



CITY OF BLOOMINGTON  
parks and recreation

A-1  
3-26-19

Board of Park Commissioners  
Regular Meeting  
Minutes

Tuesday, February 26, 2019  
4:00 p.m. – 5:31 p.m.

Council Chambers  
401 N. Morton St.

**CALL TO ORDER**

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

**Board Present:** Les Coyne, Kathleen Mills and Lisa Thatcher

**Staff Present:** Paula McDevitt, Dave Williams, John Turnbull, Becky Higgins, Julie Ramey, Mark Sterner, Kim Clapp, Leslie Brinson, Barb Dunbar, Joanna Sparks, Hannah Buddin, Marcia Veldman, Elizabeth Tompkins, Crystal Ritter, Jon Behrman, Bill Reams, Hsiung Marler, Lee Huss, Scott Pedersen, Amy Shrake, Erik Pearson, and Jess Klein.

**A. CONSENT CALENDAR**

- A-1. Approval of Minutes of January 22, 2019 meeting
- A-2. Approval of Claims Submitted January 25<sup>th</sup> through February 25<sup>th</sup>.
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus - None

*Kathleen Mills* made a motion to approve the consent calendar. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. 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** – James Kelb

James Kelb has accepted the golf course superintendent position at Cascades Golf Course. James graduated from Rutgers Golf Course Turf Management School. James has previously worked at Bloomington Country Club, Wolf Run Golf Club, IU Golf Course, and Woodland Country Club. James has developed a vast knowledge of turf management through schooling and previous work experiences. James has hands on knowledge of zoysia grass.

The Board welcomed James.

**C. OTHER BUSINESS**

**C-1. Review/Approval of Partnership with IU Health Bloomington**

*Jess Klein, Health and Wellness Coordinator* in order to provide the community with programs which promote social, physical, emotional, mental, and environmental health in the community, the Department wishes to partner with Indiana University Health Bloomington. The purpose of this Agreement is to outline a program partnership, which will provide community health education, programs, training, marketing, and opportunities to benefit the health and wellness of the community by combining available resources from each party. This has been a successfully partnership for many years.

*Kathleen Mills* motioned to approve the Partnership with IU Health Bloomington. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. The motion was unanimously carried. .

**C-2 Review of Proposed Private Tree Abatement Process per Bloomington Municipal Code #12.24**

*Paula McDevitt, Administrator* Municipal Code 12.24 – TREES AND FLORA regulates the work on and planting and maintenance of boundary trees, and trees on public property and in public right-of-way, and flora on public property and in the public rights-of-way, to encourage proper selection and planting, and to assure compatibility with other urban infrastructure such as utilities, sidewalks, and streets. The city has the right and authority to order the removal of any tree or flora or part thereof on private property if deemed unsafe condition, injurious to infrastructure, and or determined to be a public nuisance. The proposed process will notify homeowners of a violation, and inform homeowners of the appeal process. Violations not remedied, appeals, and Notice of Abatements will be presented to the Board for review and approval. Staff recommends the review of the private tree abatement process per Bloomington Municipal code 12.24 – TREES AND FLORA.

*The Board inquired* if this will be on a case by case basis, or if staff will be going around with a system of evaluation.

*Paula McDevitt responded*, the department anticipates learning of tree issues through U-reports, or by staff working in an area and happen to notice a possible problem. Staff will not be assigned the task of going around with a system of evaluation private trees. The abatement process will only pertain to trees on private property that present a risk to the city. This process will not include trees on private property that present a risk to other private property.

**C-3 Review/Approval of Service Agreement with Everywhere Signs**

*Julie Ramey, Community Relations Manager* the Department wishes to generate revenue through advertising space. The Department requires the services of a professional consultant for the installation of signs, awnings, banners, and dasherboards in and on Parks and Recreation Department facilities and properties. Staff recommends the approval of this service agreement with Everywhere Signs and Crane Services.

*Kathleen Mills* made a motion to approve the service agreement with Everywhere Signs. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-4 Review/Approval of Partnership with Ryder Magazine and Film Series**

*Item was removed from agenda.*

**C-5 Review/Approval of Contract with Chef for Hire**

*Erik Pearson, Program/Facility Coordinator- Banneker Center* the Department wishes to vend meals for summer food service program; and requires the services of a professional consultant in order to perform the development of meals to follow State guidelines. Chef for Hire will produce, package and deliver the appropriate amount of breakfast, lunch and dinner meals to the Banneker Community Center twice per week. Chef for Hire will keep multiple refrigerators at the BCC to store meals prepared by Chef for Hire. All fees and expenses are not to exceed \$20,000. The Banneker camp summer program is grant funded through the USDA Summer Food Service Program.

*Kathleen Mills* made a motion to approve the contract with Chef for Hire *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-6 Review/Approval of Partnership Agreement with Ivy Tech Community College**

*Amy Shrake, Facility/Program Coordinator* there is a need to provide summer teen programming in Bloomington as well as a combined art and recreation experience for K-5<sup>th</sup> graders. The purpose of this Agreement is to establish a partnership that will provide children an educational and fun summer program, that incorporates a wide variety of

structured activities, including but not limited to swimming, off-site field trips and indoor and outdoor recreation opportunities. Staff recommends the approval of this Partnership with Ivy Tech for College for Kids, and Ivy Arts for Kids programs.

*Kathleen Mills* made a motion to approve the partnership with Ivy Tech Community College. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-7 Review/Approval of Partnership with Lake Monroe Sailing Associations**

*Amy Shrake, Facility/Program Coordinator* the Department wishes to provide a sailing instruction program for the general public. The purpose of this Agreement is to outline a program partnership, which will provide an opportunity to the Bloomington community to participate in a diverse sailing program, not otherwise available, designed to introduce beginner participants to the sport as well as to provide skill advancement. Staff recommends the approval of this Partnership Agreement with Lake Monroe Sailing Association.

*Kathleen Mills* made a motion to approve the partnership with Lake Monroe Sailing Associations. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-8 Review/Approval of Partnership Agreement with Special Olympics Monroe County**

*Amy Shrake, Facility/Program Coordinator* there is an apparent need for Special Olympics programs in Bloomington. The purpose of this Agreement is to outline a program partnership that will provide an opportunity for the Bloomington community to participate in a Special Olympic sports program, not otherwise available, that is designed to introduce beginner participants to a sport and allow for skill advancement. Staff recommends the approval of this Partnership with Special Olympics Indiana – Monroe County.

*Kathleen Mills* made a motion to approve the partnership with Special Olympics Monroe County. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-9 Review/Approval of Contract with Monroe Convention Center**

*Hannah Buddin, Community Events Specialist* the Department wishes to provide the community with a Children's Expo event. Due to the size of the event, a professional consultant is required to provide facility, set up, and tear down of the tablecloths, skirting, tables, chairs and food service area. The event will include a Health Screening area, where attendees can receive free health screenings ranging from hearing tests, to eyesight, and oral check-ups. Staff recommends the approval of this contract with Monroe Convention Center, in the amount of \$3,000.

*Kathleen Mills* made a motion to approve the partnership with Monroe Convention Center. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-10 Review/Approval of Contract with Aerialogy for Spring Fling**

*Hannah Buddin, Community Events Specialist* to make a more enjoyable experience for attendees, the Department wishes to provide entertainment at the Spring Fling. The Department is in need of a professional consultant to provide aerial silk demonstrations, and learning sessions to participants at the event. Staff recommends the approval of this contract with Aerialogy, in an amount not to exceed \$200.

*Kathleen Mills* made a motion to approve the contract with Aerialogy for Spring Fling. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-11 Review/Approval of Farmers Market Advisory Council Members**

*Marcia Veldman, Farmers' Market Coordinator* staff recommends the appointment of Suzanne Mann to the Farmers' Market Advisory Council, to fill the vacant customer representative position. Notice was posted in the Herald-Times, Market Web site, and in the Market Beet. One application was received.

*Kathleen Mills* made a motion to approve the Farmers Market Advisory Council appointment. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-12 Review/Approval of Farmers Market Prepared Food Vendors for 2019 Season**

*Marcia Veldman, Farmers' Market Coordinator* 60 Request for Proposal (RFP) were sent to 60 individuals and organizations who expressed an interest in selling prepared food at Market in the last two years. Additionally Legal Notices ran in the Herald-Times. The RFP's established 10 criteria by which proposals would be evaluated. A committee made up of three Farmers' Market Advisory Council members and three Market staff reviewed the proposal and recommend the following food vendors: Muddy Fork Farm, Sweet Claire, Brown County Coffee, Feast, Piccoli Dolci, Primally Inspired Eats, Scholars Inn Bakehouse, Sazon, Chris Voster, Wild Alaska Salmon, Pili's Party Taco, Aahaa Chai, Needmore Coffee, Inkwell, Macaron & Company, Pie First Bakery, and Wat-a-Bao. Additionally the committee recommends allowing staff to enter into agreement with interested applicants for selling at the Tuesday Market.

*Kathleen Mills* made a motion to approve the 2019 Farmers Market prepared food vendors. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-13 Review/Approval of Partnership Agreement with Monroe County – Identify and Reduce Invasive Species**

*Joanna Sparks, City Landscaper* the Department would like to expand invasive plant educating and training offerings to incorporate more hand-on experience to the community. The Department wishes to enter into a partnership with Monroe County – Identify and Reduce Invasive Species (MC-IRIS) to cooperate in the development and implementation of invasive plant education and training events. The purpose of this agreement is to establish a partnership which will provide for collaborative programming and a sharing of resources to better serve the community.

*Kathleen Mills* made a motion to approve the partnership Monroe County – Identify and Reduce Invasive Species. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-14 Review/Approval of Contract with Eco Logic, LLC for Invasive Plant Removal**

*Joanna Sparks, City Landscaper* the Department wishes to increase visibility and safety along the Bloomington Rail Trail through the removal of dense invasive and undesirable undergrowth. The Department requires the services of a professional consultant to perform woody invasive plant removal with a forestry mover (FECON) along the trail between Gordon Pike and That Road. Staff recommends the approval of this contract with Eco Logic in the amount of \$5,000. Funding source is from Operations General Fund.

*Kathleen Mills* made a motion to approve the contract with Eco Logic, LLC for invasive plant removal. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-15 Review/Approval of Contract with Kinetic Recreations for Playground Resurfacing**

*Barb Dunbar, Operations Coordinator* due to age, the rubber safety surface needs repaired at multiple playground sites. The Department requires the services of a professional consultant to remove, replace and repair poured-in-place rubber safety surfacing at Olcott Park, Broadview Park, Building Trades Park, and Winslow Woods Park playgrounds. Staff recommends the approval of this contract with Kinetic Recreations in the amount of \$81,000. Funding for the project will be from 2017-'20 Park Bond and Operations Non-Reverting Cell Tower revenue.

*Kathleen Mills* made a motion to approve the contract with Kinetic Recreations for playground resurfacing. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

#### **C-16 Review/Approval of Service Agreement with Everywhere Signs for Repair of Buskirk-Chumley Theater (BCT) Marquee**

*Dave Williams, Operations Director* to meet the responsibilities of the BCT Management agreement, the Department wishes to have repairs made to the BCT marquee. The Department requires the services of a professional consultant to make repairs to the chaser unit and neon lighting. Staff recommends the approval of this contract with Everywhere Signs, in the amount of \$954.00.

*Kathleen Mills* made a motion to approve the service agreement with Everywhere Signs for repair of Buskirk-Chumley Theater marquee. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-17 Review/Approval of B-Line Trail Easements for Duke Energy**

*Dave Williams, Operations Director* downtown development projects have created a need for Duke Energy to seek alternative routes for electrical services. Staff recommends the Board grant Duke Energy a perpetual, non-exclusive easements to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify and remove, electric, and/or telecommunications line or lines, and all necessary equipment, for the underground, transmission and distribution of electrical energy, and technological purposes, using directional boring on the B-Line Trail from the south side of 4<sup>th</sup> Street to Kirkwood Ave. Pt. Parcel #53-01-53-226-500.000-009, 53-05-32-100-016.000-005, 53-05-32-413-096.000-005, 53-08-04-300-095.000-009, 53-08-08-100-012.000-009, 53-08-08-100-103.00-009, and 53-08-09-300-036.000-009.

*Kathleen Mills* made a motion to approve the B-Line Trail Easements for Duke Energy. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-18 Review/Approval of Lease Purchase Agreement with Professional Golf Car**

*John Turnbull, Sports Director* the Department wishes to purchase 75 golf cars and 2 services vehicles at the Cascades Golf Course. Staff recommends the bid from Professional Golf Car for \$225,000. Funding for this purchase will be from the Golf Course General Fund. Budget funds account for a four or five year lease/purchase from municipal finance sources. The Controller’s office would be researching and negotiate the lease terms. This would be a one lump payment to Professional Golf Car after the close on a lease.

*Kathleen Mills* made a motion to approve the lease purchase with Professional Golf Cars. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-19 Review/Approval of 2019 Price Schedule Changes for Aquatics**

*John Turnbull, Sports Director* at the November 2018 Park Board meeting, the Board requested the Aquatics 2019 proposed pricing be reconsidered. After additional research and review, staff recommends approval of the following 2019 Aquatic price changes: decreasing admittance \$1.00 – from \$6.00 to \$5.00, introducing \$50.00 (individual) season pass, and eliminate punch passes. A 20% reduction in revenue is projected.

*Kathleen Mills* made a motion to approve the 2019 Price Schedule Changes for Aquatics. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-20 Review/Approval of Softball Supply Order.**

*Scott Pedersen, Youth Sports Coordinator* staff recommends the approval of the annual purchase of softballs through USA Softball of Indiana (formerly Indiana ASA) based upon the quoted quantities and prices. Total of this year’s purchase will be \$4,985. Due to existing inventory and program demand, Fastpitch softballs will not be purchased this year. Purchasing softball through the USA Softball of Indiana purchasing agreement with Worth/Rawlings will provide a substantial savings of purchasing through retailers.

*Kathleen Mills* made a motion to approve the softball supply order. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-21 Review/Approval of Contract Addendum with Bluestone Tree for Tree Removal**

*Lee Huss, Urban Forester* on December 7, 2018 an Agreement was entered into with Bluestone Tree, for removal of dead hazardous trees from four locations. Due to weather and equipment failure, additional time is required to complete the scope of work. Staff recommends the approval of this Addendum to extend the completion date. Both parties agree to the following change, to modify Article 1 and Article 6 to change the deadline from January 25, 2019, to April 1, 2019. All other terms of the agreement remain intact.

*Kathleen Mills* made a motion to approve the addendum with Bluestone Tree for tree removal. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

**C-22 Review/Approval of Contract with J.R. Ellington Tree Expert for Tree Removal**

*Lee Huss, Urban Forester* the Department wishes to have four hazardous trees removed at Bryan Park. The Department

requires the services of a professional consultant to remove, clean up debris, and haul away debris at this location. Staff recommends approval of this contract with J.R. Ellington Tree Expert, in the amount of \$6,100. Funding for this project will be from the Urban Forestry General Fund.

*Kathleen Mills* made a motion to approve the contract with J.R. Ellington Tree Expert for tree removal. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

### **C-23 Review/Approval of Contract with All Things Green for Tree Pruning**

*Lee Huss, Urban Forester* the department wishes to have 28 public trees pruned. The Department requires the services of a professional consultant to prune 28 trees in accordance with the current ANZI pruning standard: three trees at 100 block of W 7<sup>th</sup>, 2 trees at 115 N Madison, two trees at 529 N College Ave, two trees at 418 N. College Ave, two trees at White Oak Cemetery, two trees at 500 W 7<sup>th</sup> St., three trees at 300 block of E 7<sup>th</sup> St., two trees at 124 E Kirkwood Ave., and ten trees at Butler Park. Staff recommends the approval of this contract with All Things Green in the amount of \$17,950. Funding for the projects will be from the Urban Forestry General Fund.

*Kathleen Mills* made a motion to approve the contract with All Things Green for tree pruning. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

### **C-24 Review/Approval of Contract with Rick Patrick Tree Care for Tree Pruning**

*Lee Huss, Urban Forester* the Department wishes to have 213 public trees pruned. The Department is in need of the services of a professional consultant to preform street tree pruning with ANZI pruning standards, chip all debris and haul away, and worksite cleanup at the following locations: 3<sup>rd</sup> St. Police HQ - 2 trees, S. Walnut & Country Club area - 10 trees, Sherwood Oaks Park - 28 trees, E 7<sup>th</sup> St. area - 38 trees, Olcott Park - 103 trees, and E. Azalea area - 32 trees. Staff recommends the approval of this contract with Rick Patrick Tree Care in the amount of \$7,921. Funding for the project will be from the Urban Forestry General Fund.

*Kathleen Mills* made a motion to approve the contract with Rick Patrick Tree Care for tree pruning. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

## **D REPORTS**

D-1. Operations Division – Environmental Resources Advisory Council Annual Report

*Melissa Laney, Chair of the Environmental Resources Advisory Council* approached the podium, and presented the Environmental Resources Advisory Council Annual Report.

### **2018 Initiatives and Topics of Interest**

- Wapehani Mountain Bike Park - was closed for several months while City of Bloomington Utilities Department removed the dam located in the park. Trees and plants were installed in the former lake bed. ERAC members reviewed a list of trees that were planted and were invited to visit the site during the construction period.
- Griffy Lake Loop Trail - ERAC dedicated the regular April meeting to a public input meeting for a proposed loop trail. Staff updated members of the advisory council and the public on the proposed route and then led an open discussion of the project. The meeting went well and was a great way to for ERAC members to engage and interact with the public. The proposed trail uses some existing trails connected by new trail system to form a loop around the lake using the causeway as the east side connection. Funding for an accessible fishing pier on the west side of the causeway has been obtained and road crossings in the design will help connect the parking area to the future loop trail. A study was conducted and a proposed route was created. ERAC members reviewed the route and provided feedback. The trail will be almost four miles of soft surface trail and will include bridges and stairs to cross ravines.
- Griffy Lake Deer Management - Deer management, the sharpshooting program conducted in December 2017 resulted in the removal of 62 deer from the two-square mile Griffy Lake Nature Preserve. To give vegetation time to recover the deer browse pressure needs to be low for several years. A Community Hunting Access Program Resources (CHAP) hunt will be coordinated in 2019 with the help of White Buffalo. Over 50 hunters have expressed interest in the 2019 hunt.

- Griffy Vegetation Monitoring - Eco Logic was hired to conduct vegetation monitoring in 2018. Data had been collected for the previous three years by seasonal staff. The original monitoring included 24 transects for the first three years before the cull. After the cull, eight of the original transects and 4 new areas are being monitored and plant height and density data is being collected. Plants are not expected to recover this year, but will likely take a few years with continued deer management. Monitoring will continue into the future and results will be reviewed by ERAC members.
- Goat Farm Prairie Planting - A five-acre prairie planting was installed at the Goat Farm property in February 2018. Seeds purchased with the help of USFW and IDNR were planted using a seed drill loaned to BPR by Eco Logic. A cross-hatch planting pattern served to reduce a row effect and an extra loop of planting around the perimeter was intended to increase plant density to resist the infiltration of invasive plants. A seed list was shared with ERAC members to review. Throughout the year, the property was managed to encourage the growth of planted seeds and existing milkweed patches. This planting, in addition to neighboring native plant projects, is increasing the habitat corridor for wildlife including Monarch butterflies. Educational signage is planned to share information about the prairie.
- Outreach - Regular updates were given by staff on education and outreach within BPR and the community. ERAC members participated in BPR programs, working as volunteers, and coordinating student participation as volunteers. They also worked on their own outreach programs that benefit and provide information to BPR.

D-2 Recreations Division – No Report

D-3 Sports Division – No Report

D-4 Administration Division – IPRA Award

Julie Ramey Community Relations Manager approached the podium. The Indiana Park and Recreation Association, at their annual conference in Frenchlick, February 21st, presented the Bloomington Parks and Recreation Department with the Clark Ketchum Conservation Award for the Griffy Lake Shoreline Restoration Project that took place in 2018. The Clark Ketchum Conservation Award recognizes a park and recreation agency that has achieved excellence in conservation stewardship.

*Paula McDevitt*, Director for safety reasons, a section of the B-line Trail will be closed beginning February 27<sup>th</sup> at 8:00 a.m. and will reopen on February 28<sup>th</sup> at 7:00 p.m. During this time frame, a delivery of prefabricated sections of pedestrian bridges will be made at the Switchyard Park.

The next Board of Park Commissioners meeting will be held March 26, 2019

**ADJOURNMENT**

Meeting adjourned at 5:31 p.m.

Respectfully Submitted,




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Kim Clapp  
Secretary Board of Park Commissioners