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010-24-2023

Board of Park Commissioners  
Regular Meeting  
Minutes

Regular Meeting: Tuesday, September 26, 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 4:02pm

Present: Kathleen Mills, Israel Herrera and Jim Whitlatch

Absent: Ellen Rodkey

The Board recognized Paula McDevitt for her 35 years of service to the City of Bloomington and the Park and Recreation Department. Paula would be retiring October 16, 2023. The Board thanked Paula for having been so dedicated and attentive to the smallest contract or personnel issue, or to the largest budget or community concern. Paula had been amazing through it all.

Mayor John Hamilton thanked Paula McDevitt for her 35 years of service. As a Director of Parks and Recreation, she had been an extraordinary public servant. She had assembled a wonderful team, had been a terrific recruiter, and leader. A servant and leader who continued the tradition of a fantastic Parks Department. Paula had been a fantastic custodian and steward of our parks.

Paula McDevitt, Director thanked Mayor Hamilton, the Board, and staff. It had been a privilege to work for Bloomington Parks and Recreation, and Paula was proud of what they had all accomplished together.

**A. CONSENT CALENDAR**

- A-1. Approval of Minutes of August 16, 2023 and August 29, 2023
- A-2. Approval of Claims Submitted August 29, 2023 – September 25, 2023
- 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 partnership agreement with Paint Bloomington
- A-8. Approval of contract with Intra Collegiate IU Emergency Medical Service for Veterans Day 5 K
- A-9. Approval of contract addendum with Scenic Construction for Griffy Dam Trail Crossing project
- A-10. Approval of update to lease extension with The Project School

*Jim Whitlatch* made a motion to approve Consent Calendar. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

**B. PUBLIC HEARINGS/APPEARANCES**

**B-1. Bravo Award**

Emily Buuck, Community Relations Coordinator presented Hattie Johnson with the September Bravo Award. Hattie

ran a take home food program for the Banneker Summer Camp children, so they and their families won't go hungry over the weekends during the summer. The time Hattie and Alpha Kappa Alpha gave, helped fight food insecurity in Bloomington and at the Banneker Community Center. Staff appreciated their efforts.

Hattie Johnson thanked the Board and staff, it was a pleasure to serve.

The Board thanked Hattie Johnson.

## **B-2. Parks Partner Award - none**

## **B-3. Staff Introductions**

Zane Phelps recently accepted the position of Administrative Specialist. Zane was a recent graduate of University of Louisville, with a Bachelors in Political Science. Zane had recently moved to Bloomington, and was grateful for the opportunity to begin his life in Bloomington as both a resident and a public servant.

Abigail Garcia-Flores, Natural Resources SPEA Fellow was a first-year graduate student, and was working to receive a Master of Science in Environmental Science with a concentration in Ecology and Conservation. Abigail would be assisting in grant research, creating accessible trails outlines, and other projects.

## **C. OTHER BUSINESS**

### **C-1. Review/Approval of 2024 General Fund Budget Request**

Paula McDevitt, Administrator staff recommended approval of the 2024 City of Bloomington Parks and Recreation General Fund Budget request.

#### **Overview**

The 2024 budget was developed using a “zero based” budget model. This model assessed the costs of every department service using no previous budget history and building a budget based on the needs for each service delivered.

#### **Challenges**

- Increase in cost of supplies, services and supply chain delays.
- Recruiting and hiring seasonal employees.
- Vandalism and incidents in parks.

#### **2024 Budget Request**

Category 1 – Personnel \$7,422,878 an increase of \$670,675 or 10%

Category 2 – Supplies \$829,938 an decrease of \$52,847 or 6%

Category 3 – Other Services \$3,396,426 an increase of \$136,380 or 4%

Category 4 – \$218,000 and decrease of \$853,100 or 80%

#### **Budget Summary**

Total 2024 General Budget Request \$11,867,242 and decrease of \$146,463 or 1%

#### **Conclusion**

The 2024 Parks and Recreation Department budget reflects funding that aligns with the Master Plan Goals 2021-2025:

- Maintain and enhance the assets and natural resources of the Department.
- Reinforce activities and programs to positively impact public health, sustainability, and climate.
- Prioritize diversity, equity, and inclusion.
- Develop administrative and staffing capacity.

**Board Comments:** *Kathleen Mills inquired:* if the consultant for Farmers' Market was due to it being the 50<sup>th</sup> anniversary of the Market. *Paula McDevitt responded:* it was due to the 50<sup>th</sup> anniversary, and to thing that had

changed at the Market since the 2020 pandemic. It would be a perfect opportunity to celebrate, and to review the Market.

*Jim Whitlatch* made a motion to approve the 2024 General Budget Requests. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

### **C-2. Review/Approval of 2024 Non Reverting Budget Request**

*Paula McDevitt, Director* presented the 2024 Non Reverting Budget. The Non-reverting fund was established as an “enterprise fund”, and developed with zero-based budget model. The fund allowed for flexibility to meet customer interest and reduced reliance on the general fund tax base. The Non-reverting budget incorporated input from staff specialists, supervisors, managers and division directors.

Category 1: Personnel - \$590,195 an increase of \$35,672 (6.43%)

Category 2: Supplies - \$442,860 an increase of \$6,266 (1.5%)

Category 3: Other Services - \$1,077,230 a decrease of \$16,048 (-1.47%)

Category 4: Capital Outlays - \$26,000 an increase of \$26,000 (\$100%)

Projected Revenue - \$2,102,338

Projected Expense – \$2,116,285 (Twin Lakes Recreation Center bond payment reflected in expenses)

Anticipated Net – (\$103,947)

Current NR Balance - \$1,347,458

Staff recommended approval of the proposed 2024 Non-reverting Budget request of \$2,116,285 an increase of \$51,890 (2.51%).

*Jim Whitlatch* made a motion to approve the 2024 Non Reverting Budget Requests. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

### **C-3. Review/Approval of Fee Waiver for Parks Foundation Golf Outing on October 4, 2023**

*Satoshi Kido, Sports Division Director* staff recommended waiving cart and green fees for the 31<sup>st</sup> Annual Parks and Recreation Foundation Don Brineman Golf Scramble, to be held Wednesday, October 4<sup>th</sup>, 2023. 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. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

### **C-4. Review/Approval of partnership agreement with Lisa Greathouse for use of Race Timing Equipment**

*Shelby Drake, Health and Wellness Coordinator* the Department and Lisa Greathouse would like to enter into a partnership, with the goal to share cost of high value equipment used in programing, as well as to combine wellness resources to accommodate a larger number of adolescent wellness programs throughout the year. Lisa Greathouse would provide BPRD with her personally owned race timing equipment for the Veteran 5k race in exchange for 1 in-kind shelter. Staff recommends approval of the partnership with Lisa Greathouse.

*Jim Whitlatch* made a motion to approve the partnership agreement with Lisa Greathouse for use of race timing equipment. *Israel Herrera* seconded the motion. Vote take: motion unanimously carried 3-0

### **C-5. Review/Approval of Trail Closure Permit Application E & B Paving for Trail Repairs**

*Tim Street, Operations and Development Division Director* in order to complete contracted repairs to B-Line, E&G Paving would need to close two sections of the B-Line, between September 26<sup>th</sup> - October 31<sup>st</sup>. Detours would be signed and promoted by Parks and Recreation in advance of the closures. Detours had been coordinated with the City's Engineering Department. Staff recommended approval of the closure.

*Jim Whitlatch* made a motion to approve the trail closure permit for E&B Paving. *Israel Herrera* seconded the motion.  
Vote take: motion unanimously carried 3-0

**D. REPORTS**

- D-1. Administration Division - No report
- D-2. Recreation Division - No report
- D-3. Operations Division - No report
- D-4. Sports Division - No report

**E. PUBLIC COMMENT**

- E-1. Public Comment Period

**ADJOURNMENT**

**E. PUBLIC COMMENT**

E-1. Kathleen Mills opened the floor to public comments – the Board received comments opposing the Gateway Project.

**Board Comments:** *Kathleen Mills commented:* the Herald Times number of reporters were down, and unfortunately there were probably things that the community was used to seeing more articles about and hearing more about that had of dropped off the radar. That's not to take anything away from Dave Askin, who diligently covered Park Board meetings, but it was unfortunate if people felt like they were not necessarily aware that the process was going on. The project had also been interrupted by the pandemic, which hadn't help the overall flow of things.

The Board thanked the public for their comments

*Paula McDevitt, Director* the Building and Trades Master Plan public input session would be held Thursday, September 26<sup>th</sup>, from 6:30 to 8:00. The Consultant and Tim Street, Operations and Development Division Director would be in attendance. The public would be able to attend in person, or via zoom. The meeting would be an opportunity for public input, for people to share their ideas for improvements to that park.

A Resolution would be presented to the Board at the October 24<sup>th</sup> Park Board meeting, to officially appoint Tim Street as Interim Director.

**ADJOURNMENT**

Meeting adjourned at 5:00pm

Respectfully Submitted,



Kim Clapp,  
Secretary Board of Park Commissioners