



Board of Park Commissioners
Meeting Minutes

Tuesday, April 27, 2021
4:00 p.m. – 5:30 p.m.

Zoom Meeting

CALL TO ORDER

The meeting was called to order by Kathleen Mills at 4:01 p.m.

Board Present: Kathleen Mills, Ellen Rodkey and Israel Herrera

Staff Present: Paula McDevitt, Becky Higgins, John Turnbull, Tim Street, Julie Ramey, Kim Clapp, Leslie Brinson, Clarence Boone, Jess Klein, Amy Shrake, Crystal Ritter, Rebecca Swift, Joanna Sparks, Steve Cotter, Erin Hatch, Barb Tuttle, Cory Hawkins, Sarah Owen and Ellen Campbell

Board Comments: *Kathleen Mills stated;* in order to make meetings more efficient and save time, standard reoccurring partnerships have been moved to the consent calendar. City Legal reviewed and approved the change.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of March 23, 2021
- A-2. Approval of Claims Submitted March 23, 2021 through April 26, 2021
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report
- A-5. Review of Credit Card refund report
- A-6. Declaration of Surplus
- A-7. Approval of partnership agreement with Kiwanis Club for landscaping bed
- A-8. Approval of partnership agreement with Lake Monroe Sailing Association
- A-9. Approval of partnership agreement with Special Olympics Monroe County
- A-10. Approval of partnership agreement with Code and Key Escape Room
- A-11. Approval of partnership agreement with Civic Theater
- A-12. Policy on Conflicts of Interest Related to Deputy Mayor

Ellen Rodkey made a motion to approve the consent calendar. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B. OTHER BUSINESS

B-1. Review/Approval of Partnership Agreement Artisan Alley for Traveling Mural Projects

Cory Hawkins, Program Specialist, Banneker Community Center, to aid in making art and culture accessible to everyone, staff recommended approval of the partnership with Artisan Alley, LTD. The project would provide Banneker Summer Camp youth the opportunity to complete “paint-by-numbers” style mural boards designed by various local artists. The 4X8 mural boards would be displayed and rotated at the Banneker Community Center. The agreement would manage all aspects of the project.

Ellen Rodkey made a motion to approve the partnership with Artisan Alley for Traveling Mural Projects. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-2. Review/Approval of Partnership Agreement with Community Partners for Public Health in Parks Program

Jess Klein, Health & Wellness Coordinator, to continue to promote social, physical, emotional, mental and environmental health in the community, staff recommended approval of the agreement with community partners. The program, known as Public Health in Parks, would continue to provide staffing, public health education, harm reduction, and connection to social services at various park locations. The 2021 program would run for 32 weeks. One screening would be held per week, alternating hosts, and locations. Park staff would spend 3-5 hours/per week in the parks, and the budget would be \$8,260.75. Similar supplies would be distributed.

In 2020, the program ran for 9 weeks, providing a total of 428 hours of staff time in the parks. Services were provided for 37 individuals. There were 480 bottles of water, 548 individual snacks, 2,000 sanitizing wipes, 320oz of hand sanitizers, 550 disposable masks, 60 winter hats, 48 pairs of winter gloves, and 75 pairs of socks distributed. Parks budget for 2020 totaled \$10,909.68.

The pre-existing partnership with Monroe County Health Department for sharps containers program, would be combined into the 2021 Public Health in Parks partnership. In 2020, 500 syringes were disposed of in Switchyard Park (SYP) outside of designated containers. In Seminary Parks 875 syringes were disposed of in sharps containers, while 1080 syringes were disposed of outside of designated containers. These numbers did not include unused/unopened boxes of syringes.

Board Comments: *Ellen Rodkey inquired*; if the reduction in budget was due to the reduction in staff hours. *Jess Klein responded*; that is correct. There would be fewer hours per week, but the program would run for 32 weeks instead of 9 weeks. That is why there is only a slight decrease to the budget. *Ellen Rodkey inquired*; on the cost of the program. *Jess Klein responded*; the budget would be for the Parks Specialist salary. There are no funds exchanged between the partners. *Kathleen Mills inquired*; if there were other best practices that could be used to cut down on the number of syringes found in the parks. *Jess Klein responded*; the placement of the sharps containers seems to make a difference. In 2021, the placement of new sharps containers in more discrete locations would be discussed.

Ellen Rodkey made a motion to approve the partnership agreement with Community Partners for Public Health in Parks Program. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-3. Review/Approval of MOA with US Army Corps of Engineers (USACE) for Lower Cascades

Tim Street, Operation and Development Division Director, in order to stabilize 1,215 linear feet of Cascades Creek within Cascades Park, staff recommended approval of the Memorandum of Agreement. The project would result in the discharge of fill into jurisdictional waters of the United States, and a permit must be coordinated and reviewed by USACE prior to work. Through the MOA, the department would agree to enact the recommendations of the review committee as condition of receiving the permit. The actions would include conducting a Historic American Landscape Survey, installing interpretive historic signage, and to apply for a National Register of Historic Places designation for Cascades Park.

Ellen Rodkey made a motion to approve the Memorandum of Agreement with the US Army Corps of Engineers for Lower Cascades. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-4. Review/Approval of contract with Shepherd's Construction for Cascades Golf Course

Tim Street, Operation and Development Division Director, to improve a path for foot traffic and to create a nice plaza area at Cascades Golf Course Clubhouse, staff recommended approval of the contract with Shepherd's Construction. Contractor would prep and pour additional sidewalk sections, and stamped Bomanite concrete in between clubhouse and banquet room. The contractor would also install footer with anchor bolts and electric conduit for future post installation. Funding for the project would be from General Obligation Bond: 977-18-18016E-54510, for an amount not to exceed \$7,000.

Board Comments: *Kathleen Mills inquired;* if grass would not grow in this area, or if people walking through there caused the issue. *Tim Street responded;* both. Completing the 300 to 400 square feet in hardscape, would make it better for the sustainability of the area, as well as for the foot track using that area.

Ellen Rodkey made a motion to approve the contract with Shepherd's Construction for Cascades Golf Course. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-5. Review/Approval Service Agreement with Green Earth Compost

Joanna Sparks, City Landscaper, staff recommended approval of service agreement with Green Earth Compost. The agreement would give staff the ability to dispose of green waste at a local composting facility, on an as needed basis. Funding would be through Urban Forestry and Landscaping General Fund, in an amount not to exceed \$1,000.

Ellen Rodkey made a motion to approve the service agreement with Green Earth Compost. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-6. Review/Approval of Contract with Eco Logic for Park Ridge East Park

Joanna Sparks, City Landscaper, to manage vegetation at Park Ridge East Park, staff recommended approval of contract with Eco Logic, LLC. The contractor would provide ecological restoration duties, and maintain approximately 2.14 acres that had invasive species removed in 2019 and 2020. Funding would be through Landscaping General Fund, in an amount not to exceed \$4,058.55.

Board Comments: *Ellen Rodkey inquired;* if signage was used in the park, to educate individuals on how to help control invasive species. *Joanna Sparks responded;* signage had been placed at the butterfly garden, and low mow signs were in place. Staff would look at the possibility of additional signage during 2022 budget process. The neighborhood was involved during the grant process, and must provide some volunteer time.

Ellen Rodkey made a motion to approve the contract with Eco Logic for Park Ridge East Park. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-7. Review/Approval of Service Agreement with Aramark

Barb Dunbar, Operations Coordinator, to give staff the opportunity to have uniforms professionally laundered, staff recommended approval of service agreement with Aramark. The vendor would provide weekly laundered uniform and mat services for the Operations Division. Funding would be from the Operations General Fund, in an amount not to exceed \$1,120.

Kathleen Mills made a motion to approve the Service Agreement with Aramark. *Ellen Rodkey* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-8. Review/Approval Contract Sinclair Recreation for Winslow Woods Playground

Barb Dunbar, Operations Coordinator, in order to replace the rubber safety surface at Winslow Woods Park playground, staff recommended approval of the contract with Sinclair Recreations. The vendor would secure the product and materials, and perform the labor to install the new poured-in-place rubber safety surfacing. Funding for the project would be through General Obligation Bond Series: 977018-1816B-54510, in an amount not to exceed \$21,200.

Ellen Rodkey made a motion to approve the contract with Sinclair Recreation for Winslow Woods Playground. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-9. Review/Approval Contract Addendum with Sinclair Recreation for Winslow Woods

Barb Dunbar, Operations Coordinator, the Department and Sinclair Recreation entered into an agreement for work to be performed at Winslow Woods Park Playground. Both parties mutually agreed to addend the agreement to add the installation of the new playground equipment. To addend the agreement to reflect an additional charge that would not exceed \$31,500.

Ellen Rodkey made a motion to approve the contract addendum with Sinclair Recreation for Winslow Woods. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-10. Review/Approval of Contract Davey Resources Group, Inc. for Young Tree Pruning

Erin Hatch, Urban Forester, to maintain health and structure of trees, and for pedestrian and vehicular clearance, staff recommended approval of the contract with Davey Resources Group, Inc. The vendor would prune 82 young City Street Trees, located along streets in the downtown and adjacent areas. Funding for the project is from Natural Resources General Fund, in an amount not to exceed \$15,417.15

Ellen Rodkey made a motion to approve the contract with Davey Resources Group, Inc. for tree pruning. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-11. Review/Approval of Contract Addendum with Aquatic Control

Rebecca Swift, Natural Resources Coordinator, in April of 2020 the Department entered into an agreement with Aquatic Control, Inc., for the control of invasive aquatic plants in Griffy Lake, and to update the Griffy Lake Aquatic Vegetation Management Plan. Both parties mutually agreed to addend the agreement to include Griffy Lake Submersed Aquatic Vegetation survey for 2021, and Eurasian Watermilfoil treatment. Unused funds from the Indianan Department of Natural Resources 2020 Lake and River Enhancement program have been approved for use in 2021. The additional funding would be from the LARE Grant and Natural Resources Non-Reverting fund, in an amount not to exceed \$5,609.

Ellen Rodkey made a motion to approve the contract addendum with Aquatic Control. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-12. Review/Approval of Contract with White Buffalo for Community Hunt Access Program

Steve Cotter, Natural Resource Manager, to maintain deer herd in numbers that will allow the undergrowth forest vegetation to recover, staff recommended approval of the contract with White Buffalo. The contractor would assist in managing the Community Hunting Access Program hunt, scheduled to occur at Griffy Lake Nature Preserve at the end of 2021. Funding for the project would be from DNR CHAP Grant and Natural Resource Non-Reverting Fund, in an amount not to exceed \$29,475.

Steve gave a quick overview of the plant recovery. The plant heights of indicator species were slowly creeping upwards. The flower trends, which indicate whether the plant is reproducing have not shown much improvement. Which indicates, deer pressure needs to be kept down for a long period of time because there had been a high level of deer browse pressure. We seem to be the right track, but a lot of work still needs to be done.

Board Comments: *Israel Herrera inquired;* on dates for the hunt. *Steve Cotter responded;* the hunt would be held for three weekends. November 13th and 14th, November 20th and 21st and November 27th and 28th. *Israel Herrera inquired;* if White Buffalo would have any responsibilities prior to the hunt. *Steve Cotter responded;* prior to the hunt, White Buffalo would assist with the recruitment of the hunters, and provide proficiency screening for hunter applicants. *Israel Herrera inquired,* if White Buffalo would provide any reports regarding the recruitment of the hunters. *Steve Cotter responded;* yes, a post hunt report is a requirement of the Community Hunting Access Program. *Israel Herrera inquired,* if the recruitment process would be done by White Buffalo or if Park staff was involved in the process. *Steve Cotter responded;* the recruitment process would be done by White Buffalo. The only involvement staff would have, would be to field any calls that may be received. The callers' names would be added to a list that would be forwarded to White Buffalo.

Ellen Rodkey made a motion to approve the contract with White Buffalo for Community Hunt Access Program. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-13. Review/Approval of Partnership MC Tennis for Tennis Instruction

John Turnbull, Division Director Sports, to provide an affordable and effective tennis instruction program for the Bloomington community, staff recommended approval of the partnership with MC Tennis. The Department would provide promotional materials, manage registration and collection of fees, provide hotline, and provide court space. MC Tennis would provide and maintain equipment, hire and train lesson instructors, provide overall program structure. The Department would retain 20% of each participant registered, with remaining 80% of collected fees would be paid to MC Tennis.

Ellen Rodkey made a motion to approve the partnership with MC Tennis for tennis instruction. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

B-14. Review/Approval of Contract Tennis Technology Inc. for RCA Tennis/Pickle Ball Courts

John Turnbull, Division Director Sports, to maintain playing courts in good condition, staff recommended approval of the contract with Tennis Technology, Inc. The contractor would repair cracks at RCA Park tennis/pickleball courts, and repair birdbath at court #5 at Bryan Park. Funding for the project would be from the General Obligation Bond series B, in an amount not to exceed \$27,440. The staff report stated the funding would be from the RCA TIFF, which was changed to the GOB.

Board Comments: *Ellen Rodkey inquired*; if Tennis Technology worked on the Bryan Park tennis courts in 2020. *John Turnbull responded*; yes, that was correct. The low spot “the bird bath” will be repaired at Bryan. *Israel Herrera inquired*; what were the two additions. *John Turnbull responded*; additional cracks would be repaired that were not on the court, and the low spot at Bryan.

Ellen Rodkey made a motion to approve the contract with Tennis Technology for RCA courts. *Israel Herrera* seconded the motion. Vote taken: motion unanimously carried 3-0.

C. REPORTS

C-1. Operation Division

Tim Street, Operations Division Director presented update on the Jackson Creek Trail Phase II. At the moment, the project is not a park’s managed product, but will be a parks impact trail when finished. The City Engineering Department is leading the project, in part due to funding and as part of the scope of the project is north of the park. The new section of the trail will connect from Winslow roundabout up to Southeast Park via Arden Drive and High Street. The Engineering Department’s goal, would be to have this section completed before the 2021-2022 school year convenes. This section is outside of the park’s realm and will not be the responsibility of the department to maintain. The new section will provide a good connection between Southeast Park and Jackson Creek Trail.

When that section is complete, the project will move southward. Off the south end of the roundabout, at the bridge across Jackson Creek. The bridge connects Sherwood Oaks Park to the path that goes up to Olcott Park. This section will be built heading south to Rhorer Road, turn east, cross the creek via a new bridge, and connect to some existing side paths that serve Jackson Creek School. This section of the project will begin at the end of 2021 and be completed in 2022. This section of the project will become a parks trail, and will be the responsibility of the department to manage.

Rebecca Swift, Natural Resources Coordinator presented an update on OuterSpatial Mobile Application. The City of Bloomington Parks & Recreation can be found on the OuterSpatial Mobile App. Visitors can use the app to find parks or trails, and make the most of a visit once there. They can navigate while on the trails and discover new places. Visitors can locate parking, restrooms, picnic areas and other park amenities. The app will give individuals access to information regarding ecological, geological and historical points of interest. Users will receive notification about hazards, closures and other timely information. Visitors can follow curated “outings” and routes, as well as share experiences and photos, and connect with others who love the outdoors. Users can tell Parks and Recreation staff about maintenance and other issues. The mobile app is a one-stop tool users can rely on for accurate, up-to-date information on properties and recreation information throughout Bloomington.

Board Comments: *Ellen Rodkey inquired*, if the app would push out notifications. *Rebecca Swift responded*; notifications are not pushed out. Staff updates the information on the app, and users would need to check back. A lot of hyperlinks are imbedded in the APP.

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| C-2. Recreation Division | - No Report |
| C-3. Sports Division | - No Report |
| C-4. Administration Division | - No Report |

D. PUBLIC HEARINGS/APPEARANCES

D-1. Bravo Award Presented to Daniel Muller, Building Trades Park Ambassador

Sarah Owen, Community Relations Coordinator staff recognized for his multiple years of service to the Park Ambassador program. In this stewardship role, Danny has had an opportunity to interact with other park users, and answer their questions regarding park amenities, to help remind users of ordinances and proper usage of park property, and to report maintenance issues to our staff. Danny has served as a Park Ambassador of Building Trades Park since 2017, and has recorded approximately 70 hours of service. The Department is grateful for his volunteerism and look forward to continuing to work with him. Staff presented the April Bravo award to Danny Muller.

Danny Muller, Park Ambassador thanked everybody for all their ears and action. When Danny first moved here, there wasn't any negativity in the park, but soon there were a lot of unfortunate occurrences. Danny has seen the good, the bad, and the ugly. The department has helped make it a better place for everyone. Including the safety of the police officers, the social workers through Stonebelt, and the resource officers that enter the park. In the last year he has seen a lot of good uses of the park, and a lot less illegal activity. Hopefully it would continue as Covid-19 goes out. The safety and wellness of the park directly extends out into the neighborhood. It seemed like it was going in the wrong direction. Danny thanked everyone for the improvements that have been made, and hoped it would continue. Danny and the neighbors in his community appreciated what the department has done.

The Board: thanked Danny Muller for his volunteer hours, and for signing up for another two years as a Park Ambassador.

D-2. Parks Partner Award - None

D-3. This was listed as Staff Recognition, this was a Staff Introduction

Clarence Boone, Program Facility Coordinator thanked everyone for welcoming him. They have gone out of their way to make him feel welcome, and make him feel a part of a dynamic team. He was impressed with the organization and how things were conducted. Clarence looked forward to the task at hand, which was to coordinate the Farmers' Market, and work with Sarah on the Community Gardens.

Clarence referred back to the official introduction he submitted to the Board, as it really sums up who he is. His personal mission statement, "Successfully enlist multiple communities and cultures, who embrace a variety of personal experiences, values, and worldviews into the fabric of the City of Bloomington and to create such meaningful engagements that participants will commit their time, talents, ideas and resources into the life of their municipality."

Clarence has 25 years of experience in university advancement, enrollment management, alumni relations and residence life. Clarence was the coordinator of Briscoe Quad for several years. He was frontline with 20 staff and a couple of assistant coordinators that worked hard to get students out of their rooms and into the life of the university.

Clarence loves community volunteerism. His volunteer experiences include work as an assistant pastor at Lighthouse Community church. Where he has participated as a group facilitator and planning and design team member with the Noah's Ark Community, dialogues on faith, race, racism and healing. For 16 years he volunteered as a producer at Bring It On, a black public affairs radio broadcast at WHFD, a Community radio station. He has volunteered with the Bloomington Chapter of Habitat for Humanity. Clarence has served on the Board of Directors for the Community Kitchen and the Monroe County United Way.

Clarence has been married 18 years, and has two beautiful daughters ages twelve and eight.

Clarence stated; while it's been said that in diversity there is beauty and strength. It is certainly true that we all smile in the same language. Clarence is ready to engage more people in the market.

Board Comments: the Board welcomed Clarence, and looked forward to working with him.

D-4. Public Comment Period

The Board received public comment from Carole Canfield, who did not support the Lower Cascades Pilot Road Closure Project.

The Board received public comment from John Silva via Facebook, who stated there were problems with adults driving young kids out of the skate park at Switchyard Park. John Silva inquired if there were plans to provide an avenue for BMX bikers, like a pump track.

Paula McDevitt, Administrator; thanked the public for their comments, and would pass the information along to staff. Some research has previously been done on pump tracks. The next Board of Park Commissioners meeting will be held on Thursday, May 20, 2021.

ADJOURNMENT

Meeting adjourned at 5:32 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Kim Clapp".

Kim Clapp
Secretary Board of Park Commissioners