



A-1

01-24-2017

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, December 13, 2016
4:00 – 5:30 p.m.

Council Chambers
401 N. Morton

CALL TO ORDER

The meeting was called to order by Ms. Kathleen Mills at 4:08 p.m.

Board Present: Kathleen Mills, Joe Hoffman, and Darcie Fawcett

Staff Present: Paula McDevitt, Dave Williams, John Turnbull, Becky Higgins, Kim Clapp, Nikki McEachern, Leslie Brinson, Elizabeth Tompkins, Steve Cotter, Ellen Campbell, Robin Kitowski, Alison Miller, Barb Dunbar, Joanna Sparks, and Lee Huss

A. CONSENT CALENDAR

- A-1. Approval of Minutes of November 15, 2016 Meeting
- A-2. Approval of Claims Submitted November 15, 2016 thru December 12, 2016
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Surplus Property

Mr. Joe Hoffman made a motion to approve the Consent Calendar. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period - None

B-2. Bravo Award – None

B-3. Parks Partner Award – None

B-4. Staff Introduction - None

C. OTHER BUSINESS

C-1. Review/Approval of Buskirk Chumley Theater Management Inc. Partnership Agreement

Ms. Paula McDevitt, Director, presented the partnership with Buskirk Chumley Theater Management (BCTM) that has been in place since 2001. Staff is requesting the Board renew this partnership for 2017. Financial support, for the BCTM in 2017, will total \$124,000. The City will provide \$50,000 for operations, with an additional \$74,000 provided for building related improvement through the City's Consolidated TIF fund. The Redevelopment Commission approved the TIF funding at their December 5, 2016 meeting. Two changes were made to the 2017 partnership. To give BCTM ample time to prepare reports, adjustments to report due dates were made. Beginning in

2017, the City shall have the right to use the BCT, with no rental fee, for up to five days each calendar year, which will be coordinated with BCTM in advance. Ms. McDevitt invited Ms. Daniel McClelland to the podium.

Ms. Danielle McClelland thanked the Board and Park staff for the support and engagement, BCTM enjoys in the relationship with the BPRD. Ms. McClelland gave a brief overview of BCTM.

- 201 days of use in 2016
- \$266,051 in revenue from rent and services in 2016
- Well balanced between professional and community access
- 2016 drop in activity level due to drop in Cardinal Stage Company use
- 2017 rates will remain the same in hopes rental usage will rise
- Revenue is generated from rentals, BCT presents touring acts, fundraising and sponsorships
- BCT Presents revenue have increased over time
- Solicitations have increased over the years, slight drop in 2016
- BCT Management – responsible for repair and programing
- City Operations – responsibility for existing facility and equipment
- TIF Redevelopment Commission – new capacities development, building and equipment improvement.
- New improved website for 2017
- Complete strategic planning to take BCT into the next 7 to 10 years.
- Arts Start UP Seminar and Support
- BCT Movie Partner Project
- Textillery History Gallery Opening
- BCT Presents Concerts
- BCT Presents Movies
- My Story/Our Town Project

The Board inquired, with the possibility of lost revenue from Cardinal Stage Company, will BCTM remain in a financial stable position next year?

Ms. McClelland stated, Cardinal Stage has committed to two shows in 2017. In 2016, Cardinal Stage rented for one show. The smooth transition will depend on advance notice from Cardinal Stage, should they stop all rentals.

Mr. Hoffman made a motion to approve the Partnership Agreement with Buskirk, Chumley Theater Management, Inc. Ms. Fawcett seconded the motion. The motion was unanimously carried. _

C-2 Review/Approval of Contract with Price Electric

Mr. JD Boruff, Operations Superintendent, The surrounding property owners of Building and Trades Parks, requested additional lighting be installed at the park. The neighborhood believes the additional lighting will aid in better security and visibility in the park. Staff is seeking approval of a contract with Price Electric for \$5,150.00. Three bids were received, with Price Electric being the lowest.

Board inquired on the type of lighting to be used and height the lighting would be placed.

Mr. Boruff stated two pole lights will be used to light the restroom facility area, the remaining lights will be on the shelters. To help prevent possible light pollution, the new lights will be dark sky compliant.

Mr. Joe Hoffman made a motion to approve the contract with Price Electric for Lighting at Building Trades Park. Ms. Fawcett seconded the motion. The motion was unanimously carried.

C-3. Review/Approval of Property Acquisition Adjacent to Building and Trades Park.

Mr. Dave Williams, Operations and Development Director, the owner of 717 W. Howe Street, property located at the northwest corner of Building and Trades Park, reached out to staff with an offer to sell the property. Staff has received approval from the Historic Commission to demolish all structures on this location. The site would be

restored to greenspace and give BPRD future control of the corner. BPRD has no immediate plans for future development of the site. The appraisal has been completed and the site has passed the Phase one environmental assessment study. Staff has presented the project to the Redevelopment Commission and TIF funding was approved.

Mr. Hoffman made a motion to approve the Property Acquisition Adjacent to Building and Trades Park. Ms. Fawcett seconded the motion. The motion was unanimously carried.

C-4. Review/Approval of Contract for Hazardous Ash Tree Removal with Bluestone LLC

Mr. Steve Cotter, Natural Resources Manager, staff is seeking approval of a contract with Bluestone LLC, to remove hazardous ash trees damaged by the emerald ash borer. In 2015, the Emerald Ash Borer Management Plan approved the removal of 172 ash trees of the 775 street trees. Eight of the trees, included in this contract, are street trees with the remaining trees being located in Giffy Lake Nature Preserve and Leonard Springs Nature Park. To prevent property damage and personal injury, the removal of the trees are necessary. Multiple bids were sought, Bluestone's bid of \$22,974.00 was the only bid received.

Board inquired if there were any plans to replace the street trees scheduled for removal.

Mr. Lee Huss, Urban Forestry stated there is an aggressive tree replacement plan in place for street trees.

Mr. Hoffman made a motion to approve the contract with Bluestone LLC for Hazardous Ash Tree Removal. Ms. Fawcett seconded the motion. The motion was unanimously carried.

C-5. Review/Approval of Contract with Neidigh Construction Corporation for Restroom Door at Winslow Sports Park

Mr. John Turnbull, Sports Director, quotes were solicited from several contractors, to replace a damaged restroom door at Winslow Sports Park. The door and frame of the handicapped facility, at the north concessions building, has rusted over the years. The commercial grade replacement door and frame (made by Special-Lite) has been used at other BPRD sites, and has proven to stand up to time and abuse. Two quotes were received, Tommy D's returned a quote of \$5,495.80, and Neidigh quote was \$212.20 higher. Staff feels Neidigh is the best choice, as they have successfully installed approximately seven of these doors at other park's facilities.

Mr. Hoffman made a motion to approve the contract with Neidigh Construction Corporation for restroom door at Winslow Sports Park. Ms. Fawcett seconded the motion. The motion was unanimously carried.

C-6 Review/Approval of Agreement with Mader Design.

Elizabeth Tompkins, Natural Resources Coordinator, the boardwalk at Giffy Lake boathouse is in need of repair. BPRD wishes to complete construction documents for the rehabilitation of the boardwalk and picnic area that were began by Mader Design in 2011. Staff recommends the approval of the agreement with Mader Design for \$6,750.

Mr. Hoffman made a motion to approve the Agreement with Mader Design to provide construction plans for the redesign and repair of Griffy Lake Boathouse boardwalk. Ms. Fawcett seconded the motion. The motion was unanimously carried.

C-7 Review Approval of Partnership Agreement with Mother Hubbard's Cupboard Cooperation Services & Rental Agreement Program Partnership

Robin Kitowski, Program Specialist, since 2004, BPRD has partnered with Mother Hubbard's Cupboard (MHC), at Rev. Ernest D. Butler Park Community Garden. Both parties desire to continue this partnership in 2017. The partnership allows BPRD and MHC to provide educational, community gardening programs and opportunities and fresh, local produce to low-income Bloomington residents of all ages.

Mr. Hoffman made a motion to approve the Mother Hubbard's Cupboard Cooperation Services & Rental Agreement Program Partnership. Ms. Fawcett seconded the motion. The motion was unanimously carried.

C-8 Review/Approval of Partnership Agreement with the Trustees of Indiana University (Hilltop Gardens at Indiana University) Update

Ms. Robin Kitowski, Program Specialist, the purpose of this established agreement provides for collaborative programming and a sharing of resources to better serve the community. The partnership is dedicated to reaching out into the community to promote a variety of garden programs and classes for the general public. Programs are offered throughout the year.

The Board inquired if this included summer programming.

Ms. Kitowski, stated Hilltop Gardens has established their own family gardening program, BPRD is not involved with that program.

Mr. Hoffman made a motion to approve the Partnership Agreement with the Trustees of Indiana University (Hilltop Gardens). Ms. Fawcett seconded the motion. The motion was unanimously carried.

C-9 Review of Integrated Pest Management Plan

Steve Cotter, Natural Resources Manager, at the November Board of Parks Commissioners meeting, the Integrated Pest Management Plan (IPMP) was presented for review. Staff seeks approval of this plan at tonight's meeting. The IPMP was created to direct pest management activities within the department. Staff from each division has contributed to the plan and staff is committed to minimizing the use of pesticides in our parks. The plan included; threshold of treatment, approve list of products, preventive practices, exemptions, notification procedure, record keeping, storage, property management information, plan review and public input process, staff training, and plan evaluation process as well as additional information.

Mr. Hoffman made a motion to approve the Integrated Pest Management Plan. Ms. Fawcett seconded the motion. The motion was unanimously carried.

D. Reports

D-1. Operations Division – No Report

D-2. Recreation Division – Health/Wellness Program Area Update

Ms. Alison Miller presented 2016 highlights;

- Get OnBoard Active Living – impacted 24 families (approximately 72 individuals)
- Active Living Coalition – Collaborated with Dr. Barnes (IU-SPH) to host an evaluation workshop.
- Rigamajig – over 1000 total participants used the learning tool.
- Bryan Park Kids Triathlon – 3rd year for the event with 24 registered participants, all successfully completed the event.
- Banneker Running Club – 8 week session with average of 25 participants each week with approximately 2500 steps in each session. All participants completed a 2-mile run at the end of the program.
- Wednesday Walking School Bus – 9 week program, held at Highland Park Elementary School and had an average of 18 participants weekly.
- Bloomington Walking Club- 4th year, meets April through October. There are 67 participants with an average of 10 participants attending weekly.
- KaBoom Playful City – 9th year in a row.

D-3. Sports Division – No Report

D-4 Administrative Division – No Report

Ms. Paula McDevitt reminded everyone, PBRD will be hosting a Switchyard press conference Wednesday, December 14th at 1:30 p.m.

ADJOURNMENT

Meeting adjourned at 4:46 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Kim Clapp".

Kim Clapp,
Secretary Board of Park Commissioners