



## Meeting Minutes

**Meeting:** Board of Park Commissioners

**Date:** July, 24, 2026

### Agenda

- I. **Roll Call** - Kathleen Mills called the meeting to order at 5:05pm. Kathleen Mills, Ellen Rodkey, Israel Herrera attended in person. Jim Whitlatch was not in attendance.
- II. **Staff present**- Tim Street, Julie Ramey, Amy Leyenbeck, Chris Hamric, Daren Eads, Satoshi Kido, Kevin Terrell, Heidi Shoemaker, Haskell Smith, Rebecca Swift, and Leslie Brinson
- III. [Agenda](#)
  - A. Consent Calendar- Ellen Rodkey moved to approve the Consent Calendar. Israel Herrera Seconded. Roll Call vote for approval was unanimous.
  - B. Public Hearings and Appearances
    1. [Bravo Award - Tony Mobley](#)
      - a) Julie Ramey, Communications Director recognized Tony Mobley for his excellent leadership and 23 years of service to the Bloomington Parks Foundation. Tony stated his appreciation for the award.
  - C. **Other Business**
    1. [Agreement with Quality Casework and Laminate for TLRC restroom work](#)  
Daren Eads | [Staff Report](#)
      - a) Staff recommended approval of a service contract with Quality Casework and Laminate for the installation of the new solid surface countertops in the first floor restrooms at Twin Lakes Recreation Center (TLRC). The total contract amount is not to exceed \$10,337.76. Ellen Rodkey made a motion to approve the contract with Quality Casework and Laminate for the TLRC restroom installation. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

2. [Agreement with Lee Supply for TLRC restroom work](#)

Daren Eads | [Staff Report](#)

- a) Staff recommended approval of a service contract with Lee Supply to install the new partitions in the Twin Lakes Recreation Center first floor restrooms. The total of the contact amount is not to exceed \$16,904.39. Ellen Rodkey made a motion to approve the contract with Lee Supply for the TLRC restroom work. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

3. [Parks Foundation Golf Outing Fee Waiver](#)

Satoshi Kido

- a) Staff recommended that fees for the Bloomington Parks Foundation's Annual Golf Scramble be waived. The Golf tournament will be held on Wednesday, August 26, 2026. The event is a fundraiser for the Bloomington Parks Foundation and board members were invited to attend. Ellen Rodkey made a motion to approve to waive the fees for the Bloomington Parks Foundation's Annual Golf Scramble. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

4. [Agreement with Bloomington Blades for 2026-2027 youth hockey](#)

Chris Hamric | [Staff Report](#)

- a) Staff recommended a partnership agreement with the Bloomington Blades youth hockey program. The youth hockey program utilizes the hockey rink during the week in the evenings for practice and hosts events on the weekends. The program has been a long-standing user of the facility. Ellen Rodkey made a motion to approve the agreement with the Bloomington Blades youth hockey program. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

5. [Agreement with Bloomington Blades for 2026-2027 HS hockey](#)

Chris Hamric | [Staff Report](#)

- a) Staff recommended a partnership agreement with the Bloomington Blades high school hockey program. The high school hockey program utilizes the hockey rink during the week in the evenings for practice and hosts events on the weekends. The program has been a long-standing user of the facility. Ellen Rodkey made a motion to approve the

agreement with the Bloomington Blades youth hockey program. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

6. [Agreement with Bloomington Figure Skating Club for 2026-27](#)

Chris Hamric | [Staff Report](#)

- a) Staff recommended a partnership agreement with the Figure Skating Club. The Figure Skating Club utilizes the ice rink during the week in the evenings for practice and hosts events on the weekends. The club has been a long-standing user of the facility and many of the ice skating instructors are part of the Bloomington Figure Skating Club. Ellen Rodkey made a motion to approve the agreement with the Bloomington Figure Skating Club. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

7. [MOU with MCCSC for 2026-2027 Fairview After School Program](#)

Kevin Terrell | [Staff Report](#)

- a) Staff recommended approval of a memorandum of understanding with the Monroe County School Community School Corporation (MCCSC) and the City of Bloomington Parks and Recreation Department for the operation of an on site after-school program for Fairview Elementary School during the 2026–2027 school year at the Banneker center. This program has been previously funded by the 21st Century CCLC grant, obtained on a 3 or 4 year cycle by MCCSM through the Indian DOE and the Federal Department of Education. The grant has in the past been able to fully fund the program but MCCSC is no longer receiving this grant. MCCSC is now taking over the registration process for this program and having the program participants pay weekly and the amount per week is based on income. Israel Herrera asked for clarification regarding the payment and registration process. Kevin explained that the program will now be identical to the other after school programs provided by MCCSC. Ellen Rodkey asked if they anticipate any family having issues with the registration process and Kevin responded that he does anticipate some issues but the team has sent out communications to the families who have participated in

the past and have volunteers on hand to help with the registration process for any non-English speaking individuals trying to register. The City of Bloomington Parks and Recreation Department is receiving 100% reimbursement for the program from MCCSC, billing them monthly. Ellen Rodkey made a motion to approve the memorandum of understanding with MCCSC. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

8. [Covenant with IDNR for Banneker Center](#)

Kevin Terrell | [Staff Report](#)

- a) Staff recommended an adoption and implementation of the covenant agreement between the Indiana Department of Natural Resources (IDNR) and the City of Bloomington Parks and Recreation department for the Banneker Community Center. The standard covenant agreement provided is a requirement for the original \$20,000 grant to replace the front steps at the Banneker Community Center, which eventually was increased to a total of \$60,000 by the end of the project. This money has already been received and used to complete “the Banneker Front Steps Repair Project”. The physical work has been completed and this is part of the final requirement as stated by the IDNR. Ellen Rodkey made a motion to approve the adoption and implementation of the covenant agreement. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

9. [Agreement](#) and [Addendum](#) with APHIS WS for deer hunt management

Mary Welz | [Staff Report](#)

- a) Staff recommended the approval of the USDA, Animal and Plant Health Inspection Service Wildlife Services, Indiana (APHIS WS, Indiana) cooperative services agreement for deer management services at Griffy Lake Nature Preserve in 2026. The total amount of the service agreement is not to exceed \$24,372.42. This will be the first year working with a new contractor. The team has previously worked with White Buffalo and that company has another commitment and will be unable to provide the service moving forward not for

Griffy Lake but for the rest of the state. APHIS will recruit, train hunters and facilitate the removal of harvested deer and submit a project summary report similar to what White Buffalo has provided in the past. The dates will be November 14th, 15th, 21st and 22nd of the 2026 rifle hunting season. Kathleen Mills commented that this will be the 10th year doing deer hunting at Griffey Lake and the data is trending in a positive direction that supports the Deer hunting efforts. Israel Herrera asked the reason for why White Buffalo could no longer complete the program and Mary responded that the company has other commitments in the Catalina Islands and will have that commitment for the next 5 years. Ellen Rodkey made a motion to approve the USDA, APHIS contract for the 2026 Griffy Deer Hunt. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

10. Appointment of [Bill Jones](#) and [Sarah Brinkman](#) to the Environmental Resources Advisory Council

Heidi Shoemaker | [Staff Report](#)

- a) Mary Welz, Natural Resources Manager presented on behalf of Heidi Shoemaker, Natural Resources Coordinator. Staff recommended reassigning Environmental Resources Advisory Council (EROC) member and Vice Chair Bill Jones to the currently vacant and newly created Water Resource Management specialty seat (S-3). Staff recommends approval of the appointment of Sarah Brinkman to the Environmental Resources Advisory Council. This recommendation is contingent on the approval of the reassignment of Bill Jones to the water resource management specialty seat (S-3) in which Sarah would fill the vacancy in seat R-3 with a term that ends 12.31.2027. Bill Jones has been one of the longest term members on the committee and Sarah Brinkman first applied in September for a position on the committee and is very involved with the Natural Resources programming with the parks. Taylor Brown, lawyer stated that the motion and vote will have to be done separately because it is two separate actions.

(1) Ellen Rodkey made a motion to appoint Bill Jones to the Water Resource Management Speciality seat.

Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

- (2) Ellen Rodkey made a motion to appoint Sarah Brinkman to the open position on EROC. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

11. [Agreement with Bluestone for Tree Assistance Program mitigation](#)

Haskell Smith | [Staff Report](#)

- a) Staff recommends approval of contract with Bluestone Tree LLC for the Tree Assistance Program removals and mitigation pruning. The amount is not to exceed 57,164.00. 38,040 will come from the ESD funding and then the remainder will be covered from the homeowner overages. The Tree Assistance Program approved 17 applicants for high -risk tree removal and risk reduction. Ellen Rodkey asked how the approval process has been going and Haskell responded that it is going well and have been able to approve most applications. Israel Herrera asked what the criteria was to be part of the program. Haskell responded that the primary residence has to be within city limits. Ellen Rodkey made a motion to approve the contract with Bluestone Tree LLC. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

12. [Urban Forestry Q2 Risk Management Report](#)

Haskell Smith

- a) Haskell presented the Q2 Risk management report that addressed 55% of their worklist. There will be a large push in the fall to complete the remainder of the work. The report stated that 265 trees have been burned, 98 have been removed and 201 have been planted. Over 3500 trees have been inspected.
- b) Ellen Rodkey made a motion to approve the report presented. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

13. [MOU with Public Works for median improvement design](#)

Rebecca Swift | [Staff Report](#)

- a) Staff recommends approval of this Memorandum of Understanding (MOU) between the City's Parks and

Recreation Department and the City's Engineering Department for payment and fees related to the West 3rd Street and College Mall Road Median Hardscaping Redesign Project, utilizing remaining bicentennial bond "gateway" funds to improve and beautify gateway areas that are the responsibility of the Parks and Recreation Department. The area is currently a lot to maintain with the herbaceous plants and mulch. It is a very high traffic, unsafe area and the team is looking for ways to simplify upkeep of the area while also reducing the heat island effect. Tim Street gave some history regarding the Bicentennial bond funds and that this project is just one of the ways to use the bond funds. Ellen Rodkey also stated that the intersection can be a dangerous working environment. Ellen Rodkey made a motion to approve the Memorandum of Understanding. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

14. [Agreement with Tabor Bruce Architecture & Design for Lower Cascades Sycamore Shelter restoration architecture services](#)

Rebecca Swift | [Staff Report](#)

- a) Staff recommends approval of the service agreement with Tabor Bruce Architecture & Design Inc. (Tabor Bruce) to prepare construction documents for the reconstruction of the historic Sycamore Shelter. The amount of the service agreement should not exceed \$14,766.00. Rebecca Swift gave background that the shelter was damaged when a very large oak tree fell on the shelter as well as the historic significance of the building. This amount is for the design plans and not for the final construction plan. Ellen Rodkey made a motion to approve the service agreement with Tabor Bruce. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

15. [Parks Policy Updates](#)

Leslie Brinson & Staff | [Staff Report](#)

- a) Adding: Leslie Brinson, Recreation Services Director summarized the following policies below.
  - (1) 7190 - Financial Sustainability- Outlines how the department will build organizational resilience through intentional, equitable, and thoughtful guidelines for investment and spending decisions.

Policy outlines cost recovery/ subsidy, funding and revenue sources, service categories and community investment strategy, pricing, partnerships, assistance programs, reinvestment, and success metrics.

(2) 13080 - Drones - Regulates the use of drones on park property. This policy will be both an internal and external policy so the public will be aware of what can and cannot be done inside the park. This policy is also in agreement with the larger city policy on drones.

(3) 13090 - Wildlife Interactions- Outlines appropriate and inappropriate interactions with wildlife including feeding, approaching, harassing or removal. Kathleen Mills asked for clarification of why this policy was added and Leslie Brinson stated it has been an issue with people feeding and baiting the animals.

b) Updating:

(1) 1060 - Department Description -updated information to match other inventory documents, including the addition of Hopewell Commons

(2) 2030 - Program, Facility Report Forms -updated information about digital incident form and UReport

(3) 2050 - Suspension from Property - Updates to the length of suspension to include an extension of one year and that the decisions are made by the Director of Parks and Recreation

(4) 3020 - Comprehensive Plan - Combined with strategic planning policy so both master plan and strategic planning are discussed on same policy- added newest plan dates

(5) 4070 - Personnel Manuals -Included topics covered in the HR Employee Manual and that have been deleted from Parks Manual

(6) 10020 - Community Relations Responsibilities -Policy now outlines the strategies and technical expertise required of the Community Relations team in relation to marketing, communications,

crisis communications and community engagement efforts.

(7) 11080 - Behavior Guidelines -Added language around the improper use, occupying or loitering within any park areas, structures, or facilities so it is expanded from just restrooms. It was also added that a grill cannot be brought to the park. Kathleen Mills asked to clarify the definition of improper loitering to which Leslie Brinson clarified that it would keep an individual from either entering or using that area.

(8) 13110 - Open Space and Acquisition -Updated language and goal description for land acquisition. Tim Street added the policy and language ties in with the financial sustainability policy.

(9) 13160 - Metal Detectors -Added language around magnet fishing and information concerning the disturbance of property. This policy states that magnet fishing is not allowed in creeks and other areas due to the disturbance of our natural areas.

(10) 13170 - Encroachment -New information concerning the factors to consider when potentially granting a formal encroachment request

(11) 13230 - Abandoned Possessions -Added broken and damaged items to the criteria of removal. The policy has been changed that the Bloomington Parks and Recreation department will only be storing possessions for 7 days instead of 30 days due to the experience of the team that the individual does not collect the items. The city did have an encampment response policy but that was negated by the new Senate Bill 285 which changed the timing of notifying the individual to remove the encampment.

c) Eliminating: Lesley stated that all policies below can be eliminated because they are currently in the city's HR policy, financial policy or a general city policy and they do not also need to be in the Parks and Recreation policy.

(1) 1020 - Mission

- (2) 1080 - Values
- (3) 2040 - Public Records Procedure
- (4) 2120 - Equipment Rental
- (5) 2190 - Nutrition and Physical Activity
- (6) 3010 - Strategic Planning
- (7) 4050 - Job Postings
- (8) 4060 - Background Checks
- (9) 4150 - Continuing Ed
- (10) 4180 - Internships
- (11) 5050 - Cascades Golf Course Advisory Council -  
Satoshi Kido specifically highlighted that the  
advisory council is no longer needed because it was  
formed to help make decisions when the new club  
house was built 9 years ago to receive public input  
and there are not any upcoming projects to the golf  
course.
- (12) 7070 - Emergency Expenditures
- (13) 7080 - Time Cards and Summary Sheets
- (14) 7090 - Purchase Order Requirements
- (15) 7100 - Bid Process
- (16) 11040 - Recreation Services Fee

- d) Ellen Rodkey made a motion to approve the policy updates listed in agenda item C15. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

#### 16. [Cemetery Policy Updates](#)

Amy Leyenbeck | [Staff Report](#)

- a) Staff recommended adoption of the Cemetery Policies and Procedures document as presented. Previously, there was not a lot of policy and procedures surrounding cemeteries and now this is to make an official manual making official guidelines for the cemetery. Israel Herrera asked for clarification to what can and cannot be placed on a loved ones burial area. Amy Leyenbeck provided examples of items that cannot be placed due to safety concerns of the staff and equipment used to maintain the cemetery. Ellen Rodkey made a motion to approve the adoption of the Cemetery Policies and Procedures document. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

17. [Agreement with HFI for Buskirk-Chumley Theater HVAC system upgrades](#)

Rebecca Swift | [Staff Report](#)

- a) Staff recommends approval of this Service Agreement with Harrell-Fish LLC (HFI) for the installation of a new HVAC system and associated electrical upgrades at the historic Buskirk-Chumley Theater (BCT). This project is funded through a combination of the City's Economic Sustainable Development Department (ESD) facility improvement account lines and the funds awarded through the Economic Possibilities in Indiana Communities (EPIC) grant. Total not to exceed amount: \$462,000. It was noted that the solar component would be helpful during a power outage to be able to continue to provide a cooling center if needed during a heat related emergency. Ellen Rodkey made a motion to approve the service agreement with HFI. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

18. [MOU with Monroe County Highway Department for logjam removal](#)

Haskell Smith | [Staff Report](#)

- a) Staff recommended the approval of the memorandum of understanding with Monroe county highway department for the removal of various logjams along the clear creek corridor adjacent to both BPRD property. The total cost is not to exceed \$7,026. Haskell provided historical knowledge that the log jams are from a tornado in 2020. Erica Penna joined the stormwater management Board to provide background information and state the importance of completing the project due to residents in the area are worried about upcoming rain events and flooding into their property. Ellen Rodkey made a motion to approve the memorandum of understanding with Monroe county highway department. Israel Herrera seconded the motion unanimously passed by a 3-0 vote.

**D. Reports**

1. [HB1161 Update](#)

Taylor Brown

- a) Taylor provided an update on House Bill 1161 and summarized that nothing should functionally change from

the board. Taylor stated that if any spending amount would surpass \$500,000 it would require additional executive approval of the municipality.

- IV. Public Comment** - Kathleen Mills opened the floor to public comments. There were no members of the public present in person or on zoom for public comment.
- V. Public Comment** - Tim Street, Director gave a department update that included an update of events that have occurred since the last meeting including Park professional day, 4th of July parade, concerts at switchyard park, the 50th anniversary celebration for Sherwood Oaks park, the city golf tournament and the LED light installation at TLRC. Tim also discussed the upcoming events which include the Banneker block party, Kid City Camp overnight, new park art and Mayer at the Market. Tim also stated that a public meeting will need to be held to discuss how to use a capital bond fund of 6.7 million to decide which facilities to update.
- VI. Adjournment** - Kathleen Mills adjourned the meeting at 6:19 pm.

## Board Membership

Pursuant to applicable law and policy, and in compliance with Indiana Code 5-14-9-6, the following details are provided regarding the officers serving on this committee:

| Board Member   | Appointed By    | Appointment Date | Term                |
|----------------|-----------------|------------------|---------------------|
| Israel Herrera | Common Council  | 1/1/2023         | 1/1/2023-12/31/2026 |
| Kathleen Mills | Mayor           | 1/1/2024         | 1/1/2024-12/31/2027 |
| Jim Whitlatch  | Common Councils | 1/1/2025         | 1/1/2025-12/31/2028 |
| Ellen Rodkey   | Mayor           | 1/1/2026         | 1/1/2026-12/31/2029 |

The City of Bloomington is committed to providing equal access to information. If you encounter difficulties accessing this notice or related meeting materials, please contact the Parks and Recreation Department at [parks@bloomington.in.gov](mailto:parks@bloomington.in.gov) or at (812) 349-3700 and provide your name, contact information, and a link to or description of the document or web page you are having problems with.