



CITY OF BLOOMINGTON
parks and recreation

A-1

07-28-2020

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, June 23, 2020
4:00 p.m. – 5:30 p.m.

Zoom Meeting

CALL TO ORDER

The meeting was called to order by Kathleen Mills at 4:00 p.m.

Kathleen Mills introduced new Park Board Member Ellen Rodkey.

Board Present: Kathleen Mills, Israel Herrera and Ellen Rodkey

Staff Present: Paula McDevitt, Dave Williams, Becky Higgins, John Turnbull, Julie Ramey, Kim Clapp, Crystal Ritter, Erik Pearson, Marcia Veldman, Rebecca Jania,, Erin Hatch and Leslie Brinson.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of May, 25th 2020 meeting
- A-2. Approval of Claims Submitted May 25, 2020 through June 22, 2020
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Approval of Surplus

Ellen Rodkey 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. Public Comment Period

Board received comments from Nathan Mutchler regarding the Farmers' Market

Board Comments: *Kathleen Mills stated* she appreciated the comment, and the statements from the June Farmers' Market Advisory Council meeting. Last week's meeting provided a good opportunity to have some conversations that we needed to have.

B-2. Bravo Award – None

B-3. Parks Partner Award – None

B-4. Staff Introductions

Ashley Mull, Intern is currently attending Hanover College, where she is studying Political Science, Environmental Studies, and History. Ashley became interested in the relationship between government agencies and the environment, while studying abroad in Ecuador and Peru. She plans to attend law school, where she will study environmental law.

Aaron Clark, Intern is currently a rising 2nd year Master of Public Health student at Indiana University, with studies concentrating in Public Health, Administration and Physical Activity. Aaron's desire to intern for the Parks and Recreation Department stems from his degree focus, and being a seven-year resident of Bloomington.

Board Comments: the Board welcomed Ashely Mull and Aaron Clark.

C.OTHER BUSINESS

C-1 Review/Approval of Contract with Troyer Group, Inc.

Paula McDevitt, Director the Department wishes to update the 5 year master plan. The Department requires the services of a professional contractor to complete a comprehensive 2021-2025 Master Plan. Staff recommends approval of this contract with Troyer Group, Inc. in an amount not to exceed \$72,500. This project is funded Administration General Fund (\$50,000) and Non-Reverting Fund (\$22,500).

Jonathan Geels gave an overview of Troyer Group and project scope:

Troyer Group

- Founded in 1971
- Team primarily focuses on public sector clients
- Extensive team experience
- Sustainability, resilience, and public engagement leaders
- Data driven approach

Project Scope

- Review past plans, facilities and programs
- Community needs assessment
- Analysis of maintenance, recreation, and administrative delivery systems
- Public participation
- Address IDNR, CARPA, and NRPA park master plan requirements
- Strategies and action plans for park programs and operations
- Strategies and action plans for park facilities and capital equipment

Board Comments: Ellen Rodkey acknowledge the timeline has been pushed backed, and appreciates this can be done under the current circumstance, while still meeting the deadline. Israel Herrera inquired if there were any ideas on how the public engagement will be done in the fall. Jonathan Geels responded a couple of different strategies must be employed to meet the requirements. Public meetings must be done in person, an online whiteboard platform can be used. This allows people to engage both in the presentation, and participate in actives hosted in the room. A couple of pop-up-engagements are purposed. Giving an opportunity to get out in the community, and to get feedback from as many participants as possible. Paula McDevitt stated, pending the approval of this contract. With the tight timeline, work on the project will begin as soon as possible. Israel Herrera inquired if the survey will be used to access the community needs. Jonathan Geels responded, to track data over a longer period of time, the survey will be consistent with what was used in the past. The survey needs to reach many different people, including those with more contemporary needs. Troyer Group will work closely with Park staff to address the types of survey questions to be used. To reach multi facets of the community, the survey will be multi lingual. The survey is just one part of the overall public engagement process.

Ellen Rodkey made a motion to approve the partnership with Troyer Group, Inc. Israel Herrera seconded the motion. Kathleen Mills any public comments or questions, seeing none. Vote taken, motion unanimously carried 3-0

C-2 Review/Approval of Partnership with Boys and Girls Club

Erik Pearson, Facility/Program Coordinator there is a need to provide underserved residents with food during COVID-19. The purpose of this agreement, is to outline a program partnership which will allow the Ferguson Crestmont Boys and Girls Club to continue collecting food for members/families from community donors during the summer of 2020,

and store such food at the Banneker Community Center. Staff recommends approval of this partnership with Boys and Girls Club.

Ellen Rodkey made a motion to approve the partnership with Boys and Girls Club of Bloomington. *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 Appointment to Banneker Community Center Advisory Council

Erik Pearson, Facility/Program Coordinator staff recommends approval to add Nichelle Whitney as a member of the Banneker Community Center Advisory Council. Nichelle is a 9 year community member in Bloomington, and has volunteered at Banneker Community Center for 7 years. Nichelle works in higher education, where they partner with community-based organizations to address social service needs as they intersect with education. Nichelle is interested in being a part of strategic efforts and planning that impact the success and development of Banneker Community Center families.

Board Comments: *Israel Herrera inquired* how many members were on the Banneker Community Center Advisory Council. *Erik Pearson responded* thirteen. There is a minimum of twelve members, but we continue to accept applications. The goal is to have a very diverse group that can provide different prospective.

Ellen Rodkey made a motion to approve the appointment of Nichelle Whitney to the Banneker Community Center Advisory Council. *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 Second Addenda to the Farmers' Market Vendor Contracts

Marcia Veldman, Farmers' Market Coordinator due to COVID 19, the structure of the Farmers' Market needs to be changed. This addenda will allow for the flexibility needed to meet the rapidly evolving situation caused by the virus. Changes include fee structure, online Market, suspension of point system, and allowance to utilize stand assistants. Staff recommends approval of this second addenda.

Ellen Rodkey made a motion to approve the Second Addenda to the Farmers' Market Vendor Contracts. *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 Partnership Agreement with Monroe County History Center

Crystal Ritter, Community Events Coordinator the Department wishes to provide cemetery tours of Rose Hill Cemetery to 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. Staff recommends approval of this Partnership Agreement with Monroe County History Center. Gross revenue will be split 50/50.

Ellen Rodkey made a motion to approve the partnership agreement with Monroe County History Center. *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 Cooperative Monument Agreement with Artisan Alley

Sean Starowitz, Assistant Director of the Art The Department supports the installation of public artwork and suitable public artworks in the community. This agreement outlines a partnership which will permit Artisan Alley (ASA) to fund and oversee the construction of the Captain Janeway Monument on a designated site on the B-Line Trail. Ongoing maintenance of the monument is to be provided by the BPRD staff, the costs of which will be funded in part by a maintenance endowment funded to be provided by the ASA. Staff recommends approval of this partnership with Artisan Alley.

Peter, the Captain Janeway Group the character of Captain Janeway of Star Trek Voyager will be born in Bloomington in May 20, 2336. It is mentioned in the show, and greatly detailed in the novels. Captain Janeway is a role model, and an inspiration to generations of young women. That is the guiding force on why we are doing this project. She was a

scientist, and is being located next to the WonderLab, where young people are going to learn about the future legacy, and all the people that are inspired by her.

Adam Nahas with Artisan Alley, we are the fiscal sponsor the Janeway Group, we have helped with fund raising, and technical details. We are working with a number of local contractors to make sure this piece happens. We were on schedule to be done the end of October. Patina has been finalized, a few small details need to be added and polished, and then it will be attached to the limestone base. Later on before installation, the information table and aluminum plate will be attached.

Ellen Rodkey made a motion to approve the partnership agreement with Artisan Alley. *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 Switchyard Park Space Lease – SCIHO-Switchyard Apartments, LLC

Dave Williams, Operations Director due to the limited amount of parking spaces, the SCIHO-Switchyard Apartments, LLC wishes to lease five parking spaces in the Switchyard Park parking lot. This lease shall last for a term of 12 months, and will automatically renew year after year, unless otherwise terminated. The unspecified parking spaces in the SYP parking lot shall be for use by SCIHO tenants. SCIHO will not be charged rent for the use of the five parking spaces. Staff recommends approval of this lease agreement with SCIHO.

Deborah Myerson, Executive Director thanked the Parks Department and the Board of Park Commissioners for this consideration. Shared parking is an important part of housing affordability, because the cost of paved parking is really expensive. Original plans were to provide one to one ratio, eight units to eight parking spaces. With rising construction cost, and the City's progressive policy of not requiring a minimum number of parking spaces. The permit, did not require we build the parking spaces, but we still needed to figure out where tenants could park. This shared parking provides an opportunity to support the affordable apartments.

Paula McDevitt, Director congratulated Deborah Myerson on the project.

Ellen Rodkey made a motion to approve the lease agreement with SCIHO-Switchyard Apartments, LLC. *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 MOU Addendum with Collegiate Development Group

Dave Williams, Operations Director the Board approved the original MOU with Collegiate Development Group (CDG) to construct a sidewalk at the Millers-Showers Park, on April 28, 2020. CDG and Bloomington Parks and Recreation wish to addend the MOU, to permit CDG to assign its obligations under the MOU to a subsequent purchaser or successor to the CDG Project. Staff recommend approval of the Addendum with CDG.

Ellen Rodkey made a motion to approve the Addendum with Collegiate Development Group. *Israel Herrera* seconded the motion. Any public comments or questions seeing none. Vote taken, motion unanimously carried 3-0.

C-9 Review/Approval of Two Contracts with Bluestone Tree. LLC

Erin Hatch, Urban Forester the Department wishes to remove an Ash tree within Winslow Sports Complex. The Department requires the services of a professional contractor to remove the 36" Ash tree, the tree will be dropped and cut into smaller sections to be left within the naturalize section. Staff recommends approval of this contract with Bluestone Tree, LLC. Total cost of this project is not to exceed \$4,322, funding will be from the Urban Forestry General Fund

Ellen Rodkey made a motion to approve the contract with Bluestone Tree, LLC for removal of tree within Winslow Sports Complex. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions seeing none. Vote taken, motion unanimously carried 3-0.

Erin Hatch, Urban Forester the Department wishes to remove a tree at 1103 N Oolitic Drive, within the public right-of-way. The Department requires the services of a professional contractor to remove the 36" tree, cut will be cut low, and

all debris removed from site. Staff recommends approval of this contract with Bluestone Tree, LLC. Total cost of project is not to exceed \$2,592.10, funding will be from Urban Forestry General Fund.

Ellen Rodkey made a motion to approve the contract with Bluestone Tree, LLC for removal of tree at 1103 N Oolitic Drive. *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 Contract with Izzy’s Rental

Leslie Brinson, Recreation Manager in an effort to help prevent the spread of Covid-19, the Department wishes to provide handwashing stations at Saturdays Farmer’s Market. The Department requires the services of a professional contractor to delivery two hand washing stations prior to the start of Saturday market (7:30am), and to pick up after the completion of the market (3:00pm). Handwashing stations will be stocked with paper towel, soap and water. Staff recommends approval of this contract with Izzy’s Rental. Cost will be \$125 per handwashing station per day, plus \$100 delivery fee. Funding will be from the Farmers’ Market Non-Reverting fund.

Board Comments: *Kathleen Mills inquired* if there has been any discussions to provide handwashing stations at other events. *Leslie Brinson responded* the topic has been discussed. At this time, there has not been an event of that size. If restrooms are available, handwashing stations may not be necessary. Hand sanitizer has been provided at events. Each event will be looked at to determine the needs.

Ellen Rodkey made a motion to approve the contract with Izzy’s Rental. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions seeing none. Vote taken, motion unanimously carried 3-0.

Paula McDevitt welcomed *Ellen Rodkey*. Paula thanked the community for bearing with the Department as we managed through COVID-19. There has been disappointment on events that had to be cancelled. Traditional events that not only staff enjoys producing, but the community enjoys attending. Staff is working hard to get back on track in a safe manor. The community will see throughout the Park system, yard signs that are reminding the public of precautions to take while using the parks and playgrounds. The Department is planning for the fall, but public safety is number one as we make decisions, and move through these very unpredictable times. The next Park Board meeting is Tuesday, July 28, 2020.

D Reports

D-1 Recreation Division – None

D-2 Operations Division – None

D-3 Sports Division – None

D-4 Administration Division - None

ADJOURNMENT

Meeting adjourned at 5:00 p.m.

Respectfully Submitted,



Kim Clapp

Secretary Board of Park Commissioners