



CITY OF BLOOMINGTON
parks and recreation

A-1

12-08-2020

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, November 17, 2020
4:00 p.m. – 5:30 p.m.

Zoom Meeting

CALL TO ORDER

The meeting was called to order by Les Coyne at 4:03 p.m.

Board Present: Less Coyne, Israel Herrera and Ellen Rodkey

Staff Present: Paula McDevitt, Becky Higgins, John Turnbull, Julie Ramey, Kim Clapp, Steve Cotter, Leslie Brinson, Joanna sparks, Barb Dunbar, Rebecca Swift, Erin Hatch and Amy Shrake.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of October 27, 2020 meeting
- A-2. Approval of Claims Submitted October 20, 2020 through November 16, 2020
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus

Israel Herrera made a motion to approve the consent calendar. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period - None

B-2. Bravo Award – None

B-3. Parks Partner Award - None

B-4. Staff Introductions

C. OTHER BUSINESS

C-1 Review/Approval 2021 Price Schedule

Rebecca Higgins, Recreation Division Director Staff is seeking final approval of the 2021 Price Schedule. The draft document was presented to the Board for review at the October Board of Park Commissioners meeting. *Rebecca Higgins* highlighted the proposed 2021 prices changes to the Recreation Division fees. *John Turnbull, Sports Division Director* highlighted the 2021 proposed price changes to the Sports Division fees. There were no 2021 price changes to Operations or Administration fees.

Israel Herrera made a motion to approve the 2021 Price Schedule. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-2 Review/Approval of Updates to Policies 2120, 7010, 9010, 13090, 13110, 13150 and 13160

Rebecca Higgins, Recreation Division Director Staff recommends approval of changes made to the following polities; 2120 Equipment for Rent by Public, 7010 General Finance, 9010 Foundation Policies, 13090 Animal Restrictions, 13100 Mobile Stage Policy, 13110 Land Acquisition, 13150 Geocaching in Parks, 13160 Metal Detectors. Policies were updated and language changed to reflect current procedures and processes.

Board Comments: *Israel Herrera inquired* if the restriction of animals included service animals. *Becky Higgins responded*, service animals are not included in this restriction. *Israel Herrera inquired* on the language change for fire arms. *Becky Higgins responded*, the policy reflects the changes made to the state policy regarding fire arms. *Les Coyne requested*, the items not allowed in parks be listed. *Ellen Rodkey responded*, alcoholic beverages, drugs, and other illegal controlled substances, fireworks, air rifles, paintball guns, bow and arrows, cross bows, swords, and pellet guns are strictly prohibited in any park or park facility.

Israel Herrera made a motion to approve changes to Policies Policy 2120 Equipment for Rent by Public, 7010 General Finance, 9010 Foundation Policies, 13090 Animal Restrictions, 13100 Mobile Stage Policy, 13110 Land Acquisition, 13150 Geocaching in Parks, 13160 Metal Detectors. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-3 Review/Approval of contract with Eco Logic for Project at Griffy Lake and Millers-Showers Park

Joanna Sparks, City Landscaper the department wishes to maintain and improve the habitat for pollinators, birds, turtles and other animals. The department requires the services of a professional contractor to provide invasive plant management at Giffy Lake Nature Preserve and manage vegetation at Millers-Showers Park. Staff recommends approval to the contract with Eco Logic, in an amount not to exceed \$23,050. Funding for this project will be from the Landscaping General Fund.

Israel Herrera made a motion to approve the contract with Eco Logic. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-4 Review/Approval of Contract with Aquatic Control for Project at Millers-Showers Park

Joanna Sparks, City Landscaper the department would like to improve the water quality of the ponds at Millers-Showers Park. The department requires the services of a professional contractor to perform pond maintenance at Millers-Showers Park. Staff recommends approval to the contract with Aquatic Control, in an amount not to exceed \$3,525. Funding for this project is from the Landscaping General Fund.

Israel Herrera made a motion to approve the contract with Aquatic Control. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-5 Review/Approval of Contract with J.R. Ellington Tree Experts for Project at Griffy Lake

Rebecca Swift, Natural Resource Coordinator the department wishes to maintain safe parks, trails and facilities. The department requires the services of a professional contractor to remove three dead trees near Griffy Lake Boathouse that pose a potential hazard to people and property. Staff recommends approval of the contract with J.R. Ellington Tree Experts, in an amount not to exceed \$3,150. Funding for the project is from the Natural Resource General fund.

Israel Herrera made a motion to approve the contract with J.R. Ellington Tree Experts. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-6. Review/Approval of (9) Service Contracts for Operations Division

Barb Dunbar, Operations Coordinator the Department wishes to manage emergency and/or standard repairs, services and maintenance, while meeting all public work project requirements. The department requires the services of qualified vendors to provide routine/emergency repair, routine/emergency maintenance of existing structures, buildings or real property. Staff recommends the approval of the 2021 service agreements with Bruce's Welding, Cassady Electrical Contractors, Inc., Harrell Fish, Inc., Indiana Door & Hardware Specialties, Inc., JB Salvage, J&S Locksmith Shop, Inc.,

Christman Enterprises, LLC (Roto Rooter), Woods Electrical Contractors, Inc., and The Stables Events, LLC (Izzy's Rentals). Funding is from Operations General Funds.

Board Comments: *Israel Herrera inquired*, if the 9 contracts were the same as last year. *Barb Dunbar responded*, JB Salvage was added for Landscaping, all the remaining vendors were the same as last year. Steve Roofing was dropped this year, as some projects are being done in house.

Israel Herrera made a motion to approve (9) service contracts with Bruce's Welding, Cassady Electrical, Harrell Fish, Indiana Door, JB Salvage, J&S Locksmith, Christman Enterprises (Roto Rooter), Woods Electric, and The Stables Events (Izzy's Rentals). *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-7. Review/Approval of Contract with RLR Associates for Switchyard Park

Julie Ramey, Community Relations Manager the department wishes to have RLR Associates create a design intent document for the dedication element for Switchyard Park. The document will include elevations and details suitable for bidding. Staff recommends approval of the contract with RLR Associates in an amount not to exceed \$3,000. Funding for this project is from Switchyard Park bond funds.

Board Comments: *Les Coyne inquired*, where the RLR was located. *Julie Ramey responded*, the company is out of Indianapolis.

Israel Herrera made a motion to approve the contract with RLR Associates. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-8. Review/Approval of Addendum with Designscape Horticultural Services

Erin Hatch, Urban Forester on June 25, 2019, the department entered into a contract with Designscape Horticultural Services to provide various fertilization and insecticidal treatment. To allow for completion of treatment, the department wishes to extend the contract deadline to December 31, 2020. Both parties are in agreement to this change. Staff recommends approval of this addendum with J.R. Ellington.

Israel Herrera made a motion to approve the addendum to contract with Designscape Horticultural Services. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

C-9 Review/Approval of Contract with Bluestone Tree, LLC for Project along Bloomington Rail Trail

Erin Hatch, Urban Forester the department wishes to maintain safe parks, trails and facilities. The department requires the services of a professional contractor to remove six dead trees along Bloomington Rail Trail, adjacent to 2903 S. Walls Dr., which pose a potential hazard to people and property. Staff recommends approval of the contract with Bluestone Tree, LLC, in an amount not to exceed \$4,970.26. Funding for the project is from the Urban Forestry General fund.

Board Comments: *Israel Herrera inquired*, why the trees were being removed. *Erin Hatch responded*, the six trees are dead, and pose a potential hazard to people and property. *Les Coyne inquired*, if these trees were included in the tree inventory. *Erin Hatch responded*, these trees were not listed in the inventory, as the inventory does not include woodland fringe tree. The inventory includes street trees, and specimen trees in parks, rather than trees in the woodland fringe or densely wooded areas. A risk evaluation was completed on these trees by park staff and the vendor.

Israel Herrera made a motion to approve the contract with Bluestone Tree, LLC. *Ellen Rodkey* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Vote taken: motion unanimously carried 3-0.

D Reports

D-1 Operation Division – None

D-2 Recreation Division – 2020 Kid City Program Update

Amy Shrake Program, Facility Coordinator presented update to the 2020 Kid City Program Update.

- 2020 Kid City looked different due to Covid-19
- Spring was spent converting camp into a friendly pandemic camp
- Staff did a great job pivoting to make required changes
- Summer Camp was operated at a third capacity, for both campers and staff
- CDC protocols were followed
- American Camp Associations was instrumental in the guidance received.
- Camp ran for nine weeks
- Daily hours were reduced by one hour due to available staffing
- Pick up and drop off occurred outside
- Access to building was limited to staff and campers only
- A screening process was put in place, making sure campers were well upon arrival
- Mask were required inside
- Frequent handwashing was required
- Games focused on social distancing
- Used fun ways to teach campers what six feet looked like
- Overall camp went well

Paula McDevitt, Director thanked Amy and Kid City staff for the excellent job providing campers with a fun and safe summer.

D-3 Sports Division – None

D-4 Administration Division – None

The next Board of Park Commissioners meeting will be held on Tuesday, December 8, 2020. The 2021-2025 Master Plan will be presented at the December meeting. This presentation will also be presented at a public meeting the following week.

ADJOURNMENT

Meeting adjourned at 5:03 p.m.

Respectfully Submitted,



Kim Clapp
Secretary Board of Park Commissioners