2026 to 530 N. Grant Street. According to BMC § 6.07.010(a) makes it the duty of "every owner of any premises abutting a sidewalk in all parts of the city to remove, or cause to be removed, all snow and ice from the sidewalk to allow safe and reasonable travel on said sidewalk within twenty-four hours after snow or ice has ceased to fall or in any way accumulate." BMC § 6.07.010(b) specifies the minimum clear width of the path for the downtown snow removal area (defined in BMC § 6.07.010(c)) "shall be the lesser of fifty-four inches or the full-paved width of the sidewalk." The remainder of the City shall have a

minimum clear width of thirty-six inches. The National Weather Service shows that snow stopped accumulating on January 26, 2026. New snow occurred after that time and officer Sean Hampton issued the notice to Powder Monkey LLC. Kyla Cox Deckard asked about the ordinance and the word accumulate. She wanted to know if that includes snow that has been brought upon the surface by other means by blowing or plowing. Brown stated in this instance the code specifies for instance instead of snow falling, it could be ice buildup on the front walk after shoveling. They can't take it from their driveway and put it on the public sidewalk. Kyla Cox Deckard said in some past cases there have been questions about issues related to activities like plowing that increases the amount of snow that is on the surface. The violations generally were issued a couple of days after which would mean after the plowing had ceased. Brown stated that was correct. Adam Wason added that some of the challenges are the monolithic sidewalks that are adjacent to the roadway where there is no tree plot. The City recognized this was a large snowfall but residents are still expected to clean their responsible areas. The appellant pleaded their case. Karon asked in a multi family residence is it the property owners responsibility or the tenants to clear snow. Wason stated it depends on the lease and the language in the lease. Brown said the law and the statute itself says every owner of any premises. So ultimately responsibility is on the owner. Cox Deckard made a motion to deny the Snow Appeal for 530 N. Grant Street. Karon seconded. Karon called roll, all in favor, motion is passed.

#### **c. Snow Appeal – 801 W. Howe Street**

Taylor Brown, Legal, stated a Notice of Violation was issued on February 2, 2026. BMC § 6.07.010(a) makes it the duty of "every owner of any premises abutting a sidewalk in all parts of the city to remove, or cause to be removed, all snow and ice from the sidewalk to allow safe and reasonable travel on said sidewalk within twenty-four hours after snow or ice has ceased to fall or in any way accumulate." BMC § 6.07.010(b) specifies the minimum clear width of the path for the downtown snow removal area (defined in BMC § 6.07.010(c)) "shall be the lesser of fifty-four inches or the full-paved width of the sidewalk." The remainder of the City shall have a minimum clear width of thirty-six inches. The National Weather Service shows that snow stopped accumulating on January 26, 2026 and a ticket was issued on February 2, 2026, well after the snow ceased to accumulate. Kyla Cox Deckard asked if this was a single notice of violation at fifty dollars. Brown stated that was correct. Cox Deckard made a motion to deny the Snow Appeal for 801 W. Howe Street. Elizabeth Karon seconded. Karon called roll, all in favor, motion is passed.

#### **d. Snow Appeal – 2811-2817 E. 3<sup>rd</sup> Street**

Taylor Brown, Legal, stated a Notice of Violation was issued on February 2, 2026. BMC § 6.07.010(a) makes it the duty of "every owner of any premises abutting a sidewalk in all parts of the city to remove, or cause to be removed, all snow and ice from the sidewalk to allow safe and reasonable travel on said sidewalk within twenty-four hours after snow or ice has ceased to fall or in any way accumulate." BMC § 6.07.010(b) specifies the minimum clear width of the path for the downtown snow removal area (defined in BMC § 6.07.010(c)) "shall be the lesser of fifty-four inches or the full-paved width of the sidewalk." The remainder of the City shall have a minimum clear width of thirty-six inches. The National Weather Service shows that snow stopped accumulating on January 26, 2026 and a ticket was issued on February 2, 2026, well after the snow ceased to accumulate. Elizabeth Karon asked if the notice was granted to the owner of Chili's or Arby's. Adam Wason said they are the same property owner. Cox Deckard asked for clarification in the appeal request because she was having trouble reading it and then proceeded to ask if there were two citations. Wason stated that a warning was issued on January 30, 2026 and the citation was on February 2, 2026. Cox Deckard recapped that the appellant stated that they cleared the sidewalks after the warning, but it became blocked again by the plowing. Rob Council, Housing and Neighborhood Development, added when he issued the ticket previously he had spoken to the restaurant manager and said that this needed to be taken care of because it's a hazard. They stated they would take care of it. When Council returned on February 02, 2026 nothing had been touched and that's when he issued the ticket. Karon asked if there were any photos of this location. Council said there is a photo looking down 3<sup>rd</sup> Street. Wason said it was not in the packet. Cox Deckard made a motion to deny the Snow Appeal for 2811-2817 E. 3<sup>rd</sup> Street and uphold the notice of violation. Karon seconded. Karon called roll, all in favor, motion is passed.

#### **e. Snow Appeal – 1013 N. College Avenue – Contains 4 NOV Appeals**

Taylor Brown, Legal stated there are four notices of violation in one appeal. Notice of Violation Issued on January 30, 2026; February 2, 2026; February 6, 2026 and February 9, 2026. Photos were provided. BMC § 6.07.010(a) makes it the duty of "every owner of any premises abutting a sidewalk in all parts of the city to remove, or cause to be removed, all snow and ice from the sidewalk to allow safe and reasonable travel on said sidewalk within twenty-four hours after

snow or ice has ceased to fall or in any way accumulate.” BMC § 6.07.010(b) specifies the minimum clear width of the path for the downtown snow removal area (defined in BMC § 6.07.010(c)) “shall be the lesser of fifty-four inches or the full-paved width of the sidewalk.” Kyla Cox Deckard stated she saw the photos that were included and asked why the sidewalks would appear not to be continuous with the property. Cox Deckard stated that it looks like the sidewalks belong to the property and there’s not a lot of clarity. Cox Deckard asked if it was a stretch of sidewalk apart from the property in a way that would cause them to not realize it belonged to them. Sean Hampton, Housing and Neighborhood Development, stated that there was no attempt to clean the sidewalks. He spoke with the person working there that day and they had no idea that they were responsible for that area. They questioned the city bus stop being there on their property. Wason added the sidewalk sits behind the bus stop and tree plot. There are three driveway entrances to this property. One on 14<sup>th</sup> and two on College. The sidewalks sit behind the driveways. Elizabeth Karon brought up the last appeal. She asked if the first one was given a warning or a citation. Hampton said it was a citation instead of a warning because it was five days after the snowfall. Karon asked Hampton for clarification on the conversation with the business. Hampton said that he was told they have a contractor who plows their parking lot and may have piled the snow on the sidewalks as well. They waited until the snow was melting to address it. Cox Deckard made a motion to deny the Snow Appeals for 1013 N. College Avenue and uphold the notice of violation. Karon seconded. Karon called roll, all in favor, motion is passed.

### **3. PETITIONS & REMONSTRANCES**

#### **4. CONSENT AGENDA**

- a. Renewal 2 with IMI for Concrete Supply**
- b. Bid Acceptance with Milestone Contractors, LP as Primary and E&B Paving as Secondary for Asphalt Supply**
- c. Contract Addendum to Asset Condition Project Imagery with IMS**
- d. Payroll**

Cox Deckard made a motion to approve the Consent Agenda. Karon seconded. Karon called roll, all in favor, motion passed.

#### **5. NEW BUSINESS**

- a. Preliminary Engineering Contract Infrastructure Engineering Incorporated (IEI) for 3rd/Woodlawn and 3<sup>rd</sup>/Hawthorne Signal Replacement Project**

Neil Kopper, Engineering, presented Preliminary Engineering Contract Infrastructure Engineering Incorporated (IEI) for 3<sup>rd</sup>/Woodlawn and 3<sup>rd</sup>/Hawthorne Signal Replacement Project for approval. This project will replace the existing traffic signal equipment and make intersection geometry improvements at the intersections of 3rd Street at Woodlawn Avenue and 3rd Street at Hawthorne Drive. IEI was selected to perform the project’s preliminary engineering from the City’s pre-approved engineering consultant list due to their expertise with this type of project. This contract amount is set at a not-to-exceed amount of \$103,947. Construction is tentatively anticipated in summer 2027. Kyla Cox Deckard made a motion to approve the Preliminary Engineering Contract with Infrastructure Engineering Incorporated (IEI) for 3<sup>rd</sup>/Woodlawn and 3<sup>rd</sup>/Hawthorne Signal Replacement Project. Karon seconded. Karon called roll, all in favor, motion is passed.

- b. Award High Street Multi-Use Path Tree Clearing Contract (Bids opened at Work Session)**

Jason Kerr, Engineering, presented the High Street Multi-Use Path Tree Clearing Contract with Monroe LLC for approval. This project shall include, but is not limited to, the removal of selected trees and installing tree protection along the proposed High Street Multi-use Path Project. The maintenance of traffic for this project will include lane restrictions along High St. during the tree removal process. Bids were publicly opened at the Board of Public Works work session. Monroe LLC was the lowest responsible and responsive quoter at \$39,550.00. Cox Deckard asked if we had anything outstanding related to Monroe LLC and if the proposal was aligned with what the engineering department had anticipated. Kerr said yes, everything passed within our opengov system. Cox Deckard made a motion to approve the High Street Multi-Use Path Tree Clearing Contract with Monroe LLC. Karon seconded. Karon called roll, all in favor, motion passed.

- c. Contract with Stuard & Associates for Elevator Consulting**

Adam Wason, Public Works, presented the Contract with Stuard & Associates for Elevator Consulting for approval. Stuard & Associates will be providing engineering consulting services for the Morton and Walnut St. garage elevators. The scope of services includes Information Collection/Review, On-Site Elevator Visual Inspection, Assessment of Current Equipment Condition, Quality Review of Recent Alterations / Upgrades, Code, Safety, and Compliance, Observations, Written Report Deliverables, Client Review Meeting and Follow-Up Support. The service they provide includes Project Kickoff & Information Collection/Review, On-Site Elevator Visual Inspection, Written Report Deliverables, Client Review Meeting / Follow-Up Support to not exceed \$1,800. Cox Deckard asked if this was the Contractor chosen for reviewing the elevator work, is it associated with any other work we have done recently on the garages. Wason said that the Walnut Street Garage had a major rehab project and the Morton Street Garage had a full replacement of the elevator over the last couple of years. The projects took longer than expected and there were some challenges. So this is a third party inspection of that work to make sure everything is as it should be. Both elevators have been signed off by Homeland Security and are permitted. This is more of an audit of the projects. Karon asked if this kind of audit is typically requested after this work is done or is it based on issues. Wason said these projects did not go the way we would have liked them to and the vendor had a lot of problems with their subcontractors. So this is our follow up to make sure things were done correctly before we make our final payments on those projects. Cox Deckard made a motion to approve the Contract with Stuard & Associates for Elevator Consulting. Karon seconded. Karon, called roll, all in favor, motion passed.

#### **d. Contract with Routeware for ReCollect Software**

Adam Wason, Publics Works, on the behalf of Lazarus Sears, Sanitation, presented the Contract with Routeware for Recollect Software for approval. The Routeware software system named ReCollect provides digital education and website outreach tools that enhance municipal sanitation and recycling operation capabilities to the public. This is a renewal of the Routeware software system, which has been in place and used by the Sanitation Division since November of 2020. The cost is \$15,828.72. Karon asked Wason to discuss a little about what was discussed in the work session about how residents may not be aware of this or how to use it. Wason said residents can go to our sanitation page and sign up for this service. For example when putting information out about the recent snow storms, there was a two day delay in sanitation services. Anyone signed up to receive information was getting that information directly sent to them. The City now uses Google Forms online if you want an extra pick up or appliance that needs removed. The City is hoping to integrate those requests directly into this system. Cox Deckard made a motion to Approve Contract with Routeware for recollect Software. Karon seconded. Karon called roll, all in favor, motion passed.

#### **e. Resolution 2026-006 2026 Outdoor Dining Guidelines**

Cassie Werne, Public Works, presented the Resolution 2026-006 Outdoor Dining Guidelines for approval. Staff recommends the Board adopt Resolution 2026-06 and approve the 2026 Outdoor Dining Program Guidelines. Staff's recommendation maintains Kirkwood Avenue as an open public right-of-way while allowing parklets to support outdoor dining and pedestrian activity. This approach balances stakeholder interests and maximizes overall public benefit. Under the ordinance 2025-02 staff update the outdoor dining guidelines each year through the Board of Public Works. The ordinance also authorizes the City Engineer to temporarily or permanently suspend all or part of the program. There is a memo in the packet included for suspension of the seasonal Kirkwood closure which cites lack of participation and impracticality which was discussed in the work session. Feedback regarding a full street closure has been mixed with business surveys reflecting 50-50 split and was during this outreach period. There are more than twenty restaurants located along Kirkwood; only five participated in the outdoor dining season for the previous closure period. None of the non-restaurant businesses activated the street, several expressed concerns regarding access and operational impacts. While outdoor dining spaces were active during peak meal periods, a 24-7 closure resulted in extended periods of underutilized public space and increased public safety concerns during lower activity hours. As stewards of the public, right-of-way staff responsibility is to consider all perspectives and recommend an approach that serves the corridor as a whole. Maintaining the street as open to vehicular traffic while permitting parklets supports outdoor dining which preserves accessibility for service businesses, promotes equitable access to the right-of-way inclusive downtown festival organizers, and reduces extended periods of inactivity. Cox Deckard said it is her understanding that what they are reviewing today is the guidelines. The City Council has governance over the ordinance and any adjustments to that ordinance. The City Engineer has governance over the recommendation to cease or change the use of the street due to different situations. Wason added it was set up this way to help balance all the users and this being a public right-of-way. Cox Deckard said something else that was mentioned in the report is that

there is a plan to conduct a Kirkwood corridor study starting in 2027. She assumes that the contract for that study will come to the Board of Public Works. Wason said he doesn't see why this one wouldn't. Cox Deckard asked the decision for today is for the outdoor dining for this summer and not specifically for the corridor study. John Santos, a business owner in the Kirkwood neighborhood stated that he would like Kirkwood open back up. Cox Deckard made a motion to approve Resolution 2026-006 2026 Outdoor Dining Guidelines. Karon seconded. Karon called roll, all in favor, motion is passed.

**6. STAFF REPORTS & OTHER BUSINESS**

Adam Wason, Public Works, talked about the tornado that touched down west of I-69 before city limits. Thankful for no major injuries. He thanked Monroe County Humane Association and their team for all the great work they are doing to try and get that facility back up and running. Thanked all the responders and linemen working on the power grid. He thanked Jamie Nibel at the Monroe County Emergency Management Agency, making sure people are up to speed of what's going on. There is a clean up that Van Buren Township is promoting for this Saturday in the area for residents.


**7. APPROVAL OF CLAIMS**


Cox Deckard made a motion to approve the Claims in the amount of \$1,279,731.67. Karon seconded. Karon called roll, all in favor, motion passed.


**8. ADJOURNMENT**

Karon called for adjournment at 6:30pm.

Accepted By:

Signed by:  
  
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Elizabeth Karon, President

Signed by:  
  
B17B4C726B4D45F...  
Kyla Cox Deckard, Vice President

Date: 5/7/2026      Attest to:   
85A809C851DC46A...

## Certificate Of Completion

Envelope Id: 8F990654-5C89-8C67-836B-E7B71A51E3E9  
 Subject: Complete with Docusign: 1. 02.24.2026 Minutes.pdf  
 Source Envelope:  
 Document Pages: 5  
 Certificate Pages: 2  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-05:00) Indiana (East)

Status: Completed

Envelope Originator:  
 Miranda Beaver  
 PO Box 100  
 Attn: ITS Purchasing  
 Bloomington, IN 47402  
 miranda.beaver@bloomington.in.gov  
 IP Address: 192.188.224.3

## Record Tracking

Status: Original  
 5/4/2026 1:13:34 PM

Holder: Miranda Beaver  
 miranda.beaver@bloomington.in.gov

Location: DocuSign

## Signer Events

Elizabeth Karon  
 boardofpublicworks@bloomington.in.gov  
 Board President  
 Security Level: Email, Account Authentication  
 (None)

## Signature

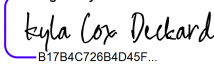
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 Signed: 5/7/2026 11:31:08 AM

**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

Kyla Cox Deckard  
 boardofpublicworks@bloomington.in.gov  
 Board President  
 Security Level: Email, Account Authentication  
 (None)

Signed by:  
  
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 Signature Adoption: Pre-selected Style  
 Using IP Address: 192.188.224.3

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**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

Miranda Beaver (BPW)  
 miranda.beaver@bloomington.in.gov  
 Office Manager  
 City of Bloomington  
 Security Level: Email, Account Authentication  
 (None)

Signed by:  
  
 85A809C851DC46A...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 192.188.224.3

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**Electronic Record and Signature Disclosure:**  
 Not Offered via Docusign

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Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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