



**A-1**  
**03-28-2017**

Board of Park Commissioners  
Regular Meeting  
Minutes

Tuesday, February 21, 2017  
4:00 – 5:30 p.m.

Council Chambers  
401 N. Morton

**CALL TO ORDER**

The meeting was called to order by Mr. Les Coyne at 4:00 p.m.

**Board Present:** Les Coyne, Kathleen Mills, Joe Hoffman

**Staff Present:** Paula McDevitt, Becky Higgins, Kim Clapp, Nikki McEachern, Leslie Brinson, Elizabeth Tompkins, Steve Cotter, Ellen Campbell, Alison Miller, Bill Ream, Julie Ramey, Scott Pedersen, Marcia Veldman, Erik Pearson, and Chelsea Burris

**A. CONSENT CALENDAR**

- A-1. Approval of Minutes of January 28, 2017 Meeting
- A-2. Approval of Claims Submitted January 28, 2017 thru February 20, 2017
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

Ms. Kathleen Mills made a motion to approve the Consent Calendar. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

**B. PUBLIC HEARINGS/APPEARANCES**

**B-1. Public Comment Period - None**

**B-2. Bravo Award –Andrew Frank, Bloomington Youth Basketball**

Ms. Nikki McEachern, Community Relation Coordinator, BPRD would like to present Mr. Andrew Frank with the February Bravo Award. Mr. Frank, a longtime resident of the Bloomington community, has served as a youth basketball volunteer coach for the past eleven years. Mr. Frank not only shares his passion for the game, he provides a great role model to the children. Mr. Frank instills the love for basketball in each team member, his teams show consistence signs of improvement and enjoyment of the game. Mr. Frank became involved, because the Department offers his children the opportunity to build character through sports. While offering him the opportunity to volunteer, spend meaningful time with his children, and to have a positive impact on the community. Mr. Frank's passion for basketball and for serving at risk youth inspired him to create an annual summer basketball day camp. The Frank family has pursued this work as their personal philanthropy and community contribution.

Ms. Leslie Brinson, Facility Program Coordinator, approached the podium. During these highly competitive times, Coach Andrew Frank continues to teach his players, it's not about winning, it about learning sportsmanship, developing character, and building skills. He handles all situation in the correct manner and rarely has issues with officials. Mr. Frank is all about the children. We are blessed to have him as part to the BPRD family and part of the community.

Mr. Frank approached the podium. Mr. Frank stated this program has given him the opportunity to give back to the community through two things he loves, children and basketball. To make a difference, by giving guidance to young players as they make choices on and off the court. To advise them, as they grow to become strong young men. Mr. Frank realizes the position as a volunteer coach not only teaches the game, but through basketball you can teach a lot

about life. How to be together and work together to meet a common goal. To teach the players to take the lessons learned on the court and use them in the classroom, at other team activities, at home and in life. To encourage the players to meet their responsibilities by doing their part. Mr. Frank thanked his players, his family and the Board.

The Board thanked Mr. Frank for being part of BPRD programs and for instilling values into the youth of the community.

### **B-3. Parks Partner Award – None**

### **B-4. Staff Introduction**

Mr. Kendal Ayers, Sports Division Intern, stated he is working on a Bachelors of Science in Recreation at Indiana University, where his major is in Recreation Sports Management with a minor in Aquatics. Mr. Ayers became interested in the aquatics field as a career, when he previously worked BPRD as a lifeguard and pool manager. Mr. Ayers holds certifications in Lifeguarding, First Aid and AED as well as CPO.

## **C. OTHER BUSINESS**

### **C-1. Review/Approval of Amendment to the Bloomington Parks Foundations Partnership Agreement**

Ms. Paula McDevitt, Administrator, BPRD established budget for the development of the Switchyard Park is beyond the City's commitment of TIF funds. In October 2016, BPRD and BPF entered into a fund raising campaign agreement for the Switchyard Park. This amendment to the partnership, is in regards to a Switchyard Park fundraising feasibility study. BPRD responsibilities will be to provide information on the Switchyard Park project, staff time to participate in feasibility study interviews, identify stakeholders, provide meeting space, as well as partial funding. BPF responsibilities include, contracting the services of a consultant, manage day to day consultant request, responsible for invoicing and paying of invoices, as well as partial funding.

Ms. Debbie Lemon, Bloomington Parks Foundations President and Mr. Travis Vencel, Past Chair approached the podium. Ms. Lemon stated PBF has reached out to Johnson Gross Nickel and Associates from Greenwood Indiana to conduct the feasibility study. Fortunately one of the main contacts with this organization, has ties to Bloomington and will be a great Bloomington resource. Ms. Lemon stated when she accepted the role of BPF President, Mr. Vencel agreed to continue handling the fundraising campaign for the Switchyard Park.

Mr. Vencel stated this amendment is to specifically fund the feasibility study, plan for how we are going to raise these funds, and the payment of the funds. This will be the baseline and foundation of how to implement the fundraising plans.

Ms. Kathleen Mills made a motion to approve the Amendment to the Bloomington Parks Foundation Partnership Agreement. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

### **C-2 Review/Approval of Partnership Agreement with Indiana University Health**

Ms. Alison Miller, Health and Wellness Coordinator, this partnership has been in place since 2010, and has been continuously successful through six strategic action planes. By combining the available recourse from each party, we are able to provide education, programs, training, marketing, and opportunities to benefit the health and wellness of the community. There are no significant changes to the partnership.

Ms. Julie Ramey, Community Relations Manager, stated BPRD recognizes a wealth of medical knowledge comes from Indiana University Health Bloomington Hospital. The Department is privileged to work with Indiana University Health on many events, including 50+ Expo, Children's Expo, the Well Check, and 90 Degree Pool Day. These programs as well as others, encourage the community to live a healthy active life style.

Ms. Miller updated the Board on the 2016 actives of the Bloomington Walking Club. In 2016, the Bloomington Walking Club averaged 10 participants per session. The group meets April through October at Olcott Park, where participants walk approximately three to four miles on Thursday evenings. Three members became acquainted through the Walking Club and completed a half-marathon. At a group picnic, a program on heart health was presented by an IU Health cardiologist.

Ms. Miller stated the Get Onboard Active Living, has been taking place since 2008, and impacts approximately seventy-four individuals throughout the year. This program involves behavior change, looking at improving health through the whole lifestyle.

Ms. Wendy Hernandez, Vice President of Professional and Support Service of IU Health approached the podium. On behalf of IU Health, we are privileged to partnership with BPRD. Working as a collaborative team, we can continue to raise the community's health, as we move from one of the unhealthiest to one of the healthiest states.

Ms. Kathleen Mills made a motion to approve the Partnership Agreement with Indiana University Health. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

### **C-3. Review/Approval of IU School of Public Health-Recreation, Parks and Tourism Studies Department (IURPTS) Partnership Agreement**

Ms. McDevitt, Administrator, this partnership has been in place since 2008. The agreement documents a mutually beneficial partnership between BPRD and IURPTS, with end results benefiting the Bloomington Community. This partnership is an opportunity for both departments to collaborate with sharing expertise on the academic side combined with the expertise on the practitioner's side.

Dr. Lynne Jameson, Department Chair for IURPTS, stated IURPTS is seventy years old and this partnership is approximately fifty-five years old. Collaboration began early in the development of the department with cities and counties within the state of Indiana. IURPTS has been very fortunate to work with BPRD, particularly to have someone to teach the Facilities Management Course. The agreement specifies that BPRD can put forth several of its available staff, to provide support throughout the following year. When this agreement began IURPTS had seven faculty members and has grown to over twenty full time faculty, with 106 part time staff and faculty. IURPTS is happy to have some classes being taught by those working in the field. With community interest and service, more students have become interested in Parks and Recreations. We are very happy to continue this relationship, and thankful to be engaged in this partnership.

Ms. Kathleen Mills made a motion to approve the Indiana University School of Public Health-Recreation, Parks and Tourism Studies Department Partnership Agreement. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

### **C-4. Review/Approval of Prepared Food Vendor Contracts**

Ms. Marcia Veldman, Program Coordinator, BPRD sought proposals from interested individuals, organization or businesses in operating a Prepared/Processed Food and Beverage Vending Stall at the Farmers' Market during the 2017 season. A proposal review committee, made up of three Farmers' Market Advisory Council members and two Market staff, reviewed the proposals and recommend approval of the following vendors; Muddy Fork Bakery, Sweet Claire, The Scholar's Inn Bakehouse, Brown County Coffee, Feast, Piccoli Dolci, Primally Inspired Eats, Sazon, Chris Voster, Aahaa Chai, Uel Zing, Pie First Bakery, More, Love, Snacks, Oyee Gooey Cinnamon Rolls. The RFP's established 10 criteria was used during the selection process. Additionally, the committee recommends allowing staff to enter into agreements with interested applicants for selling at the Tuesday Market. Food vendors shall pay the BPRD a vending fee, plus ten percent (10%) of proceeds. The Prepared Food Vending Agreement has been approved by Legal.

Ms. Kathleen Mills made a motion to approve the Prepared Food Vendor Contracts. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

### **C-5. Review/Approval of Food Truck Vendor Contracts**

Ms. Veldman, Program Coordinator, BPRD sought proposals from interested individuals, organization, or businesses in operating a Food Truck/Push Cart Vending Stall at the Farmers' Market during the 2107 season. Selected vendors will pay BPRD a vending fee, plus ten percent (10%) of proceeds. A proposal review committee, made up of three Farmers' Market Advisory Council members and two Market staff, reviewed the proposals and recommend the approval of the following vendors; Wild Alaska Salmon, Greenskeeper and Kind Kombucha. The Food Truck/Push Card Agreement has been approved by Legal.

Ms. Kathleen Mills made a motion to approve the Food Truck Vendor Contracts. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

#### **C-6 Review/Approval of appointments to the Farmers' Market Advisory Council**

Ms. Veldman, Program Coordinator, the Farmers' Market Advisory Council is made up of five customer representative and four farm vendor representatives. At this time, one customer representative position is open. A notice regarding the position opening was placed in the Herald-Times and on the Market Web site. Three applications were received, staff recommends the appointment of Mary White to the customer representative position.

Ms. Veldman stated this position was open due to retirement of Janice Lilly as a customer representative. Ms. Veldman thanked Ms. Lilly for her contributions to the council.

Ms. Kathleen Mills made a motion to approve the appointments to the Farmers' Market Advisory Council. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

#### **C-7 Review Approval of Environmental Resources Advisory Council (ERAC)**

Ms. Elizabeth Tompkins, Natural Resource Coordinator, the ERAC is made up of nine (9) members and one (1) ex-officio member. At this time, four positions on the advisory council are currently up for reappointment. Three applications were received, all applicants are returning members. Staff recommends the approval of Melissa Laney, Cathy Meyer, and David Parkhurst for reappointment to the ERAC, as they provide valuable insight and recommendations in the department's environmental management efforts. One seat will remain open as no other applications were received.

Ms. Kathleen Mills made a motion to approve the Environmental Resources Advisory Council. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

#### **C-8 Review/Approval of Diamond Dynamics Partnership Agreement**

Mr. Scott Pedersen, Youth Sports Coordinator, in an effort to increase the declining participation numbers in girls softball, BPRD would like to partnership with Diamond Dynamics. By combining available resources from each partner, this agreement will provide an affordable and effective softball instructional 6U/8U Academy and softball clinics for the Bloomington community. BPRD will provide fields and Diamond Dynamics will provide a high level of coaching to the participants.

The Board requested clarification on this partnership.

Mr. Pedersen stated the community has expressed interested in something new in the program area. This partnership will offer a higher level of instruction and provide a new element to the girls' softball program. Hopefully in turn increasing interest and participation numbers.

The Board inquired the relationship between Longevity Massage and Diamond Dynamics Baseball and Softball.

Mr. Pedersen stated, Longevity Massage and Diamond Dynamics are two different business operated by the same individuals.

Ms. Kathleen Mills made a motion to approve the Partnership Agreement with Diamond Dynamics. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

#### **C-9 Review/Approval in Price Schedule for Farmers' Market Mushroom Inspection Fee**

Ms. Veldman, Program Coordinator, staff is seeking to add a five dollar (\$5.00) fee to the 2017 Price Schedule. The fee would be charged to those vendors who wish to sale wild mushrooms at FM. Previously, Marti Crouch volunteered to inspect the wild mushrooms sold at FM. Ms. Crouch is retiring and the Indiana State Department of Health now requires wild-collected mushrooms be certified by a certified mushroom expert prior to their sale. Mr. Sean Breeden-Ost has agreed to become a certified mushroom expert and inspect mushrooms at FM, for a payment of \$30.00 per week. The five (\$5.00) charge will aid in covering the cost of the certified mushroom expert.

The Board inquired on the purpose of the inspection of the mushrooms.

Ms. Veldman stated it is to verify the quality of the mushroom, freshness, and cleanliness, as well as the safety of the mushroom.

The Board inquired if there is a plan to provide inspection of the mushrooms when Mr. Breeden-Ost is unavailable.

Ms. Veldman stated at this time the FM is working on developing plan.

Ms. Kathleen Mills made a motion to approve the addition to the 2017 Price Schedule fee for Wild Mushroom Inspection Fee. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

#### **D. Reports**

D-1. Operations Division – Environmental Resources Advisory Council Annual Report

Ms. Melissa Laney, ERAC Chair approached the podium. Ms. Clark stated the initiatives and topics of interest for 2016 were;

- Integrated Pest Management Plan – plan was completed and is now being implemented.
- Trail Updates – B-Link Trail, Wapehani, and Cascades Trail.
- Griffy Lake Deer Management – support of the sharpshooting and efforts to control the deer population.
- Switchyard Park – consultant presented information regarding soil contamination and details on the remediation efforts during construction of the park.
- Pollinator Issues – increase in native planting, establishing prairies and more wetland and bioswales were beneficial.
- IU Health Hospital Development – concern for the possible environmental impacts the development will have on Griffy Lake Nature Preserve property.
- Wapehani Dam – consultants have determined breaching this dam will be the best action to take, leaving a wetland for BPRD to manage.
- Comprehensive Master Plan – ERAC members provided input to the Planning Department.
- Educations – ERAC members were regularly updated on outreach activities. Members assisted with programs by working as volunteers, and coordinating student participation as volunteers.

In 2017, ERAC will continue to monitor and work on these topics.

D-2. Recreation Division – No Report

D-3. Sports Division – No Report

D-4 Administrative Division – No Report

Ms. Paula McDevitt, Administrator stated a draft copy of the 2016 Annual Report has been placed at each Board member's seat. Please review and advice of any questions or changes, this will be presented at the March 28<sup>th</sup> meeting.

The Surplus Property Declaration was omitted from tonight's agenda. Staff is requesting the Board approve the surplus property.

Ms. Kathleen Mills made a motion to approve the Surplus Property Declaration. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

#### **ADJOURNMENT**

Meeting adjourned at 5:09 p.m.

Respectfully Submitted,



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Kim Clapp,  
Secretary Board of Park Commissioners