



CITY OF BLOOMINGTON
parks and recreation

A-1

04-28-2020

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, March 24, 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, Dave Williams, Becky Higgins, Julie Ramey, Kim Clapp, Marcia Veldman.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of February 25, 2020 meeting
- A-2. Approval of Claims Submitted February 24, 2020 through March 23, 2020
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus

Less Coyne made a motion to approve the consent calendar. *Israel Herrera* 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 - None

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 2020 Food and Beverage Artisan Fees

Becky Higgins, Recreation Services Division Director, staff is recommending approval of 7.5% of gross sales fee for the 2020 Food and Beverage Artisans including Food Cart/Push Cart vending. Estimated revenue is \$39,000 and would equal approximately 37% of all revenue received. A deficit of \$50,764 and cost recovery of 68% is projected for 2020.

The Board received public comments regarding the amendment to the 2020 Food and Beverage Artisan Fees.

Board Comments: *Kathleen Mills requested* Becky Higgins respond to the comments.

Becky Higgins responded, the Department is determining how to proceed with the restrictions caused by COVID-19. Due to the COVID-19, the department will waive Farm Vendors and Food and Beverage Artisans fees during the month of April. The advice of the Farmers' Market Advisory Council, along with many other items, was taken into consideration when determining the 2020 Food and Beverage Artesian fees. The department is lowering the 2020 Food and Beverage Artisans fees, and is dedicated to reevaluate all Farmers' Market fees for 2021.

Kathleen Mills commented, waiving April fees is a gesture of good will to the vendors. The Board understands the vendors' frustration with the 7.5% 2020 fee rate. At that 7.5% level, the department will be looking at a \$50,764 deficit. Reevaluation the 2021 fees is an excellent idea.

Less Coyne made a motion to approve the 2020 Food and Beverage Artisan Fees. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions. Vote taken, motion unanimously carried 3-0

C-2 Review/Approval of 2020 Food and Beverage Artisan Contract Template

Marcia Veldman, Farmers Market Program Coordinator staff recommends the approval of the 2020 Farmers' Market Food and Beverage Artisans Agreement and the 2020 Food Truck/Push Cart Agreement templates. These agreements outlines the policies and expectations of the vendors and department. These templates have been revised to include language consistent with the Farm Vendor Contract and Handbook.

Less Coyne made a motion to approve the 2020 Food and Beverage Artisan Contract Template. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions seeing none. Vote taken, motion unanimously carried 3-0.

C-3 Review/Approval of 2020 Food and Beverage Artisans

Marcia Veldman, Farmers' Market Program Coordinator a committee made up of three Farmers' Market Advisory Council members and two Market staff reviewed the proposal and recommend the following food vendors for the 2020 season: continue agreement with Brown County Coffee, Feast, Piccoli Dolci, Scholars Inn Bakehouse, Sazon, Chris Voster, enter into contracts with Muddy Forks Farm, Wild Alaska Salmon, Pili's Party Taco, BloomingBowls, space sharing Aahaa Chai, Needmore Coffee, Bloomingtea, Lick, Pie First Bakery, 3 Dogs and a Mom, Sweet Claire, and Ana Leon-Viveros.

Less Coyne made a motion to approve the 2020 Food and Beverage Artisans. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions seeing none. Vote taken, motion unanimously carried 3-0.

C-4 Review/Approval of Jazzercise Partnership Agreement Amendment

Rebecca Higgins, Recreation Service Division Director on March 26, 2019 the department entered into a partnership with Kristin Heeter, Jazzercise Franchise Owner to provide a quality health and wellness program. Due to schedules and staffing the 2020 partnership is currently under negotiations. The department wishes to amend the original agreement, extending termination date from March 31, 2020 to May 1, 2020. Both parties mutually agree to the recommend changes to Paragraph three of Article 2, Duration of Agreement.

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

C-5 Review/Approval of Plant-A-Row Partnership

Rebecca Higgins, Recreation Service Division Director in order to provide people in need with fresh, locally produced food, the Department wishes to continue the partnership with Hilltop Gardens at Indianan University, Bloomingfoods, Mother Hubbard's Cupboard, and Hoosier Hills Food Bank in the community support program, Plant-a-Row for the

Hungry. The purpose of this Agreement is to outline a program partnership which will encourage members of the Bloomington community, and vendors at the Bloomington Community Farmers' Market to grow food with the intention of donating it to those in need. No major changes have been made to this agreement.

Less Coyne made a motion to approve the Plant-A-Row partnership. *Israel Herrera* 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 with Monroe County Civic Theater, Inc.

Rebecca Higgins, Recreation Service Division Director 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 production, is "All's Well That Ends Well" Staff recommend the approval of this partnership with Monroe County Civic Theater, Inc.

Board Comments: *Israel Herrera inquired*, when the performance will take place, the length of the contract, and the length of the partnership.

Kathleen Mills responded, the performances will be in June, the partnership is for one year, and this is the 31st year for the partnership.

Less Coyne made a motion to approve the partnership with Monroe County Civic Theater. *Israel Herrera* 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 Herrel Fish, Inc.

Rebecca Higgins, Recreation Services Division Director the Department wishes to manage emergency and/or standard repairs, services and maintenance, while meeting all public work project requirements. The Department requires the services of qualified vendors to provide routine/emergency HVAC repair at Banneker Community Center and Alison-Jukebox. Staff recommends the approval of the 2020 service agreements with Herrel Fish, Inc., total cost will not exceed \$4,000.

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

C-8. Review/Approval of Contract with Educational Furniture

Rebecca Higgins, Recreation Services Division Director, the Department wishes to make much needed updates at Banneker Community Center. The Department requires the services of a qualified vendor to deliver and install furniture, cabinetry and counter tops at the Banneker Community Center. Cost will not exceed \$45,000, and is funded by grant funding from Regional Opportunity Initiatives Inc.

Board Comments: *Les Coyne* thanked Regional Opportunity Initiatives Inc. for the grant.

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

C-9 Review/Approval of Contract with Eco Logic LLC.

Dave Williams, Operations Director the Department wishes to determine and document the health of plant communities at Griffy Lake Nature Preserve. The Department requires the services of a professional consultant to continue the vegetation monitoring on 12 transects, and to monitor browse on both herbaceous and woody vegetation. The results will be compared to previous years data to determine whether there has been a decline, increase, or no statistical change in the amount of deer browse at Griffy Lake. Cost will not exceed \$8,986. Staff recommends approval of this contract with Eco Logic, LLC.

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

C-10 Review/Approval of Partnership with BCT Management, Inc.

Paula McDevitt, Director the Department wishes to renew the Agreement with BCT Management, Inc. (BCTM) to continue to manage and operate the Buskirk-Chumley Theater (BCT). The BCTM is an Indiana non-profit corporation which has the capacity and commitment to manage the BCT as an accessible and affordable community resource. The Agreement offers and promotes entertainment services to the public.

Funding of \$55,000, will be provided in the 2020 City Council budget to assist BCTM with duties related to their operation of the Theater. The City’s Consolidated TIF fund, will provide \$74,000 for building related improvement to the BCT. The Parks Operations General Fund, will provide \$15,000 for replacement eligible facility maintenance repairs. Total support for the BCT in 2020 will be \$144,000. Staff recommends approval of this partnerships with BCT Management, Inc.

Board Comments: *Kathleen Mills inquired* why the total funding amount was down from 2019 budget.

Paula McDevitt responded, in 2019 the Parks Operations Division General Fund was higher and was used to cover the carpet replacement.

Israel Herrera inquired if the City Council funding of \$55,000 was the same in 2019.

Paula McDevitt responded, yes, it is the same amount.

Israel Herrera stated, BCT Management, Inc. does a great job of managing the theater.

Less Coyne made a motion to approve the partnership with BCT Management, Inc. *Israel Herrera* seconded the motion.

Kathleen Mills any public comments or questions seeing none. Vote taken, motion unanimously carried 3-0.

C-11 Review/Approval of Trademark License Agreement Request with Bloomington Creative Glass Center.

Paula McDevitt, Director the Department wishes to grant Bloomington Creative Glass Center a limited, royalty-free license, with no right to sublicense, the use of the City B-Line trademark in connection with its B-Line Rambles program. A monthly event, where participants will be encouraged to walk along the B-line Trail and experience various artistic demonstrations. Staff recommends approval of this agreement.

Board Comments: *Les Coyne stated,* it is a good use of the trademark.

Israel Herrera inquired, the date of the events.

Paula responded, due to COVID-19 the start date was changed from April to May.

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

Paula McDevitt, Director the Parks Department along with all City Departments, are working together and responding to COVID- 19 guidelines and regulations. The department continues to post all closing and updates as they occur. Playgrounds will be closed. The community is encouraged, while keeping social distancing, to take breaks outside, walk the trails, and spend time in the greenspace. The Park Commissioners next meeting will be held on Tuesday, April 28, 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 5:10 p.m.

Respectfully Submitted,

Kim Clapp

Kim Clapp
Secretary Board of Park Commissioners