



CITY OF BLOOMINGTON  
Parks and Recreation

A-1

11-16-2021

Board of Park Commissioners  
Meeting Minutes

Tuesday, October 19, 2021  
4:00pm – 5:30pm

Zoom Meeting

**CALL TO ORDER - ROLL CALL**

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

**A. CONSENT CALENDAR**

- A-1. Approval of Minutes of September 28, 2021
- A-2. Approval of Claims Submitted September 28, 2021 – October 18, 2021
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Reports
- A-5. Review/Approval of Credit Card Refunds
- A-6. Approval of Surplus
- A-7. Review/Approval of partnership Agreement with Bloomington Blades Youth Hockey Association
- A-8. Review/Approval of partnership Agreement with Bloomington Blades High School Hockey Association
- A-9. Review/Approval of partnership Agreement with Bloomington Figure Skating Club
- A-10. Review/Approval of contract with Otto's Parking Marking for striping on Lower Cascades Park parking lot
- A-11. Review/Approval of partnership agreement with IU for Veteran's Day Run
- A-12. Review/Approval of service agreement with Oracle Elevator for TRLC and Banneker elevators
- A-13. Review/Approval of service agreement with Terminix International, Inc. for several Sports Division facilities
- A-14. Review/Approval of service agreement with Plymate several Sports Division facilities entry mats.
- A-15. Review/Approval of addendum to Lightning Heart Productions contract for Griffy Lake Nature Day training videos

Ellen Rodkey made a motion to approve the consent calendar A-1 through A-15. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0

**B. OTHER BUSINESS**

**B-1. Review/Approval of Contract with Bynum Fanyo & Associates, Inc. for Olcott Park Channel Stabilization Design**

*Tim Street, Operations and Development Division Director*, on the north side of Olcott Park, there were erosion and sedimentation problems at an opened stormwater channel. Staff recommended approval of the contract with Bynum Fanyo & Associates to perform hydraulic computations to determine quantity and

velocity of storm flow affecting the channel, and develop design plans for implementing long-term erosion control measures. Total cost of project was not to exceed, \$9,084 and would be funded from Operations General Fund.

*Ellen Rodkey* made a motion to approve the contract with Bynum Fanyo & Associates, Inc. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

**B-2. Review/Approval of Contract with Milestone Contractors, LP for Bryan Park Trail Improvement Project**

*Tim Street, Operations and Development Division Director:* to maintain trails in good working conditions, staff wished to have improvements made to the perimeter trail at Bryan Park. Staff recommended approval of the contract with Milestone to provide material, labor, and equipment necessary to complete the project. Project would include erosion control, tree protection, selective demolition and reconstruction of asphalt paths, asphalt crack repair, asphalt overlay, and boardwalk constructions. Total project was not to exceed \$191,500 and would be paid from the General Obligation Bond Series C.

**Board Comments:** *Kathleen Mills inquired:* a tree has been placard for removal. Would any trees need to be removed for the project? *Tim Street responded:* No trees would need to be removed for the project. There are two hazard trees that need to be removed. These trees are in poor health, and not appealable. *Kathleen Mills inquired:* if traffic pattern will be changed. *Tim Street responded:* traffic patterns will not be changed. *Ellen Rodkey inquired:* if there were plans to connect the southwest corner of the trail to the sidewalk. *Tim Street responded:* that had been taken under considerations, due to drainage issues that connection would not be made.

*Ellen Rodkey* made a motion to approve the contract with Milestone Contractors, LP. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

**B-3. Review/Approval of Contract with Arsee Engineering, Inc. for Waldron, Hill and Buskirk Park Stage Inspection**

*Tim Street, Operations and Development Division Director* due to recent observed cracking, staff wished to have a professional engineering inspection done on the Waldron, Hill, and Buskirk Park stage. Staff recommended approval of the contract with Arsee Engineering, Inc. Contractor would perform a one-day condition assessment of the bandstand structure and stage slab. Arsee Engineering would provide a brief written report summarizing observations and repair recommendations. Total project not to exceed \$3,500 and would be funded from Operations General Fund.

*Ellen Rodkey* made a motion to approve the contract with Arsee Engineering, Inc. *Jim Whitlatch* seconded the motion. Vote taken: motion unanimously carried 4-0

**B-4. Review/Approval of Service Agreement with Indiana Door & Hardware Specialists, Inc.**

Agenda item B-4 was removed from the agenda.

**B-5. Review/Approval of a Contract Addendum with Eco Logic, LLC for Switchyard Park**

*Joanna Sparks, City Landscaper* in March 2021, Bloomington Parks and Recreation Department entered into an agreement with Eco Logic LLC to perform invasive plant management and native planting maintenance at Switchyard Park. Staff wished to add additional services to the scope of work. Both parties mutual agreed to addend the Agreement to reflect; Contractor would provide remediation of the larger bioswale-biorention stormwater BMP located south of the Switchyard Park on the west side of the B-line trail. Staff recommended approval of the Addendum with Eco Logic LLC. Additional compensation not to exceed \$11,720 and would be funded from Landscaping General Fund.

**Board Comments:** *Jim Whitlatch inquired:* on the restoration project. *Joanna Sparks responded:* Eco Logic

*has been working in Switchyard prior to construction. Eco Logic was the contractor hired by Weddle Brothers to implement the restoration of the Switchyard Park Construction Project. Eco Logic has been working throughout the park managing invasive species, reforestation, vegetation in the wetland area, the day lighted stream, along the Clear Creek corridor and in undeveloped areas.*

*Ellen Rodkey made a motion to approve the contract with Eco Logic, LLC for Switchyard Park. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0*

**B-6. Review/Approval of contract addendum with Eco Logic, LLC for Miller-Showers Park**

*Joanna Sparks, City Landscaper, in November of 2020, Bloomington Parks and Recreation Department entered into an Agreement with Eco Logic LLC to perform invasive plant management and native planting maintenance at Miller-Showers Park. Staff wished to add additional services to the scope of work. Both parties agreed to addend the Agreement to reflect; Contractor would provide remediation activities as suggested from a late summer 2021 report for the native plantings at Miller Showers Park. Staff recommended approval of the Addendum with Eco Logic LLC. Additional compensations not to exceed \$11,488 and would be funded from Landscaping General Fund.*

*Ellen Rodkey made a motion to approve the contract with Eco Logic, LLC for Miller-Showers Park. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0*

**B-7. Review/Approval of policy updates for Policy 1070 (History of Department) and Policy 4030 (Delineation of Responsibilities)**

*Leslie Brinson, Community Events Manager, updates made to Policy 1070 - History included the addition of two new Board Members to the list, Ellen Rodkey and Jim Whitlatch, as well as their term of service. Changes to Policy 4030 - Responsibilities included the update of the Youth Sports listing to reflect current programing offered in the area. Added a Switchyard Park description and Twin Lakes Recreation Center description.*

**Board Comments:**

*Ellen Rodkey made a motion to approve the consent calendar A-1 through A-13. Jim Whitlatch seconded the motion. Vote taken: motion unanimously carried 4-0*

**B-8. Review of 2022 Price Schedule**

*Paula McDevitt, Director the proposed 2022 Price Schedule Draft was for review only. The Board would have a month to review the document. The official 2022 Prices Schedule would be presented at the November 16, 2021 Board of Park Commissioners Meeting.*

*Becky Higgins presented Recreation Division proposed price changes for 2022*

**Banneker Center – Facility Rentals, Programs, Classes, Special Events**

*Under rental during operational hours: added 9am – 5pm for clarification of operational hours, increased Category C – kitchen from \$30 to \$40 and increased Category C – gymnasium from \$45 to \$50.*

*Under rental during non-operational hours: added “after 5pm weekdays & weekends” for clarification of non-operational hours, decreased Category B – gymnasium from \$35 to \$30, increased Category B – whole building from \$75 to \$100, increased Category C – kitchen from \$40 to \$50, decreased Category C – gymnasium form \$55 to \$50 and decreased Category C – 3<sup>rd</sup> floor from \$45 to \$40 and increased Category C – whole building from \$140 to \$150.*

**Community Events – April and November Farmers’ Market**

*Under April Saturdays Farmers’ Market Reserved Spaces: changed from “4 Market days” to “5 Market days”, increased large space fee from \$84 (\$21/day) to \$110 (\$22/day), increased large space fee senior or youth from*

\$60 (\$15/day) to \$80 (\$16/day), increased small space fee from \$52 (\$13/day) to \$70 (\$14/day) and increased small space fee senior or youth from \$40 (\$10/day) to \$55 (\$11/day).

Under April Saturdays Farmers' Market Unreserved Spaces (per day): increased large space fee from \$21 to \$22, increased large space fee senior or youth from \$15 to \$16, increased small space fee from \$13 to \$14 and increased small space fee senior or youth from \$10 to \$11.

Under November Farmers' Market Reserved Spaces: increased large space fee from \$63 (\$21/day) to \$66 (\$22/day), increased large space fee senior or youth from \$45 (\$15/day) to \$48 (\$16/day), increased small space fee from \$39 (\$13/day) to \$42 (\$14/day) and increased small space fee senior or youth from \$30 (\$10/day) to \$33 (\$11/day).

Under November Farmers' Market Unreserved Spaces (per day): increased large space fee from \$21 to \$22, increased large space fee senior or youth from \$15 to \$16, increased small space fee from \$13 to \$14 and increased small space fee senior or youth from \$10 to \$11

### **Community Events – Saturday Farmers' Market May thru October, Weekday Farmers' Market**

Under Saturdays Farmers' Market Reserved Spaces: increased large space fee from \$567 to \$572, increase large space fee senior or youth from \$405 to \$416, increased small space fee from \$357 to \$364 and increased small space fee senior or youth from \$270 to \$286.

Under Saturdays Farmers' Market Unreserved Spaces (per day): increased large space fee from \$21 to \$22, increased large space fee senior or youth from \$15 to \$16, increased small space fee from \$13 to \$14, and increased small space fee senior or youth from \$10 to \$11

Under Weekday Farmers' Market Reserved Spaces: decreased space from \$216 (\$12/day) to \$204 (\$12/day) and decreased senior or youth space from \$180 (\$10/day) to \$170 (\$10/day)

Under Miscellaneous: decreased prepared food vendors/Food Trucks/Pushcarts from "7.5% gross proceeds" to "7% gross proceeds".

### **Community Events – Gardens, Stage Rental, Programs, Classes, Special Events, A Fair of the Arts**

Under A Fair of the Arts: changed booth space fee range from \$37-\$70 to \$45-\$60.

Under Holiday Market Arts Fair: changed wording from "Jury Fee" to "Application Fee".

### **Switchyard Park**

Under Pavilion: changed weekend and holiday rental (4 hr. time block) from \$300 to \$350, changed weekend and holiday per day rental from \$600 to \$700 and increased deposit from \$300 to \$350 and included screen to the projector rental.

Under Pavilion Lawn (per day): increased weekday rental (M-Th) from \$75 to \$90, increased weekend & holiday rental from \$90 to \$120, added Pavilion Patio set-up \$100, added alcohol service inside charge \$50 and added alcohol service outside (patio only) \$100.

Under North Activity Lawn (per day): increased weekdays (M-Th) rental from \$75 to \$90 and increased weekend & holiday rental from \$90 to \$120.

Under South Activity Lawn (per day): increased weekdays (M-Th) rental from \$75 to \$90 and increased weekend & holiday rental from \$90 to \$120.

Under Main Stage and Performance Lawn (per day): increased Category I w/o theatrical lighting from \$200 to \$250 and increased deposit from \$100 to \$125 and increased Category II w/o theatrical lighting from \$250 to \$400 and increased deposit form \$125 to \$200

Under Secondary Performance Lawn (per day): increased weekdays (M-Th) rental from \$75 to \$90, increased weekend & holiday rental from \$90 to \$120 and removed line "Shelters see page #15 for picnic shelter rental".

### **Youth Programs – Facility Rental, Programs, Classes, and Special Events**

Under Programs/Classes Special Events: increased Kid City Original from \$175 to \$180 In-City and \$180 to \$185 Out-of-City and increased Kid City Quest from \$165 to \$180 In-City and \$170 to \$185 Out-of-City.

**Board Comments:** *Kathleen Mills inquired: if raising the shelter rentals would deter some from renting the spaces. Becky Higgins responded: It was supply and demand, and the demand was high. Jim Whitlatch*

inquired: how setup rates were determined. Becky Higgins responded: staffing needs and time required determines the rate.

John Turnbull, Sports Division Director present Sports Division price changes for 2022

**Adult Sports – League Registrations, Tournaments, Tennis**

Under Tennis: added – (price will be set by partner \$40-\$70), removed price for adult lessons, removed price for youth lessons, removed tennis tournament singles line and removed tennis tournament doubles A Team line.

**Adult Sports/Youth Sports – Field Rentals, Player Fees, and Concessions**

Under Winslow Sports Complex: added – with on-site maintenance (drying product \$13 per bag) Fee 35.00

Under Lower Cascades Ballfield Rental: added – with on-site maintenance (drying product \$13 per bag) Fee 35.00.

Under Twin Lakes Ballfield Rental: added – with on-site maintenance (drying product \$13 per bag) Fee 35.00.

**Aquatics – Bryan Pool/Mills Pool – Admissions**

Under Bryan Park Pool: increased individual season pass from \$50 to \$65 and increased Economy pass to \$85.

Under Mills Pool: increased individual season pass from \$50 to \$65 and increased Economy pass to \$85.

**Frank Southern Ice Arena – User Fees, Facility Rental, Programs, Classes, Special Events**

Under User Fees/Facility Rental: removed “Prime Time” and “Non-Prime Time” fees and changed to one fee only - \$230.

**Golf Services – Green Fees, Season Passes, Facility Rental, Programs, Classes, and Special Event**

Under Green Fees/Season Passes/Other: removed Cascades Special – 18 Holes & Cart, increase twilight green fees from \$17 to \$20, increase 18-hole/10 play pass from \$175 to \$185, increased locker rental from \$40 to \$100, decreased Spectator cart rental – 9 hole from \$15 to \$10, increased Tournament Fee from \$25 to \$30, increased Tournament/Outings per person from \$13-\$36 to \$13-\$40, added Senior (age 62+) Green Fees Monday-Thursday \$20, added “Monday – Thursday” to Student Green Fee \$20, increased student green fee from \$17 to \$20 and removed 2021 Pine 9 Special with cart.

**Twin Lakes Recreation Center – Memberships, Rentals**

Under Rentals: changed wording from “Basketball competitions” to “Court competitions”, changed wording from “Basketball Practice” to “Court Practice”, added full court volleyball with set-up - \$35/court .

**Twin Lakes Recreation Center – Facility Rental, Facility Services, Concessions**

Under Parties: increased party room rental w/court use from \$65 to \$70.

Tim Street, Operations and Development Division Director present Operations Division price changes for 2022

**Cemetery Services – Lot Sales, Inurnment, Interment, and Disinterment**

Under Lot Sales: removed individual lots add “5’x4” to description of cremain lots and removed mausoleum niches for ashes.

**Board Comments:** Kathleen Mills commented: the season pool pass was a great deal. Ellen Rodkey inquired: if the ice rink rental hours that were removed, would be available by request. John Turnbull responded, they would still available, but for efficiency sake the rental slots would be pushed up against each other to prevent opened slots on the ice. Israel Herrera inquired: why the dramatic increase in tennis. John Turnbull responded: the number of hours for lessons had increased and MC Tennis offered a higher level of instruction then what had previously been offered. \_

## **Operations Services – Shelter Rentals**

Under Shelter Rentals: rentals increased \$3, weekdays were changed from Monday through Friday to Monday through Thursday, small shelters (weekdays M-Th) increased from \$53 to \$56, small shelters (weekend & holidays) increased from \$56 to \$59, large shelters (weekdays M-Th) range increased from \$61-\$76 to \$64-\$79, large shelters (weekend & holidays) increased from \$71-\$91 to \$74-\$94 and removed Switchyard Park shelter rental lines.

## **C. REPORTS**

### **C-1. Operations Division - none**

### **C-2. Recreation Division - none**

### **C-3. Sports Division - 2021 Aquatics Report**

Dee Tuttle, Sports Program/Facility Manager presented the 2021 Aquatics Report

#### **Admission**

- Daily Admission – Bryan 24,685 down from pre-COVID 3 year average of 35,793/Mills 5,040 down from a pre-COVID 3 year average of 12,421
- Season Passes – 440 used at both pools
- 20 Punch Economy Pass – 237 used at both pools
- Bloomington Parks Camps – Bryan 1,352/Mills 735
- MCUM – Mills 525
- Boys and Girls Club – Bryan 434
- Total Admission – Bryan 27,148/Mills 6,299

#### **Private Pool Rentals**

- Bryan 25
- Mills 8

#### **Lessons**

- Parent Tot – 47
- Level I – 82
- Level II – 80
- Level III – 79
- Level IV – 63
- Level V – 50

#### **Pre-Season Training – 93 hours**

- Blood Born Patheoghs
- Pool Cleanups
- General Staff Training
- Spinal Injury
- Emergency Procedure Management
- Swim Instructor Orientation
- Customer Service
- Concessions staff Training

#### **In-Service Training – 95 hours**

- General Staff Training
- Emergency Procedure
- Spinal Injury Management
- Live Guarding and CPR Skills

#### **Revenue**

Bryan Pool – Actual \$220,289/Budgeted \$235,501 (includes concessions)

Bryan Pool Concessions – Actual \$39,362/Budgeted \$42,000

Mills Pool – Actual \$27,827/Budgeted \$29,600

Paula McDevitt, Director thanked Dee Tuttle for her leadership and despite all of the challenges providing a successful pool season in 2021.

**C-4. Administration Division - none**

**D. PUBLIC HEARINGS/APPEARANCES**

**D-1. Public Comment Period – None**

**D-2. Bravo Award**

Sarah Owen, Community Relations Coordinator presented Garrett Middleton with the October Bravo Award. Garrett had volunteered with the Parks Ambassador program since early 2019. Garrett originally served as the Ambassador for Broadview Park, before switching over to Lower cascades Park in early 2021. Garrett had logged over 41 hours of volunteer service. The Department was grateful for his consistent visits and reporting that contributed to the safety and enjoyment of the parks.

Garrett Middleton, Volunteer, thanked the Board for the opportunity. The Parks Ambassador program was a wonderful program for anyone who frequents the parks, enjoys interaction and likes to know what happens within the parks.

**Board Comments:** thanked Garret Middleton for his help as a volunteer and his service to the department.

**D-3. Parks Partner Award - None**      \_\_\_\_

**D-4. Staff Introductions - None**

Paula McDevitt, Director stated: the Board of Park Commissioners next meeting would be held on Tuesday, November 16, 2021.

**ADJOURNMENT**

Meeting adjourned at 5:15 p.m.

Respectfully Submitted,



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Kim Clapp,  
Secretary Board of Park Commissioners