



**CITY OF BLOOMINGTON**  
Parks and Recreation

**A-1**

**10-19-2021**

**Board of Park Commissioners  
Meeting Minutes**

Tuesday, September 28, 2021  
4:00pm – 5:30pm

Zoom Meeting

**CALL TO ORDER - ROLL CALL**

The meeting was called to order by Kathleen Mills at 4:01

**A. CONSENT CALENDAR**

- A-1. Approval of Minutes of August 17, 2021 and August 23, 2021
- A-2. Approval of Claims Submitted August 17, 2021 – September 27, 2021
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Review/Approval of Credit Card Refunds
- A-6. Approval of Surplus
- A-7. Approval of amendment to service agreement with Pursell Monument
- A-8. Approval of amendment to partnership with Earthkeepers for an additional bin location
- A-9. Approval of contract with Hunger Skateboard for repairs at Switchyard Park skateboard structure
- A-10. Approval of partnership with Monroe County Parks and Recreation, WonderLab Science Museum, Purdue Extension-Monroe County, and Hilltop Gardens at IU for Bug Fest 2021
- A-11. Approval of partnership addendum with Catalent for parking at Twin Lakes Sports Park
- A-12. Approval of partnership with Bloomington Soccer, LLC at Twin Lakes Recreation Center
- A-13. Approval of service agreement with Monroe County Fairgrounds for Pumpkin Launch

*Ellen Rodkey* made a motion to approve the consent calendar A-1 through A-13. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

**B. OTHER BUSINESS**

**B-1. Review/Approval of Service Agreement with Baker Stone Work for Masonry Repairs at Rose Hill Cemetery**

*Barb Dunbar, Operations Office Coordinator* due to age and damage, masonry repairs and improvements were necessary at Rose Hill Cemetery, Waldron Hill Buskirk Park, and the South Walnut Street landscaping bed. Staff recommended approval of the contract with Baker Stone Work. The contractor would remove and replace broken wall pieces, chisel out any cracked mortar points and tuck-point, reset any loose cap stones, and cleanup of site at the end of each work day and at project completion. Project was not to exceed \$7,750 with funding from Cemeteries General Fund.

*Jim Whitlatch* made a motion to approve the service agreement with Baker Stone Work. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

**B-2. Review/Approval of Contract with Davey Tree Resource Group, Inc. for Site Reviews**

*Erin Hatch, Urban Forester* staff wished to confirm sites would be viable for the Bicentennial bond for tree planting. Staff recommended approval of the contract with Davey Resource Group. The contractor would review and evaluate site conditions at 552 identified sites for potential street tree planting in public right-of-way and tree lawns throughout

the city. Evaluation sheets would be compiled electronically and returned to Erin Hatch, Urban Forester by December 31, 2021. Total cost was not exceed \$11,133.84, and would be funded from the Bicentennial Bond Fund: 980-18-18018C-5410: Project: 980 2020E.

*Ellen Rodkey* made a motion to approve the contract with Davey Tree Resource Group, Inc. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

### **B-3. Review/Approval of Partnership with IU Uplands Makers Mobile for Urban Forestry Education**

*Erin Hatch, Urban Forester* the Department wished to educate the public on Urban Forestry. Staff recommended approval of the partnership with Indiana University Upland Maker Mobile. Parks and Recreation staff and the Upland Makers Mobile would host educational programming with local schools, after-school programs, and any other interested community organizations geared towards hand-on projects and educational programming focused on the City of Bloomington's Urban Forest.

**Board Comments:** *Kathleen Mills inquired:* what age group would be involved in the program. *Erin Hatch responded:* the Uplands Markers Mobile worked with a wide array, from kids to adults. The program would be geared toward 4<sup>th</sup> through 6<sup>th</sup> grades.

*Ellen Rodkey* made a motion to approve the partnership with IU Uplands Makers Mobile. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

### **B-4. Review/Approval of Contract Template for 2021 Holiday Market Local Product Vendors**

*Clarence Boone, Program Coordinator – Farmers' Market* staff recommended the approval of the 2021 Holiday Market Local Product Vendor Agreement for the 2021 Holiday Market. The agreement outlined the expectations and policies for both parties. The event would be held Saturday, November 27<sup>th</sup>. No significant changes were made to the template.

**Board Comments:** *Kathleen Mills inquired:* due to COVID-19, would the Holiday Market be outside. *Clarence Boone responded:* the event would be held outdoors.

*Jim Whitlatch* made a motion to approve the contract template for the 2021 Holiday Market Local Product Vendors. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

### **B-5. Review/Approval of Contract Template for 2021 Holiday Market Artists**

*Crystal Ritter, Community Events Coordinator* staff recommended the approval of the 2021 Holiday Market Exhibitor Agreement for Artist for the 2021 Holiday Market. The Agreement outlined the expectations and policies for both parties. The event would be held Saturday, November 27<sup>th</sup> at City Hall. No significant changes were made to the 2021 agreement.

**Board Comments:** *Israel Herrera inquired:* if the number of artists were limited. *Crystal Ritter responded:* due to spacing, there was a limit to the number of artist accepted. It was anticipated approximately 40 artists could be accepted. Six-seven application had been submitted at the time of the meeting. The artist were selected through a Jury of approximately five individuals. The Jury was made up of a Parks staff member, a member of the Bloomington Arts Council, local artists that did not apply, and customers. Vendors were scored and selected on the information submitted.

*Jim Whitlatch* made a motion to approve the contract template for the 2021 Holiday Market Artists. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

### **B-6. Review/Approval of Service Agreement with Electric Plus for Switchyard Park**

*Hsiung Marler, Switchyard Park General Manager* the Department wished to keep facilities in good working condition. Staff recommended approval of the service contract with Electric Plus. The vendor would provide electrical emergency and standard repairs and/or services at Switchyard Park on an as needed basis. Amount was not to exceed \$5,000 and would be funded from Switchyard Park General Fund.

**Board Comments:** *Jim Whitlatch inquired:* if Electric Plus was a local company. *Hsiung Marler responded:* Electric Plus was a local company, and had done much of the original work at Switchyard Park as a subcontractor.

*Jim Whitlatch* made a motion to approve the Service Agreement with Electric Plus. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 4-0

**B-7. Review/Approval of Contract with Value Fencing Co. for Fencing Project at Sherwood Oaks Park Tennis Courts**

*John Turnbull, Division Sports Director* due to flood damage, repairs were required to the fencing at Sherwood Oaks Park tennis courts. Staff recommended approval of the contract with Value Fence Company. The contractor would provide labor and equipment needed to replace approximately 155 feet of commercial grade fence to the north end of Sherwood Oaks Park tennis courts. Total cost of project was not to exceed \$4,685 and would be funded from the General Obligation Bond Series C977-18-18016C-54510.

**Board Comments:** *Jim Whitlatch inquired:* if there was a solution to the flooding issue, and how often flooding did occur. *John Turnbull responded:* this was the first time the flooding had damaged the tennis courts. It was not economically feasible to correct the issue.

*Jim Whitlatch* made a motion to approve the contract with Value fencing Co. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 4-0

**B-8. Review/Approval of Contract with Monster Digital for Switchyard Park Website Design**

*Julie Ramey, Community Relations Manager* the Department wished to develop a user-friendly, functional website that would drive traffic to pertinent information regarding the scope of facilities and programs at Switchyard Park. Staff recommended approval of the contract with Monster Digital. The contractor would initiate website development with input from Parks Staff, launch Switchyard Park website with full functionality, and provide monthly maintenance of site to begin with site launch. Contract would expire December 31, 2022. Cost of project was not to exceed \$7,900 and would be funded from Community Relations Non-Reverting Fund.

**Board Comments:** *Kathleen Mills inquired:* would the contract cover issues with the website. *Julie Ramey responded:* the contract included ongoing maintenance for up to two hours per month, as well as updates. There would be additional charges for more complicated issues that would go above the two hours per month. *Jim Whitlatch inquired:* what was the internal process for maintaining the websites and would this website integrate with the existing website. *Julie Ramey responded:* the City website was designed and developed internally by the Bloomington IT Department. Parks section of the Government website was updated as needed by Park staff. The Government based website lacks some of the functionality needed for business based facilities. Parks websites should be image heavy to help people make decisions on where to visit and what to participate in. Parks and Recreation had received feedback from the community looking for a different type of informational website. *Jim Whitlatch inquired:* would the City website link individuals to the third party website and were there any other park facilities with third party websites. *Julie Ramey responded:* The websites would be linked. Twin Lakes Recreation Center had a third party website, through Monster Digital.

*Jim Whitlatch* made a motion to approve the contract with Monster Digital. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 4-0

**B-9. Review/Approval of Contract with Universal Signs, Inc. for Switchyard Park Dedication Plaque**

*Julie Ramey, Community Relations Manager* the Department wished to erect a sign commemorating the creation of Switchyard Park. Staff recommended approval of the contract with Universal Signs, Inc. The contractor would fabricate and install an element that captures the park's railroad, industry and restoration history. Cost of the project was not to exceed \$7,600 and funding source would be from the Switchyard Park TIF.

**Board Comments:** *Kathleen Mills inquired:* on the time frame. *Julie Ramey responded:* we would have a better idea of the time line once the contract is signed.

*Jim Whitlatch* made a motion to approve the contract with Universal Signs, Inc. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 4-0

**B-10. Review/Approval of Fee Waiver for Parks Foundation Golf Outing on October 6, 2021**

John Turnbull, Sports Division Director staff recommended the waiving of cart and green fees for the 29<sup>th</sup> Annual Parks and Recreation Foundation Don Brineman Golf Scramble, to be held Wednesday, October 6<sup>th</sup>, 2021. The event was the primary fundraiser for the Bloomington Parks Foundation which supported the Lloyd Olcott Youth Endowment Fund. The tournament generally raised between \$5,000 and 9,000 in scholarship funding. Providing assistance to community youth with financial needs.

*Jim Whitlatch* made a motion to approve the fee waiver for Parks Foundation Golf Outing. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

#### **B-11. Review/Approval of Encroachment Agreement with Hayden Place Flats**

Tim Street, Operations and Development Division Director Hayden Flats Apartments would develop a new apartment complex just west of the Rail Trail with frontage on S. Rogers St. The developers, in conjunction with Monroe County Planning, requested a connection to the Rail Trail. The encroachment would provide an accessible entry to the apartment complex along the west side of the rail trail, approximately a quarter mile south of the Country Club Trailhead. Staff recommended approval of the agreement.

*Ellen Rodkey* made a motion to approve the encroachment agreement with Hayden Place Flats. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

#### **B-12. Approval of Contract with E&B Paving for Griffy Loop Trail & Accessible Fishing Pier Construction**

Tim Street, Operations and Development Division Director, to create an accessible fishing area and to provide a safer path for the public, staff recommended approval of the contract with E&B Paving. The contractor would construct a sidewalk/walkway along the west side of the Headley Road Causeway and create a fishing platform with accessible ramp and side walk to the east side of Griffy parking lot. Due to the market, some changes had been made to the original plans. Cost of project was not to exceed \$1,835,239, funding source would be from the GO Bond series B, GO Bond Series C, and Bicentennial Bond Series B.

**Board Comments:** *Jim Whitlatch inquired:* besides the piers, what else had been cut from the project. *Tim Street responded:* improvements across the dam along the west side were removed. Gravel would replace concrete in some areas. Improvements to the parking lot were removed.

The Board accepted public comments regarding the funding of the project.

Paula McDevitt, Administrator responded: the funding of the project had been reviewed and approved by City Legal and the Controllers Office.

*Ellen Rodkey* made a motion to approve the contract with E&B Paving. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

#### **B-13. Review Approval of Service Agreement with HFI for Banneker Community Center and Allison-Jukebox Building**

Erik Pearson, Facility/Program Coordinator to maintain facilities in good working condition, staff recommended approval of the service agreement with Harrel Fish, Inc. The contractor would provide maintenance, repairs and supplies to the HVAC systems, on an as needed basis, at Banneker Community Center and Allison-Jukebox. Cost was not to exceed \$5,000, with funding from BBCC and AJB General Fund.

*Jim Whitlatch* made a motion to approve the service agreement with HFI. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

#### **B-14. Review/Approval of Service Agreement Amendment with Bluestone Tree, LLC for Tree Pruning and Removal Services**

Erin Hatch, Urban Forester in February 2021, the Department and Bluestone Tree entered into a contract to remove and prune City trees. Due to the ongoing and increased need for additional removals and pruning of hazardous trees, both parties mutually agreed to addend the agreement to allow for additional work to be performed. The amendment would increase cost by \$15,000, for a total of \$35,000. Funding source would be from Urban Forestry General Fund.

*Jim Whitlatch* made a motion to approve the amendment with Bluestone Tree, LLC. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

## **C. REPORTS**

### **C-1. Administration Division – None**

### **C-2. Recreation Division – None**

### **C-3. Operations Division – Griffy Lake LARE Report**

*Leif Willey, Lake and Special Project Supervisor Aquatic Control* presented the Griffy Lake LARE Report  
LARE Review

- State funded from boat registration fees
- Administered by INDNR/DFW/Lake & River Enhancement Program (LARE)
- Funding for control of invasive aquatic plants, sampling, and plan update

#### *Aquatic Plant Ecology Review*

- Most aquatic plants occur naturally in lakes
- Most aquatic plants are beneficial to lakes
- Some species can lead to nuisance conditions or create ecological problems

#### *Eurasian watermilfoil (EWM)*

- Invasive non-native submersed plant
- Competes with native species for space and light
- Can be detrimental to ecosystem

#### *Griffy Lake Vegetation Management History*

- Milfoil weevils stocked in early 2000's
- Brazilian elodea eradication treatments 2006 & 2007
- Curlyleaf pondweed treatments in 2008
- Eurasian watermilfoil treatments in 2009
- Dredging and lake lowering in 2010

Year	Control Technique	Acres	Species Targeted
2000-2002	Milfoil weevils	n/a	Eurasian watermilfoil
2004	Diquat	2	Brazilian elodea
2006	Whole lake fluridone	109	Brazilian elodea
2007	Whole lake fluridone	109	Brazilian elodea
2008	endothall & triclopyr	15.7 (clp) 2.9 (ewm)	Curly-leaf pondweed & Eurasian watermilfoil
2009	endothall & triclopyr	17.8 (clp) 25.2 (EWM)	Curly-leaf pondweed & Eurasian watermilfoil
2017	2,4-D granular (Navigate)	28.6	Eurasian watermilfoil
2018	2,4-D granular (Navigate)	20.6	Eurasian watermilfoil
2019	Florpyrauxifen-benzyl (ProcellaCOR)	23	Eurasian watermilfoil
2020	Florpyrauxifen- benzyl (ProcellaCOR)	8.9	Eurasian watermilfoil
2021	Triclopyr (Renovate 3)	3.53	Eurasian watermilfoil

#### *2021 Surveys*

- Spring Invasive survey
  - 3.53 acres EWM (85% reduction since 2019)
  - Permit approved use of Renovate 3 (AI: Triclopyr) at 2mg/L (parts per million)
  - Cannot use ProcellCOR>2 years consecutively
  - Due to limited funds, a cost-effective alternative was needed

- Treated May 13
- Late summer tier 2/invasive
  - Completed July 26
  - EWM found at a single point (2% occurrence)
  - Brittle Naiad found at 2 points (4%)
  - Coontail was most common native (32%)
  - Secchi of 8.0'

#### *Recommended Future Actions*

- Continue with surveys
- Spring invasive EWM treatment with selective/systemic EPA approved aquatic herbicide (switch back to ProcellaCPR for 2022)
- Continue with public meetings and plan updates (potentially LARE funded)
- Continue to work to improve shoreline stabilization and watershed improvements (potentially LARE funding available)
- Monitor boats entering and leaving lake

#### *Remaining LARE Program Steps*

- Permit meeting with LARE/permit biologist - TBD
- Draft Aquatic Vegetation Management Plan due November 15<sup>th</sup>
- Submit grant application by January 15<sup>th</sup> (request \$10,475)
- Submit permit application by February 1<sup>st</sup>
- LARE awards grants in late February early March
- Send out bid request in March
- Decide on contractor by late March early April

**Board Comments:** Jim Whitlatch inquired: if there was an issue with Purple Loosestrife. Leif Willey responded: Purple Loosestrife was wide spread throughout Indiana. There was usually enough biocontrol that the plant usually did not cause issues. Jim Whitlatch inquired: if there were signs instructing boaters to check their boats for hitchhikers. Rebecca Swift responded: signs were posted. When the boathouse was opened, staff continued to educate people on checking equipment and paddles, as well as boats. Jim Whitlatch inquired: if there was an issue at Griffy with invasive species, such as Zebra mussels. Leif Willey responded: not to his knowledge. Rebecca Swift responded: DNR investigated the lake on a regular basis, and none had been discovered. Asian Carp had been found, and was an invasive species. People were encouraged to catch and remove them. Jim Whitlatch inquired: if lowering the lake had any advantage to getting rid of the invasive species. Leif Willey responded: in some cases it would help.

**The Board thanked Leif Willey for the report.**

#### **C-4. Sports Division - None**

#### **D. PUBLIC HEARINGS/APPEARANCES**

##### **D-1. Bravo Award**

Sarah Owen, Community Relations Coordinator recognized Hayden Klopp for his continued volunteer efforts and numerous hours he had given. Hayden enjoyed volunteering with Parks and Recreation as it allowed him the opportunity to get outdoors and help at fun events. Parks and Recreation was grateful to Hayden for his volunteer services and presented him with the BRAVO Award.

Hayden Klopp was thankful of the award, and he appreciated the event organizers and their caring attitude.

The Board thanked Hayden for his hours of service.

##### **D-2. Parks Partner Award**

Sarah Owen, Community Relations Coordinator recognized Green Hat Media LLC as the recipient of the Parks Partner Award. Garrett Poortinga, the owner of Green Hat Media, proved to be a valuable resource during COVID-19, and the shifting to a virtual programming model. In addition to video production for virtual programs, Green Media created the branded intro and outro used, produced information videos and provided photographic expertise to the department. Bloomington Parks and Recreation was grateful to have Green Hat Media as a resource, and for the support provided through community event sponsorships.

The Board thanked Garrett Poortinga for his support and expertise.

**D-3. Staff Introductions - Max Barrett (Operations Intern) and Emily Gardner (Natural Resources Intern)**

Max Barrett, Operations Intern Max was a student at Indiana University studying in Outdoor Recreation, Parks, and Human Ecology within the School of Public Health. Upon completion of the internship, Max would have the requirements to graduate. Max was grateful for the opportunity to work with Bloomington Parks, which would allow him to experience the many different positions.

Emily Gardner, Natural Resources Intern Emily was a senior at the School of Public Health at Indiana University, pursuing a Bachelor of Science in Outdoor Recreation, Parks, and Human Ecology with a concentration in Adventure education. Emily was passionate about teaching outdoor education and sharing her love for nature. She believed that education and outreach were essential for the protection of the environment and sense of community. She hoped to make an overall positive impact in the community by providing service through the Bloomington Parks and Recreation Department.

**D-4. Public Comment Period - none**

Paula McDevitt, Administrator a special Park Board meeting would be scheduled for the week of October 12<sup>th</sup> to hear a tree appeal.

**ADJOURNMENT**

Meeting adjourned at 5:23 p.m.

Respectfully Submitted,



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Kim Clapp,  
Secretary Board of Park Commissioners