



A-1
5-21-19

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, April 23, 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: Joe Hoffman, 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, Marcia Veldman, Elizabeth Tompkins, Bill Reams, Lee Huss, Sarah Owen, Sarah Mullin, and Chelsea Price.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of March 26, 2019 and April 4, 2019 meetings
- A-2. Approval of Claims Submitted March 25th through April 22nd
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus

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

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period – None

B-2. Bravo Award

Sarah Owen, Community Relations Coordinator the Department would like to recognize Susan Sullivan with the April Bravo Award. Since 2013, Susan has volunteered her services at Leonard Springs Nature Day (LSND) program. As a LSND Station Facilitator, she explains the importance of wetlands and the habitat they provide to the sixth-grade visitors. Its volunteers like Susan that make the LSND program a great success. The Department would like to thank Susan Sullivan for her time she has dedicated to this program.

Susan Sullivan approached the podium. Susan thanked the Board for the opportunity to participate in this program. Leonard Springs is a beautiful park, and it is fun to be out there with the birds, nature, and the kids.

The Board thank Susan for her time and commitment to this program.

B-3. Parks Partner Award – None

B-4. Staff Introduction – None

C. OTHER BUSINESS

C-1. Review/Approval of Service Agreement with Big Bounce Fun House Rentals

Bill Ream, Community Events Coordinator, the Department wishes to provide entertainment for children at 2019 events. The Department requires the services of a professional consultant to provide rental, set up, and dismantle of bounce houses, and other equipment at various events throughout the 2019 season. The Department shall pay contractor for all fees and expenses in an amount not to exceed \$2,320. Staff recommends the approval of this contract with Big Bounce Fun House.

Joe Hoffmann motioned to approve the service agreement with Big Bounce Fun House Rentals. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. The motion was unanimously carried.

C-2 Review/Approval of Contract for Griffy Lake Aquatic Vegetation Management

Elizabeth Tompkins, Natural Resources Coordinator 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 for; pre-treatment distribution map for each exotic species, post-treatment Tier II Survey, post-treatment map with the herbicide(s) and acreage, public meeting to present results, permit meeting with DNR and local sponsors, plan update document preparation and treat Eurasian Watermilfoil. Staff recommends approval of this contract to Aquatic Control Inc. in the amount of \$14,500. BPR has been awarded \$11,600 of grant funding for this project, remaining \$2,900 will be funded from Natural Resources General Fund. Contract is pending final grant approval from Indiana Department of Natural Resources.

Joe Hoffmann motioned to approve the contract with Aquatic Control Inc. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. The motion was unanimously carried.

C-3 Review/Approval of Contract with Bledsoe, Riggert, Cooper, James

Joanna Sparks, City Landscaper the Department wishes to remove invasive species at Park Ridge East Park. The Department requires the services of a professional consultant to clarify the property boundaries. Consultant shall provide a final survey as well as complete all agreed upon services. Staff recommends approval of contact with Bledsoe, Riggert, Cooper, James in the amount of \$1,850. Funding source for this project will be Landscaping General Fund.

The Board inquired, once the boundaries are established, will the department need to work with the neighbors in regards to the invasive species on their property.

Joanna responded, the Park Ridge Neighborhood Association is actively engaged in this program. Part of their grant process, was to get the support of the neighborhood. The neighbors know what is happening and are to remove invasive species on their property. Monroe County Reduce Invasive Species also works in this neighborhood.

The Board inquired, who owns the property east of the park.

Joanna responded, the property east of the park is an absentee owner. Parks watershed flows to this property. When the department gets control of the invasive species in the park, it will in turn help cut down on the invasive species on the property east of the park.

Joe Hoffmann made a motion to approve the contract with Bledsoe, Riggert, Cooper, James. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-4 Review/Approval of Partnership Agreement with Monroe County History Center

Crystal Ritter, Community Events Coordinator the Department wishes to provide cemetery tours of Rose Hill Cemetery for the benefit of the general public. The purpose of this Agreement is to outline a program partnership that will provide educational and engaging cemetery tours through the “Dearly Departed Cemetery Tours” program, by

combining resources from each partner. Staff recommends approval of this Partnership Agreement with Monroe County History Center. Gross revenue will be split 50/50.

Joe Hoffmann made a motion to approve the partnership agreement with Monroe County History Center. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-5 Review/Approval of Partnership Agreement with Volunteers in Medicine

Marcia Veldman, Farmers' Market Coordinator the Department wishes to cooperate with Volunteers in Medicine to provide MarketRx Bucks to people enrolled in Volunteers in Medicines Diabetes Self-Management Education and Support (DSMES) program. By combining the resources of both partners, enrolled participants will receive \$30 vouchers for MarketRx Bucks at the two and four week period of the program. MarketRx Bucks will give participants access to locally sourced farm-fresh fruits and vegetables. Staff recommends approval of this Partnership Agreement with Volunteers in Medicine.

Joe Hoffmann made a motion to approve the partnership agreement with Volunteers in Medicine. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-6 Review/Approval of Appointment to Farmers' Market Advisory Council

Marcia Veldman, Farmers' Market Coordinator, staff recommends the appointment of Robin Kitowski to the Farmers' Market Council, to fill the open farmer representative position. A notice regarding the position was placed in the newsletter of the Bloomington Community Farmers' Market. One application was received.

Joe Hoffmann made a motion to approve the appointment to Farmers' Market Advisory Council. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-7 Review/Approval of Contract with SPEAR Corporation

Chelsea Price, Aquatic/Program Coordinator the department wishes to keep Mills and Bryan Park pools in good working condition. The Department requires the services of a professional contractor to provide necessary repairs to pool pumps and equipment on a routine and emergency services as the need arises. Staff recommends approval of this contract with SPEAR Corporation in the amount not to exceed \$4,000. Funding source will be Bryan Pool and Mills Pool General Fund and Non-Reverting Funds.

Joe Hoffmann made a motion to approve the contract with SPEAR Corporation. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-8 Review/Approval of Contract with Bartlett Tree Experts

Lee Huss, Urban Forester the Department wishes to continue treating for the Emerald Ash Boar. The Department requires the services of a professional consultant to perform systemic root flare injections on 31 public trees located at; Bryan Park, Schmaltz Park, Showers Building, Park Ridge Park East, 2201 E 3rd Street, Third St. Park, Seminary Park and 1016 S. Highland Ave. Staff recommends approval of this contract with Bartlett Tree Experts in the amount of \$5,040 funded from General Fund Urban Forestry.

Joe Hoffmann made a motion to approve the contract with Bartlett Tree Experts. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-9 Review/Approval of Contract with Tree Guy, Inc.

Lee Huss, Urban Forester the Department wishes to maintain healthy street trees. The Department requires the services of a professional consultant to provide soil amendments and treatment for large Pin Oak tree located at 545 Southern Dr. Staff recommends approval of this contract with Tree Guy, Inc. in the amount of \$1,153, to be funded from General Fund Urban Forestry.

The Board inquired how the department prioritizes tree care.

Less Huss responded an inventory system is helpful, giving the location, size, and types. Certain species are more prone to fail than others. The department looks at disbursement throughout the community, and try to catch issues before they occur.

Joe Hoffmann made a motion to approve the contract with Tree Guy, Inc. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-10 Review/Approval of Contract with White Buffalo, Inc.

Dave Williams, Director of Operations the Department wishes to control the deer population at Griffy Lake Nature Preserve, and to participate in the Community Hunting Access Program (CHAP), developed by the Indiana Department of Natural Resources. The Department requires the services of a professional consultant for recruitment of hunters, provide proficiency screening for hunting applicants, supervise scheduled hunting activities, select general hunting locations within Griffy Lake, facilitate removal of harvested deer, and generate a report as required by the CHAP grant award. All firearm rules and regulations that apply to hunting deer in the state of Indiana will be followed. The hope is to schedule the hunts to coincide with first three weekends of firearm deer hunting season. A private security firm will be hired at a later date, to keep the property boundaries secure. Ecologic will continue to provide data on the understory vegetation at Griffy Lake. Staff recommends approval of contract with White Buffalo, Inc. in the amount of \$29,409. Grant funding will provide \$25,000 towards this project.

The Board inquired, the grant has been applied for, but has not been finalized. It is possible the Department may be responsible for the entire amount.

Dave Williams responded, yes, that is correct.

The Board inquired. When this came up last year, enough hunters did not apply. Will this be publicized this year, and will we reach out to veterans group this year?

Dave Williams responded, last year it was a new program, and the short time frame did not leave enough time to recruit hunters. This year the department will reach out to all constituents, including veterans, and will better promote the program.

Joe Hoffmann made a motion to approve the contract with White Buffalo, Inc. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

C-11 Review/Approval of Contract with Everywhere Signs (BCT marquee)

Dave Williams, Operations Director on February 26, 2019 the Board approved a contract with Everywhere Signs to meet the responsibilities of the BCT Management agreement, to have repairs made to the BCT marquee. The contract was not fully executed before the completion date of March 29. Staff recommends the approval of a new contract with Everywhere Signs in the amount of \$954.00 with a completion date of December 31, 2019.

Joe Hoffman made a motion to approve the contract with Everywhere Signs. *Lisa Thatcher* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried.

D REPORTS

D-1. Operations Division – No Report

D-2 Recreations Division – No Report

D-3 Sports Division – No Report

D-4 Administration Division – Review 2018 Annual Report and Adopt an Acre/Adopt a Trail/Adopt a Stream Program

Julie Ramey, Community Relations Manager approached the podium. Each Board Member has been given a proof copy of the 2018 Annual Report to review. No action is required at tonight's meeting. Please advise me of any suggestions for changes, additions, or corrections you may have before the next Park Board meeting. The report will be finalized at the May Park Board meeting. Once approved, copies will be available to the public on line at the Indiana Room in the Public Library.

Sarah Owen, Community Relations Coordinator approached the podium.

Adopt-a-Trail was developed in 2012, Adopt-an-Acre and Adopt-a-Stream followed in 2015. All three programs provide an opportunity for community members to become environmental stewards. Committing to one year of service, adopters are assigned to a particular parcel of land, stream, or trail; they are asked to inspect their assigned area a minimum of once a month and to submit a report to supervising staff to notify them of any safety or maintenance issues, as well as report on the overall ecological health. Volunteers also commit to organizing a minimum of at least one workday within the year, for which they are encouraged to recruit family, friends, and colleagues to come help with cleanup and beautification efforts and to help raise further awareness of the Adopt programs. We do not require adopters to have preexisting knowledge of invasive plant species or experience with water quality testing, we provide them with the proper training and education.

Due to the growing interest of the programs and volume of monthly volunteer reports, we have incorporated additional supervising staff. Steve Cotter continues to oversee the AAT program while Joanna Sparks, our City Landscaper, now oversees the AAA program. The AAS program is a partnership of supervising staff between Elizabeth Tompkins with Bloomington Parks and Recreation, Kriste Lindberg with City of Bloomington Utilities, and Cathy Meyer with Monroe County Parks and Recreation.

This year, the volunteer orientations were combined for all three Adopt programs, resulting in over 30 people attending. Another significant change that has been made in anticipation of the 2019-2020 service year was the expansion of the AAA program; in previous years, adoptable parcels of land were focused solely within the Griffy Lake Nature Preserve, but the AAA program now allows for virtually any city-owned plot of land to be adopted. This is in an effort to reduce potential barrier of volunteers commuting to an offsite location, as well as offers the opportunity for adopters to focus on parcels of land that may have personal significance to them (e.g. an area of land within their own neighborhood).

ADJOURNMENT

Meeting adjourned at 4:47 p.m.

Respectfully Submitted,



Kim Clapp
Secretary Board of Park Commissioners