



A-1 March 26, 2024
 Minutes
 City of Bloomington Board of Park Commissioners
 Regular Meeting: Tuesday, February 27, 2023 4:00 – 5:30 p.m.
 Council Chambers, 401 N Morton St, Bloomington, IN

CALL TO ORDER - ROLL CALL
The meeting was called to order by Kathleen Mills at 4:01 pm
Present: Kathleen Mills, Ellen Rodkey, Israel Herrera and Jim Whitlatch

A. CONSENT CALENDAR

A-1	Approval of Minutes of January 23, 2024
A-2	Approval of Claims Submitted January 23, 2024 through February 23, 2024
A-3	Approval of Non-Reverting Budget Amendments
A-4	Review of Business Reports
A-5	Review/Approval of Credit Card Refunds
A-6	Approval of Surplus
A-7	Approval of Service Agreement with Mother Nature Landscaping
A-8	Approval of Contract with Oscar Roofing for gutter repairs at Switchyard Park
A-9	Approval of Service Agreement with KCI for Crestmont Park Invasive Management
A-10	Approval of Addendum with Jack Laurie Group for TLRC Court Resurfacing
A-11	Approval of Performance and Entertainment Agreement Template
A-12	Approval of Farmer’s Market Food & Beverage and Food Truck Agreement Template
A-13	Approval of Partnership Agreement with Bloomington Junior League Baseball
A-14	Approval of Partnership Agreement with Monroe County Senior League Baseball
A-15	Approval of Concession Partnership Agreement for Winslow Sports Park
A-16	Approval of Partnership Agreement with Otto’s Parking Marking
A-17	Approval of Partnership Agreement with Bloomington Symphony Orchestra
A-18	Approval of Indemnification Agreement for Eclipse Event Parking
A-19	Approval of Revised Partnership Agreement with MC-IRIS

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

B. PUBLIC HEARINGS/APPEARANCES

B-1	Bravo Award - Emily Buuck, Community Relations Coordinator presented Dave and Sherrie Everton with the February Bravo Award, for their hard work at Parks community events as Santa and Mrs. Clause. They had interacted with thousand of kids and families over the years, Frank Southern Center Ice Arena’s event, Skate with Santa, the Holiday Market, and the Alison Jukebox’s event, Sensory Santa. Staff greatly appreciated the volunteer hours, and amazing job they provided at so many events.
B-2	Parks Partner Award - none
B-3	<p>Staff Introductions: Caleb Poer had accepted the full time position of Digital Content Creator. Caleb had studied Political Science and Communications at Indiana University, and had been a seasonal pool employee. Caleb’s time in college had led to roles in digital space, where Caleb learned skills in social media management, graphic design, photography, video editing and community building. Caleb was excited for the opportunity to make a positive impact on the community through Parks and Recreation.</p> <p>Chloe Meredith had accepted an internship with Parka and Recreation department within the Natural Resource area. Chloe was in her fourth year at Indiana University pursuing a degree in Parks and Recreation and the Outdoors through the School of Public Health. Chloe hoped to make a positive impact on people’s relationships and knowledge of nature</p> <p>Claudia Westhafer had accepted an internship with Parks and Recreation department. Claudia was a senior at IU studying Public Relations. Claudia had previously worked two summers as a seasonal employee with Farmers’ Market. Payton Poulston had accepted an internship with Parks and Recreation department within Health and Wellness area.</p>

Payton was a senior at Indiana University studying Community Health in the School of Public Health. Payton was excited to use what she had learned at college to help with Parks and Recreations initiatives.

C. OTHER BUSINESS

C-1	<p>Review/Approval of Contract with Green Dragon for 2024 primary site mowing. Joanna Sparks, Urban Greenspace Manager presented the contract. To keep parks and properties in good condition for the community to enjoy, BPRD wished to have a professional contractor provide mowing and trimming services at 20 primary locations during the 2024 season. Staff recommended approval of the contract with Green Dragon, in an amount not to exceed \$108,405. Funding source would be from the Urban Greenspace General Fund.</p> <p><i>Ellen Rodkey</i> made a motion to approve the contract with Green Dragon for 2024 primary site mowing. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-2	<p>Review/Approval of Contract with 4 U Lawn and Landscaping for 2024 alternate site mowing. Joanna Sparks, Urban Greenspace Manager presented the contract. To keep parks and properties in good condition for the community to enjoy, BPRD wished to have a professional contractor provided mowing and trimming services at sixteen alternate locations during the 2024 season. Staff recommended approval of the contract with 4 U Lawn and Landscaping in an amount not to exceed \$23,085. Funding source would be from the Urban Greenspace General Fund.</p> <p><i>Ellen Rodkey</i> made a motion to approve the contract with 4 U Lawn and Landscaping for 2024 alternate site mowing. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-3	<p>Approval of Contract with Eco Logic for Rogers Family Park Prairie Management. Joanna Sparks, Urban Greenspace Manager presented the contract. In order to maintain the native prairie, BPRD wished to have a professional contractor preform prairie management at Rogers Family Park. Staff recommended approval of the contract with Eco Logic in an amount not to exceed \$6,091.26. The funding source would be from Urban Greenspace General Fund.</p> <p><i>Ellen Rodkey</i> made a motion to approve the contract with Eco Logic for prairie management. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-4	<p>Review/Approval of Contract with Centerstone for 2024 Services. Hsiung Marler, Recreation Facilities General Manager presented the partnership. To assist with keeping parks and properties in good condition for the community to enjoy, BPRD wished to continue the partnership with Centerstone for contractual services. The partnership would provide Centerstone clients an opportunity to work for Centerstone on parks maintenances crews, and as Switchyard Park restroom monitors. Staff recommended approval of the partnership in an amount not to exceed \$120,000. Funding source would be from Operations, and Switchyard Park General Funds. Changes made to contract, dropped from four areas to two areas for contractual service.</p> <p>Board Comments: <i>Kathleen Mills inquired:</i> the reason for the change to areas serviced. <i>Hsiung Marler responded:</i> was due to a change in structure.</p> <p><i>Ellen Rodkey</i> made a motion to approve the contract with Centerstone for 2024 contractual services. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-5	<p>Review/Approval of Service Agreement with The Stables Events for portable toilet servicing. Tim Street, Director presented the contract. BPRD wished to maintain portable toilets in good working conditions. Staff recommend approval of the contract with The Stables Events in an amount not to exceed \$12,000. Vendor would provide cleaning/pumping services for eleven department owned portable toilets, and provide rental, service, and cleaning at one location. Funding source would be Operations and Natural Resources General Fund.</p> <p><i>Ellen Rodkey</i> made a motion to approve the contract with The Stables Events. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-6	<p>Review/Approval of Service Agreement with Bluestone Tree for hazard tree removals. Haskell Smith, Urban Forester presented the service agreement. To prevent undue harm or property damage, BPRD wished to have the ability to expedite services for time-sensitive hazardous tree and limb removal. Some areas were beyond the scope of what Urban Forestry staff could safely or expediently mitigate. Staff recommended approval of the contract with Bluestone Tree in an amount not to exceed \$25,000. Funding would be from Urban Forestry General Fund.</p> <p><i>Ellen Rodkey</i> made a motion to approve the contract with Bluestone Tree. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>

C-7	<p>Review/Approval of Service Agreement with JR Ellington for hazard tree removals. Haskell Smith, Urban Forester presented the service agreement. 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. The contract would allow for swift storm response. Funding source would be from Urban Forestry General Fund in an amount not to exceed \$25,000.</p> <p>Board Comments: <i>Jim Whitlatch inquired:</i> why two contracts with two different vendors. <i>Haskell Smith responded:</i> allowed for competitive bidding for emergency situations, and gave a backup if one vendor was not available. <i>Ellen Rodkey inquired:</i> if the 2023 budget for tree services was exceeded or depleted. <i>Haskell Smith responded:</i> approximately \$3,000 had been left in the 2023 budget.</p> <p><i>Ellen Rodkey made a motion to approve the contract with J.R. Ellington. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-8	<p>Review/Approval of Appointment to Tree Commission – Haskell Smith, Urban Forester presented the recommendation to the Tree Commission. Staff recommended reappointing George Hegeman to the Tree Commission. George had been an invaluable member of the Tree Commission with his assisting with grant writing, review of the Tree Care Manual and Title 20 as well as contributing in many other ways.</p> <p><i>Ellen Rodkey made a motion to approve George Hegeman’s reappointment to the Tree Commission. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-9	<p>Review/Approval of Partnership Agreement with CanopyBloomington for 2024 Tree Tenders. Haskell Smith, Urban Forester presented the partnership. BPRD wished to continue the partnership with CanopyBloomington. 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. The language had been changed to include all ages in the program. Staff recommended approval of the partnership with CanopyBloomington. Funding source would be through ED-LIT 153-04-04000-53960 (ESD) in an amount not to exceed \$20,000.</p> <p>Board Comments: <i>Ellen Rodkey inquired:</i> there were three people last year, would there be room for more. <i>Haskell Smith responded:</i> the goal had been to expand the program. CanopyBloomington had started recruitment</p> <p><i>Ellen Rodkey made a motion to approve the partnership with CanopyBloomington. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-10	<p>Review/Approval of Partnership Agreement with Paso a Paso for Jaripeo Event. Rebecca Swift, Natural Resources Coordinator presented the partnership. Bloomington Parks and Recreation and Paso a Paso wished to provide a free community event called Jaripeo for the general public. The purpose of the Agreement was to outline a program partnership, which would provide an event that would be a fun safe way for members of the Bloomington Community to engage in Latin culture through traditional dances and family centered activities by combining available resources from each partner. Staff recommend approval of the partnership with Paso a Paso. The event would be held at Switchyard Park in March of 2024.</p> <p>Board Comments: <i>Israel Herrera inquired:</i> if there would be additional live events. <i>Rebecca Swift responded:</i> staff hoped to invite Paso a Paso to other events, such as the International Festival, that would be held in April. Staff hoped the Jaripeo Event would become an annual event at the park. <i>Israel Herrera inquired:</i> if the partnership was for just the one event in Switchyard Park. <i>Rebecca Swift responded:</i> that was correct, it was for just for the one event, with hopes of making it a bigger event next year. Staff would like to see the partnership expanded. <i>Israel Herrera inquired:</i> on the responsibility of recruitment. <i>Rebecca Swift responded:</i> they will help coordinated some of the vendors on site, as some of them would be other IU clubs and City Departments.</p> <p><i>Ellen Rodkey made a motion to approve the partnership with Paso a Paso. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-11	<p>Review/Approval of Partnership Agreement with Lake Monroe Sailing Association. Hsiung Marler, Recreation Facilities General Manager presented the partnership. BPRD wished to provide an opportunity for the Bloomington Community to participate in a diverse sailing program. The partnership had been in existence since 1996. Changes to the partnership included Parks would keep \$41 per registration fee, a \$5 increase. Parks would provide a marketing brochure and space in program guide. Staff recommended approval of the partnership with Lake Monroe Sailing Association.</p>

	<p><i>Ellen Rodkey</i> made a motion to approve the partnership with Lake Monroe Sailing Association. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0.</p>
C-12	<p>Review/Approval of Concession Partnership Agreement for Twin Lakes Sports Park. Scott Pedersen presented Partnership Agreement. BPRD owned and operated Twin Lakes Sports Park, and wished to enter into a partnership with Alicia Graves to operate the concession area at that location. The Agreement outlined the responsibilities of each party. Staff recommended approval of the partnership with Alicia Graves. Funds would be deposited in Adult Sports Concession Non-Reverting Fund.</p> <p>Board Comments: <i>Ellen Rodkey inquired:</i> would the partnership be a new partnership. <i>Scott Pedersen responded,</i> yes, it would be the first year for the partnership. There was a similar partnership with Bloomington Baseball League at Winslow. <i>Kathleen Mills comment:</i> there had previously been concessions at Twin Lakes Sports Park. <i>Scott Pedersen responded:</i> yes, concessions had previously been sold at that location.</p> <p><i>Ellen Rodkey</i> made a motion to approve the partnership with Alicia Graves. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-13	<p>Review/Approval of Partnership Agreement with Area 10 on Aging. Becky Higgins Recreation Service Director presented the partnership agreement. 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 an amount not to exceed \$20,000.</p> <p><i>Ellen Rodkey</i> made a motion to approve the contract with Area 10 on Aging. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-14	<p>Review/Approval of Pool Fee Waiver Application Process for 2024. Kim Clapp, Office Manager presented the recommended updates. BPRD wished to provide a more equitable and assessable process for the Pool Fee Waiver Application. Staff recommended the following changes: dropping \$5.00 application fee, removing need for affidavit, use same financial requirements as Parks Foundation Scholarship, and provide an online application through CiviForm.</p> <p><i>Ellen Rodkey</i> made a motion to approve the Pool Fee Waiver process for 2024. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-15	<p>Review/Approval of B-Line Closure for Showers Plaza Repair. Tim Street, Director presented the closure request. Due to a water main break in January, 2024, extensive damaged had been caused to paver hardscape surrounding the Showers Plaza and a portion of the B-Line Trail. The City of Bloomington Utilities had coordinated a contractor to make necessary repairs. In order to ensure repairs could be completed for the opening of Farmers” Market, emergency repairs had been authorized to begin in February. The Board could weigh in on the closure, the detour, and the ongoing closure.</p> <p>Board comments: <i>Israel Herrera inquired:</i> when did they begin working on the project. <i>Tim Street responded:</i> work began last week.</p> <p><i>Ellen Rodkey</i> made a motion to approve the closure for a portion of the B-Line Trail by the Showers Plaza for emergency repairs. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>
C-16	<p>Approval of Purchase Agreement with Midwest Golf & Turf Kathleen Mills stated: item was removed from the February Agenda.</p>
C-17	<p>Review/Approval of Partnership Agreement with Bloomington Football Club. Scott Pedersen, Youth Sports Coordinator presented the partnership agreement. BPRD wished to provide an opportunity for the Bloomington Community to participate in a diverse youth soccer program. The Agreement outlines the responsibilities of both parties. Staff recommends approval of the partnership with Bloomington Football Club. Revenue from partnership was estimated approximately \$11,000 hourly field rentals in 2024.</p> <p><i>Ellen Rodkey</i> made a motion to approve the partnership with Bloomington Football Club. <i>Jim Whitlatch</i> seconded the motion. Vote taken: motion unanimously carried 4-0</p>

D. REPORT

None

E. PUBLIC COMMENT

E.1 *Kathleen Mills* opened the floor to public comments. No comments were received.

Tim Street, Director commented: Next Park Board meeting is scheduled for Tuesday, March 26, 2024.

ADJOURNMENT

Meeting adjourned at 4:43 pm.

Respectfully Submitted,



Kim Clapp,
Secretary Board of Park Commissioners