



A-1 January 2025

Minutes

City of Bloomington Board of Park Commissioners

Regular Meeting: Tuesday, December 10, 2024 4:00 – 5:30 p.m.

Council Chambers, 401 N Morton St, Bloomington, IN

Zoom

CALL TO ORDER - ROLL CALL

The meeting was called to order by Kathleen Mills at 4:05pm

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

A. CONSENT CALENDAR

A-1	Approval of Minutes of November 12, 2024 Regular Meeting
A-2	Approval of Claims Submitted November 11, 2024 through December 9, 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 Agreement with Fire Dawgs for trash cleanup
A-8	Approval of Agreement with Baker Stone Work for 2025 Rose Hill services
A-9	Approval of Agreement with Bruce Home Improvements for 2025 Services
A-10	Approval of Agreement with Monument Lettering Service for 2025 Services
A-11	Approval of Agreement with Woodland Enterprises (Roto Rooter) for 2025 Services
A-12	Approval of Agreement with Plymate for 2025 Services
A-13	Approval of Agreement with Pursell Monument for 2025 Services
A-14	Approval of Agreement with I Shine for 2025 Services
A-15	Approval of Agreement with Skip Daly for 2025 Services
A-16	Approval of Agreement with Gooldy & Sons for 2025 commercial appliance services
A-17	Approval of Addendum with Universal Sign for Trail Branding Phase III
A-18	Approval of Agreement with Republic for Urban Greenspace
A-19	Approval of Agreement with Stanley Steemer for 2025 Services
A-20	Approval of Agreement with Motz Group for 2025 Services
A-21	Approval of Agreement with HB Warehouse for 2025 Services
A-22	Approval of Agreement with SC Pryor for 2025 Services
A-23	Approval of Addendum with Centerstone for services through February 2025
<i>Ellen Rodkey made a motion to approve the Consent Calendar. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.</i>	

Ellen Rodkey made a motion to move agenda items C-1 and C-4 to end of the agenda, Jim Whitlatch seconded. Ellen Rodkey withdrew motion.

B. PUBLIC HEARINGS/APPEARANCES

	None
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C. OTHER BUSINESS

C-1	<p><u>Rebecca Swift, Operations and Development Division Director</u> presented an agreement with Reed & Sons. Staff wished to enhance and improve accessibility and functionality at Buildings Trades Park. Phase I Construction would include site preparation, installation of a 10-foot-wide accessible concrete multi-use, upgrades to parking areas with curb cuts for improved accessibility, grading and erosion control measures, construction of limestone walls, and pavement demolition. Staff recommended approval of contract with Reed and Sons in an amount not to exceed \$309,649. Funding would be from APRA-176-18-G21005-54510.</p> <p><i>Ellen Rodkey made a motion to approve the agreement with Reed and Sons. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.</i></p>
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Board packets/reports are available to the public by contacting the Department at 349-3700.

C-2	<p><u>Satoshi Kido, Sports Division Director</u> presented an agreement with Building Associates. Staff wished to improve accessibility at Twin Lakes Recreation Center by having new accessible doors and openers installed. Staff recommended approval of the contract with Building and Associates in an amount not to exceed \$71,994. Funding would be from ARPA Accessibility Project Funds 176-18-G21005-54510.</p> <p>Board Comments: <u>Jim Whitlatch inquired</u> if the project was at Twin Lakes Recreation Center, and how the doors worked. <u>Satoshi Kido responded:</u> yes, the doors would be installed at Twin Lakes Recreation Center and were push doors.</p> <p><i>Ellen Rodkey made a motion to approve the agreement with Building and Associates. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-3	<p><u>Rebecca Swift, Operations and Development Division Director</u> presented the agreement with Bledsoe, Riggert Cooper and James. To improve water quality, staff wished to install green stormwater infrastructure in the form of a vegetated swale in the northwest corner of Switchyard Park, along the B-Line Trail south of the Grimes Bridge. The project would require site surveys. Staff recommended approval of the contract with BRCJ in an amount not to exceed \$15,400. Funding would be from the Urban Greenspace General Fund.</p> <p>Board Comments: <u>Kathleen Mills inquired:</u> if there were drainage problems at that location. <u>Rebecca Swift responded:</u> yes, there were flooding and erosion issues. <u>Ellen Rodkey inquired:</u> if the location was on Parks property. <u>Rebecca Swift responded:</u> yes, it was Parks property and had been surveyed.</p> <p><i>Ellen Rodkey made a motion to approve the agreement with Bledsoe, Riggert, Cooper, James. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-4	<p><u>Rebecca Swift, Operation and Development Division Director</u> presented the agreement with Butler Fairman and Seifert. To provide a safer ADA-compliant pedestrian crossing, staff wished to realign, widen, and pave a short segment of the Rail Trail crossing at Rogers Street. Contractor would provide topographical surveys, design and plan development, and utility coordination for the project. Staff recommend approval of the contract with Butler Fairman and Seifert in an amount not to exceed \$22,500. Funding would be from the 2024 ARPA 176-18-G21005-54510</p> <p><i>Ellen Rodkey made a motion to approve the agreement with Butler Fairman and Seifert. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-5	<p><u>Amy Leyenbeck, Operations Coordinator</u> presented the agreement with Harrell Fish, Inc. To keep park facilities in good working condition, staff wished to enter into an agreement with HFI to perform quality work on City HVAC and plumbing components as needed in 2025. Staff recommended approval of the contract in an amount not to exceed \$15,000. Funding would be from multiple Parks General Fund accounts.</p> <p><i>Ellen Rodkey made a motion to approve the agreement with Harrell Fish, Inc. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-6	<p><u>Daren Eads, Sports Facility Coordinator</u> presented the agreement with Commercial Services. To keep park facilities in good working condition, staff wished to enter into an agreement with Commercial Service to provide quality work on City HVAC and plumbing components as needed in 2025. Staff recommended approval of the contract in an amount not to exceed \$15,000. Funding would be from multiple Parks General Fund and Non-Reverting Funds.</p> <p>Board Comments: <u>Kathleen Mills inquired:</u> how the \$15,000 limit was determined. <u>Daren Eads responded:</u> staff at each facility had estimated the amount needed for 2025. <u>Ellen Rodkey commented:</u> if total went above the \$15,000, would it go before the Board. <u>Daren Eads responded:</u> the agreement would be for unexpected services. Contracts would be presented for larger project.</p> <p><i>Ellen Rodkey made a motion to approve the agreement with Commercial Services. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-7	<p><u>Hsiung Marler, Recreation Facilities General Manager</u> presented the Permit 2025 Templates. Staff recommended approval of the updates to the 2025: Noise Permit, Parks Hourly Permit, People's Park Permit, Rental Application for Mobile Stage, Switchyard Park Pavilion Rental Form, Special Use Permit application, and the new Special Use Permit Guide. Staff recommended approval of the 2025 Permit Templates.</p> <p>Board Comments: <u>Ellen Rodkey inquired:</u> were there any updates regarding animals. <u>Hsiung Marler responded:</u> the Parks Special Use Permit included a section on animals, as people wanted to bring educational animals to certain events. Having it put in writing made the process more transparent.</p> <p><i>Ellen Rodkey made a motion to approve the 2025 Permit Template agreements. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-8	<p><u>Daren Eads, Sports Facility Coordinator</u> presented the agreement with Photizo (dba Fish Windows). To keep park facilities in good working condition, staff wished to enter into an agreement with Photizo to provide quality work with interior and exterior window cleaning, as well as additional maintenance services including gutter cleaning, painting services, and construction cleanup in 2025. Staff recommended approval of the contract in an amount not to exceed</p>

	<p>\$8,600. Funding would be from multiple Parks General Fund and Non-Reverting Funds.</p> <p><i>Ellen Rodkey made a motion to approve the agreement with Photizo (dba Fish Windows) Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-9	<p><u>Clarence Boone, Program/Facility Coordinator</u> recommended the appointment of Julia Fox, Customer Representative Karshin Nair, Customer Representative and Jon Norton, Farm Vendor to the Farmers' Market Advisory Council for 2025.</p> <p>Board Comments: <u>Israel Herrera requested:</u> information on the fourth applicant that was not selected. <u>Clarence Boone responded:</u> the fourth applicant was a current Farm Vendor with the Market. Due to timing of application and qualifications, it was felt there were other candidates that would serve better in that capacity. Staff would keep them in mind for the future. <u>Ellen Rodkey inquired:</u> on the breakdown of the eleven Council members. <u>Clarence Boone responded:</u> 4-Food and Beverage, 4-Customer Representative and 3-Farm Vendors.</p> <p><i>Ellen Rodkey made a motion to approve the appointments to the Farmers' Market Advisory Council. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0</i></p>
C-10	<p><u>Mark Sterner, General Manager Twin Lakes Recreation Center</u> presented partnership with Macros and Nutrition Supplements. Staff wished to provide food and drink supplements to members and visitors at Twin Lakes Recreation Center, through a third party vendor. Vendor would transact sales through a self-serve kiosk, the Department would receive 35% of all profits. Staff recommended approval of the partnership with Macros and Nutrition of Bloomington. Two other supplement retail stores were contacted, and declined interest in the concept.</p> <p>Board Comments: <u>Kathleen Mills inquired:</u> if TLRC currently sold these types of products. <u>Mark Sterner responded:</u> some protein options were currently sold, the partnership would provide members and visitors an opportunity to expand on nutrition availability. <u>Ellen Rodkey inquired:</u> type of kiosk being used, and if staff would be responsible if there were issues. <u>Mark Sterner responded:</u> the units are new, cashless, and are self-serve via scanning bar codes. M&N would be responsible for resolving any issue.</p> <p><i>Ellen Rodkey made a motion to approve the partnership with Macros and Nutrition Supplements. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.</i></p>
C-11	<p><u>Chris Hamric, Facility Manager</u> presented the agreement with King Snake. Through an emergency purchase, staff had repairs made to the sound system at Frank Southern Center when it went out unexpectedly. Vendor replaced amplifies, control unit, and rewired to existing speakers. Staff recommended approval of the emergency agreement in an amount not to exceed \$9,867.00. Funding would be from Frank Southern Ice Arena General Fund.</p> <p>Board Comments: <u>Kathleen Mills inquired:</u> if it was repaired or replaced. <u>Chris Hamric responded:</u> some repairs were made, as the control brain unit was outdated it would need to be replaced.</p> <p><i>Ellen Rodkey made a motion to approve the agreement with King Snake. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.</i></p>
C-12	<p><u>Tim Street, Director</u> presented the 2025 Price Schedule. In order to give the Board of Park Commissioners, and community ample time to review the proposed 2025 Price Schedule, a draft had been presented at the November Park Board meeting. Since that time, a few changes had been made and were listed in the Park Board Packet.</p> <p><u>Chris Hamric, Facility Manager</u> approached the podium to take questions.</p> <p>Board Comments: <u>Kathleen Mills inquired:</u> how fees were set, and determined. <u>Chris Hamrick responded:</u> financial numbers are reviewed, along with participants/visitors numbers, and time frame of those visits. Once all information was compiled, they were benchmarked against other similar cities. Pools were based off IU pools, where Frank Southern Ice Arena was compared to Columbus, Perry Park and private facilities in Indianapolis. <u>Kathleen Mills commented:</u> \$8 for entrance to the pool seemed high. IU wasn't used by as many families as Bryan and Mills pool. It was understood, that cost recovery would be difficult due the short pool season. <u>Chris responded:</u> the short season was a challenge. Staff tried to maintain the lowest possible fees, while cost continue to sky rocket for appropriate staffing, supplies, and maintenance of pools. <u>Kathleen Mills inquired:</u> if use of the slides were included in the pool entrance fee. <u>Chris Hamric responded:</u> yes, the slides were included. <u>Ellen Rodkey inquired:</u> since the cost recovery at Bryan Pool and Mills Pool were different, would that not mean the fees should be different. <u>Chris Hamric responded:</u> the cost recovery was less, but the cost of running the pools were the same. Staff tried to keep the fees similar, so if Mills Pool sold a season pass it could be used at Bryan Pool. <u>Ellen Rodkey inquired:</u> why were there two different cost recoveries. <u>Tim Street responded:</u> cost recoveries had been set for a number of year, the way cost recoveries were set needed to be reviewed and re-evaluated. The Sports Facility Master Plan needed to look at how Parks would be able to maintain two dated pools. What was the true cost of the pools? Work needed to be done on the process. Mills Pool had a lower number of visitors which may have been why a lower cost recover was set. <u>Jim Whitlatch inquired:</u> if a weekly pass could be established, and would there be additional funding from other sources. <u>Tim Street responded:</u> the Parks Foundation had previously sponsored some free days, and in 2024 ESD had sponsored free days through climate funding. For a number of years a pool fee waiver program had been available</p>

	<p>for those needing assistance. These programs would be reviewed for the 2025 season. <u>Chris Hamric commented:</u> There would be a household pass available for in 2025. <u>Kathleen Mills commented:</u> other cities had more youth pricing. Could that be considered? <u>Chris Hamrick stated:</u> staff would consider that possibility. <u>Tim Street suggested:</u> approval be made on the 2025 Price Schedule with the exception of the pool fees. Those could be reviewed and voted on at a later date. <u>Kathleen Mills inquired:</u> on the golf course fees. <u>Jason Sims, Facility Manager responded:</u> fees were set on supply and demand, the tee times were filled every day. <u>Chris Hamric responded:</u> the Frank Southern Ice Arena fees would not go into effect until the 2025-2026 season, and would not increase in January 2025</p> <p><i>Jim Whitlatch made a motion to approve the 2025 Price Schedule with the exception for the swimming pools and ask for further review of pools fees, moved to approve all other price structures. Ellen Rodkey seconded. Vote taken: motion unanimously carried 4-0.</i></p>
C-13	<p><u>Tim Street, Director</u> presented the Addendum with Reed & Sons Constructions, Inc. In July of 2023, the Department entered into an agreement with Reed & Sons Construction to construct site improvements for the Bicentennial Gateway project. Staff wished to have an additional 9,100 square feet of sod installed over what was originally designed. Sod had been impacted by unavoidable construction impacts. Both parties agreed to the addition to the scope of work, and additional cost. Staff recommended approval of the addendum with Reed & Sons in an amount not to exceed \$13,860 for additional work. Funding would be from the Bicentennial Bond fund 980-18-18018C-54510</p> <p>Board Comments: <u>Jim Whitlatch inquired:</u> if this was for sod, and had the sod already been put down. <u>Tim Street responded:</u> yes. <u>Ellen Rodkey inquired:</u> on delivery of the art project. <u>Tim Street responded:</u> it was in the works, and was funded separately through surplus from the bond fund. At this time, a piece had not been selected.</p> <p><i>Ellen Rodkey made a motion to approve the addendum with Reed and Sons. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.</i></p>
C-14	<p><u>Tim Street, Director</u> presented the 2025 Parks Non-Reverting Budget. Please note, an incorrect amount had been listed on the Staff Report.</p> <p>The Department non-reverting fund had been created to serve as an enterprise fund, allowing maximum flexibility for the Department to offer services in response to trends and customer demand while minimizing reliance on the general fund tax base. The fund collected revenue from certain non-tax sources, like concessions, certain admissions program participations, lessons, rentals, and more. The money would used to support the programs for which it was collected. A resolution would be brought before the board in January 2025 to appropriate the budget if approved.</p> <p>2025 Beginning Balance estimate \$1.3m 2025 Revenue: \$2,080,603 - 2025 Expense: \$2,292,883 Expense breakdown: Admin 2%, Operations 7%, Recreation 17% and Sports 74%</p> <p>2025 new or one time needs: Hopewell Commons \$46,000, John Deere pro for golf course sprayer \$65,000, TLRC HVAC compressor replacement and weight station \$41,000, and Zamboni rental for Frank Southern Center \$26,500.</p> <p>Financial Sustainability & Master Plan would focus on deficit budgeting, identify new cost recovery categories, capital facility needs, financial analysis of general fund and non-reverting fund and cost share, and review bonding and park impact fee.</p> <p>Board Comments: <u>Kathleen Mills inquired:</u> if the splitting of revenue between two funds was common. <u>Tim Street responded:</u> that was unknown at this time, but would be researched and reviewed. <u>Jim Street inquired:</u> if 2024 numbers were available. <u>Tim Street responded:</u> anticipated around \$100k in the red. <u>Jim Whitlatch commented:</u> two ways to attack a budget deficit, were to raise fees or cut expenses. <u>Ellen Rodkey inquired:</u> what areas where the deficits in. <u>Tim Street responded:</u> due to the split fees, they were mainly in the sports areas. Future funding source for Hopewell expenses would be discussed.</p> <p><i>Ellen Rodkey made a motion to approve the 2025 proposed Non-Reverting Budget request, the total expense budget would be \$2,292,883. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.</i></p>
C-15	<p><u>Rebecca Swift, Operations & Development Division Director</u> presented a temporary trail closure. In order to replace three poles, and update overhead equipment on seven poles, Duke Energy requested a temporary trail closure along the B-Line Trail (1606 S Rogers St). Staff recommended approval of the partial closure that would start in January, closure was estimated to last three months.</p> <p><i>Ellen Rodkey made a motion to approve the temporary trail closer along the B-Line trail for Duke Energy. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0.</i></p>

D. REPORTS

	None
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E. PUBLIC COMMENT

The Board received comments regarding the virtual portion of the meeting.

Tim Street, Director thanked the Board and staff for their support, and great work throughout the year. Project and event updates were given. Next Park Board Meeting would be Thursday, January 23, 2025 at 5:00pm.

ADJOURNMENT

Meeting was adjourned at 5:25pm

Respectfully Submitted,



Kim Clapp,

Secretary Board of Park Commissioners