



A-1
4-23-19

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, March 26, 2019
4:00 p.m. – 5:30 p.m.

Council Chambers
401 N. Morton St.

CALL TO ORDER

The meeting was called to order by Les Coyne at 4:04 p.m.

Board Present: Les Coyne, Kathleen Mills and Lisa Thatcher

Staff Present: Paula McDevitt, Dave Williams, John Turnbull, Becky Higgins, Julie Ramey, Mark Sterner, Kim Clapp, Leslie Brinson, Barb Dunbar, Joanna Sparks, Hannah Buddin, Marcia Veldman, Elizabeth Tompkins, Crystal Ritter, Jon Behrman, Bill Reams, Hsiung Marler, Lee Huss, Scott Pedersen, Amy Shrake, Erik Pearson, and Jess Klein.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of February 26, 2019 meeting
- A-2. Approval of Claims Submitted February 25th through March 25th
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus

Kathleen Mills made a motion to approve the consent calendar. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period – None

B-2. Bravo Award – None

B-3. Parks Partner Award – Master Rental

Sarah Owen, Community Relations Coordinator the Department would like to recognize Master Rental as the recipient of the Parks Partner Award. Master Rental is a local business that has served Bloomington for over 30 years. Master Rental has been generous in helping BPRD work within the Special Events budget, sometimes serving as an in-kind sponsor and donating their equipment. The Department appreciates Master Rental's support.

B-4. Staff Introduction – None

C. OTHER BUSINESS

C-1. Review/Approval of Partnership with Jazzercise

Jess Klein, Health and 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. There have been no significant changes to the partnership.

Kathleen Mills motioned to approve the Partnership with Jazzercise. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. The motion was unanimously carried.

C-2 Review/Approval of Partnership with Centerstone

Item removed from agenda.

C-3 Review/Approval of Interim Operation Agreement with Spin Scooter

Alex Crowley, Director Economic and Sustainable Development this Agreement establishes interim terms and conditions governing Spin Scooter's electric scooter operations within the City, so that such operations are consistent with the safety and well-being of the Bloomington Community and all users of Bloomington's parks and public right-of-way. It is understood that in exchange for authorization to utilize City parks and city right-of-way, the Company shall operate in accordance with all terms and conditions in this Agreement. The agreement is intended to serve as an interim measure governing electric scooters while the City continues to work on long-term scooter legislation.

The Board inquired if Spin Scooter does not pay the fees, can the City prohibit them from operating within city limits. Was this in place when Bird and Lime began operating? What is the process for termination of the agreement?

The Board showed concern to the parking of scooters within the parks, and requested a section of the ordinance be specific to the parks.

Alex Crowley responded, in order to continue to operate within the city limits, each company must follow the terms of the Agreement. This includes payment of all fees.

At the time Bird and Lime began operating, the City did not have anything in place.

Either party may terminate the Agreement with a 10 day written notice, or the Agreement is terminated in the event an ordinance is approved.

The management of the parking of scooters is being considered within the ordinance.

Paula McDevitt responded, staff is monitoring and collecting data on the placement of scooters in parks and on trails.

The Board inquired, scooters operating within the city limits has already been passed, and is an open invite to any company. If a company agrees to the terms of the Agreement, they cannot be barred from operating within the city limits. Tonight the Park Board is just expanding approval of scooters into the parks.

Alex Crowley responded, that is correct.

Kathleen Mills made a motion to approve the interim operation agreement with Spin Scooter. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-4 Review/Approval of Contract with Zipcar

Alex Crowley, Director Economic and Sustainable Development the Department of Economic and Sustainable Development (ESD) would like to conduct a one year pilot test, to see if car share would be a success in an off-campus location. EDS proposes the placement of one Zipcar share vehicle, at the southwest corner of the Woodlawn Ave. parking lot at Bryan Park during this pilot test.

The Board recommended possibly placing a car further away from center city parks, as a separate trial. Bryan Park is in walking distance of downtown, something that is imbedded farther out may meet a different need.

Alex Crowley responded, the City doesn't have a Zipcar relationship, this project is through Indiana University.

Kathleen Mills made a motion to approve the contract with Zipcar. Lisa Thatcher seconded the motion. Les Coyne any public comments or questions, seeing none. Motion unanimously carried.

C-5 Review/Approval of Partnership Agreement with Civic Theater

Crystal Ritter, Community Events Coordinator the purpose of this Agreement is to outline a program partnership which will provide for greater services in theater programming and production by combining available resources from each partner. To provide free performances of "Shakespeare in the Park" in Waldron, Hill, and Buskirk Park for the Bloomington community. This year's agreement has extended rehearsal time from 6 weeks to 8 weeks. The production for 2019, is A Midsummer Night's Dream.

Steve Heise, Monroe County Civic Theater, thanked the Department for extending the rehearsal time.

Kathleen Mills made a motion to approve the partnership agreement with Civic Theater. Lisa Thatcher seconded the motion. Les Coyne any public comments or questions, seeing none. Motion unanimously carried.

C-6 Review/Approval of Service Agreement with Oracle Elevator

Daren Eads, Facility Coordinator the Department wishes to maintain facility elevators in a safe and good working order. The Department requires the services of a professional consultant to provide routine maintenance and inspections of the elevator at Banneker Community Center and Twin Lakes Recreation Center. The Department shall pay Oracle Elevator for all fees and expenses in an amount not to exceed \$1,500.

Kathleen Mills made a motion to approve the service agreement with Oracle Elevator. Lisa Thatcher seconded the motion. Les Coyne any public comments or questions, seeing none. Motion unanimously carried.

C-7 Review/Approval of Contract with New Life United Pentecostal Church

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

Kathleen Mills made a motion to approve the contract with New Life United Pentecostal Church. Lisa Thatcher seconded the motion. Les Coyne any public comments or questions, seeing none. Motion unanimously carried.

C-8 Review/Approval of Partnership Agreement with Bloomington Junior League Baseball Association

John Turnbull, Division Director Sports the department wishes to provide an opportunity for the community to participate in specialized recreation programs that are designed to meet the needs of youth and to promote health and well-being. This Agreement outlines a partnership which will combine available resources from each party, to allow the Bloomington/Monroe community to participate in an affordable, effective and diverse youth baseball program, for ages 5 to 12 year olds, designed to introduce beginners to the sport as well as provide for skill advancement. Staff recommends the approval of this Partnership with Bloomington Junior League Baseball Association. Projected revenue is approximately \$35,000. John Turnbull invited Scott Burton to the podium.

Scott Burton, President Bloomington Junior League Baseball Association approached the podium. The league has continued to grow. The goal of the group of coaches and parents, is keeping youth little league available to the community. There are thirty-eight teams participating this year. Nationally numbers are declining in youth little league programs. Bloomington numbers are staying level, which says a lot for the people involved in the organization. We have kept experience individual involved, while introducing new individuals into the group. The Partnership with BPRD has continued to grow, there are new hitting cages, and are keeping the kids excited about the program.

Kathleen Mills made a motion to approve the partnership with Bloomington Junior League Baseball Association. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-9 Review/Approval of Partnership with Monroe County Senior League Baseball Association (MCSBLA)

John Turnbull, Division Director Sports the department wishes to provide an opportunity for the community to participate in specialized recreation programs that are designed to meet the needs of youth and to promote health and well-being. This Agreement outlines a partnership which will combine available resources from each party, to allow the Bloomington/Monroe community to participate in an affordable, effective and diverse youth baseball program, for ages 13 to 19 year olds, designed to introduce beginners to the sport as well as provide for skill advancement. Staff recommends the approval of this Partnership with Monroe County Senior League Baseball Association. Projected revenue is approximately \$4,000.

Kathleen Mills made a motion to approve the partnership with Monroe County Senior League Baseball Association. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-10 Review/Approval of Winslow Sports Complex North Concessions Agreement with JLBA

John Turnbull Division Director Sports this Agreement outlines a partnership which will allow the Bloomington Junior League Baseball Association (BJLBA) to operate the concessions area at Winslow Sports Complex. BJLBA uses profits to offset program costs and other related expenses. BJLBA is in good standings with the Department, and will pay the Department a fee of \$7,500 for use of the area.

Kathleen Mills made a motion to approve the Winslow Sports Complex North concessions agreement with Bloomington Junior League Baseball Association. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-11 Review/Approval of Beverage Contract with Coca Cola

John Turnbull, Division Director Sports, staff recommends approval to continue using Coca-Cola as the beverage provider for Bloomington Parks and Recreation. There were small difference between the Pepsico and Coca-Cola quotes. Staff is happy with Coca-Cola's customer service and desires not to change at this time.

Kathleen Mills made a motion to approve the beverage contract Coca Cola. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-12 Review/Approval of Kentucky Fairways Zoysia Farm

John Turnbull, Division Director Sports the Department wishes to have Zoysia grass installed at Cascades Golf Course. The Department requires the services of a professional contractor to measure, deliver and install approximately 34,500 square yards of Meyer Zoysia at Quarry 9 fairways. Staff recommends the approval of this contract with Kentucky Fairways Zoysia Farm in the amount of \$197,580, a Bond funded project. Kentucky Fairways Zoysia Farm submitted the lowest bid of the two received.

Kathleen Mills made a motion to approve the contract with Kentucky Fairways Zoysia Farm. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-13 Review/Approval of Lease Purchase Agreement with First Financial for Golf Carts

John Turnbull, Division Director Sports the Department wishes to purchase 75 golf cars and 2 services vehicles at the Cascades Golf Course. Staff recommends approval to proceed with the proposed lease agreement. The Controller's office has negotiated a tax exempt municipal lease with First Financial Equipment Finance, LLC, with terms of 4 years at 3.99% paid quarterly in amounts of \$14,993.94 for the principal amount due on the carts of \$225,000. This is from General Fund-Golf Services.

Kathleen Mills made a motion to approve the lease purchase agreement with First Financial for golf carts. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-14 Review/Approval of Contract with Snider Recreation for Crestmont Park Playground

Barb Dunbar, Operations Coordinator due condition, the Department wishes to replace the playground surface at Crestmont Park. The Department requires the services of a professional consultant to install a 2-layer rubber-urethane playground surfacing system which has been designed and manufactured to meet agreed upon criteria. Consultant will provide and remove dumpster, to be used for surfacing material and all other waste debris resulting from project. Staff recommends approval of this contract with Snider Recreation in the amount of \$81,829.85. This is a Bond funded project.

Kathleen Mills made a motion to approve the contract with Snider Recreation for Crestmont Park Playground. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-15 Review/Approval of Contract with Bandit Industries for Equipment Repair

Lee Huss, Urban Forester the Department wishes to keep equipment in safe and good working condition. The Department requires the services of a professional consultant to repair Bandit brush chipper. Due to this being specialty equipment, it is a single source vendor. Staff recommends the approval of contract with Bandit Industries in the amount of \$14,762.46.

Kathleen Mills made a motion to approve the contract with Bandit Industries for equipment repair. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-16 Review/Approval of Contract with Bluestone Tree for Tree Removal

Lee Huss, Urban Forester the Department wishes to remove several dead or hazardous trees, and requires the services of a professional consultant to remove trees and debris, with stump cut low at the following locations: 719 West 2nd St., West Country Club Dr., 417 South Mitchell St., 1610 West Allen St., 1814 South Highland Ave, Moores Pike and South Woodruff Lane, Hillside and High Street, and 2311 East Moores Pike and 2301 East Moores Pike. Staff recommends approval of this contract with Bluestone Tree in the amount of \$30,700. This projected is funded through Urban Forestry General Fund.

Kathleen Mills made a motion to approve the contract with Bluestone Tree for tree removal. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-17 Review/Approval of Contract with Designscape Horticultural Services

Lee Huss, Urban Forester the Department wishes to maintain healthy street trees. To help control insect damage, the Department requires the services of a professional consultant to perform direct injection of systemic insecticide to 110 Honey Locust trees in Sweetbriar housing development. Staff recommends approval of this contract with Horticultural Services. Funding for the treatment will be from Urban Forestry General Fund, in the amount of \$6,435.19.

Kathleen Mills made a motion to approve the contract with Designscape Horticultural Services. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-18 Review/Approval of Contract Addendum Mader Design for Green Waste Yard

Dave Williams, Operations Director on May 24, 2018 the Department entered into an Agreement with Mader Design LLC, to design and produce construction documents for a green yard waste site at Lower Cascades. The Department wishes to expand scope of work, to include necessary engineering and survey to apply for a construction in the floodway permit through the State of Indiana Division of Water. Both parties wish to amend the Agreement to reflect change in scope of work, modify date of completion to July 1, 2020, and increase fees and expenses by \$18,500. This is a Park Bond funded project.

The Board inquired if this waste site will be only for our parks, there is no collaboration with solid waste management.

Dave Williams responded, that is correct, at this time we are only looking for a storage area for green waste.

Kathleen Mills made a motion to approve the contract addendum with Mader Design for Green Waste Yard. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

C-19 Review/Approval of Service Agreement with Lambert Consulting

Julie Ramey, Community Relations Manager due to the significant improvements at Cascades Golf Course, the Department wishes to promote the facility through social media marketing. The Department requires the services of a professional consultant to strategize, and post specific messages on Cascades Golf Courses' existing Facebook page twice per week, utilizing digital media insights to determine the optimum time/day of the week to post. Consultant will provide monthly reports of all social media activity and interactions. Staff recommends approval of this service agreement with Lambert Consulting, in an amount not to exceed \$1,800.

Board inquired the start date of the Agreement.

Julie Ramey responded, April 1, 2019 is the start date of the contract.

Kathleen Mills made a motion to approve the Service Agreement with Lambert Consulting. *Lisa Thatcher* seconded the motion. *Les Coyne* any public comments or questions, seeing none. Motion unanimously carried.

D REPORTS

D-1. Operations Division – Switchyard Park Update

Dave Williams, Operations Director approached the podium, and presented the Switchyard Park Update.

Site work

Soil remediation excavations and disposal complete.

Paver parking lot aisles (Rogers St. main entrance) 75% complete

Earthwork and berm construction continues

Excavation for 35,000 gallon cistern to collect roof rainwater from Pavilion continues

Utilities

Buried utility piping installations (stormwater, water, sanitary sewer) 85% complete

Water service connections to City Utilities completed

Duke Energy continuing work on removal of utility poles and directional boring to put overhead electrical service underground.

Burial of Fiber Optic conduits continues

Bridges

Prefabricated bridges (2) sections set. Seven total bridges in the project; two new, three existing railroad bridges rehabilitated for bike/pedestrian use, two railroad bridges demolished.

Facilities

Bloomington Police Department sub-station (Grimes Lane entrance) 60% complete

Stage steel erected, concrete stairs completed

Picnic Pavilion steel erected. Masonry fireplace work started

Foundation footer excavated and poured for Pavilion

Splash Pad Restroom/Mechanical Building masonry block 70% complete

Skatepark 80% complete

Owner Purchased Items

All playground equipment received and in storage

First of three tree deliveries (total 603 for project) anticipated in April

Upcoming

Spring tree planting in selected areas

Pavilion construction

Contract Completion Date

Substantial Completion – November 1, 2019

Final Completion – May 15, 2020

D-2 Recreations Division – 2019 Community Events Calendar

Leslie Brinson, Community Events Manager approached the podium, and presented the 2019 Community Events Calendar.

February

Winter Palooza – 9th/Bryan Park

March

Seusspicious Behavior – 2nd/Monroe County Public Library

Spring Fling – 14th/Twin Lakes Recreation Center

Children's Expo – 23rd/Monroe Convention Center

April

Farmer Market – April through November (Saturdays)/City Hall parking lot and plaza

Community Gardens – April through October/Willie Streeter and Butler Park

Plant a Row for the Hungry – April through October/Donated to Hoosier Hills Food Bank

Nature Sounds – 12th/Lower Cascades Park

Coffee & Canvas – 20th/Allison-Jukebox

Bloomington Street Fair – 28th/Kirkwood Ave/City Event

May

Performing Arts Series – May through August (Tuesdays)/Peoples Park Concert

Strawberry Shortcake Festival – 2nd Courthouse lawn

50+ Expo – 8th/Twin Lakes Recreation Center

A Fair of the Arts – May through October (second Saturday)/Showers Plaza

Peoples Park Concert – May through August

Nature Sounds – 17th/Butler Park

Summer Kickoff Celebration – 24th/Bryan Park

June

Movies in the Parks – 7th/Bryan Park

Outdoor Escape Adventure – 8th & 9th/Bloomington Trail

Tuesday Farmers' Market – June through September/6th and Madison Street

Performing Arts Series – June through July (Fridays)/Waldron, Hill & Buskirk Park

Touch a Truck – 12th/Winslow Sports Park

Evening with the Bloomington Community Band – 16th/Waldron, Hill & Buskirk Park

July

Fourth of July Parade – 4th

Messy Mania – 9th/Bryan Park

Homegrown Indiana Farm Tours – 14th/Living Roots

Movies in the Parks – 18th/Waldron, Hill & Buskirk Park

Performing Arts Series – July through August (Sundays)/Bryan Park

Movies in the Parks – 26th/Bryan Park Pool

August

Slip-n-Foam – 3rd/Butler Park

Drool in the Pool – 7th & 8th/Mills Pool

Movies in the Park – 17th/Butler Park

Junk in the Trunk – 17th/Frank Southern Ice Arena

Evening with Bloomington Symphony Orchestra – 25th/Waldron, Hill & Buskirk Park

September

Shakespeare in the Park – 12th-15th/Waldron, Hill & Buskirk Park

Movies in the Park – 20th/Bryan Park

Glow in the Park – 21st/Waldron, Hill & Buskirk Park

October

Movies in the Park – 4th/Bryan Park

Dearly Departed Cemetery Tours – 18th & 19th/Rose Hill Cemetery

Howl at the Moon – Fall/B-Line Trail

Trick or Treat Trail – 19th/RCA Park

Festival of Ghost Stories – 25th/Bryan Park

Pumpkin Launch – 26th/Monroe County Fairgrounds

November

Holiday Market – 30th/City Hall, Showers Plaza

December

Yappy Hours – 7th/Ferguson Dog Park

D-3 Sports Division – No Report

D-4 Administration Division – No Report

ADJOURNMENT

Meeting adjourned at 5:45 p.m.

Respectfully Submitted,

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

Kim Clapp

Secretary Board of Park Commissioners