



**A-1**  
**04-24-2018**

Board of Park Commissioners  
Regular Meeting  
Minutes

Tuesday, April 10, 2018  
4:00 p.m. – 5:30 p.m.

Council Chambers  
401 N. Morton St.

**CALL TO ORDER**

The meeting was called to order by Ms. Kathleen Mills at 4:04 p.m.

**Board Present:** Ms. Kathleen Mills, Ms. Darcie Fawcett, and Mr. Joseph Hoffmann

**Staff Present:** Mr. Dave Williams, Mr. John Turnbull, Ms. Becky Higgins, Ms. Julie Ramey, Ms. Kim Clapp, Ms. Leslie Brinson, Ms. Hannah Buddin, Ms. Elizabeth Tompkins, Ms. Marcia Veldman, Mr. Steve Cotter, Ms. Crystal Ritter, Ms. Joanna Sparks, Mr. Bill Ream, and Mr. Erik Pearson

**A. PUBLIC HEARINGS/APPEARANCES**

**A. CONSENT CALENDAR**

- A-1. Approval of Minutes of February 27, 2018 Meeting
- A-2. Approval of Claims Submitted February 27, 2018 through April 9, 2018
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus - None

Mr. Joe Hoffmann made a motion to approve the Consent Calendar. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**B. PUBLIC HEARINGS/APPEARANCES**

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

**B-2. Bravo Award – Pam Roberts**

Ms. Sarah Owen, Community Relations Coordinator, the Department would like to recognize Pam Roberts for her time and commitment to the Leonard Springs Nature Day (LSND) program. Ms. Roberts is one of the most consistent and reliable LSND volunteers, and she enthusiastically gives her time and effort to the visiting students. Without volunteers like Pam, the Department would not be able to provide the opportunity for sixth graders to visit Leonard Springs Nature Preserve, where they interact with natural resources such as creeks, forest, karst, and wetlands. On behalf of the Bloomington Parks and Recreation Department, we are proud to recognize Ms. Pam Roberts as the March BRAVO Award recipient.

*Ms. Pam Roberts approached the podium.* I consider it a real privilege to be able to take those sixth graders and have them touch and pick up a crayfish for the first time in their lives. For a lot of them, that is quite an experience. Thank you, I really appreciate the opportunity.

The Board thanked Ms. Roberts.

**B-3. Parks Partner Award – Youth Services Bureau/Safe Place**

Ms. Sarah Owen, Community Relations Coordinator, the Department would like to recognize Youth Services Bureau/Safe Place as an outstanding collaborator and enthusiastic supporter of BPRD youth sports and community events. Not only have they been vital in helping to provide a variety of programming and events, they utilize popular BPRD programs to interact directly with youth, and to share information about the services they offer. The staff of Youth Services Bureau/Safe Place regularly demonstrate their commitment to making sure the children of Bloomington and Monroe County have a place to go for help when in need. It is with great pleasure that we present Youth Services Bureau/Safe Place with the Winter-Spring 2018 Park Partner Award.

Ms. Brigitt Nasby approached the podium. Our partnership with BPRD, allows Youth Services Bureau/Safe Place to educate more families and youth about the services offered, and how we can create a safer community because of these services. Thank you.

The Board thanked Ms. Nasby and Youth Services Bureau/Safe Place for their support.

#### **B-4. Staff Introduction- None**

### **C. OTHER BUSINESS**

#### **C-1. Review/Approval of Partnership Agreement with PROS Consultants, Inc.**

Ms. Becky Higgins, Recreation Division Director, the Department wishes to undergo a comprehensive organizational review of the department, and requires the services of a professional consultant in order to perform the review and develop an organizational plan that will include a systematic process to collect and evaluate information regarding the Department's internal capacity. The staff recommends the approval of this contract with PROS Consultants, Inc. in the amount of \$31,080.

The Board inquired if this review is due to the additional responsibilities of the Switchyard Park.

Ms. Higgins responded, to get a better understand of where we are today, we are starting off with a current overall picture of the whole department, and then begin slowly focusing on future need.

Mr. Joe Hoffmann made a motion to approve the Partnership Agreement with PROS Consultants. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C 2. Review/Approval of Partnership Agreement with Centerstone**

Mr. Dave Williams, Operations Division Director, the Department wishes to provide well maintained parks for the community to enjoy. The purpose of this agreement is to outline a program partnership, which will provide an opportunity for Centerstone clients to work for Centerstone in Bloomington Parks and Recreation Departments parks, by combining available resources from each party to the agreement. Designated sites for the park maintenance program include, Seminary Park, Peoples Park, Butler Park, Building Trades Park, the Waldron, Hill and Buskirk Park and along Kirkwood Avenue. The program will operate from May 1, 2018 through December 1, 2018 and will offer a wage of \$11.61/hour. Centerstone will invoice the Department for labor costs, plus Federal Insurance Contributions Act (FICA).

Mr. Greg May, Centerstone Director of Administration approached the podium. Mr. May gave an overview of the 2107 program. Forty-six application were received over a two week period. A staff of seven was employed for the contract period, working seven days a week. Centerstone provided a supervisor, the participants of the program consisted of homeless living in shelters and may have panhandled in the downtown area. Due to the high level of supervision, this was made a low barrier employment opportunity. Background checks were conducted, but were very basic. Centerstone staff, also provided case management services to assist participants in connecting with other services. Centerstone unintentionally did outreach while at the parks, due to people approaching staff and inquiring about Centerstone services. Staff assisted with helping people gather paperwork for employment eligibility, obtain bank accounts, and money management skills. Centerstone looks forward to the 2018 partnership.

The Board thanked Centerstone for this partnership opportunity.

Mr. Joe Hoffmann made a motion to approve the Partnership Agreement with Centerstone. Ms. Darcie Fawcett

seconded the motion. Motion unanimously carried.

**C-3 Review/Approval of Trademark License Agreement with Pedcor Investments.**

Ms. Julie Ramey, Community Relations Manager the Department wishes to enter into this Trademark License Agreement with Pedcor Investments-2015-CXLIX, L.P., allowing Pedcor the use of the trademark “B-Line”. Pedcor Investments is redeveloping a property, for affordable housing, adjacent to the B-Line Trail, at 611 N. Rogers Street (“B-Line Heights”). If approved, the effective date of the agreement will continue as long as B-Line Heights exists as a housing development and is owned and managed by Pedcor Investments.

Mr. Joe Hoffmann made a motion to approve the Trademark License Agreement with Pedcore Investments. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-4 Review/Approval of Partnership Agreement with Jazzercise**

Ms. Alison Miller, Health/Wellness Coordinator the Department wishes to offer fitness opportunities to the community. The purpose of this Agreement is to outline a program partnership with Jazzercise Franchise Owner, Kristin Heeter, which will provide quality health and wellness programs for the community by combining available resources from each organization. Twenty percent of monthly gross is paid to the Department for facility use and marketing.

Mr. Joe Hoffmann made a motion to approve the Partnership Agreement with Jazzercise. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-5 Review/Approval of Contract with Mike Green & Assoc. for Carrie Newcomer**

Ms. Crystal Ritter, Community Events Coordinator as part of the Outdoor Performance Series, the Department wishes to provide the community with a free concert in Waldron, Hill, and Buskirk Park the weekend of July 4<sup>th</sup>. The Department recommends approval of the contract with Mike Green & Assoc. for a performance by Carrie Newcomer on Friday, July 6, 2018. The contract is in the amount of \$3,000.

Mr. Joe Hoffmann made a motion to approve the contract with Mike Green & Assoc. for a performance by Carrie Newcomer. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-6 Review/Approval of Service Agreement with New Life United Pentecostal Church**

Mr. Bill Ream, Community Events Coordinator the Department wishes to provide organized and clean program events, and is in the need of a consultant to provide assistance with parking duties and trash removal at the Bicentennial Street Fair, the 4<sup>th</sup> of July Parade, and the Pumpkin Launch. Staff recommends the approval of the Agreement with New Life United Pentecostal Church, all fees and expenses are not to exceed \$1,250.

Mr. Joe Hoffmann made a motion to approve the Service Agreement with New Life United Pentecostal Church. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-7 Review/Approval of Contract with Chef for Hire for Banneker Summer Program**

Mr. Terrance Thomas, Program Specialist the Department wishes to vend meals for summer food service program; and requires the services of a professional consultant in order to perform the development of meals to follow State guidelines. Chef for Hire will produce, package and deliver the appropriate amount of breakfast, lunch and dinner meals to the Banneker Community Center twice per week. Chef for Hire will keep multiple refrigerators at the BCC to store meals prepared by Chef for Hire. All fees and expenses are not to exceed \$20,000. The Banneker camp summer program is grant funded through the USDA Summer Food Service Program.

Mr. Joe Hoffmann made a motion to approve the contract with Chef for Hire. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-8 Review/Approval of with Wildlife Removal, Inc.**

Mr. Terrance Thomas, Program Specialist, the Department wishes to maintain facilities in safe and clean conditions. The Department requires the services of a professional consultant to provided services related to wildlife removal in a safe and appropriate manner. All fees and services are not to exceed \$750.

Mr. Joe Hoffmann made a motion to approve the Service Agreement with Wildlife Removal. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-9 Review/Approval of Partnership with Diamond Dynamics**

Mr. John Turnbull, Sports Division Director there is a need for softball instruction in Bloomington. The purpose of the Agreement is to outline a program partnership which will provide an affordable and effective softball instructional 6U/8U/10U/12U/14U Academy and softball clinics for the Bloomington community by combining available resources from each partner to the Agreement.

*The Board inquired* if the name Longevity Message LLD., is just the corporate name and has nothing to do with the instructions provided by Diamond Dynamics?

*Mr. Turnbull responded* yes, that is their legal name.

Mr. Joe Hoffmann made a motion to approve the Partnership with Diamond Dynamics. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-10 Review/Approval of Contract with Designscape for Tree Care and Tree Planting**

Mr. Lee Huss, Urban Forester the department wishes to have three tree care related projects completed, and requires the services of a professional consultant in order to provide the appropriate care and/or planting of thirteen trees. The projects are located at 401 N Morton St – City Hall, 1300 Block of W. Bloomfield Road and Ferguson Dog Park. All fees and expenses are not to exceed \$4,354.10.

Mr. Joe Hoffmann made a motion to approve the contract with Designscape. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-11 Review/Approval of Service Agreement with Steve's Welding**

Mr. John Turnbull, Sports Division Director the Department wishes to provide safe and well maintained facilities for the community to enjoy, and requires the services of a Professional Consultant to provide general welding repair and maintenance to equipment. Staff recommends approval of this Service Agreement with Steve's Welding. All fees and expenses are not to exceed \$4,000.

Mr. Joe Hoffmann made a motion to approve the Service Agreement with Steve's Welding. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-12 Review/Approval of Service Agreement with Price Electric**

Mr. John Turnbull, Sports Division Director the Department wishes to provide safe and well maintained facilities for the community to enjoy, and requires the services of a Professional Consultant to provide general repair and maintenance of electrical systems. Staff recommends approval of this Service Agreement with Price Electric. All fees and expenses are not to exceed \$4,000.

Mr. Joe Hoffmann made a motion to approve the Service Agreement with Price Electric. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-13 Review/Approval of Service Agreement with DEEM, LLC.**

Mr. John Turnbull, Sports Division Director the Department wishes to provide safe and well maintained facilities for the community to enjoy, and requires the services of a Professional Consultant to provide general repairs and adjustments to Ammonia Cooling systems at Frank Southern Center. Staff recommends approval of this Service Agreement with DEEM, LLC. All fees and services are not to exceed \$4,000.

Mr. Joe Hoffmann made a motion to approve the Service Agreement with DEEM, LLC. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

**C-14 Review/Approval of Partnership Agreement with Monroe County United Ministries**

Ms. Chelsea Price, Aquatic/Program Coordinator the Department wishes to allow Monroe County United Miserieis

access to Mills pool, prior to normal operating hours at a discounted rate. The purpose of this Agreement is for the Department to allow MCUM limited use of Mills Swimming Pool for MCM's morning preschool childcare program. MCUM shall track attendance and provide payment at the end of the season.

Mr. Joe Hoffmann made a motion to approve the Partnership with Monroe County United Ministries. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C-15 Review/Approval of Partnership Agreement with Indiana Scuba**

Ms. Chelsea Price, Aquatic/Program Coordinator the purpose of the agreement is to outline a program partnership which provide for scuba diving opportunities for the Bloomington community by combining available resources from each party. BPRD provides location, pool supervisor, and promotion of programs. SIS will provide scuba instructors, and the programs. SIS will pay BPRD \$500, to be used towards a Bryan Park Pool movie.

Mr. Joe Hoffmann made a motion to approve the Partnership with Indiana Scuba. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C-16. Review Approval of Contract with C&H Lawn & Landscaping, Inc. for Mowing Services**

Ms. Joanna Sparks, City Landscaper the Department wishes to provide well maintained parks for the community to enjoy, and requires the services of a professional consultant to provide mowing services at 24 locations throughout the 2018 season. Staff recommends the approval of contract with C&H Lawn & Landscaping. All fees and expenses are not to exceed \$47,500.

Mr. Joe Hoffmann made a motion to approve the contract with C&H Lawn & Landscaping, Inc. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C-17. Review/Approval of Contract with Green Dragon Lawn Care for Mowing Services**

Ms. Joanna Sparks, City Landscaper the Department wishes to provide well maintained parks for the community to enjoy, and requires the services of a professional consultant to provide mowing services at 13 locations throughout the 2018 season. Staff recommends the approval of contract with Green Dragon Lawn Care. All fees and expenses are not to exceed \$51,610.

Mr. Joe Hoffmann made a motion to approve the contract with Green dragon Lawn Care. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C-18. Review/Approval of Contract with Ecologic for Vegetation Monitoring**

Mr. Steve Cotter, Natural Resources Manager the Department wishes to determine the health of the plant community at the Griffy Lake Nature Preserve following the 2017 deer cull. The Department is in need of a professional consultant to count and measure native and non-native herbaceous vegetation and trees along 12 research transects in the Griffy Lake Nature Preserve. The goals of this project are to measure whether the 2017 deer cull was successful, and to determine whether deer browse pressure in the Preserve is high enough to warrant the removal of addition deer in 2018. Staff recommends the approval of contract with Ecologic. All fees and expenses are not to exceed \$5,000. Due to the decades of deer pressure, it may take a year or two to see results.

Mr. Joe Hoffmann made a motion to approve the contract with Ecologic. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C-19. Review/Approval of Contract Addendum for Chris Doran's Soccer Program at TLRC**

Mr. John Turnbull, Sports Division Director previously the Department has partnered with Mr. Chris Doran to provide an affordable and effective program, designed to provide the Bloomington community developmental soccer programs and recreation soccer leagues. Mr. Doran has sold his entire business and services to Mr. David William Prall. The Department wishes to continue to provide soccer programs to the community, and recommends approval of the Addendum to continue the agreement with David William Prall.

Mr. Joe Hoffmann made a motion to approve the Addendum to the Chris Doran Agreement. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C-20. Review/Approval of Contract with VET Environmental Engineering**

Mr. John Turnbull, Sports Division Director at the Architect's recommendations, to prevent possible higher cost and slowing of the project, the Department wishes to have the Cascades Clubhouse inspected for Lead-Based Paint and Asbestos pre-demolition. The Department requires the services of a professional consultant in order to perform a pre-demolition lead-based survey, a pre-demolitions asbestos inspection, and production of a report on the findings, which can be forwarded to the general contractor who is awarded the construction contract for the new Cascades Clubhouse. Staff recommends the approval of a contract with VET Environmental Engineering, all fees and expenses are not to exceed \$3,216.

Mr. Joe Hoffmann made a motion to approve the contract with VET Environmental Engineering. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **C-21. Review/Approval of Contract with Aquatic Control, Inc. for Aquatic Vegetation Management**

Ms. Elizabeth Tompkins, Natural Resources Coordinator, to continue the management of vegetation at Griffy Lake, the Department wishes to update the Griffy Lake Aquatic Vegetation Management Plan and control invasive species in Griffy Lake. The Department requires the services of a professional consultant in order to update the Griffy Lake AVMP, by providing mapping, treatment details and acreage, surveys, meetings, preparation of Plan Update document, and Eurasian Watermilfoil treatment. Staff recommends the approval of the contract with Aquatic Control, Inc., all fees and expenses are not to exceed \$14,500. Eighty percent of funding will come for the Indiana Department of Natural Resources Lake and River Enhancement Program.

Mr. Joe Hoffmann made a motion to approve the contract with Aquatic Control, Inc. Ms. Darcie Fawcett seconded the motion. Motion unanimously carried.

#### **D REPORTS**

D-1. Operations Division – Park Bond Project Update by Mr. John Turnbull and Mr. Dave Williams

Mr. John Turnbull, Sports Division Director approached the podium, and reviewed completed and future 2018 Park Bond Projects in Sports Division.

1. Zoysia Grass - installation at golf course will be completed this spring at a cost of \$180,000.
2. The Clubhouse - is near design completion and will be bid in approximately three weeks.
3. Frank Southern Ice Arena – bleacher have been replaced at a cost of \$32,000. The back restrooms have been renovated for \$30,000.
4. Winslow Sports – original irrigation system from 1977, was replaced for \$100,000.
5. Winslow and TLSP – for security purposes, the maintenance buildings at Winslow and TLSP were fenced in for \$20,000.
6. Twin Lakes Recreation Center – cardio equipment was replaced for \$44,000. The weight room flooring was replaced for \$62,000. The locker rooms were renovated for \$170,000. The electrical portion of the scoreboard was updated for \$6,000.
7. Lower Cascades – shades structures were install for \$8,000.
8. Monastery – in the near future, demolitions project of the apartment units.
9. Lower Cascades – in the near future a green yard waste project.
10. Other future projects for 2018 - resurfacing of court resurfacing, update of aquatic bathhouses, mechanical, electrical, and plumbing at pools, and Winslow entrances will be refurbished.

Mr. Dave Williams, Operations Director approached the podium. Mr. Williams reviewed additional completed and future 2018 Park Bond Projects

11. Building Trades Park – external and restroom rehabilitation completed at a cost of \$68,261.
12. Alison Jukebox Center – restroom rehabilitation, flooring, door and lighting replacement completed at a cost of \$103,604.
13. Monastery – acquisition of property at a cost of \$400,000. Future use of the Monastery facility is still being evaluated, the building does not meet ADA requirements, cost of required updates, and for long term viability maintenance cost.
14. Farmers' Market – winter waterline installed at a cost of \$8,700.

15. Lower Cascades Park – playground improvements and replacement of climbing net completed at cost of \$30,559.
16. Rosehill Cemetery – Mausoleum rehabilitation completed at a cost of \$117,750.
17. Energy Systems Group – continuation of solar panel installations at various park facilities.

The Board thanked Mr. Turnbull and Mr. Williams.

#### D-2. Recreation Division – 2018 Community Events Calendar

Ms. Leslie Brinson, Community Events Manager approached the podium. *Ms. Brinson presented the 2018 Community Events Calendar.*

1. Winter Palooza – winter activities, February 10<sup>th</sup> Olcott Park
2. Seusspicious Behavior – with Monroe County Public Library, March 3<sup>rd</sup>.
3. Spring Fling – activities for spring break, TLRC on March 15<sup>th</sup>.
4. Children's Expo – Monroe County Convention Center, March 24<sup>th</sup>.
5. Farmers Market – Saturday Market April – November and Tuesday Market June – September.
6. Community Gardens – Opens mid-April and an upcoming garden class
7. Plant a Row for the Hungry – in 2017, 27,500 pounds of fresh produce was donated.
8. Nature Sounds – combines acoustic performances and educational nature presentations. April – November.
9. Bicentennial Street Fair – new event on Kirkwood, on April 29<sup>th</sup>.
10. 50+ Expo – TLRC, May 9<sup>th</sup>.
11. Yappy Hours – June 9<sup>th</sup> Dogs Gone Wild, October 19<sup>th</sup> Howl @ the Moon and December 12<sup>th</sup> Yappy Howlidays.
12. Summer Sampler – official start of summer held at Bryan Park, bicentennial theme scheduled on June 2<sup>nd</sup>.
13. Performing Art Series – May 3<sup>rd</sup> through August 5<sup>th</sup> includes a festival, plays, and concerts.
14. A Fair of the Arts – Every second Saturday at the Farmers Market from May through October.
15. Touch a Truck – Winslow Sports Park on June 13<sup>th</sup>.
16. Fourth of July Parade – 100 entries will be accepted for parade, bicentennial theme, Community Band performance prior to parade.
17. Messy Mania – Messy art projects for children, Bryan Park on July 10<sup>th</sup>.
18. Movies in the Park – June through October in parks.
19. Slip & Foam – new event at Rev Butler Park on July 28<sup>th</sup>
20. Drool in the Pool – pool event for dogs, Mills Pool on August 8<sup>th</sup> & 9<sup>th</sup>.
21. Junk in the Trunk – community rummage sale at Frank Southern Center on August 18<sup>th</sup>.
22. B-Line Bicentennial Event – new event, walk on B-Line scheduled for October 6<sup>th</sup>.
23. Halloween Events – Trick or Trak Trail at RCA Park on October 20<sup>th</sup>. Festival of Ghost Stories at Bryan Park on October 26<sup>th</sup>.
24. Pumpkin Launch – Monroe County Fairgrounds on October 27<sup>th</sup>. 925 feet is the record to beat.
25. Holiday Market – City Hall/Showers Common on November 24<sup>th</sup>.
26. Dearly Departed Cemetery Walk – new event, walk through the cemetery at Rosehill
27. Dance Party – new event, glow paint D.J. dance party.

The Board thanked Leslie and staff for the great programs and events.

#### D-3. Sports Division – No Report

#### D-4 Administrative Division – No Report

Ms. Elizabeth Tompkins approached the podium. The community is invited to attend the regular ERAC monthly meeting, on Wednesday, April 11, 2018 at 4:00pm, Bryan Park Henderson Shelter. An open discussion will be held on a possible loop trail around Griffy Lake. The Department is in the very beginning phases of this project, and no decisions have been made.

Mr. Dave Williams invited the community to attend a Bicentennial Celebration to recognize April 11, 1818, the date Bloomington became a City. The celebration will be held on Wednesday, April 11th from 5:00pm to 6:00pm in the Atrium at City Hall, followed by ceremonial proclamation reading in the Council Chambers from 6:00pm to 6:30pm.

The Switchyard Park bids will be opened in the Council Chambers on April, 11<sup>th</sup> at 2:00pm.

Mr. Williams reminded the Board and public, the next Park Board meeting will be held Tuesday, April 24, 2018, in Council Chambers.

**ADJOURNMENT**

Meeting adjourned at 5:19 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Kim Clapp", written in dark ink.

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Kim Clapp, Secretary Board of Park Commissioners