



**A-1**  
**1-26-2021**

Board of Park Commissioners  
Special Meeting  
Minutes

Thursday, December 17, 2020  
4:00 p.m. – 5:30 p.m.

Zoom Meeting

**CALL TO ORDER**

The meeting was called to order by Kathleen Mills at 4:02 p.m.

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

**Staff Present:** Paula McDevitt, Becky Higgins, John Turnbull, Julie Ramey, Kim Clapp, Erik Pearson, Erin Hatch

**Board Comments:** Kathleen Mills, the Public Comment Period will be moved to the bottom of the agenda. Comments can also be emailed to Paula McDevitt.

**A. CONSENT CALENDAR**

- A-1. Approval of Minutes - None
- A-2. Approval of Claims Submitted - None
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report - None
- A-5. Approval of Surplus – None

*Ellen Rodkey* made a motion to approve the non-reverting budget amendments. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0.

**C.OTHER BUSINESS**

**C-1 Review/Approval Contract with Mader Designs for the Goat Farm Master Plan**

*Paula McDevitt, Director* the Department wishes to update the Master Plan for the Goat Farm Park. The department requires the services of a professional contractor to provide professional landscape architectural services to revise this Master Plan. Staff recommends approval of this contract with Mader Designs, in an amount not to exceed \$3,000. Funding for this project is from NR Operations Budget.

*Ellen Rodkey* made a motion to approve the contract with Mader Design. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0.

**C-2 Review/Approval of Contract with Shepherd's Construction Company for Peoples Park Project**

*Paula McDevitt, Director* due to age and wear, the Department wishes to renovate and expand the hardscape that currently exists in Peoples Park. The Department requires the services of a professional contractor for demolition, removal, preparation and installation of approximately 800 sq. ft. of Bomanite. Clean and seal existing Bomanite. Lightly acid wash the new product before sealing. Staff recommends approval of this contract with Shepherd's Construction Company, in an amount not to exceed \$12,900. Funding for this project is through the General Obligation Park Bond Project Code: 977-2017q.

*Ellen Rodkey* made a motion to approve the contract with Shepherd's Construction, Inc. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0.

### **C-3 Review/Approval of (16) Service Agreements for the Sports Division**

*John Turnbull, Sports 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 repair, routine/emergency maintenance of existing structures, building or real property. Staff recommends the approval of the 2021 services agreements with City Glass Services, Commercial Services, DEEM, Fish Window Cleaning, Gooldy & Sons, Inc., Keller Heating and Air, Koorsen Environmental, Koorsen Fire & Protection, Oracle, Playmate, Price Electric, Sport Aide, Steve's Welding, Styner Sports Training, Terminix, and Young Plumbing.

*Ellen Rodkey* made a motion to approve the (16) service agreements for the Sports Division. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0.

### **C-4 Review/Approval of Contract with HFI for Banneker Community Center and Allison-Jukebox**

*Erik Pearson, Program/Facility Coordinator* the Department wishes to maintain facilities in good working condition. The Department requires the services of a professional contractor to provide maintenance, repairs and supplies to the HVAC systems at Banneker Community Center and Allison-Jukebox. Staff recommends approval of this contract with Harrel Fish, Inc., in an amount not to exceed \$5,000. Funding for these services are from BBCC and AJB General Fund.

*Ellen Rodkey* made a motion to approve the contract with Harrel Fish, Inc. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0.

### **C-5 Review/Approval of Contract with Bluestone Tree for Pruning of City Owned Trees**

*Erin Hatch, Urban Forester*, to maintain healthy tree, the Department wishes to have various City street trees pruned. The Department requires the services of a professional contractor to prune 7 trees, to raise canopies for street and sidewalk clearance, reduce the number of dead limbs, and reduce crossing, crowding, and rubbing limbs. Haul away all limbs, and clean up final work site. Staff recommends approval of this contract with Bluestone Tree, in an amount not to exceed \$4,485.20. Funding for this project is through Urban Forestry General Fund.

**Board Comments:** *Kathleen Mills inquired if the limbs were interfering with powerlines.* *Erin Hatch* responded, no they were not. These are Pin Oak trees and have lower limbs that need to be addressed.

*Ellen Rodkey* made a motion to approve the contract with Bluestone Tree. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0.

### **C-6. Review/Approval of Parks Space Use Agreement with Catalent Indiana, LLC**

*John Turnbull, Sports Division Director* the Department wishes to enter into an agreement with Catalent Indiana, LLC. This agreement will allow Catalent the use of parking spaces located in the City's Twin Lakes Sports Park for the purpose of shuttling employee to its location. Staff recommends the approval of this agreement. No funds are transacted with this agreement.

**Board Comments:** *Israel Herrera inquired; on the schedule, and responsibility of damage.* *John Turnbull* responded; from approximately 6:00 am to midnight, through March. Catalent would be responsible for any type of damage to the parking lot service or property caused by the use of their employees.

*Ellen Rodkey* made a motion to approve the agreement with Catalent, Indiana, LLC. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0.

### **C-7. Review/Approval of Contract Property Access Agreement with CSX for Well Monitoring**

*Paula McDevitt, Director* the Department wishes to entered into an Agreement with CSX Transport. The purpose of this agreement is to grant CSXT, and its contactor, environmental firm, Acadis U.S., Inc., the right and permission to

enter upon Parks property for the purpose of installing, removing, and monitoring environmental groundwater quality monitoring wells at sixteen locations on the property. Staff recommends approval of this agreement.

**Board Comments:** *Les Coyne commented, CSX completed mitigation on the property before it was sold to the Parks Department. It is in our best interest, to allow them to continue their work on this project.*

Ellen Rodkey made a motion to approve the agreement with CSX Transport. Israel Herrera seconded the motion. Vote taken: motion unanimously carried 4-0

### **C-8. Review/Approval of 2019 Strategic Action Plan Accomplished Goals Document**

Paula McDevitt, Director, in 2019, 110 goals were submitted with 70 (63.63%) goals accomplished, 13 (11.81%) substantially accomplished and 27 (24.54%) not met. Staff recommends approval of the 2019 end of year Strategic Action Plan accomplished goals.

**Board Comments:** *Israel Herrera congratulated the Department for completing these goals that are so important to the community. The Board thanked the Department for their work.*

Ellen Rodkey made a motion to approve the 2019 Strategic Action Plan accomplished goals. Israel Herrera seconded the motion. Vote taken: motion unanimously carried 4-0

### **C-9 Review/Approval of 2021 Parks Non-Reverting Budget**

Paula McDevitt, Director presented the 2021 Parks Non-Reverting Budget

#### **Category 1: Personnel – Decrease of \$3292**

- Increase in regular full-time wages - \$4325
- Decrease in seasonal wages - \$7,547 – Seasonal employee hourly rates \$12.29 - \$15.23.

#### **Category 2: Supplies – Decrease of \$55,285**

- Agricultural Supplies
- Concessions

#### **Category 3: Other Services – Decrease of \$19,713**

- Instruction
- Printing
- Advertising
- Electrical Services
- Machinery and Equipment Repairs
- Bank Charges
- Interest (TLRC)

#### **Total Non-Reverting Request - \$2,145,192**

- Decrease of \$78,290 (4%)

#### **Non-Reverting Fund Anticipated Net (\$83,136)**

- Projected Revenue \$2,062,056
- Projected Expenses \$2,145,192

#### **Current NR Cash Balance \$1,293,523**

Staff recommends approval of the 2021 Non-Reverting Budget request.

**Board Comments:** *Considering the circumstances of 2020, they were surprised the balance was not lower. Israel Herrera inquired; if there would be additional scholarship funds available in 2021 since fewer were processed in 2021.. Paula McDevitt responded, there will be plenty of funds available in 2021 for the scholarship program.*

*Ellen Rodkey* made a motion to approve the 2021 Non-Reverting Budget. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 4-0

## **D Reports**

### **D-1 Administration Division – 2021-2025 Master Plan**

*Paula McDevitt, Director* in June 2020, the Board approved a contract with Troyer, Group, Inc for consulting services to complete the master plan. Since that time, Troyer Group has worked on the following:

- Review of past plans, facilities, and programs
- Community Needs Assessment
- Analysis of maintenance, recreation, and administrative delivery system
- Public participation
- Indiana Department of Nature Resources and NRPA CAPRA Requirements
- Strategic Action Plan
- Strategies and action plans for park facilities and capital equipment

*Johnathon Geels, Principal Landscape Architect present the 2021-2025 Draft Master Plan*

### **Proposed 2021-2025 Master Plan Goals**

1. Maintain and enhance the assets and natural resources of the Department
2. Reinforce activities and programs to positively impact public health, sustainability, and climate action.
3. Prioritize diversity equity, and inclusion.
4. Develop administrative and staffing capacity.

### **Public Engagement**

- 17 internal and external stakeholder meetings
- 2 public open house meetings
- 531 statistically valid survey responses
- 156 additional public survey submitted
- 87 community stakeholders
- 10 pop-up social intercepts at 7 parks
- 557 open comments and feed back
- 47,205 data points from surveys
- 25 stakeholder groups/organizations
- 25 department meetings
- 7 social and physical context study areas
- 4 overarching themes

### **Overarching Themes**

- Address diversity, equity, and inclusion throughout
- Determine effective parks mission-based strategy for homelessness in coordination with community led efforts
- Trail connectivity and park accessibility
- Focus on park maintenance
- Address contemporary needs, such as COVID response and technology needs (Park WIFI)
- Sustainability and resilience, addressing climate change mitigation

### **Stakeholder Meetings Key Themes**

- Mission only addresses physical amenities, should further address services and programs. How are we addressing reaching out and physically assets post COVID, avoid wordy and long mission, and address equality and inclusion.
- Address leadership transitions, hiring practices, training, and outreach.
- Diversity, equity, and inclusion were reoccurring topics with emphasis on social and environmental justice.
- Money and time is a barrier, some staff feel over load dot manage roles.

- The effects of parks dealing with homelessness/litter/biohazards, more people experiencing homelessness, in addressing this (damage control) more is needed.
- Maintenance is a high concern for current and future potential problems.

### **Public Survey Summary Key Themes**

- Maintenance
- Social/Environmental Justice
- Trail Connectivity

### **Pop-up Engagement Key Themes**

- Building Community just by visiting parks.
- Visit parks that are closest.
- Biggest challenge is keeping up with demand.
- Create more connection (Trails).
- Parks are a public good, don't want to see private profiteering.
- Eco-friendliness is most important issue moving forward.
- Barriers include accessibility, not adjustable fee rates (hourly vs daily), and permitting process.
- Social and Environmental Justice are a top of mind issue across both park facilities and programming.

### **Benchmarking Key Themes**

- "West Side Bloomington" has roughly 13.5 Acres of Parkland per 100 Residents while "East Side Bloomington" has roughly .88 Acres of Parkland per 1000 Residents.
- Parkland distribution of the 5 benchmark communities, public park spaces are more evenly distributed across cities by a greater number of smaller neighborhood or "pocket" parks.
- Network of multi-use/walking trails to create a more cohesive and complete park system.
- More equitable distribution of parks across the community.
- The location and the type of parks matters in its overall recreation value.

### **Level of Service Key Themes**

- Trail connections are a key opportunity for progress with both LOS and Benchmarking.
- On the high end for Community parks LOS, slightly low for neighborhood parks.
- Opportunities for Urban /Minipark growth.

### **Potential Anti-Racist Themes**

- Address current racial tensions and conflicts:
- Examine and acknowledge historical roots and contemporary manifestations of racial prejudice and discrimination within Bloomington Parks.
- Explore the influence of race and culture on current attitudes and behaviors.
- Identify appropriate anti-racist resources to incorporate into programming and events.
- Developing new approaches to engaging and celebrating the community.
- Identifying and counteracting bias and stereotyping in learning material.
- Identifying appropriate assessment and placement procedures and practices.
- Assessing the programming and events and making them more inclusive and reflective of the entire community.
- Ensuring that personnel policies and practices are consistent with equity goals and that managers are provided with the knowledge and skill to implement equity programs.

**Board Comments:** *Kathleen Mills comments; she appreciated the Pop-up events, the survey being offered in Spanish, and the in-depth questions involved in surveys and discussions. Ellen Rodkey inquired; if Parks Department had control over all of the multiuse trails. If all trails are counted in the 35 miles total. Paula McDevitt responded; the 35 miles of trails are City Parks Department responsibility. There are additional trails in the area, but they do not fall under the City Parks jurisdiction. Israel Herrera inquired; how was the process handled to reach out to the Latinos and minorities of the community. Johnathan responded; multi lingual survey was distributed, groups were included in the stakeholders' process, and the parks visited for the pop-up allowed for more diverse coverage in this process. Ellen Rodkey inquired; if the*

mission statement in the draft, is a new mission statement. Johnathan responded; it is a proposal, and would have to be formally adopted. Paula McDevitt commented; this is only a draft and the final version will be brought back in to the Board in January.

## **B. PUBLIC HEARINGS/APPEARANCES**

**B-1. Public Comment Period** – the Board accepted public comments regarding camping in the parks.

**Board Comments:** *Ellen Rodkey commented; thanked everyone for expressing their support. It is going to take an effort from the whole community to help deal with this issue. She thanked the park staff who have been there to pick up trash and pick-up needles over the last few months. She thanked all of the people who have spoken on behalf of the homeless community. We know they are a part of this community. She encouraged to people to use your voices to ask about Park policies. That is where we can make changes, not by personal remarks or targeting certain people. It's through the policies. Israel Herrera commented; it is very important to hear the comments from the community. People who are in touch with the people in the parks. We have been attending different meetings to join forces with the community on how we can work together. To find solutions and ideas.*

*Paula McDevitt, Director* thanked everyone for attending and for sharing opinions. She thanked the Board Members who have engaged in finding solutions. Communication is the best tool we have to work together.

**D-2 Operations Division – No Report**

**D-3 Recreation Division – No Report**

**D-4 Sports Division – No Report**

## **ADJOURNMENT**

Meeting adjourned at 6:01 p.m.

Respectfully Submitted,



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Kim Clapp

Secretary Board of Park Commissioners