



A-1 April 23, 2024  
 Minutes  
 City of Bloomington Board of Park Commissioners  
 Regular Meeting: Tuesday, March 26, 2024 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 Ellen Rodkey at 4:01 pm**  
**Present: Ellen Rodkey, Israel Herrera and Jim Whitlatch**  
**Absent: Kathleen Mills**

**A. CONSENT CALENDAR**

A-1	Approval of Minutes of February 27, 2024
A-2	Approval of Claims Submitted February 27, 2024 through March 25, 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 Contract with Woods Electric for EV Charging Station Installation
A-8	Approval of Partnership Agreement with Monroe County Civic Theater
A-9	Approval of Addendum with Marshall Security for Federal Funding Terms
A-10	Approval of Contract with Marshall Security for Farmers' Market Security
A-11	Approval of Partnership with Monroe County Special Olympics
A-12	Approval of Updated Service Agreement with KCI
<p><i>Jim Whitlatch made a motion to approve the Consent Calendar. Israel Herrera seconded the motion. Vote taken: motion unanimously carried 3-0.</i></p>	

**B. PUBLIC HEARINGS/APPEARANCES**

B-1	Bravo Award – Emily Buuck, Community Relations Coordinator presented Alice Leake with the March Bravo Award. At 95, Alice hiked the trails at Griffy Lake on a regular basis, to help keep the trails clear and accessible for other users. Alice reported to Rebecca Swift, Natural Resources Coordinator if there were issues Alice couldn't address on her own. Staff greatly appreciated the time and effort given to the Parks Department.
B-2	Parks Partner Award – none
B-3	Staff Introductions – Amy Leyenbeck had recently accepted the position of Operations Office Coordinator. Amy previously worked at the United Way of South Central Indiana, where she partnered with the City of Bloomington, on many projects. Amy's role had been that of program management and grants administration. Amy had also held the position of public transportation administrator for five years. Amy looked forward to serving the community and supporting the department.

**C. OTHER BUSINESS**

C-1	<p>Tree Appeal for 1101 E. Hunter St. Comments were received from Haskell Smith, Urban Forester and Johannes Turks, Appellant. <u>Haskell Smith, Urban Forester recommended denial</u> of the appeal, as the tree in question was a Callery pear species, an invasive tree. The tree had been chosen for removal due to an engineering project in the area, which could negatively impact the tree's health if it remained. The Department had a 15-year program to systematically remove the invasive Callery pear trees from parks and streets due to their invasive nature, and likelihood to fail during storms and wind events. <u>Johannes Turks commented</u>: that was the only mature tree on that section of the street. Shade trees were important for ecological reasons. There were so many of this type of tree in the city, it made no sense against their invasiveness to cut one or seventeen down. Others in the city had been cut down and not replaced with another tree. They were beautiful trees. Was not sure why it was necessary to place a speed bump by the tree. He would be happy if the tree would be replaced with a large tree.</p> <p><b>Board Comments:</b> <i>Jim Whitlatch inquired: if the tree would be replaced. Haskell Smith responded: it would be replaced with a Black Gum tree. The tree would be approximately a 2" caliber, and approximately 10 feet tall.</i></p>
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C-1	<p>The tree would likely grow to 35 to 40 feet tall, and 20 feet wide. <i>Ellen Rodkey inquired:</i> what the strategy would be for removal of the invasive Callery pear trees. <i>Haskell Smith responded:</i> it would be a long process. The canopy that these trees would provide was a benefit, but their invasive nature and detractors over weighed their benefit. The plan would take 15 years so the canopy could be staged. <i>Jim Whitlatch commented:</i> how thick many of the groups of Callery pear trees were in area, and these groups had not been planted. <i>Haskell Smith responded:</i> the invasive tree grew and thrived in a very short amount of time, and the re-sprout had thorns and were very difficult to control and remove. <i>Ellen Rodkey inquired:</i> on the sturdiness of the tree. <i>Haskell Smith responded:</i> the tree was notorious for poor branch angles that would splint in wind. They were a fruit tree, and most fruit trees were not storm resilient. <i>Israel Herrera inquired:</i> if the tree was dangerous. <i>Haskell Smith responded:</i> there was not an issue with the tree. The tree had been scheduled to be removed due to the engineering project and for efficiency. <i>Ellen Rodkey inquired:</i> how many trees were scheduled for removal due to the project. <i>Haskell Smith responded:</i> between 20 and 22, with the majority being Callery pears. <i>Jim Whitlatch inquired:</i> if the tree had been planted by the city. <i>Haskell Smith responded:</i> yes, he believed so. <i>Israel Herrera inquired:</i> on the age of the tree. <i>Haskell Smith responded:</i> it was planted around 2007, most Callery pears had been planted between 1986 and 2000.</p> <p><i>Jim Whitlatch</i> made a motion to deny the appeal on the Callery pear tree that was requested at 1101 E. Hunter Ave. The reason, it was an invasive species, and work was being done in that area. Deny the appeal, and allow the removal of the tree to move forward. <i>Ellen Rodkey seconded the motion.</i></p> <p><i>Israel Herrera inquired:</i> if the applicant knew about the work that was to be done in that area. <i>Johannes Turks</i> commented: he knew about the project, he was concerned the tree would not be replaced in a timely manner. He knew the project was a different issue. If the tree was replaced quickly he would be okay with the removal. <i>Jim Whitlatch inquired:</i> when would the tree would be replaced. <i>Haskell Smith commented:</i> it should be replaced at the end of the project. <i>Tim Street, Director commented:</i> the project was out of the Parks Department scope. The concern was, part of Park’s Strategic Plan was to eliminate the Callery pear over a 15 year period. Staff needed to take every opportunity to take them out, especially when a construction project could impact and degrade the roots. Around 800 trees had been planted in 2023, and additional trees were planned to be planted in 2024. A waterline issue along Woodlawn had prevented those replacement trees from being planted. The project did include replacement of the tree. <i>Ellen Rodkey inquired:</i> if replacing the Callery pear trees was included in the Strategic Action Plan. <i>Tim Street responded:</i> yes. A big part of the Bicentennial Bond was where the street tree planting came from. The City’s Climate Action Plan calls for an increase in the canopy.</p> <p>The Board and staff thanked Johannes Turks for bringing his concerns for Bloomington’s greenspaces to the Board. Public input is always welcomed.</p> <p>Vote taken: motion unanimously carried 3-0.</p>
C-2	<p>Approval of Resolution 2024-003 for Lease and Financing Agreement for 2024 Golf Carts. Satoshi Kido presented the Resolution 2024-003. Due to age, staff wished to replace 75 golf carts at Cascades Golf Course. Staff recommended approval of the resolution to authorize the purchase and financing of 75 golf carts and two service vehicles. A three year financial agreement would be entered into with First Financial Bank, Midwest Golf and Turf would provide the carts. Staff recommended approval of Resolution 2024-003.</p> <p><i>Jim Whitlatch made</i> a motion to approve Resolution 2024-003 for Lease and Financing Agreement for 2024 Golf Carts. <i>Israel Herrera seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p>
C-3	<p>Approval of Contract with Tommy D’s Windows, Doors &amp; More for Garage Door Replacement at Winslow Sports Park. Scott Pederson, Youth Sports Coordinator presented the contract. Due to vandalism and to secure assets, the garage doors at Winslow Maintenance garage needed replaced. Staff recommended approval of the contract with Tommy D’s Windows, Doors &amp; More, in and amount not to exceed \$6,586.47. Funding for project would be from Youth Sports Non-Reverting fund.</p> <p><b>Board Comments:</b> <i>Israel Herrera inquired:</i> had the doors been damaged due to theft, or due to graffiti. <i>Scott Pedersen responded:</i> the doors had been damaged during unsuccessful attempts to break into the building. The area had since been fenced in, and it was time to replace the door to protect the equipment stored in the building.</p> <p><i>Jim Whitlatch made</i> a motion to approve the contract with Tommy D’s Windows, Doors &amp; More. <i>Israel Herrera seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p>

C-4	<p>Approval of Contract with HFI for Switchyard Park Maintenance Building HVAC Replacement. Amy Leyenbeck, Operations Coordinator presented contract. Due to age and inefficiency, the HVAC system needed replaced at Switchyard Park Maintenance Building. Staff recommended approval of the contract with Harrell-Fish Inc. to demolish existing split systems and install new systems. New systems would be more cost efficient, and more environmentally friendly. Funding for project would be from Operations General Fund, in an amount not to exceed \$11,917.</p> <p><b>Board Comments:</b> <i>Ellen Rodkey inquired:</i> was the maintenance building there prior to the park being built. <i>Tim Street responded:</i> yes. The building had been there since the 1990's, and the system was original to the building.</p> <p><i>Jim Whittlatch made</i> a motion to approve the contract with Harrell Fish, Inc. for HVAC replacement at the Switchyard Park Maintenance Building. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p>
C-5	<p>Approval of Contract with HFI for Switchyard Park Preventive Maintenance. Hsiung Marler, Recreation Facilities General Manager presented contract. To keep facilities in good working condition, staff wished to enter into a preventive maintenance agreement at Switchyard Park. Contractor would perform regularly scheduled electrical plumbing, and HVAC maintenance. Staff recommended approval of the contract with Harrell Fish, Inc. in an amount not to exceed \$12,703. Funding for project would be from Switchyard Parks General Fund.</p> <p><i>Jim Whittlatch made</i> a motion to approve the contract with Harrell Fish, Inc. for preventive maintenance at Switchyard Park. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p>
C-6	<p>Approval of Contract with Bluestone for Tree Nursery Improvements. Haskell Smith, Urban Forester presented contract. Staff wished to improve usage of Park's greenwaste facility, located at 4300 N Stone Mill Rd. Contractor would haul off excess loose soil and woody debris, and grade site. Staff recommended approval of contract with Bluestone in an amount not to exceed \$11,200. Funding for project would be from Urban Forestry General Fund.</p> <p><i>Jim Whittlatch made</i> a motion to approve the contract with Bluestone for tree nursery improvements. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p>
C-7	<p>Approval of Contract with Morin's Landscaping for 2024 Powerline Tree Planting Project. Haskell Smith, Urban Forester presented the contract. Due to improvements made to the local power grid, 120 trees had been removed by Duke Energy. Staff wished to have 157 trees replanted along streets that had been affected by Duke Energy's Reliability project. Staff recommended approval of the contract with Morin's Landscaping in an amount not to exceed \$54,295. Funding for project would be from Urban Forestry Non-Reverting Fund. Duke Energy had provided the City with approximately \$55,000 in compensation for the removal of the trees.</p> <p><i>Jim Whittlatch made</i> a motion to approve the contract with Morin's Landscaping for replanting of trees from powerline tree planting project. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p>
C-8	<p>Approval of Updated Six Park Policies #1070- History, #7140 – Cash Handling, #9050 - Scholarships, #11080 – Behavior Guidelines, #11120 – Kid City Payment Plan, and #13040 – Parks and Facility Access/Scheduling. Leslie Brinson, Community Relations Manager presented changes to the six policies. Changes included, updating names, adding locations, reflected new procedures, and discontinued options and participation. See staff report in packet for details. Staff recommended approval to the policies.</p> <p><i>Jim Whittlatch made</i> a motion to approve updates to Policy #1070. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p> <p><i>Jim Whittlatch made</i> a motion to approve updates to Policy #7140. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p> <p><i>Jim Whittlatch made</i> a motion to approve updates to Policy #9050. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p> <p><i>Jim Whittlatch made</i> a motion to approve updates to Policy #11080. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p> <p><i>Jim Whittlatch made</i> a motion to approve updates to Policy #11120. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p> <p><i>Jim Whittlatch made</i> a motion to approve updates to Policy #13040. Israel Herrera <i>seconded</i> the motion. Vote taken: motion unanimously carried 3-0.</p>

	<p>taken: motion unanimously carried 3-0.</p> <p><b>Board Comments:</b> <i>Jim Whitlatch inquired:</i> where could the general public find the policies. <i>Leslie Brinson stated:</i> they were not currently located where the public could find them. Staff was currently working with Legal to make general policies available on Park’s website. <i>Jim Whitlatch commented:</i> think of other ways to make the policies available in the parks. Either by post them or through a QR code. Especially the policy for behavior in the parks. <i>Leslie Brinson commented:</i> staff would continue to work on this matter.</p>
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**D. REPORTS**

	<p>Environmental Resource Advisory Committee 2023 Report. Steve Cotter, Natural Resources Manager introduced Denise Gardiner, ERAC Chair.</p> <p>Denise Gardiner presented highlights of 2023.</p> <p><i>Construction Project Updates</i> In 2023, ERAC members received updates and were asked to provide feedback on several construction projects. A substantial amount of time was devoted to three specific projects: the Bicentennial Gateway Project, Griffy Lake Loop Trail Development, and Rogers Family Park Development.</p> <p><i>Long-term Restoration Projects</i> Throughout the year, ERAC members received updates on several long-term restoration projects taking place on BPRD property. These projects include updates from the Urban Forester on various tree plantings and removals, updates from the Urban Greenspace Manager on invasive plant management and native plant installations, as well as updates from the Nature Resources Manager on various trail and lake management projects. These projects support a variety of the City’s current Sustainability Action Plan (SAP) and Climate Action Plan (CAP) goals. BPRD staff asked ERAC members to provide input and suggestions for addressing encroachment challenges along several park property lines, focusing on Winslow Woods Parks and Bloomington Rail Trail.</p> <p><i>Bicentennial Bond Tree Planting Project - Phase II</i> In 2023, efforts were focused on post-planting visits, updating the City’s Tree Care Manual, adding more trees at Switchyard Park, and working with Planning and Transportation to update codes involving street tree plantings near utilities. AC members updates on tree installations and discuss ongoing Callery pear removals</p> <p><i>Management Plan Updates</i> Throughout the year, ERAC members were asked to review and provide feedback on several Management Plans for properties including Miller-Showers Park, Park Ridge East Park, and Griffy Lake Nature Preserve. These management plans will continue to be revised annually, with the objective to set management goals and provide information required to maintain these greenspaces.</p> <p><i>Deer Management</i> Deer management, once again, was a regular discussion topic at meetings. BPRD did not receive funding from IDNR’s Community Hunting Access Program (CHAP) for deer management in 2023. However, with the support of the Park Board and ERAC members, BPRD was able to hire White Buffalo to plan and facilitate a hunt over two weekends during deer season. 2023 hunt removed 33 deer over two weekends.</p> <p><i>Trail Improvements</i> During 2023, ERAC members were updated on trail development and improvement projects. While the Griffy Lake Loop Trail received the most attention, other trail updates were discussed, such as taking over the Jackson Creek Trail extension, B-Line Trail improvements, and Polly Grimshaw Trail responsibilities, as well as ongoing erosion and invasive plant management along other City trails.</p> <p><i>Education &amp; Outreach</i> At every meeting, ERAC members were updated on BPRD’s education and outreach activities, such as Nature Days, Roving Naturalist Programs, Adopt-A-Stream/Greenspace/Trail Volunteers, and After-School Nature Club programs. Large community events, such as Bug Fest and Get Outdoors Day, welcomed hundreds of people and provided free opportunities to learn more about local outdoor recreational opportunities and the environment.</p>
D-1	
D-2	<p>Update on Turf Installation at Twin Lakes Recreation Center. Daren Eads, Sports Facility Coordinator presented presentation of the turf installation. Several pictures were shared of before, during and after the installation of the new synthetic turf at Twin Lakes Recreation Center. The project was completed on Sunday, January 7, 2024. Installation of the new turf was successful. The new floor is much cleaner and participants are very happy with the new turf. To extend the life of the turf, it should be professionally maintained on an annual basis. Estimated life of the turf was approximately 15 years.</p>

**E. PUBLIC COMMENT** – none were received.

*Tim Street, Director* thanked ERAC for their time and support. Staff training was taking place. Many Solar Eclipse events were planned for the weekend of April 5<sup>th</sup> through April 8<sup>th</sup>. Installation of the new Bryan Park Playground was scheduled to begin the week of April 8<sup>th</sup>. The next Park Board meeting would be held on Tuesday, April 23, 2024.

**ADJOURNMENT**

*Board packets/reports are available to the public by contacting the Department at 349-3700.*

Meeting was adjourned at 5:04

Respectfully Submitted,



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Kim Clapp,

Secretary Board of Park Commissioners