



A-1
10-24-2017

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, September 19, 2017
4:00 – 5:30 p.m.

Council Chambers
401 N. Morton

CALL TO ORDER

The meeting was called to order by Mr. Les Coyne at 4:00 p.m.

Board Present: Mr. Les Coyne, Mr. Joe Hoffmann, Ms. Kathleen Mills

Staff Present: Paula McDevitt, Dave Williams, Becky Higgins, Julie Ramey, Kim Clapp, Leslie Brinson, Steve Cotter, Mark Marotz, Lee Huss, Marcia Veldman, Erik Pearson, Joanna Sparks, Barb Dunbar, Elizabeth Tompkins, Crystal Ritter, Hannah Brock, Sarah Owen, and Ellen Campbell

A. CONSENT CALENDAR

- A-1. Approval of Minutes of August 22, 2017 Meeting
- A-2. Approval of Claims Submitted August 19, 2017 through September 15, 2017
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus

Ms. Kathleen Mills made a motion to approve the Consent Calendar. Mr. Joe Hoffmann 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

Mr. Mark Marotz approached the podium. Mr. Marotz recently accepted the position of Operation Superintendent with the Parks and Recreation Department. For the last 18 years, Mr. Marotz worked for Menard's, the last four years were spent as the general manager of the Bloomington store where he lead 200 plus employees, managed eight different sales departments and two supporting departments. Mr. Marotz is excited about the opportunity to be with BPRD.

Ms. Hannah Brock approached the podium. Ms. Brook recently accepted the position of Community Events Specialist, The past year, Ms. Brock has been working part time for BPRD, the most recent position being Assistant Director of the Kids City Summer Camp. Ms. Brock came to the Parks Department from North Carolina, where she worked as an Intern, Sales Associate and an Assistant Manager for a retail rental company on Bald Head Island in North Carolina. Her previous positions, within the department, have challenged her and aided in her growth as a young recreation professional. Ms. Brock is thankful for this opportunity. Ms. Brook believes this department is great, and goes above and beyond to create positive and memorable experiences for the community.

Ms. Sarah Owen approached the podium. Ms. Owen recently accepted the position of the Community Relations Coordinator. Her previous professional experience has been exclusively with small local nonprofit agencies. Ms. Owen began her career with the Hoosier Health Food Bank, as the USDA program coordinator distributing USDA commodity foods to local nonprofit soup kitchens and food pantries. Ms. Owen then moved on to the Perry Township Trustees Office, as an emergency assistance caseworker. For the past seven and a half years, Ms. Owen worked at the Amethyst House as an outpatient counselor and an administrative assistant. Ms. Owen was born in Indianapolis, and relocated to Bloomington when she was seven years old, and considers Bloomington her hometown. Ms. Owen was eager to return to Bloomington, after attending Butler University for four years. Ms. Owen welcomes this opportunity to act as a civil servant, and to give back to the local community.

Ms. Kiran Singh approached the podium. Ms. Singh will be with the BPRD for the next two years as a SPEA Service Corps Fellow, working with Marcia Veldman in the Farmers Market. Ms. Singh is a dual MPA and MSES student, and is in her first semester at SPEA. Ms. Singh is from Port Orchard, Washington, and a graduate of Oberlin College in environmental studies and geology. Ms. Singh served as an AmeriCorps Energy Corps Volunteer and later worked at the National Center for Appropriate Technology, in Butte, Montana. Through the Peace Corps, Ms. Singh served as an Environmental Action and Food Security Agent in Togo, West Africa, where she worked on gardening, reforestation and environmental education projects. Ms. Singh is excited continue working on food security issues with the City of Bloomington.

C. OTHER BUSINESS

C-1. Review/Approval of 2018 Proposed General Fund Budget Request

Ms. Paula McDevitt, Administrator, presented the BPRD 2018 proposed General Fund Budget. The budget request and revised program unit structure, reflects ongoing changes in service provision and true cost allocations by activity and program unit. The 2018 budget, was developed using a “zero based” budget model. This model assess the costs of every department service using no previous budget history, and building a budget based on the needs for each service delivered.

Parks Overview

- Accredited by the Commission for Accreditation of Park and Recreation Agencies in 2001, 2006, 2011, 2016
- 24 program units
- More than **300** sports and recreation programs annually
- More than 734,809 participations in 2016
- Responsible for more than \$50 million in city assets
- 30.6 miles of trails
- 27 playgrounds and 34 public parks
- Manage 2,275.03 acres of property

Activity Description

Administration & Community Relations

- Provides customer service and clerical support for all department activities.
- Coordinates promotions, marketing, sponsors and volunteers.

Recreation Division

- Programs, events and services for preschoolers to senior adults and participants with varying degrees of abilities.
- Manage Allison-Jukebox Building, Banneker Community Center, Farmers’ Market, Community Gardens, and Health/Wellness initiatives.

Sports Division

- Provides sports programs and services for youth and adults.
- Operates and maintains sports facilities, ball fields, tennis and basketball courts, pools, golf course, ice arena, and skateboard park.

Operations Division

- Responsible for maintenance, sanitation, capital improvements, planning and development of all City parks, natural areas, facilities, trails, and greenways.

- Responsible for beautification of parks and public areas, including landscaping, cemetery management, urban forestry, and Griffy Lake Nature Preserve
- Facilitates outdoor recreation, education and volunteer opportunities.

2018 Goals

- Increase seasonal hourly wages
- Apply for the 2018 Gold Medal Award
- Update Jackson Creek Trail B-Fit videos
- Create four pop-up programs marketed through social media
- Initiate a proactive tree management program

Funding the Citizen Vision for the Park System

- The highest percentage of monies should be invested in improving and maintaining existing parks.
- The 2nd highest percentage should be invested in maintaining and renovating existing facilities.
- The 3rd highest percentage should be invested in the construction of new walking and biking trails.

Park Bond Projects:

- Complete projects at Cascades Golf Course, Goat Farm, Griffy Lake Nature Preserve, Peoples Park, and Bryan Park Pool
- Capital Outlays: Equipment and vehicle replacements needed to maintain park assets.

New Trails

- Upper Cascades
- Lower Cascades
- Jackson Creek Trail extension
- Design services for trail system and update trailhead signage

Switchyard Park

- Bid project and break ground!
- Switchyard Park Pavilion
- Switchyard Park Stage
- Switchyard Park Police Substation

2018 Budget Highlights

Category 1 – Personnel Services increase of \$181,954 (4%)

- Line 111 – Salaries and Wages – Regular – increases by \$17,042 (.72%)
- Line 112 – Salaries and Wages – Temporary – increases by \$178,964 (17.52%)

Category 2 – Supplies increase of \$6617 (1%)

- \$5000 - Operations requesting motion sensory high efficiency lighting at the new Switchyard Park Operations building
- \$5575 – Operations for purchase of port-a-let; storage shelving and cabinets for new Switchyard Park maintenance building.
- \$4151 - Operations ongoing repairs to mowers, fencing, plumbing
- \$8500 – Sports Adult Softball utility/gator vehicle for field and facility maintenance

Category 3 - Other Services –\$ increase of \$210,559 (12%)

- \$9,000 – Operations – design services for city parks trail system which includes updating trailheads signs.
- \$120,000 – Urban Forestry contractual re-inventory and canopy analysis with software of all City's public trees.
- \$24,675 – Operations to contract an additional 21 mowing locations for a total of 42 sites.
- \$42,000 – Urban Forestry large Ash tree removals due to EAB on the residential property line at Cascades Golf Course.

Category 4 – Capital Outlays - \$266,000

- \$25,000 – Sports Golf Services – rough mower
- \$52,000 – Boxer 600HD walk-behind compact utility loader and attachments to include auger, bucket, brush cutter, stump grinder, tree forks – Operations Division
- \$35,000 - 12 passenger Transit Van for use by the Recreation Division
- \$28,000 – Full size Ram 1500 Sports Division
- \$126,000 – (3) ¾ ton 4x4 trucks – Operations Division

2018 Budget Summary

Personal Services

- 2016 Actual Amount \$4,453,959
- 2017 Adopted Budget \$4,736,606
- 2018 Council \$4,949,468
- 4% Increase of \$181,954

Supplies

- 2016 Actual Amount \$493,860
- 2017 Adopted Budget \$595,958
- 2018 Council \$602,575
- 1% Increase of \$6,617

Other Services and Charges

- 2016 Actual Amount \$1,462,618
- 2017 Adopted Budget \$1,712,430
- 2108 Council \$1,922,989
- 12% Increase of \$210,559

Capital Outlays

- 2016 Actual Amount \$154,716
- 2017 Adopted Budget \$0
- 2018 Council \$266,000
- Increase of \$266,000

Total Parks Department

- 2016 Actual Amount \$6,565,154
- 2017 Adopted Budget \$7,044,004
- 2018 Council \$7,741,032
- 9% Increase of \$665,130

The 2018 Parks Budget request, addresses the goals of the Department, the Board of Park Commissioners, City Administration, the City Council, our residents, and parks and recreation system users to respond to our mission: *“To provide essential services, facilities, and products necessary for the positive development and well-being of the community through the provisions of parks, greenways, trails and recreational facilities while working in cooperation with other service providers in the community in order to maximize all available resources.”* Together, we make Bloomington a better place to live, work and play.

The Board inquired as to why there was an increase in seasonal staff salary?

Ms. McDevitt stated, it has been difficult to recruit and maintain staff, due to the competition of other available jobs and wages.

Ms. Kathleen Mills moved approval of the 2018 Proposed General Fund Budget. Mr. Hoffman seconded. Motion unanimously carried.

C-2 Review/Approval of Change in Price Schedule of the Holiday market Arts Fair Booth Spaces

Ms. Crystal Ritter, Community Events Coordinator, staff recommends a change in the 2017 Price Schedule for the Holiday Market arts fair booth spaces. Prices would increase \$5.00 per space, this increase was inadvertently excluded from the 2017 price schedule. The prices would remain in effect through the end of 2017. Spaces continue to sell out, the number of artists continue to increase for this event, and staff feel the \$5.00 increase is appropriate.

Ms. Kathleen Mills moved approval of the Change in 2017 Price Schedule of the Holiday Market Arts Fair Booth Spaces. Mr. Hoffman seconded. Motion unanimously carried.

C-3. Review/Approval of Consultant Contract Agreement for Facility Roofing Projects

Mr. Dave Williams, Operations Director, due to age and condition, the Department wishes to make roofing repairs to four BPRD facilities, including RCA Park Group Shelter, Bryan Park Woodlawn Shelter, Olcott Park Howard Young

Shelter, and the large barn on the Goat Farm property. The Department requires the services of a professional consultant in order to survey existing conditions and present recommendations for any additional services required. The Department has used STR Building Resources LLC in the past, with great success.

Ms. Mills moved approval of the Consultant Contract Agreement for Facility Roofing Projects. Mr. Hoffman seconded. Motion unanimously carried.

C-4. Review/Approval of Consultant Contract Interpretive Ideas

Mr. Dave Williams, Operations Director, the Park Bond has identified funding for improvements to Peoples Park, and the Department would like to include an interpretive sign to help “tell the story” of the park. The Department requires the services of a professional consultant to perform sign content research, text writing, image generation, editing, fabrication, and establish placement in conceptual layout for one high-pressure laminate interpretive sign with two in-ground posts. The Department has worked with Interpretive Ideas on several signage projects.

Ms. Mills moved approval of the Consultant Contract Interpretive Ideas for Peoples Park Signage. Mr. Hoffman seconded. Motion unanimously carried.

C-5. Review/Approval of Partnership Agreement with WonderLab and the Monroe County Fairgrounds for the Bloomington Pumpkin Launch

Ms. Leslie Brinson, Community Events Manager, the Department wishes to provide a fun way for members of the Bloomington community to celebrate autumn. This partnership will combine the available resources of BPRD, Monroe County Fair Grounds, and Wonderlab, and offer an opportunity for the Bloomington community to participate in an affordable and family-friendly fall event, known as the Bloomington Pumpkin Launch. The event will be held at the Monroe County Fairgrounds, on Saturday, November 4, 2017.

Ms. Mills moved approval of the Partnership Agreement with Wonderlab and the Monroe County Fairgrounds for the Bloomington Pumpkin Launch. Mr. Hoffman seconded. Motion unanimously carried.

C-6 Review/Approval of Holiday Market Carriage Ride Contract

Ms. Marcia Veldman, Program Coordinator, the Department wishes to provide carriage rides for the Holiday Market, and requires the services of a professional consultant to provide two horse carriages with horse for five hours of carriage rides. The carriage rides will be on Saturday, November 25th. The Consultant will provide all insurance documentation and veterinarian certification to the Department at least seven days prior to the event. The carriages will be inspected by the Bloomington Police Department prior to the event. The consultant will obtain a permit from the Animal Care and Control Department per BMC 7.16.030 and to comply with all requirement of the BMC 7.36, and to submit the horses used for the carriage rides to an inspection by the Animal Control Officer per BMC 7.16.20. All animal waste will be removed by the Consultant or horses must wear manure bags. Consultant will comply with the Board of Public Works’ resolution that stipulates the route of the carriage rides on the day of the service. Participants will be charges \$5.00 per ride, to help cover the vendor cost of \$1,300.

Ms. Mills moved approval of the Contract for Holiday Carriage Ride. Mr. Hoffman seconded. Motion unanimously carried.

C-7 Review/Approval of Contract for Hazardous Tree Removals

Mr. Lee Huss, Urban Forester, the Department wishes to remove several hazardous trees. Due to location of nearby electric service and private infrastructure, the Department requires the services of a professional consultant in order to perform the removal of 12 Ash trees, 1 Hickory tree, 1 Hornbeam tree, 1 Siberian Elm tree, 1 Silver Maple tree, and prune 1 Oak tree. Mominee Tree Services is a certified arborists.

Ms. Mills moved approval of the Contract for Hazardous Tree Removals. Mr. Hoffman seconded. Motion unanimously carried.

D. Reports

D-1. Recreation – Banneker Summer Program

Mr. Erik Pearson, Banneker Facility/Program Coordinator, presented an overview of the 2017 Banneker Summer Program

Overview

- The Banneker Center has offered the Summer Food Service Program (SFSP) for 15 years
- SFSP is a Department of Education program that provides nutritious meals when the National School Lunch program is not in service
- The Indiana Department of Education reimburses organizations that prepare and serve meals to eligible children
- Banneker serves meals on-site, and provides daily programming for 80+ K-6th grade participants Monday-Friday in June and July
- Registration is \$1/per day
- Of the 160+ participants registered, 97% qualified for free/reduced lunch within MCCSC

Objective

- Safety
Our number one objective is to do everything possible to ensure the well-being and safety of each participant.
- Provide a fun, recreational environment for all
Create opportunities for participants to enjoy their experience through a variety of activities focused on fun
- Skill Acquisition
Provide opportunities for each participant to develop new skills, be exposed to educational environments to aid in academic retention, and experience new things.

Community Partners/Clubs

- Music Club-Terrance Amos
- Dance Club-KICKS Unlimited Dance LLC
- History Club-Emily Purcell/Farmer House Museum
- Ceramics Club-Alyson Oveson
- Nature Club-Elizabeth Tompkins, Autumn Brunelle, Rebecca Jania
- Sports Club-Sir Jervante Golden
- Science Club-Kierra Fulmore-Black Graduate Student Association
- Yoga Club-Alison Miller
- Running Club-Alison Miller
- Arts/Crafts Club-Michael Gathright
- Monroe County Public Library-Summer reading program, library field trips
- Mother Hubbard's Cupboard

Field Trips

- Parks:
 - RCA Park
 - Olcott Park
 - Cascades Park
 - Butler Park
- IU Athletics Tour
- Fire Department Tour
- IU Auditorium
- Cikana State Fish Hatchery
- Hiltop Gardens
- Marble Hill Farm
- Leonard Springs
- Griffy Lake
- TLRC

Additional Information

- SFSP Attendance totals
 - In 2015 – 2903
 - In 2016 – 2665
 - In 2017 – 3089
- Thirteen Registered Schools
- SFSP Total Meals Served

In 2015 – 4030
In 2016 – 4401
In 2017 - 4465

D-2 Operations Division – Weimer Lake Dam Removal Update (Wapehani Mt. Bike Park)

Mr. Steve Cotter, Natural Resource Manager, The Weimer dam was constructed in the early 1800s as a water source for Bloomington, and has long since ceased being used for that purpose.

The dam is inspected on a regularly bases by the Indiana Department of Natural Resources Division of Water Dam Safety Section, and they have indicated that the dam is currently in poor condition and it is rated as a significant hazard. The proposals for development downstream from the dam, would increase the hazard rating to a high hazard dam.

PBRD and the City Bloomington Utilities have had many discussion regarding the possibility of repairing or replacing the dam. The Utilities Department no longer has interest in the property, and repair of the dam would be a multimillion dollar project. The national trend is to remove dams, as there is an ecological case to be made that removal of dams is better for the environment. Given all these facts, in spite of our reluctance, staff believes removal of the dam would be the best decision.

Mr. Cotter invited Mr. Phil Peden, City of Bloomington Utilities Engineer to the podium to provide an update on the condition of the dam and share how the dam will be removed to increase public safety. .

Mr. Peden approached the podium. Removal of the dam is based on that DNR report that stated the dam was in unsatisfactory condition, with recommendation to decommission the dam. Counsel was sought from the legal staff at multiple times, and there is an increasing inability to insure the dam. Creating another factor in removal of the dam.

A request for proposal process was sought, with KCI Technologies being selected as the consultant for this project. KCI has hired two local firms to assist, Vet Environmental Consultants and Eco Logic. KCI is known for their stream restoration, and the environmental aspect of restoring an area that has been eroded or where dams were removed. A large part of KCI's plan addresses the restoration and remediation of the property. Restoring the area, so it can once again be an asset to BPRD. The plan proposes and details over five hundred trees, shrubs, and native plants to be planted along the stream. There will no longer be a lake, but the wetland area will remain.

Bidding of this project is to take place in October, and hopefully have a company under contract in November. We anticipate the projecting being completed in December 2018. For the safety reasons and construction traffic, the park will be closed for a time.

The floor was opened to questions.

The Board inquired, once the dam is gone, what would likely happen to the property in the future?

Mr. Peden commented, Utilities will relieve their selves of that property, because we'll be removing the asset that Utilities had control over. It will then be up to BPRD on how to use the property.

Mr. Cotter approached the podium. There is a spring fed creek that runs into that lake currently, when the dam is removed there will be basically a V-shaped notch in the dam that will be stepped back and the creek will just flow through in the general vicinity that it used to be before the damage there. As Phil mentioned there will be a lot of native plantings that goes into the site, and we think that it will actually enhance some of the habitat.

The Board thanked Mr. Cotter and Mr. Peden

D4. – Administration Division Seeking Board Ratification of Solar Installations of 13 Parks Facilities

Mr. Coyne introduced Alex Crowley, Directory Economic & Sustainable Development

Mr. Crowley approached the podium. Hello I am Alex Crowley. I'm the director of economic sustainable development

for the city of Bloomington. We're very excited to give you a quick preview of what is actually in the works right now. We are installing five megawatts of solar throughout the city. For City operations, it's going to be kind of a crazy time for the next 60 days or so. Approximately, 15000 panels are being delivered into the dimensioned mill, and we're going to have about 200 to 250 electricians swarming around the city. I wanted to just take you through the project at a high level, show you a couple of key facilities that are within the parks purview, and answer any questions you might have about the project.

Senate Bill 309 was passed at the beginning of the summer, and changed the rules for net metering for solar. In Monroe County, we already represent 20 percent of all solar installations, even though our population is about two and a half percent of the state. We disproportionately have solar in place, but the community has gotten very excited, not only among residents, but also businesses, and the city itself. You may know about the solarized project that's for residential installations, is now in phase two and pushing very hard to get as many solar panels onto residence roofs as possible. At the same time, the City made a commitment to install five megawatts of power throughout city operations, and have been working through the Guaranteed Energy Savings Contract to be able to do that.

The timeline of the Guaranteed Energy Savings Contract, we started back in June of 2016 evaluating potential companies for this project. In the early part of this year, we initiated work with the Energy Savings Group. They are the company that is doing all this work for us. In July we signed an agreement with them, announced in August 2017, with Council approval, the installation of this massive city operation solar array.

There are 30 different projects at different facilities. Utilities has five, Public Works has 12, and Park's has 13. All told, the effort will produce 14 percent of the City's electricity consumption and I'll show you what that means for each of the Parks facilities. There will be about 200 or 250 crewmembers on site to make this all happen. Duke has set a deadline, or I should say the IURC, has set a deadline for interconnections for these solar facilities, and we're working aggressively to beat that deadline, so that we can take advantage of all of the net metering rules moving forward.

Some of the Parks locations scheduled for this project are:

Maintenance Building 545
Maintenance Building 345
Twin Lakes Recreation Center
Twin Lakes Ballfields
Frank Southern Center
Winslow Sr. /Baseball Field
Winslow Jr. /Baseball Field
Winslow Tennis Courts
Bryan Park Pool
RCA Thompson Park
Olcott Park
Banneker Community Center
Mills Pool

The next steps in terms of the Guaranteed Energy Savings Contract, solar is actually just a part of a larger process, where we're going in and doing investment grade audits of a number of different facilities citywide. That will be taking place between now and through October. We are presenting the findings of the Guarantee Energy Savings Contract to Council at the end of the year, if approved by Council, it would kick off in 2018 and 2019.

The Board thanked Mr. Crowley and the Economic & Sustainable Development Department for the hard work and effort that was put into this great project.

ADJOURNMENT

Meeting adjourned at 5:20 p.m.

Respectfully Submitted,



Kim Clapp,

Secretary Board of Park Commissioners