



Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, February 25, 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 Kathleen Mills at 4:00 p.m.

Board Present: Kathleen Mills, Les Coyne, and Israel Herrera

Staff Present: Paula McDevitt, John Turnbull, Becky Higgins, Julie Ramey, Leslie Brinson, Mark Marotz, Steve Cotter, Dee Tuttle, Kim Clapp, Barb Dunbar, Joanna Sparks, Marcia Veldman, Megan Stark, Erik Pearson, Jess Klein, Crystal Ritter, and Ashley Spurgeon.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of January 28, 2020 meeting
- A-2. Approval of Claims Submitted January 28, 2020 through February 24, 2020
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus

Israel Herrera made a motion to approve the consent calendar. Les Coyne seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

B. PUBLIC HEARINGS/APPEARANCES - None

B-1. Appeal of Park Suspension - None

B-2. Public Comment Period

Board received comments on timer at meetings, board members, and free speech.

B-3. Bravo Award – None

B-4. Parks Partner Award – None

B-5. Staff Introduction – None

B-6 Staff Recognition – None

C. OTHER BUSINESS

C-1 Review/Approval of Partnership Amendment with Buskirk Chumley Theater Management

Paula McDevitt, Director on December 11, 2018 the Department entered into a partnership with BCT Management Inc., to manage the 2019 Buskirk-Chumley Theater season. In the original agreement, the duration of agreement was January 1, 2019 through December 31, 2019. On January 28, 2020 the original contract was extended through March 1, 2020. The 2020 partnership agreement is still under negotiations, both parties wish to extend the original contract through April 1, 2020. Staff recommends approval of this second addendum.

Israel Herrera made a motion to approve the Buskirk Chumley Theater Management amendment. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions.

The Board received public comments regarding the amendment to the Buskirk-Chumley Theater contract.

Vote taken, motion unanimously carried 3-0

C-2 Review/Approval of Partnership Agreement with IU Health Bloomington

Jess Klein, Health and Wellness Coordinator in order to provide the community with programs which promote social, physical, emotional, mental, and environmental health in the community, the Department wishes to partner with Indiana University Health Bloomington. The purpose of this Agreement is to outline a program partnership, which will provide community health education, programs, training, marketing, and opportunities to benefit the health and wellness of the community by combining available resources from each party. This has been a successfully partnership for many years.

Israel Herrera made a motion to approve the agreement with IU Health Bloomington. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions.

The Board received public comments regarding the partnership with IU Health Bloomington.

Vote taken, motion unanimously carried 3-0.

C-3 Review/Approval of Contract with Monster Digital Marketing for TLRC

Julie Ramey, Community Relations Manager the Department wishes to develop a user-friendly, search engine optimized, attractive and functional website that will drive revenue-generating traffic to the Twin Lakes Recreation Center. The Department requires the services of a professional contractor to research, develop, keyword research and search engine optimization, build, install, host, maintain, and update the website. Staff recommends the approval of this contract with Monster Digital in an amount not to exceed \$6,795.

Israel Herrera made a motion to approve the contract with Monster Digital Marketing. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions.

The Board received public comments regarding the contract with Monster Digital Marketing.

Vote taken, motion unanimously carried 3-0.

Board Comments: *Kathleen Mills* requested comments regarding Farmers' Market be held until that agenda item. Comments should be relevant to agenda items. *Kathleen Mills* called for a 10 minute recess.

Item C-15, C-16 and C-14 were moved up in the agenda.

C-15. Review/Approval of Update to Administrative Policy 2050

Paula McDevitt, Director the Department wishes to update the Administrative Policy 2050 entitled "Removal and suspension from use of property owned, managed or operated by the City of Bloomington Parks and Recreation Department".

Policy updates to 2050 includes:

Section 1(C) the inclusion of the following sentence "Any person who is asked to leave by a law enforcement office as defined by Indiana Code and refuses to do so may be subject to arrest".

Section 2 - (B) and (C) 3 – addition of “her”

Staff recommends approval of changes to Administrative Policy 2050.

Israel Herrera made a motion to approve the changes to the Administrative Policy 2050. *Les Coyne* seconded the motion.

Kathleen Mills any public comments or questions.

The Board received public comments regarding the updates to Administrative Policy 2050.

Vote taken, motion unanimously carried 3-0.

C-16. Review/Approval and Authorization of Bloomington Community Farmers’ Market Rules of Behavior

Marcia Veldman, Market Coordinator the Department wishes to update the Rules of Behavior for the 2020 Market season. These updates have been reviewed and approved by the Legal Department, Parks and Recreation staff, and the Farmers’ Market Advisory Council. Several changes were made to them relative to the ones in place last year, including refining the boundaries of the Market to reflect the functional boundaries of the Market, and further defining types of activities in the Market and where they may take place. Some existing rules that were regularly enforced but not included previously on the written document were added, including information on pets and smoking in the Market. A reference to the applicability of Department Administration Policy 2050 regarding “Removal and suspension from property owned, managed or operated by the City of Bloomington Parks and Recreation Department” was added. Staff recommends approval of the changes made to the 2020 Bloomington Community Farmers’ Market Rules of Behavior.

Board Comments: *Kathleen Mills* commented there is a total of seven areas where individuals can protest. Information Alley goes back to the early 1990’s, which is a space where people can protest. The vote was made to continue the Market, and to do so, the market needs ran in a manner that is not a free for all.

Israel Herrera made a motion to approve the changes to the Farmers’ Market Rules of Behavior. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions.

The Board received public comments regarding the updates to the Bloomington Farmers’ Market Rules of Behavior.

Board Comments: *Israel Herrera* asked why some members of the public felt this would cause violence. *Nate Johnson* responded, in the future if people engage in free speech in the market, where they choose, they will be threatened with police violence. *Nate* said the police will come and arrest them, if they still want to exercise their free speech the police will use violence. *Nate* said the only way violence will not occur, is if the person self-censors their self and chooses to stop. *Israel Herrera* inquired if there is evidence showing how many times recruiting has occurred at the market. *Anna Lynch* responded, the quantitative piece of this is not the critical piece, qualitative is. *Anna* said, if we have seen it once or twice, we know it is there. It’s not possible to count it, but we know it’s been successful.

Vote taken and was as follows: Les Coyne – Yes, Kathleen Mill - Yes, Israel Herrera – No. Motion carried 2-1.

C-14. Review of Proposed Fee Options for 2020 Food & Beverage Artisan Contracts

Becky Higgins, Recreation Services Division Director staff request the Board of Park Commissioners review the following options for 2020 Food and Beverage Artisans price fees:

Projected revenue and projected deficit

- 10% fee - revenue \$52,000 – 44% of revenue - no decrease in fee – deficit \$37,756, cost recovery 76%
- 7.5% fee - revenue \$39,000 – 37% of revenue - decrease of \$13,000 – deficit \$50,756 - cost recovery 68%
- 6% fee - revenue \$31,200 – 32% of revenue - decrease \$20,800 – deficit \$58,556 – cost recovery 63%
- 5% fee - revenue \$26,000 – 28% revenue - decrease \$26,000 – deficit \$64,156 – cost recovery 59%
- Flat fee - \$594 per booth/per season - \$8,316 – 11% of revenue - deficit \$81,440 – cost recovery 48%

Staff will seek Board’s final approval of 2020 Food & Beverage Artisans fee at the March 24, 2020 meeting.

The Board received public comments regarding the 2020 Food & Beverage Artisan fees.

C-4 Review/Approval of Contract with Monroe Convention Center

Ashley Spurgeon, Community Events Specialist the Department wishes to provide the community with a Children's Expo event. Due to the size of the event, a professional consultant is required to provide facility, set up, and tear down of the tablecloths, skirting, tables, chairs and food service area. The event will include a Health Screening area, where attendees can receive free health screenings ranging from hearing tests, to eyesight, and oral check-ups. Staff recommends the approval of this contract with Monroe Convention Center, in the amount not to exceed \$3,000. Funding is through the Non-Reverting Children's Expo Fund.

Israel Herrera made a motion to approve the contract with Monroe Convention Center. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

C-5 Review/Approval of Contract Template for A Fair of the Arts

Crystal Ritter, Community Events Coordinator, the Department wishes to hold an arts and craft fair, where local and regional artist display, demonstrate, and sell their art. Artist for the A Fair of the Arts are selected by a jury process. Staff recommends approval of the 2020 A Fair of the Arts Exhibitor Agreement & Exhibitor Information template, which outlines the policies and expectations of both parties.

Israel Herrera made a motion to approve the 2020 template contract for A Fair of the Arts. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

C-6. Review/Approval of Partnership Agreement Sassafras Audubon Society Bird Fest.

Steve Cotter, Natural Resources Manager the Department wishes to provide a fun way for the members of the Bloomington community to learn about birds and their importance to our local and global environment. The Department wishes to partner with Sassafras Audubon Society, to combine resources to provide the general public with an affordable and family-friendly community event called BirdFest. The event will take place at the Switchyard Park on April 4, 2020. Staff recommends approval of this partnership.

Israel Herrera made a motion to approve the partnership with Sassafras Audubon Society. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

C-7. Review/Approval of Contract with Pursell Monument

Barb Dunbar, Operations Coordinator due to age and earth settling, the Department wishes to repair headstones at Rose Hill and White Oak Cemeteries. The Department requires the services of a professional consultant to perform headstone, family pen, and/or monument repairs. This includes foundation resetting, leveling, reseals, and mortaring. Staff recommends approval of this contract with Ronnie G. Pursell in an amount not to exceed \$4,500. Funding is through the Cemeteries General Fund.

Israel Herrera made a motion to approve the contract with Pursell Monument. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

C-8. Review/Approval of Alcohol Permit for Community Events at Switchyard Park

Leslie Brinson, Community Events Manger the Department wishes to offer the sale of alcohol at events taking place at Switchyard Park in 2020. Staff will contract with local vendors for the sale of alcohol. The vendors would be responsible for providing a copy of state permit prior to event, follow all state and federal guidelines, and securing a bar area for individuals 21 years of age and over. Vendors will pay the department 10% of their gross sales on each event. Staff recommends approval of the sale of alcohol at specific department community events held at Switchyard Park.

Board Comments: *Israel Herrera* inquired if this request is just for 2020. *Leslie Brinson* stated 2020 would be a trial period. *Israel Herrera* inquired if there was a limit on number of vendors. *Leslie Brinson* stated there would be only one vendor per event, and the opportunity would be offered to a number of vendors.

Israel Herrera made a motion to approve the sale of alcohol at specific Community Events held at Switchyard Park. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Motion unanimously carried 3-0.

C-9 Review/Approval of Service Agreements in Sports Division

Paula McDevitt, Director the Department wishes to maintain facilities and sites in good working condition, while meeting all public work project requirements. The Department requires the services of qualified vendors to provide routine/emergency repair, routine/emergency maintenance of existing structures, buildings or real property. Staff recommends the approval of the 2020 service agreements with Terminix International, Styner Sports Training Inc., Keller Heating & Air Conditioning, Inc., DEEM Inc., Steve's Welding, Young Plumbing & Mechanical, and Price Electric. Funding is through General Fund budgets.

Israel Herrera made a motion to approve the service agreements with Terminix International, Styner Sports Training, Inc., Kelly Heating & Air Conditioning, Inc., DEEM, Inc., Steve's Welding, Young Plumbing & Mechanical, and Price Electric.

Les Coyne seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

C-10 Review/Approval of Contract with Fox Construction for TLRC Front Counter Project

Megan Stark, Membership Coordinator due to age, the Department wishes to update the front lobby counter at Twin Lakes Recreation Center. The Department requires the services of a professional contractor to install new doors, new counter, glass panels, new cabinets, new mirrors, new carpet, and new rubberized flooring. Staff recommends approval of the contract with Fox Construction Company in an amount not to exceed \$42,900. Funding is through General Obligation Bond 977-18-10016E-54510.

Board Comments: *Kathleen Mills* inquired why the update was being requested. *Megan Stark* responded it doesn't function well for staff efficiency, and is dated and worn. *Les Coyne* commented the update is needed to help stay competitive in the market.

Israel Herrera made a motion to approve the contract with Fox Construction. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote was taken, motion unanimously carried 3-0.

C-11 Review/Approval of Partnership Agreement with Bloomington Soccer

Dee Tuttle, Sports Facility/Program Manager 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 in the community, and to promote health and well-being. By combining the resources of both parties, the community will be offered an affordable and effective youth soccer program, designed to introduce beginner participants to the program, as well as to provide for skill advancement. Staff recommends the approval of this partnership with Bloomington Football Club.

Board Comments: *Israel Herrera* inquired if this would be affordable. *Dee Tuttle* responded Bloomington Football Club will set a participation price, and pay the department an hourly rate to use the facility.

Israel Herrera made a motion to approve the agreement with Bloomington Soccer. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

C-12 Review/Approval of Partnership Agreement MC Tennis

Dee Tuttle, Sports Facility/Program Manager the Department wishes to provide an opportunity for the community to participate in specialized recreation programs that are designed to meet the needs of the community, and to promote health and well-being. By combining the resources of both parties, the community will be offered an affordable and effective tennis instruction program, designed to introduce beginner participants to the sport as well as to provide for skill advancement. Staff recommends the approval of this partnership with MC Tennis.

Board Comments: *Israel Herrera* inquired who would be running the program. *Dee Tuttle* responded Matt Corey, Bloomington South High School Boys Varsity Coach. *Israel Herrera* inquired on age participation. *Dee Tuttle* responded youth participation age would be ages 5 to 17, and adult participation age would be 18 years and up.

Israel Herrera made a motion to approve the partnership with MC Tennis. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0.

C-13 Review/Approval of Contract with Eco Logic Invasive Plant Removal

Joanna Sparks, City Landscaper the Department wishes to increase visibility and safety along the B-Line Trail through the removal of dense invasive and undesirable undergrowth. The Department requires the services of a professional consultant to mechanically remove woody invasive plant materials, from the southern end of Switchyard Park to Country Club Drive. Staff recommends the approval of this contract with Eco Logic, in an amount not to exceed \$4,820. Funding source is from Landscaping's General Fund.

Board commented: *Kathleen Mills* inquired how many trees have been planted along the trails. *Joanna Sparks* responded over 3,000 trees were planted, an addition 7,000 trees have been order.

Israel Herrera made a motion to approve the contract with Eco Logic. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions.

The Board received public comments regarding invasive plant removal.

Vote taken, motion unanimously carried 3-0.

Paula McDevitt, Director the next Board of Park Commissioners meeting will be held on Tuesday, March 24, 2020.

D REPORTS

D-1 Operations – No Report

D-2. Recreation Division – No Report

D-3 Operations Division – No Report

D-4 Administration – No Report

ADJOURNMENT

Meeting adjourned at 6:54 p.m.

Respectfully Submitted,



Kim Clapp
Secretary Board of Park Commissioners