



A-1

01-24-2023

Board of Park Commissioners
Regular Meeting
Minutes

Regular Meeting: Tuesday, January 24, 2023 4:00 – 5:30 p.m.

Council Chambers
401 North Morton

CALL TO ORDER - ROLL CALL

The meeting was called to order by Kathleen Mills at 4:03pm
Present: Kathleen Mills, Israel Herrera and James Whitlatch
Absent: Ellen Rodkey

A. CONSENT CALENDAR

- A-1. Approval of Minutes of December 15, 2022
- A-2. Approval of Claims Submitted December 15, 2022 – January 23, 2023
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review/Approval of Business Report
- A-5. Review/Approval of Credit Card Refunds
- A-6. Declaration of Surplus.
- A-7. Approval of 2023 Farmers' Market contract template
- A-8. Approval of 2023 A Fair of the Arts Exhibitor Agreement template
- A-9. Approval of 2023 Concessions Agreement template
- A-10. Approval of contract services with Izzy's Rental
- A-11. Approval of contract for services with KingSnake Sound Company
- A-12. Approval of 2023 mobile stage rental application
- A-13. Approval of contract for services with Skip Daley
- A-14. Approval of 2023 special use permits and Switchyard Park Pavilion rental agreement
- A-15. Approval of contract addendum with Oscar's Contracting, Inc. for barn repairs at Rogers Family Park (Goat Farm)
- A-16. Approval of contract for Big Bounce Fun House Rentals for community events

Board Comments: *Kathleen Mills inquired:* per Indiana code BPRD cannot prohibit the carrying of firearms on city property. Item A-14 "Special use permits and Switchyard Park Pavilion rental agreement" contained a paragraph addressing firearms and stated an organizations or renter could set their own policy regarding firearms. Was that correct. *Becky Higgins responded:* an organization had previously requested the ability to set their own policy regarding firearms, Legal had reviewed and approved that request. BPRD had been consistent with adding this to permit applications and rental agreements.

Jim Whitlatch made a motion to approve the Consent Calendar A-1 through A-16. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Bravo Award

Emily Buuck, Community Relations Coordinator presented Merrill Hatlen with the January Bravo Award for being a longtime volunteer photographer for the Bloomington Community Farmers' Market and A Fair of the Arts. Merrill had captured the spirit of both events, and he had been an extraordinary asset to BPRD efforts to reach the community at large. Staff was grateful for Merrill's contributions to the department.

B-2. Parks Partner Award

Julie Ramey, Community Relations Manager presented Fxchurch – Pastor Mathew Shockney with the January Parks Partner Award. Fxchurch rented the Banneker Community Center every Sunday for their church services. The members of the congregation volunteered year round and loaned their equipment for use by visitors to the Banneker Community Center. Fxchurch played a huge role in the annual block party, and had often made needed repairs around Banneker. Fxchurch had recently donated \$16,000 which had paid for new flooring on the third floor, library, and office.

Kevin Terrell, Banneker Community Facility Coordinator Banneker Community Center would not be the place it was without Fxchurch, Pastor Mathew Shockney, and the congregation. They were a tremendous partner for the community as well as for the Banneker neighborhood. Staff was proud to have them as part of the group at Banneker Community Center.

Pastor Mathew Shockney thanked the Board, BPRD and staff for the recognition.

B-3. Staff Introductions

Tara Brooke had recently accepted the position of Community Events Specialist. In past positions Tara had been responsible for running monthly Gallery Exhibits, managed volunteers, and organized many community events and expos. Tara had worked closely with business owners, teachers and community leaders. Tara was excited to be working in events again and looked forward to the future.

Ace Chestnut had recently accepted the position of Community Relations Specialist. Ace looked forward to leaning about the community and how Ace's creativity could best aid BPRD. Ace had attended Herron School of Art + Design, and worked at NSWC Crane as their graphic designer for three years. Ace was appreciative of the opportunity and looked forward to working with everyone.

C. OTHER BUSINESS

C-1. Election of Board of Park Commissioners Officers

Board Comments: *Kathleen Mills commented:* typically the Board elected officers at the January meeting. Due to the absence of Ellen Rodkey, the position of Vice President and Planning Commission Representative would be tabled until the February meeting.

Jim Whitlatch moved to put before the Board for election Kathleen Mills as President, and Kim Clapp as Secretary for Board of Park Commissioners. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-2. Review/Approval of Resolution 23-01 to Appropriate the Parks Non-Reverting Fund

Paula McDevitt, Administrator staff recommended approval of Resolution 23-01 to appropriate Parks Non-Reverting Operating Fund. Expenditure amounts were based on 2021 actual expenses, 2022 budgeted expenses and zero base budgeting estimates for 2023 program activity expenses.

Jim Whitlatch made a motion to approve Resolution 23-01 to appropriate the Parks Non-Reverting Fund. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-3. Review/Approval of appointments to the Environmental Resources Advisory Council

Rebecca Swift, Natural Resources Coordinator staff recommended approval of Environmental Resources Advisory Council appointments for returning members; Autumn Brunell, Cathy Meyer, David Parkhurst, and new member Kim Brookmyer.

Board Comments: *Kathleen Mills commented:* the experience and expertise of these applicants were always incredible. *Jim Whitlatch inquired:* how many were being appointed. *Rebecca Swift responded:* four members, they were two year terms.

Jim Whitlatch made a motion to approve the appointments to the Environmental Resources Advisory Council. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-4. Review/Approval of Naming of Banneker Community Center's Backyard Garden

Becky Higgins, Recreation Division Director a portion of the funds from the 2020 grant: "Parks as Community Nutrition Hubs: Expanding Access to Healthy Food" awarded to Banneker Community Center had been used to develop a

community garden. The garden located in Banneker's backyard, was used as a learning site and sources of healthy food for the Banneker families and children who attended Banneker summer camp. The backyard garden met the qualifications to be called an urban farm. Staff recommended naming the Banneker backyard garden to Benjamin Banneker Urban Farm. The naming of such would allow for a United States Department of Agriculture (USDA) farm number to be assigned to the site, which would be required when applying for grants offered through the Indianan Department of Health (IDOH) and the USDA.

Board Comments: *Israel Herrera inquired:* if renaming the garden would allow Banneker to apply for those grants. *Rebecca Higgins responded:* renaming it would make it possible to apply for a USDA farm number, which would then make Banneker Community Center eligible to apply for the grants through IDOH and USDA.

Jim Whitlatch made a motion to approve the Naming of Banneker Community Center's backyard garden. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-5. Review/Approval of Partnership Agreement with CanopyBloomington for Youth Tree Tender Program

Haskell Smith, Urban Forester the purpose of the Agreement was to outline a program partnership, which would provide an opportunity for the CanopyBloomington Tree Tenders, to work for CanopyBloomington in BPRD parks. The employment placement program, was to train and educate teenagers about the benefits of trees, the necessity of proper tree care, and provide hands on applications of tree care practices. Staff recommended approval of the partnership with CanopyBloomington. Funding would be from Urban Forestry General Fund in an amount not to exceed \$14,500.

Board Comments: *Israel Herrera inquired:* how were the students selected. *Tim Street responded:* BPRD relied on Canopy Bloomington for the selection of students. CanopyBloomington had a partnership with IU, and was a 501 3c split off from IU. They had connections through the Environmental Research Institute at IU, and were able to reach out and recruited students with appropriate backgrounds for the program. *Israel Herrera inquired:* if staff wanted to see the program grow. *Tim Street responded:* 2022 was the first year for the program and it had been successful. Staff would like to see it grow. *Haskell Smith responded:* the funding source had been increased, giving a six to ten range versus just four students.

Jim Whitlatch made a motion to approve the partnership with CanopyBloomington for Youth Tree Tender Program. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-6. Review/Approval of Contract with J.R. Ellington Tree Expert CO. for Tree Removal Services

Haskell Smith, Urban Forest to prevent undue harm or property damage, BPRD wished to have the ability to expedite services for time-sensitive hazardous trees and limb removal. Staff recommended approval of the contract with J.R. Ellington for tree removal and pruning services on an as needed basis. Funding source would be Urban Forestry General Fund, in an amount not to exceed \$18,000.

Jim Whitlatch made a motion to approve the contract with J.R. Ellington Tree Experts. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0

C-7 Review/Approval of Contract with EcoLogic, LLC for Wetland Monitoring at Switchyard Park

Joanna Sparks, Urban Greenspace Manager the construction of Switchyard Park impacted 0.77 acres of existing wetland and 0.059 acres of stream. This had been mitigated by the creation of 1.07 acres of wetland and 293 linear feet of stream enhancement. The project had been permitted by the US Army Corp of Engineers and the Indiana Department of Environmental Management and they required a monitoring period of 3 – 5 years to ensure that the Success Criteria were met. Eco Logic had successfully fulfilled the requirements of the 2021 & 2022 SYP wetland monitoring contracts with the Parks Department, and proposed to prepare the 2023 annual monitoring report for the SYP wetland and stream mitigation. Staff recommended approval of the contract with EcoLogic, LLC, in an amount not to exceed \$9,422. Funding source would be through Landscaping General Fund.

Board Comments: *Jim Whitlatch inquired:* if a report was received each year. *Joanna Sparks responded:* a report was received each year that summarized what activities had been performed and if the criteria had being met. *Jim Whitlatch inquired:* if the report identified an issue, who would be responsible correcting the issue. *Joanna Sparks responded:* ideally would be done within the Urban Greenspace team. If beyond the capabilities of BPRD, a contractor would be hired. *Kathleen Mills inquired:* if the criteria was not met in the three to five years, could the time frame be extended. *Joanna Sparks* was unable to answer the question.

Jim Whitlatch made a motion to approve the contract with EcoLogic, LLC. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-8. Review/Approval of Contract Renewal with Green Dragon Lawn Care, Inc. Primary Park Locations

Joanna Sparks, Urban Greenspace Manager staff wished to provide well maintained parks and facilities for the community to enjoy. BPRD required the services of a professional consultant to provide mowing and trimming services at 20 locations throughout the 2023 season. Staff recommended renewal of the contract, for the third year, with Green Dragon Lawn Care. Funding would be from Operations General Fund in an amount not to exceed \$82,030.

Board Comments: *Kathleen Mills commented:* it was more cost effective to hire out the mowing. *Joanna Sparks commented:* yes. Purchasing and maintenance of equipment was incredibly expensive.

Jim Whitlatch made a motion to approve the contract renewal with Green Dragon Lawn Care, Inc. for primary park locations. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-9. Review/Approval of Contract Renewal with Green Dragon Lawn Care, Inc. for Alternate Locations

Joanna Sparks, Urban Greenspace Manager BPRD required the services of a professional consultant to provide mowing and trimming services at 16 alternate (Public Works) locations throughout the 2023 season. Staff recommended renewal of the contract, for the third year, with Green Dragon Lawn Care. Funding would be from Operations General Fund in an amount not to exceed \$34,970.

Jim Whitlatch made a motion to approve the contract renewal with Green Dragon Lawn Care, Inc. for alternate locations. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-10. Review/Approval of Policy 13210 – Multi-Use Trail Design and Operation

Tim Street, Operations and Development Division Director staff recommended approval of policy 13210 – Multi-Use Trail Design & Operations. The new policy reflected BPRD obligation and commitment to using professional engineers in the design of trails, as well as collaborating with the City Engineer (or their designee) on trail closures. The new policy specified when trail closures would be brought before the Board of Park Commissioners for approval. Revisions to the policy had been made since the November Board of Park Commissioners meeting.

Board Comments: *Kathleen Mills commented:* the last time the policy had been brought before the Board, consult versus collaborate had been questioned. Had it been changed to collaborate? *Tim Street responded:* the policy contained both consult and collaborate. There were two parts to the policy: consultations when engineering firms were hired during the designing and building of new trails, and collaboration when working with Engineering Department on trail closure requests.

Jim Whitlatch made a motion to approve Policy 13210-Multi-Use Trail Design and Operations. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C-11. Approval of Trail Closures for Duke Reliability Project

Tim Street, Operations and Development Division Director the Duke Reliability Project would connect the power substations at Rogers St. and 11th and Fairview with transmission lines. Full and/or partial trail closure of two sections of the B-Line would be necessary during construction. The trail closure request and MOT plans were reviewed and approved by the Engineering Department. Staff recommended approval of the trail closure request for the B-Line Trail from Duke Energy, per policy 13210, for the Duke Reliability Project.

Board Comments: *Kathleen Mills inquired:* if Duke would be responsible for the notice of closure and for placing the signs. *Tim Street responded:* the contractor or subcontractor were responsible for putting out the signs. BPRD had requested 72 hour prior notice so the department could post notices through social media or other avenues of communication. *Israel Herrera inquired:* how long would the trail be closed. *Tim Street responded:* it would be closed when needed and reopened when possible, the total number of days it would be closed was unknown.

Jim Whitlatch made a motion to approve the B-Line Trail closure request received from Duke Energy for the Duke Reliability Project. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

D. REPORTS

D-1.Sports Division

Mark Sterner, Twin Lakes Manager the Bloomington Pickleball Club (BPC) was formed in October of 2022, and was

growing rapidly. Mark introduced Dan Sessions and Brandon Snyder representatives of BPC.

Dan Sessions, Chairman of the Board BPC approached the podium. The group came together in October of 2022 to organize and have one voice for the sport of Pickleball in the community. The organization's mission was to "Promote the growth of Bloomington Indiana pickleball, and to enhance both competitive and recreational play". Players come from different paddle sports background or had no paddle sports background. The sport was referred to as a great equalizer, as different ages/genders could play together and have fun.

Brandon Snyder, President BPC approached the podium. Statistics had been collected over a period of 68 days with data gathered from Switchyard Park, YMCA, RCA Park and Twin Lakes Recreation Center.

- 617 responses were received from players who had checked in to play pickleball.
- 94.7% non-IU affiliated
- 300 played at RCA Park
- 6.6% played at Switchyard
- 39.9% played at Twin Lakes Recreation Center

The club officially launched on January 9, 2023. Within 16 days, there were 81 paid memberships. The goal was to hopefully work closely with BPRD to grow pickleball, improve pickleball facilities, and possibly enter into a Partnership with BPRD at a later date.

Board Comments: *Kathleen Mills inquired:* if the 617 responses were the number of games played. *Brandon Snyder responded:* 617 were the number of players that had checked in to play in 63 days that the date was collected. *Israel Herrera inquired:* who could become members of the club. *Dan Sessions responded:* all were welcomed to join the club. There was a broad span of people who play pickleball.

D-2. Recreation Division - none

D-3. Operations Division

Joanna Sparks, Urban Greenspace Manager presented a report "Enhancing Our Urban Greenspace Through Community Outreach".

Invasive Plant Control & Native Plantings

- Urban Greenspace (USG) team and volunteers managed invasive species on 26 properties in 2022.
- UGS volunteers assisted with 178 events
- USG volunteer hours totaled 3,138
- Monetary value of volunteer time \$93,983 (based on 2022 Federal volunteer per hour rate)
- 461 native shrubs and trees planted at Ferguson Dog Park
- Volunteers included Adopt-a-Greenspace, Monroe County – Identify and Reduce Invasive species members, individuals, community members, and many more

Adopt-a-Greenspace (AAG)

- AAG properties – 21
- AAG Participants – 42
- AAG Volunteer hours – 1,635
- Five AAG volunteers received the Bravo award for their time and efforts

Volunteer Events per Property (top five)

Lower Cascades 31 events

Winslow Sports Complex 28 events

Bryan Park 14 events

Latimer Woods 14 events

Winslow Woods Park 13 events

Properties with most Volunteer Hours (top five)

Grippy Lake Nature Preserve 561 volunteer hours

Winslow Sports Complex 405 volunteer hours

Lower Cascades Park 339 volunteer hours
Southeast Park 316 volunteer hours
Winslow Woods Park 233 volunteer hours

D-4. Administration Division - none

E. PUBLIC COMMENT

E-1. Kathleen Mills opened the floor to public comments. The Board received public comments regarding the fee structure for Food and Beverage Artisans.

Paula McDevitt, Director introduced Kevin Skirvin, President of Bloomington Parks Foundation. The next Board of Park Commissioners meeting was scheduled for Tuesday, February 28, 2023.

ADJOURNMENT

Meeting adjourned at 4:53pm.

Respectfully Submitted,



Kim Clapp,
Secretary Board of Park Commissioners