



CITY OF BLOOMINGTON
Parks and Recreation

A-1

06-28-2022

Board of Park Commissioners
Regular Meeting
Minutes

Regular Meeting: Tuesday, May 24, 2022 4:00 – 5:30pm

Council Chambers
401 North Morton

CALL TO ORDER - ROLL CALL

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

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

A. CONSENT CALENDAR

- A-1. Approval of Minutes of April 6, 2022 Work Session and April 26, 2022 Regular Meeting
- A-2. Approval of Claims Submitted April 27, 2022 – May 23, 2022
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Review of Credit Card Refund Report
- A-6. Approval of Surplus
- A-7. Approval of Partnership Agreement with Monroe County United Ministries for Use of Mills Pool
- A-8. Approval of Partnership Agreement with Monroe County Civic Theater
- A-9. Approval of Contract with Dynasty for Banneker Community Center Main Door Repairs
- A-10. Approval of Partnership Agreement with Summer Star Foundation for Banneker Nature Days
- A-11. Approval of Addendum with Spectrum Trail Design for Griffy Loop Trail
- A-12. Approval of Addendum with Universal Sign, Inc. for Switchyard Park Dedication Element
- A-13. Approval of Contract with Commercial Service for Water and Sewer Connections to Cascades Golf Course Maintenance Office Trailer
- A-14. Approval of Contract with Woods Electric for Electrical Connection to Cascades Golf Course Maintenance Office Trailer
- A-15. Approval of Service Agreement with Baker Stonework for Building Wall Repair at Twin Lakes Recreation Center
- A-16. Approval of Partnership Agreement with Downtown Bloomington, Inc. for July 4th Parade
- A-17. Approval of Addendum with Harrell-Fish, Inc. for Allison-Jukebox Community Center
- A-18. Approval of Contract with Professional Golf Car for July 4th Parade
- A-19. Approval of Partnership Agreement with Middle Way House for 2022 Wrapped in Love
- A-20. Approval of Partnership Agreement with MCCSC for Broadview Park

Ellen Rodkey made a motion to approve the consent calendar A-1 through A-20. *Jim Whitlatch* seconded the motion.
Vote taken: motion unanimously carried 4-0.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Bravo Award

Julie Ramey, Community Relations Manager presented Rachel Gingrich, Audrey Hakanson, Megan Kapp, and Morgan Plunket with the May BRAVO Award. The four Indiana University students received the reward in recognition of their efforts in regards to planning and executing the 2022 Children's Expo. These students took the initiative to brainstorm new ideas in hopes of reaching a more diverse populations, met weekly to discuss ideas and details. They took on individual tasks that needed to be accomplished during the Expo itself. Staff was thankful for their hard work and the

assistance they provided.

Audrey Hakanson, Award Recipient the students were grateful for the opportunity to work with Parks and Recreation Department, and the experience it provided. Audrey thanked the Board and Park staff. The Board thanked the students for their volunteer efforts.

B-2. Parks Partner Award- none

B-3. Staff Introductions

Rachel van Voorhis, Natural Resources Intern was a first-year master's student at Paul H. O'Neill School of Public and Environmental Affairs at Indiana University, pursuing a Masters of Public Affairs with a desired concentration in Environmental Policy and Natural Resource Management. Rachel majored in International Studies and Environmental and Sustainability Studies, and was currently working alongside an advisor of the Humanitarian Assistance Project to develop community-based resilience to climate change and humanitarian crises.

The Board welcomed Rachel Van Voorhis to the department.

C. OTHER BUSINESS

C-1. Review/Approval of Partnership Agreement with Bloomington Parkour for Roundabout

Joanna Sparks, City Landscaper staff recommended approval of the partnership with Bloomington Parkour to provide a means of improving, beautifying, and maintaining the roundabout located at the intersection of Winslow Road, High Street and Rogers Road.

David Frew, Bloomington Parkour Coach and Organizer Bloomington Parkour was a non-profit organization sports group that promoted sports parkour in a safe responsible manner. Part of their mission was community engagement, and they were a leave no trace organization. Adopting the roundabout was a logical step for the organization to take a more proactive role as responsible member of the community. David explained parkour sport.

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

C-2. Review/Approval of Contract with EcoLogic, LLC for Wetland Monitoring at Switchyard Park

Joanna Sparks, City Landscaper staff recommended approval of the contract with Eco Logic for year two of the wetland monitoring at Switchyard Park. Eco Logic would prepare the 2022 annual monitoring report for the Switchyard park wetland and stream mitigation. The project would include on site data collection, review of native vegetation survival and wetland indicator status, invasive species presence, soil erosion, and review of the 293 lineal feet of created stream channel. Amount was not to exceed \$9,148, the funding source would be from Landscaping General Fund.

Ellen Rodkey made a motion to approve contract with EcoLogic, LLC. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

C-3. Review/Approval of Addendum to Service Agreement with Bluestone Tree

Erin Hatch, Urban Forester in January 2022, the Department and Bluestone Tree entered into a contract for tree removal and pruning in emergency situations on an as needed basis. Due to an increased need in contractual tree and limb removal services, both parties wished to amend the compensation listed in Article 4 of the original Agreement. Staff recommended approval of the addendum to increase the original service contract by \$15,000, bring total amount not exceed to \$45,000. Funding would be from Urban Forestry General Fund.

Board Comments: Kathleen Mills inquired: who had submitted the requests, the staff or the public. Erin Hatch responded: most of the requests had been made by the public. Jim Whitlatch inquired: what was the current amount that had been spent for these situations. Erin Hatch responded: \$30,000.

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

C-4. Review/Approval of Partnership Agreement with Buskirk Chumley Theater Management

Chaz Mottinger, Special Projects Manager Art, Economic and Sustainable Development, staff recommended the renewal of the City's contract with Buskirk Chumley Theater Management to manage the Buskirk Chumley Theater from January 1, 2022 through December 31, 2024. The contract was first entered into in 2001. There were two changes to the 2022 contract, to extend the length of the contract from one to three years, and it was recommended that any money pledged to the Buskirk Chumley Theater through its centennial campaign remains with BCTM if the contract with the City was dissolved.

Board Comments: Jim Whitlatch inquired: what was the campaign for to raise money Chaz Mottinger responded: it was for the 100th Anniversary of the Buskirk Chumley Theater. Paula McDevitt, Director commented: multiple City Departments were part of the contract. The contract would also be presented to the Board of Public Works and the Redevelopment Commission.

Ellen Rodkey made a motion to approve the partnership agreement with Buskirk Chumley Theater Management. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

C-5. Review/Approval of Contract with Rundell Ernstberger & Associates for Two Gateways

Paula McDevitt, Director the Department wished to develop two gateways at major entrances to the City as part of the 2018 Bicentennial Bond Projects. The Department required the services of a professional contractor to design and oversee implementation of the projects at Miller-Showers Park and the Arlington Bridge. Staff recommended approval of the projects with Rundell Ernstberger & Associates in an amount not to exceed \$133,925. Funding would be through the Bicentennial Bond: 980-18-18018C-54510 project Code: 980-2020D.

Board Comments: Kathleen Mills inquired: if there would be a chance the other sites may be reconsidered at a later date. Paula McDevitt responded: there could be a possibility of that happening. The two sites selected were the most prominent, and heavily used. Jim Whitlatch inquired: if the two current sites, had been part of the original four sites selected. Paula McDevitt responded: yes. Jim Whitlatch stated: we are not redoing what was already done, just building on it. Paula McDevitt responded: that was correct. We would be diving a little deeper into the project. Israel Herrera inquired: if one of the original sites had been on private property. Paula McDevitt responded: that was correct, a site on East Third Street had been identified as a possible site. There had been multiple obstacles at that location.

Ellen Rodkey made a motion to approve the contract with Rundell Ernstberger & Associates. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

C-6. Review/Approval of Contract with Woods Electric for Parking Lot Lighting Project at Cascades Golf Course

Paula McDevitt, Director for security and safety, staff wished to improve lighting in the dark areas of the Cascades Golf Course parking lot. Two new 15 foot decorative 100-watt LED light poles would be installed in the grass area of the parking lot. Power for the light poles would come from existing wiring, and would be controlled by photocell from dusk to dawn operations. Staff recommended approval of the contract with Woods Electric. Funding source would be from General Obligation Bond Interest from: Series A – 977-18-18016a-54510 Project Code: 977 2022a, in an amount not to exceed \$5,480.

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

C-7. Review/Approval of Contract with Chef for Hire

Leslie Brinson, Community Events Manager staff wished to once again vend meals for the Banneker Summer Food Service Program. The vendor would produce, package, and deliver breakfast and lunch meals twice per week for the approximate 70 to 80 daily participants of the Banneker Camp summer program. The packaged meals would meet the standard of the USDA Summer Food Service Program. The USDA Summer Food Service Program, would reimburse Banneker for each meal served. Staff recommended approval of the contract with Chef for Hire, Inc.

Board Comments: Ellen Rodkey inquired: how often the meals would be served. Leslie Brinson responded: breakfast and lunch would be served each day of camp, Monday through Friday. Chef for Hire would deliver the meals twice weekly, which would be kept in the Banneker refrigerators. The process would provide fresher meals for the participants.

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

C-8. Review/Approval of Name Imagine Likeness Contracts with Anthony Leal and Chloe Moore-McNeil

Julie Ramey, Community Relations Manager staff wished to support student athletes, encourage young players to identify role models in their chosen sports, and to leverage marketing efforts. The Name Imagine Likeness Agreements would compensate each NCAA athlete for the use of their name, image, and likeness to promote Bloomington Youth Basketball League registration, and in marketing campaigns to increase the rental use of court space at Twin Lakes Recreation Center. Staff recommended approval of the agreements with Anthony Leal and Chloe Moore-McNeil, in an amount not to exceed \$1,500 per athlete. Funding would be from Community Relations General Fund.

Board Comments: *Kathleen Mills inquired:* if there were metrics to determine if the program was successful. *Julie Ramey responded:* there were pre NIL numbers that could be used for comparison. *Jim Whitlatch inquired:* on the timeframe. *Julie Ramey responded:* their names, likeness and images can only be used during the time frame of October 31, 2022 through December 31, 2022. That timeframe was selected, as that was the timeframe of the 2022 Fall/Winter Program Guide.

Ellen Rodkey made a motion to approve the contracts with Anthony Leal and Chloe Moore-McNeil. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0.

C-9. Review/Approval of Appointments to the Farmers' Market Advisory Council

Clarence Boone, Farmers' Market Coordinator staff recommended approval of the appointments of Tracy Bruce, Karen Saint Rain, Kip Schlegel, Phruksaphong Visuthduangdusdee, and Macaulay Ward to the Farmers' Market Advisory Council. The eleven member council, acted in an advisory capacity to the Board of Park Commissioners and Park staff on policy matters relating to the Farmers' Market.

Ellen Rodkey made a motion to approve the Farmers' Market Advisory Council appointments. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0.

C-10. Review/Approval of Resolution 22-04 for Title 12 Enforcement Authority

Tim Street, Operations and Development Division Director Resolution 22-04, was reaffirming the granting of enforcement authority for various line of sight and clearance issues related to vegetation in and along the public right-of-way to the City Engineer and their delegates. Since 2015, the authority had been given to the Transportation and Traffic Engineer within the Planning and Transportation Department. In 2021, Engineering became its own Department, and the title changed from Transportation and Traffic Engineer to City Engineer. Staff recommended approval of Resolution 22-04.

Board Comments: *Jim Whitlatch inquired:* if Engineering had a process in place. *Tim Street responded:* he could not speak on the specific process, but knew there were several Engineering staff members who responded to complaints and looked at these types of issues.

Ellen Rodkey made a motion to approve Resolution 22-04 for Title 12 enforcement authority. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0.

C-11. Review/Approval of Contract with Beam, Longest & Neff for Pedestrian Bridge Inspections

Tim Street, Operations and Development Division Director to maintain pedestrian bridges in good condition, staff wished to have five bridges professionally inspected. Contractor would inspect and report on five bridges and small structures within the City. Qualifications of inspection personnel would comply with the National Bridge Inspection Standards (NBIS). The pedestrian bridge and small structure inspections would be done in accordance with the NBIS and current "AASHTO manual for Maintenance Inspection of Bridges" if applicable. Staff recommended approval of the contract with Beam, Longest & Neff, in an amount not to exceed \$12,000. Funding source would be from ARPA Funds 176-18-G21105-53990.

Board Comments: *Kathleen Mills inquired:* if this was a strategical plan and not in response to an issue. *Tim Street responded:* a strategical plan. This was a periodic review to make sure bridges were in good condition.

Ellen Rodkey made a motion to approve the contract with Beam, Longest & Neff. *Jim Whitlatch* seconded the motion.

Vote taken: motion unanimously carried 4-0.

C-12. Review/Approval of Contract with Midwest Maintenance, Inc. for Waldron, Hill & Buskirk Park Stage Repair

Tim Street, Operations and Development Division Director due to structural issues and for safety, staff wished to have repairs made to the support pillars at the Waldron, Hill, and Buskirk Park bandstand. Contractor would perform construction services related to the demolition and reconstruction of concrete masonry columns on the stage. Staff recommended approval of the contract with Midwest Maintenance, Inc. in an amount not to exceed \$75,000. Funding source would be from ARPA Funds 176-18-G21105-53990.

Board Comments: Kathleen Mills inquired: if the cause of the cracking had been determined. Tim Street responded: RC Engineering determined wind deflection over the past 20 years had caused the issues. A way to rebuild had been identified that would mitigate future issues.

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

C-13. Review/Approval of Contract with Lentz Paving for Park Ridge East Court Resurfacing

Tim Street, Operations and Development Division Director due to deterioration, and to keep courts in good working condition, staff wished to have repairs made on two tennis courts, and one basketball court. Contract would perform asphalt repair and overlay on the three courts at Park Ridge East. Staff recommend approval of the contract with Lentz Paving in an amount not to exceed \$58,250. Funding source would be from Adult Sports General Fund. After the repairs, the courts would need to cure for a couple of months before the coating and line striping could be applied.

Board Comments: Kathleen Mills inquired: if the courts could be used while curing. Tim Street responded: the courts could be used during the curing process.

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

C-14. Review/Approval of Addendum with Scenic Construction for Cascades Phase 5

Tim Street, Operations and Development Division Director in May of 2021, the Department entered into an Agreement with Scenic Construction Services, Inc. for construction of the Cascades Trail Phase 5 and Streambank Stabilization project. For safety, the need for two additional sections of safety railing along a section of the creek had been identified. Staff recommended the approval of the addendum with Scenic Construction for the additional scope of work, and additional compensation that was not to exceed \$5,960. Both parties agreed to the changes.

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

C-15. Review/Approval of Partnership Agreement with Indiana University Rec Sports for “All Kids Swim” Program

Emily Carrico, Health and Wellness Coordinator staff wished to provide a swimming program to Banneker Summer Camp participants. The agreement with Indiana University Rec Sports, outlined the shared responsibilities of both parties to provide a swimming education program called All Kids Swim (AKS). The program was funded through the Indiana State Department of Health Youth Adolescent and Physical Activity (YAPA) grant. Banneker campers would attend AKS at IU Outdoor pool, and receive two weeks of swim lessons free of charge from IU’s skilled instructors. Staff recommend approval of the partnership.

Board Comments: Israel Herrera inquired: if the program would only be opened to Banneker campers. Emily Carrico responded: that was correct, it would only be available to Banneker Summer Camp participants.

Ellen Rodkey made a motion to approve the partnership with Indiana University Rec Sports for “All Kids Swim” program. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0.

C-16. Review/Approval of Partnership with Monroe County Fairgrounds for Touch a Truck

Haylie Pryson, Community Relations Specialist staffed wished to participate in a new event called “Touch a Truck at the Fair”. The Agreement outlined a program partnership with Monroe County Fair Association, which would establish a new event during Kid’s Day at the Monroe County Fair. The event would bring out a variety of different trucks and vehicles that children and families could get close to. Staff recommended approval of the partnership. Ellen Rodkey made a motion to approve the partnership with Monroe County Fairgrounds for Touch-a-Truck. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

C-17. Review/Approval of MOU with Area 10 Agency on Aging RSVP Program

Julie Ramey, Community Relations Manager the RSVP 55+ Volunteer program was a program of the Area 10 Agency of Aging for volunteers aged 55 years and older. RSVP matched the talents and interests of the volunteers with meaningful programs that help better the community. In accordance with the MOU, RSVP/Area 10 would recruit and register volunteers for Parks programs, ensure that they were physically capable of carrying out the established roles, coordinate transportation for those unable to transport themselves, provide liability and health insurance, and coordinate with the Community Relations Coordinator to address needs or concerns as they may arise. Staff recommended approval of the MOU. The MOU is typically renewed every three years.

Board Comments: briefly discussed Section A. item 4 of the MOU.

Ellen Rodkey made a motion to approve the Mutual of Understanding with Area 10 Agency on Aging RSVP program. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

C-18. Review/Approval of CAPRA Accreditation Annual Report Master Plan and Strategic Action Plan

Paula McDevitt, Director to meet a CAPRA Accreditation requirement, an annual report on the department’s Master Plan goals and objectives including the Strategic Action Plan (SAP) was presented to the Board of Park Commissioners for their review and approval. Park staff used the goals and objectives from the 2021 five year Master Plan to create the Strategic Action Plan.

Board Comments: Ellen Rodkey inquired: how often was staff worked with to assess progress. Paula McDevitt responded: this occurred in several ways throughout the year, during Division meetings, at Staff Retreats, during the City’s mid-year goal review, and during end of year budget presentation.

Ellen Rodkey made a motion to approve the CAPRA Accreditation Annual Report Master Plan and Strategic Action Plan. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.

Paula McDevitt, Director the next Board of Park Commissioners meeting will be held on June 28, 2022.

D REPORTS

D-1. Administration Division - none
D-2. Recreation Division - none
D-3. Sports Division - none
D-4. Operations Division - none

E. PUBLIC COMMENT

Kathleen Mills opened the floor to public comments – none were received

ADJOURNMENT

Meeting adjourned at 4:54 p.m.

Respectfully Submitted,



Kim Clapp,
Secretary Board of Park Commissioners