



CITY OF BLOOMINGTON
parks and recreation

A-1

10-20-2020

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, September 22, 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.

Board Present: Kathleen Mills, Less Coyne, Israel Herrera and Ellen Rodkey

Staff Present: Paula McDevitt, Dave Williams, Becky Higgins, John Turnbull, Julie Ramey, Kim Clapp, Sarah Owen, Steve Cotter, Jess Klein, Leslie Brinson, Erik Pearson, Bill Ream, Mark Sterner, Mark Marotz, Barb Dunbar, Erin Hatch and Dee Tuttle.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of August 18, 2020 meeting
- A-2. Approval of Claims Submitted August 18, 2020 through September 21, 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. *Less Coyne* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

B. PUBLIC HEARINGS/APPEARANCES

Carol Canfield made a public comment through Zoom chat “I wanted to thank you for sending the survey draft for Lower Cascades for our north end of the city. We will review the survey and give our comments by Monday. Thank you again for letting us be part of this procedure.”

B-1. Appeal of Park Suspension - None

B-2. Public Comment Period - None

B-3. Bravo Award – None

B-4. Parks Partner Award

Sarah Owen, Community Relations Coordinator presented the Parks Partnership Award to Dick’s Sporting Goods. Over the past 15 years, Dick’s Sporting Goods has provided monetary support, and donated sports equipment to numerous Bloomington Parks and Receptions programs. The Department is grateful for the ongoing support from Dick’s Sporting Goods, and is proud to recognize them with the Parks Partner Award.

Susan Myers, Dick's Sporting Goods Representative thanked the Board for the Parks Partner Award. Dick's Sporting Goods enjoys partnering with the department, and looks forward to continue supporting youth sports in the community.

Board comments: Kathleen Mills thanked Dick's Sporting Good for their support.

B-5. Staff Introductions

Christian Thiim is a Master's student at the Paul H, O'Neill School of Public and Environmental Affairs at Indiana University, pursuing a Master's of Public Affairs. Upon completing his undergraduate studies, Christian served in the Peace Corps. Christian is eager to continue a personal tradition of service to his community as an Operations Fellow, and hopes to develop more of an understanding of policy and administration as it pertains to Parks and Recreations.

B-6. Staff Recognition

The Board of Park Commissioners, Bloomington Parks Foundation and Bloomington Parks and Recreation staff congratulated Dave Williams on his retirement, and recognized Dave for his 27 years of outstanding service with the department. Dave Williams served as Operations and Development Division Director from June 7, 1993 through September 25, 2020.

C. OTHER BUSINESS

C-1 Review/Approval of User Group Hourly Permit Application for User Groups

Jess Klein, Health and Wellness Coordinator staff recommends the approval of the User Group Hourly Permit Application. This agreement covers policies and fees associated with hourly use of parks spaces for various groups. This permit will be replacing the Fitness in the Park Permit.

Israel Herrera made a motion to approve the Hourly Permit Application. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-2 Review/Approval of Holiday Market Artist Vendor Contract Template

Leslie Brinson, Recreation Manager staff recommends approval of the 2020 Holiday Market Exhibitor Agreement. This agreement covers policies and fees associated with the 2020 Holiday Market that will be held on Saturday, November 28, 2020. Due to Covid-19, this year's event will feature only outdoor vendors and activities. The event has been adjusted to maintain safety of vendors, patrons and staff.

Les Coyne made a motion to approve the Holiday Market Artist Vendor Contract Template. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-3 Review/Approval of Contract Addendum #3 for Farmers' Market Vendors

Leslie Brinson, Recreation Manager staff recommends approval of the third and final addenda to the Farm Vendor, Food and Beverage Artisan and Food Truck contracts. The addenda allow the Market the flexibility needed to address the evolving situation with COVID-19.

Les Coyne made a motion to approve the Contract Addendum #3 for Farmers' Market Vendors. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-4 Review/Approval of Contract with Monster Cote Flooring for Banneker

Erik Pearson, Facility Program Coordinator the Bloomington Parks and Recreation Department (BPRD) wishes to keep facilities in good working condition. BPRD requires the services of a professional contractor to remove the rock carpet flooring at Banneker Community Center's main level hallway and activity room. Those surfaces shall then be covered with speckled commercial-grade epoxy surfacing. Staff recommends approval of this contract with Monster Cote Flooring in an amount not to exceed, \$6,000.

Les Coyne made a motion to approve the contract with Monster Cote Flooring. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-5 Review/Approval of Contract with Monroe County Fairgrounds for Pumpkin Launch

Bill Ream, Program Coordinator BPRD wishes to provide the community with a fun fall event, know as the Bloomington Pumpkin Launch. To meet site needs, BPRD wishes to rent facilities and grounds at the Monroe County Fairgrounds. Covid-19 safety measures will be in place at the event, and attendance will be limited. Staff recommends approval of this agreement with Monroe County Fair Associations in an amount not to exceed \$750, funding source is from the Community Events Non-Reverting Fund.

Les Coyne made a motion to approve the contract with Monroe County Fairgrounds. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-6. Review/Approval of Fee Waiver for Parks Foundation Golf Outing

John Turnbull, Sports Division Director staff recommends the waiving of cart and green fees for the 25th Annual Parks and Recreation Foundation Don Brineman Golf Scramble, to be held Wednesday, October 7th, 2020. This event is the primary fundraiser for the Bloomington Parks Foundation which supports the Lloyd Olcott Youth Endowment Fund. This tournament generally raises between \$5,000 and 9,000 in scholarship funding. Providing assistance to community youth with financial needs. Due to COVID-19, this tournament has been scaled down and will likely raise about half of the normal amount.

Les Coyne made a motion to approve the Fee Waiver for the Parks Foundation Golf Outing. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-7. Review/Approval of Contract with Sunset Hills Fence Company for Pickle Ball Courts

John Turnbull, Sports Division Director BPRD wishes to keep courts in good working condition. BPRD requires the services of a professional consultant to divide the north and south pickleball courts with fencing at Switchyard Park. Contractor will deliver, provide labor, and equipment to install approximately 54 feet of commercial grade fence to stop pickleball balls. Staff recommends approval of this contract with Sunset Hills Fence Company in and amount not to exceed \$1,565.

Les Coyne made a motion to approve the contract with Sunset Hills Fence Company. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-8. Review/Approval of Partnership with Bloomington Soccer LLC for Soccer Program

Mark Sterner, Sports Area Manager BPRD wishes to provide an opportunity for the community to participate in specialized recreation programs that are designed to meet the needs of youth and adults in the community and to promote health and wellbeing. By combining the resources of both parties, the community will be offered an affordable and effective program designed to provide developmental soccer programs, and recreational soccer leagues. Staff recommends the approval of this partnership with Bloomington Soccer LLC.

Les Coyne made a motion to approve the contract with Bloomington Soccer LLC. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-9 Review/Approval of Contract with Ardsley Group for Bryan Park Pool

John Turnbull, Director of Sports BPRD wishes to keep facilities in good working condition. BPRD requires the services of a professional consultant to repair the cracks in the fiber glass bottom of Bryan Pool. Staff recommends approval of this contract with Ardsley Group in an amount not to exceed \$18,681.25. Funding is from the General Obligation Bond, 977-18-18016E-54510.

Israel Herrera made a motion to approve the contract with Ardsley Group. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-10 Review/Approval of Contract with Lighting Heart Production for Nature Days

Steve Cotter, Natural Resources Manager BPRD wishes to provide youth with nature experiences. BPRD requires the services of a professional consultant to provide filming, editing, producing, and audio mastering services for Leonard

Springs Nature Day and Griffy Lake Nature Day educational videos. Due to Covid-19, these videos will be used to provide E-lessons created in lieu of in-person field trips. Staff recommends approval of this contract with Lighting Heart Production in an amount not to exceed \$1,250. Funding sources is through Natural Resources General Fund.

Israel Herrera made a motion to approve the contract with Lighting Heart Production. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-11 Review/Approval of Contract with Baker Stone Work for Rose Hill Cemetery & Waldron, Hill, Buskirk Park.

Barb Dunbar, Operations Office Coordinator BPRD wishes to keep property in good condition. Due to age and damage, BPRD requires the services of a professional consultant to provide masonry repairs at Rose Hill Cemetery, Waldron, Hill and Buskirk Park and a raised landscaping bed at South Walnut Street. Staff recommends approval of this contract with Baker Stone Work in an amount not to exceed \$15,725. Funding sources is through Landscaping and Operations General Funds.

Israel Herrera made a motion to approve the contract with Baker Stone Work. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-12 Review/Approval of Contract with Bruce Wilds Security for Griffy Lake CHAP

Steve Cotter, Natural Resource Manager BPRD wishes to secure designated areas of Griffy Lake Nature Preserve during the Griffy Lake Nature Preserve Community Hunting Access Program hunt. BPRD requires the services of a professional consultant to provide security during the project, patrolling the perimeter of the park during the hunt, and informing the public of the park closure. Staff recommends approval of this contract with Bruce Wilds Security in an amount not to exceed \$4,752. Funding source is through the Natural resources Non-Reverting Fund.

Israel Herrera made a motion to approve the contract with Baker Stone Work. *Les Coyne* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-13 Review/Approval of Contract with Rick Patrick Tree Care

Erin Hatch, Urban Forester BPRD wishes to maintain healthy trees. BPRD requires the services of a professional consultant to conduct pruning on 98 City trees. The trees are located in various neighborhoods and streets throughout the City. Staff recommends approval of this contract with Rick Patrick Tree Care in an amount not to exceed \$8,400. Funding source is through Urban Forestry General Fund.

Board comments: *Israel Herrera* inquired to the location and total of the trees. *Erin Hatch* responded, they are spread throughout the north and northeast portion of the City, and there are 98 trees. The address and trees are listed in the contract.

Les Coyne made a motion to approve the contract with Rick Patrick Tree Care. *Israel Herrera* seconded the motion. *Kathleen Mills* any public comments or questions: seeing none. Vote taken: motion unanimously carried 4-0.

C-14 Review/Approval of Contract with Roof Maxx

Mark Marotz, Operations Supervisor BPRD wishes to maintain properties in good working condition. Due to deterioration, BPRD requires the services of a professional consultant to provide shingle rejuvenation application on the Howard Young shelter located in Olcott Park, and the maintenance garage at Bryan Park. Staff recommends approval of this contract with Roof Maxx, in an amount not to exceed \$2,160. Funding source is through Operations General Fund.

Board comments: *Les Coyne* inquired on the rating of the company. *Mark Marotz* replied, they have a five star rating. The company is new to the area and just purchased the territory in June. There has been good feedback on this product.

D Reports

D-1 Administration Division 2019 Annual Report

Julie Ramey, Community Relations Manager the Bloomington Parks and Recreation Department 2019 Annual Report draft was presented to the Board of Park Commissioners at the August 28th meeting. There is one slight change to make in

the financials at Cascades Golf Course, some minor edits and the message from the Board to be included. After these slight changes are made, the BPRD 2019 Annual Report will be ready.

D-2 Recreation Division – Banneker Community Center Summer Program

Erik Pearson presented 2020 Banneker Community Center Summer Report

- Banneker has participated in the USDA Summer Food Service Program for 17 years
- Program Participants received a nutritious breakfast, lunch and snack each day
- Due to COVID-19, Banneker Camp adjusted from day-camp programming to meal delivery within SFSP
- Camp ran from June 1st-July 24th
- Program was free, with online weekly registration
- Each participant received an activity packet in addition to meals
- Donated activity supplies and snacks were also included in the deliveries
- Partnership with Boys and Girls Club
- 224 Participants were served
- 10,288 meals were served
- Total meal reimbursement was \$33,345.98
- Total payroll costs was \$27,202.69
- While not the traditional camp, Banneker was able to effectively serve families in 2020
- 86% of participants qualified for free/reduced meals at school
- New families were reached in 2020
- Banneker hopes to return to day camp in 2021

D-3 Operations Division – None

D-4 Administration Division – Frank Southern Center – 2020 Opening Plans

Dee Tuttle, Facility Manager presented 2020 Opening Plans for Frank Southern Ice Arena

Facility

- The two compressors to decrease cement floor temperature was activated last week.
- Flooding of water began when the temperature reached below freezing.
- After one inch of ice is frozen, ice will be painted white and competition lines will be painted and installed.
- More flooding will occur, logos will be placed and final touches will be made.
- Arena is scheduled for hourly rentals on October 1st.
- Public sessions are scheduled to start on October 16th.
- Several programs are scheduled the third week of October.
- Anticipate half or less than half participation in programs, rentals, and public sessions.

COVID-19 Protocols

- An entry attendant will be at the door to direct and answer questions during public events.
- Masks are required for all patrons, except those who qualify as exempt.
- Masks may be removed on the ice pad, except for coaches and instructors.
- Social distancing is marked in the lobby, ice pad perimeter, and grandstands.
- One way traffic is directed to flow from entry, to lobby, to ice pad, to exit door north of ice pad.
- Capacity will be monitored and limited in all areas: 75 people on ice pad at one time, number of spectators in stands is still being determined. Lobby operates as a continuous flow-brief stop operations. All participants are notified to come dressed as complete as possible and apply skates in the lobby.
- The lobby will be open fifteen minutes prior to the start of the program.
- Requesting only one parent accompanies their skater into the facility.
- Locker rooms will not be in use until further notice.
- Party room is not available for rental until further notice.
- Cleaning and disinfecting all frequently touched surfaces per CDC and local/state Health Department guidelines.

Board comments: *Les inquired if the ventilations system in the facility will be adequate.* Dee Tuttle responded today the system was inspected and serviced. The ventilation within the rink area is very good, and the plan is to get participants and skaters into the rink area as quickly as possible.

Paula McDevitt, Director thank Dee Tuttle and Frank Southern Center staff for the hard work staff has put in to respond to COVID-19 precautions.

The October Board of Park Commissioners meeting has been rescheduled from October 27th to Tuesday, October 20, 2020.

ADJOURNMENT

Meeting adjourned at 6:02 p.m.

Respectfully Submitted,



Kim Clapp
Secretary Board of Park Commissioners