



CITY OF BLOOMINGTON
Parks and Recreation

Board of Park Commissioners
Meeting Minutes

Regular Meeting: Tuesday, February 22, 2022
4:00 p.m. – 5:30 p.m.

Zoom

CALL TO ORDER - ROLL CALL

The meeting was called to order by Kathleen Mills at 4:02 p.m.

Present: Kathleen Mills, Ellen Rodkey, Israel Herrera and Jim Whitlatch

A. CONSENT CALENDAR

- A-1. Approval of Minutes of January 25, 2022
- A-2. Approval of Claims Submitted January 25, 2022 – February 21, 2022
- A-3 Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Review/Approval of Credit Card Refunds
- A-6. Declaration of Surplus – February 2022
- A-7. Approval of service agreement with Baker Stone Work for wall repairs at Rose Hill Cemetery
- A-8. Approval of six 2022 service agreements for Sports Division
- A-9. Approval of contract with Sunset Hill Fence Co, LLC for fence repairs
- A-10. Approval of 2022 A Fair of the Arts Exhibitor agreement template
- A-11. Approval of 2022 Food and Beverage and Food Truck agreement template
- A-12. Approval of 2022 Performance and Entertainment agreement template
- A-13. Approval of 2022 partnership agreement with The Ryder Magazine and Film Series
- A-14. Approval of service agreement with Pursell Monuments for stone repair at Rose Hill and White Oaks Cemeteries.

Jim Whitlatch made a motion to approve the consent calendar A-1 through A-12 and A-14, not to include A-13. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0.

Jim Whitlatch made a motion to approve A-13, as a separate matter on the consent calendar. *Ellen Rodkey* seconded the motion. Vote taken: motion carried 3-0. 1-abstain, 3 aye.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Bravo Award

Julie Ramey, Community Relations Manager Bloomington Parks and Recreation (BPRD) recognized Lea Woodard with the February Bravo Award. Lea had been part of the Bugfest planning committee since the event began in 2013. Lea took on the challenging role as event chairperson in 2021. Lea organized the attendance of over 20 exhibitors and planned the event layout with additional outdoor tent space and adherence to pandemic safety measures. Lea and the committee members were able to offer a safe and fun Bugfest for over 600 attendees.

Lea Woodard, thanked the Board and BPRD for the recognition. Lea stated it was definitely a challenge, but the committee members provided guidance, support, and much of the work to make the event successful. The event was a collaboration of many organizations and individuals. Lea recognized and thanked all of those who provided support to the event. Lea thanked the Board and BPRD for sharing resources and creating partnerships with local agencies, which made it possible to provide the community event like Bugfest.

Board Comments: *the Board thanked Lea Woodard for her dedication to the success of the annual Bugfest event.*

B-2. Parks Partner Award - none

B-3. Staff Introductions - none

C. OTHER BUSINESS

C-1. Review/Approval of Grant Partnership Agreement with Area 10 Agency on Aging for Endwright East Active Living Community Center at College Mall

Becky Higgins, Recreation Division Director, BPRD wished to continue the partnership with Area 10 Agency on Aging. The agreement outlined a program to provide recreations services for senior citizens at the Endwright East Active Living Community Center. The goal of Endwright East would be to provide supportive community space for older adults with quality programming and social engagement. Staff recommended approval of the partnership. Funding for operations would be provided through Parks Administration General Fund, in the amount not to exceed \$20,000.

Jim Whitlatch made a motion to approve the Grant Partnership with Area 10 Agency on Aging for Endwright East. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

C-2. Review/Approval of Contract with Eco Logic, LLC for Vegetation Management at Switchyard Park

Joanna Sparks, City Landscaper, to help maintain parks, staff recommended approval of the contract with Eco Logic, LLC. The vendor would provide invasive plant management and native planting maintenance at Switchyard Park. The project would be funded from the Landscaping General Fund, in an amount not to exceed \$32,650.00.

Board Comments: Jim Whitlatch inquired: if Eco Logic provided services at other locations. Joanna Sparks responded: Yes. Eco Logic had provided services at Millers Showers, Griffy Lake, and Park Ridge East. They had also worked with Natural Resources for deer studies. Kathleen Mills inquired: if invasive species management would be an ongoing process. Joanna Sparks responded: due to the magnitude of invasive species, it would be an ongoing process. Staff hoped it could be taken in house, once it became more manageable.

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

C-3. Approval of Partnership Agreement with Centerstone of Indiana, Inc. for Park Maintenance, Landscaping, Golf Course Maintenance and Switchyard Park Monitor Crews.

Joanna Sparks, City Landscaper, staff recommended approval of the partnership with Centerstone for maintenance crews at parks, landscaping areas, playgrounds, and the golf course. The partnership would continue to provide Centerstone clients an opportunity to work for Centerstone at Bloomington Parks and Recreation Departments properties. The project was not to exceed \$137,294.88 with the following breakdown: \$34,748.40 from Operations General Fund, \$40,057.26 from Landscaping General Fund, \$4,946.82 from Golf Course General Fund, and \$48,742.51 from Switchyard Park Non-reverting fund.

Board Comments: Kathleen Mills inquired: if supervisors of the crews were Park employees. Joanna Responded: the supervisors were Centerstone staff. They were the point person between the crews and Park staff, as Centerstone employees were contractual employees. Jim Whitlatch inquired: how were job needs given to Centerstone, and inquired on quality of work. Joanna Sparks responded: Parks supervisors assigned jobs to Parks seasonal staff, and Centerstone supervisors at the same time. Centerstone crews were at the sites with their supervisors when job assignments were given out. Parks crews and Centerstone crews worked side by side. Ellen Rodkey inquired: how many participants were involved in the program. Joanna responded: BPRD does not have participants' information. There were different individuals coming through the program, and park staff would interface with numerous Centerstone workers throughout the season.

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

C-4. Review/Approval of Service Agreement with Price Electric for Sports Division Facilities

John Turnbull, Division Director Sports, BPRD wished to keep parks and facilities in good working condition. Staff recommend approval of the service agreement with Price Electrical, in an amount not to exceed \$10,000. Vendor would provide general repairs/adjustments and/or replacement of electrical components on an as needed basis. Funding would be from general funds and non-reverting funds, depending on which facility the service would be needed.

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

C-5. Review/Approval of Contract Addendum with E&B Paving for Griffy Lake Loop Trail

Tim Street, Operations and Development Division Director, in September of 2021, BPRD entered into an agreement with E&B Paving, Inc., to construct the Griffy Lake Fishing Pier and Loop Trail. Park staff and E&B Paving representatives had identified changes that would enhance pedestrian safety, and other necessary changes to the project. Staff wished to have the additional work completed. Both parties agreed to amend the Services and Compensation sections of the original Agreement to reflect the requested changes. Additional charge were not to exceed \$105,343.60, and would be funded from the Bicentennial Bond Series B: 980-18-18018B-54510. Staff recommend approval of the addendum with E&B Paving.

Board Comments: Kathleen Mills inquired: if the changes came up as the project progressed. Tim Street responded: Correct. Staff knew changes would come up, and there were funds for contingency purposes. Israel Herrera inquired: on the two trees that would be relocated. Tim Street responded: Two tree were located were a new drainage swell was to go in near the boat house. The two trees were young enough to be relocated from the area.

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

C-6. Review/Approval of Contract Addendum with Aztec Engineering Group, Inc.

Tim Street, Operations and Development Division Director, in July 2020, BPRD and Aztec Engineering Group, Inc. entered into an agreement to investigate and design a new terrain trail along the Duke Energy power line easement, west of Rogers St. Staff wished to extend the timeline and completion date, to have alternate designs prepared, and to have property lines further investigated. Both parties agreed to amend the Scope of Services, Compensation and Schedule sections of the original Agreement to reflect the requested changes. Additional charges were not to exceed \$12,250.00, and would be funded from the Bicentennial Bond Series A: 980-18-18018A-54510. Staff recommended approval of the addendum with Aztec Engineering.

Board Comments: Ellen Rodkey inquired: on the overall timeline of the project. Tim Street responded: the project would be lengthy, as there would be major transmission and distribution line replacement that would go well into 2023. The hope is to get started late into 2023, or have things obligated at that time. Israel Herrera inquired: on the trail alternatives. Tim Street responded: in 2020, Aztec designed what was thought to be an acceptable route. Due to a major infrastructure of Duke Energy, the east end of the corridors would need to be reviewed to determine how the trail would need to move through that area.

Ellen Rodkey made a motion to approve the contract addendum with Aztec Engineering Group. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

C-7. Review/Approval of Memorandum of Understanding (MOU) with City of Bloomington Utilities for Operational Responsibilities at Miller Showers Park

Tim Street, Operation and Development Division Director, BPRD and City Bloomington Utilities (CBU) both had responsibilities and costs related to stormwater detention, landscaping, public use, and the safe operations of facilities at Miller Showers Park. BPRD and CBU wished to formalize the delineation of the responsibilities and costs with a Memorandum of Understanding. Staff recommended approval of the MOU.

Board Comments: Jim Whitlatch inquired: how was it determined when to use the waterfall, did it have any practical use or just aesthetic. Tim Street responded: The irrigation pump was turned on and off seasonally, which powered the waterfall. The waterfall had a practical purpose as well as aesthetic, it aerated and moved the water in the top shelf.

Jim Whitlatch made a motion to approve the Memorandum of Understanding with City Bloomington Utilities *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

C-8. Review/Approval of contract with Davey Tree for Bicentennial Bond Tree Project

Erin Hatch, Urban Forester, as part of the Bicentennial Bond project, BPRD wished to have approximately 304 street trees planted across Bloomington. Contractor would provide planting services and post planting care visits of the trees, at sites that had been identified by BPRD. Staff recommended approval of the contract with Davey Tree, in an amount not to exceed \$182,096. The project would be funded from the Bicentennial Bond Series C: Account 980-18-18018C-54510.

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

C-9. Review/Approval of Price Adjustment to the 2022 Price Schedule for A Fair of the Arts

Crystal Ritter, Community Events Programmer, in November of 2021, the Board of Park Commissioners approved the 2022 Price Schedule. In early 2022, participant surveys from 2021 A Fair of the Arts were reviewed and analyzed. To encourage greater artist participations at the 2022 Tuesday Market, staff wished to adjust the artist booth pricing, from \$45.00 - \$60.00 to \$35.00 - \$60.00. Staff recommended approval of the price change.

Board Comments: Kathleen Mills inquired: if participants had commented on the price on the surveys, or if staff wanted to make it more economical for the vendors. Crystal Ritter responded: A combination, feedback from artists, the drop of artist participation in 2021, and staff recognized 2022 would be rebuilding period for A Fair of the Arts.

Jim Whitlatch made a motion to approve the 2022 Price Adjustment for A Fair of the Arts. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 4-0

D. REPORTS

D-1. Operation Division - ERAC Annual Report

Rebecca Swift, Natural Resource Coordinator, introduced Daniel Myers, Environmental Resource Advisory Council (ERAC) Co-Chair.

Daniel Meyers presented the 2021 ERAC Report

2021 Initiatives and Topics of Interest

- COVID-19 Impacts on Parks and Recreation
 - Facilities welcomed visitors back
 - Community Events were offered
 - Improvement projects began
 - All while maintaining Monroe County Health Departments COVID-19 safety precautions
- Projects Updates/Plans Reviewed
 - Tree plantings and replacements
 - Invasive plant management
 - Native plant installations in urban green spaces
 - Low-mow practices to minimize fuel use and increase habitat for wildlife
 - Griffy prescribed burn
 - Integrated Pest Management Plan
- Cascades Park Trail & Stream Stabilization Project Feedback Provided
 - Stabilization of streambank to reduce erosion
 - Construction of accessible boardwalk to Cascades waterfall
 - Extension of Cascades Park Trail (Phase 5 of project)
 - Pilot Road Closure
- Griffy Master Plan Updates
 - In 2020 Western Ecosystems Technology, Inc. (WEST) was hired to provide Reptile, Amphibian, and Avian Inventory Surveys at Griffy Lake Nature Preserve.
 - In December 2021 WEST shared inventory surveys with BPRD staff.
 - In 2022 ERAC members would review the report
 - Lake and River Enhancement grant provided by Indiana Department of Natural Resources (IDNR) continued to support the Aquatic vegetation management in Griffy Lake.
 - Aquatic Control conducted vegetation surveys, control invasive species, and updated Griffy Lake Aquatic Vegetation Management Plan.
 - Terrestrial vegetation continued to be monitored, and used in regards to deer management.

- Griffy Lake Nature Preserve Deer Management
 - Regular topic of discussion in 2021
 - PBRD received IDNR grant for Community Hunting Access Program (CHAP)
 - CHAP coordinator, White Buffalo was hired.
 - Private security firm was hired
 - Signs were placed at parking areas and trail heads to inform public of park closure during hunts
 - For safety, hunters were only allowed to fire downward from tree stands
 - 47 deer were removed from park over three weekends
 - Research and plant inventories conducted by Eco Logic, LLC continue to show deer management is required to allow native plants to recover.
 - ERAC supported long-term deer management at Griffy Lake Nature preserve
 - ERAC would continue to review CHAP results along with vegetation study
- Griffy Lake Loop Trail/Griffy Accessible Fishing Pier Development
 - Trees & Trails Bicentennial Bond funding obtained for project
 - Due to COVID-19 impacts on labor and material costs, project scope was shifted based on budget and split into phases.
 - First phase included construction of accessible pedestrian walkway along Headley Road, five fishing access points
 - BPRD staff provided ERAC members with updated design
 - Mader Design representative attended ERAC meeting for Q and A session
 - August 2021, Griffy Lakes was lowed for contract bidding
 - September 2021, staff solicited bids for phase one of project
 - Bids came in over budget and construction materials were adjusted
 - E&B Paving was awarded contract
 - Construction was permitted to begin in December of 2021 and last until July 2022.
 - Park users were still able to access main parking lot and hiking trails at Griffy Lake Nature Preserve
 - BPRD staff would continue to update ERAC members on design plans, permits and construction progress
- ERAC Received Trail Updates
 - Griffy Lake Loop Trail
 - Cascades Park Trail
 - Wapehani connector trail construction – connect Green Loop and Blue Loop trail routes to eastern side of Wapehani Mountain Bike Park
 - Mill Property donation – included trail section east of Weimer road. Close to the proposed east-west trail from Switchyard Park to Wapehani.
 - Boot brush stations
 - Invasive plant management efforts
- Outreach Updated
 - ERAC members were updated on education and outreach activities
 - Programs and events were adjusted to accommodate active COVID-19 protocols
 - When gathering restrictions were lifted, many large community events resumed
 - BPRD continued to partner with Monroe County-Identify and Reduce Invasive Species.
 - BPRD continued to improve GISA data and descriptions for all parks on OuterSpatial mobile applications

D-2. Recreation Division- no report

D-3. Sports Division - no report

D-4. Administration Division - no report

E. PUBLIC COMMENT

None

Paula McDevitt, Director the next Board of Park Commissioners would meet on March 22, 2022 at 4:00 p.m.

ADJOURNMENT

Meeting adjourned at 4:55 p.m.