



A-1 December 10, 2024

Minutes

City of Bloomington Board of Park Commissioners

Regular Meeting: Tuesday, November 12, 2024 4:00 – 5:30 p.m.

Council Chambers, 401 N Morton St, Bloomington, IN

Virtual - Zoom

## CALL TO ORDER - ROLL CALL

The meeting was called to order by Kathleen Mills at 4:05pm

Present: Kathleen Mills, Israel Herrera, and Ellen Rodkey

Absent: Jim Whitlatch

## A. CONSENT CALENDAR

A-1	Approval of Minutes of October 15, 2024 Regular Meeting
A-2	Approval of Claims Submitted October 15, 2024 through November 11, 2024
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	Approval of Agreement with Oiko for invasive plant removal
A-8	Approval of Agreement with Odin & Ollie's for Leonard Springs stair painting
<i>Israel Herrera made a motion to approve the Consent Calendar. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 3-0.</i>	

## B. PUBLIC HEARINGS/APPEARANCES

B-1	<p><u>Emily Buuck, Community Relations Coordinator</u> presented the October Bravo Award to Marcia Davis and Ryland King for their dedication to the Dearly Departed Cemetery Tours. Marcia and Ryland have volunteered for the past several years to help bring to life the stories of Bloomington residents who lived and passed here. Staff was grateful to Marcia and Ryland for getting into character and helping to bring the Dearly Departed Cemetery Tours to life.</p> <p>Marcia Davis thanked the Board for the award.</p> <p>The Board thanked Marcia and Ryland for their volunteer hours.</p>
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## C. OTHER BUSINESS

C-1	<p><u>Rebecca Swift, Operations Development Division Director</u>, presented the agreement with Marshall Security Inc. for 2025 security services. Staff wished to continue to have security patrols provided in park facilities. Contractor would provide security services at eleven primary locations, and four additional sites during 2025. Staff recommended approval of the contract with Marshalls Security in an amount not to exceed \$370,000. Funding source would be from Operations General Fund. Hopewell Cummins would be added into the rotation.</p> <p><b>Board Comments:</b> <i>Kathleen Mills inquired: on the 4am to 5am shift. Rebecca Swift responded: that shift would be removed.</i></p> <p><i>Israel Herrera made a motion to approve the contract with Marshall Security. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 3-0.</i></p>
C-2	<p><u>Hsiung Marler, Switchyard Park General Manager</u> presented the agreement with Touch Graphics. To better assist park patrons, and to continue making facilities more accessible, staff wished to have a tactile accessible map created of Switchyard Park. Contractor would design, manufacture, and install the map in the park. Staff recommended approval of the contract with Touch Graphics in an amount not to exceed \$12,000. Funding source would be from 176-18-G21005-54510.</p> <p>Michael Shermis, Human Rights Director and ADA Coordinator described the process used for selecting the best product.</p> <p><i>Israel Herrera made a motion to approve the contract with Touch Graphics. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 3-0.</i></p>

C-3	<p><u>Hsiung Marler, Switchyard Park General Manager</u>, presented the grant agreement and covenant with the Indiana Department of Natural Resources (IDNR). Due to age, condition and safety concerns, staff wished to have the upper limestone stairs restored at Banneker Community Center. The Historical Preservation Fund grant application had been accepted by IDNR. The grant would provide funding for the project at a 75/25 (\$22,500/\$7,500) matching grant. Parks 25 percent would be funded from Banneker Community Center Non-Reverting Fund.</p> <p><i>Israel Herrera made a motion to approve the grant agreement and covenant with the Indiana Department of Natural Resources for Banneker Community Center stair restoration. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 3-0.</i></p>
C-4	<p><u>Leslie Brinson, Recreation Services General Manager</u> presented policy updates. To help maintain the Parks and Recreation Department Policy Manual, and meet Commission for Accreditation of Park and Recreation Agencies accreditation standards, policies were periodically reviewed, updated, and added as facilities and processes changed. Staff recommended updating, combining or eliminating the following policies: #2050 Suspension from Property, #11080 Behavior Guidelines, #11090 Working with Children, #13040 Rental and Permits, #13070 Facility Rules, #13080 Park Hours, #13090 Animals in Parks, #13230 Abandoned Possessions, #13240 Foraging and #13140 Paintball Guns. See November 12, 2024 Park Board Packet for details. Staff recommended approval of policy updates.</p> <p><b>Board Comments:</b> <u>Israel Herrera inquired:</u> the difference between disposed and destroyed items, and the time frame. <u>Leslie Brinson responded:</u> items classified as “destroyed items” would be soiled, perishable, dangerous, or a health and safety hazard to staff. Items classified as “disposed items” would be held for 30 day, and then destroyed if not claimed, such as a sleeping bag.</p> <p><i>Israel Herrera made a motion to approve updates to policies. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 3-0.</i></p>
C-5	<p><u>Julie Ramey, Community Relations Manager</u> presented policy updates. To help maintain the Parks and Recreation Department Policy Manual, and meet Commission for Accreditation of Park and Recreation Agencies accreditation standards, policies were periodically reviewed, updated, and added as facilities and processes changed. Staff recommended updating Policy #8010, Sponsorships that would combine former Policy #8010 Solicitations of Funds and Policy #8020 Corporate Sponsorships. See November 12 2024 Park Board Packet for details. Staff recommended approval of policy updates.</p> <p><i>Israel Herrera made a motion to approve the updates to Policy 8010 Sponsorships. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 3-0.</i></p>
C-6	<p><u>Haskell Smith, Urban Forester</u> presented the agreement with Bluestone Tree. Staff wished to reduce the amount of damage caused during storm events. Contractor would prune various moderate to high risk trees along priority routes throughout Bloomington. Staff recommended approval of the contract with Bluestone Tree in an amount not to exceed \$25,000. Funding for project would be from Grant account awarded in 2023.</p> <p><i>Israel Herrera made a motion to approve the agreement with Blue Stone Tree for pruning. Ellen Rodkey seconded the motion. Vote taken: motion unanimously carried 3-0.</i></p>

#### D. REPORTS

D-1	<p><u>Tim Street, Director</u> presented the 2025 Strategic Goals</p> <p>The Parks and Recreation Department set goals based on a five-year master plan. Staff were executing the 2021-2025 Master Plan, which included four overarching goals for the department:</p> <ol style="list-style-type: none"> <li>1. Maintain and Enhance the Assets and Natural Resources of the Department</li> <li>2. Reinforce activities and programs to positively impact public health, sustainability, and climate action.</li> <li>3. Prioritize Diversity, Equity, and Inclusion</li> <li>4. Develop Administrative and Staffing Capacity</li> </ol> <p>Staff members would work to develop strategic goals that would work towards fulfilling the master goals, which also had sub-goals. The goals were reported to the Park Board for transparency and as a “report card” of what the department worked towards. A report on completed 2024 goals would be provided in early 2025. See November 2024 Park Board Packet for goal details.</p>
D-2	<p><u>Tim Street, Director</u> presented the 2025 Price Schedule draft. Incremental price increases and changes were included in the draft. At the December 2024 Park Board Meeting, staff would ask for approval of the 2025 Price Schedule.</p>

Becky Higgins, Recreation Director stated changes to the April Market had not been included in the 2025 Price Schedule draft. Those prices would be changed to match that of other Market pricing.

**Board Comments:** Kathleen Mills inquired, when price increases were considered, were prices compared to other communities, to see if prices remained inline. Jason Sims, Cascades Golf Facility Manager commented, to make sure Cascade Golf Course stayed competitive, fees were compared to that of other local course, as well as courses in Indianapolis. Tim Street commented, other staff used a similar process when establishing fees. Ellen Rodkey inquired about Farmers' Market evaluation and data from the market study. Becky Higgins responded: staff were reviewing information from the Farmers' Advisory Council to determine what changes would be implemented in 2025. Items included changes to hours, to communications, data, and accountability. Pricing was in line with other Markets.

Pool fees, Frank Southern Center fees, and garden fees were discussed. Staff would provide additional information to the Board on pools and garden fees.

See November 2024 Park Board Packet for pricing details.

The Board recognized Becky Higgins for receiving the "Distinguished Life Member" Award of Excellence, and congratulated staff for receiving "Outstanding Agency" Award from the Indiana Park and Recreation Association.

#### **E. PUBLIC COMMENT**

*Kathleen Mills opened the floor to public comments.*

**No comments were received**

Tim Street, Director gave department update. Next Board of Park Commissioners meeting was scheduled for Tuesday, December 12, 2024. Beginning in 2025, the Board of Park Commissioners meetings would be held on the 4<sup>th</sup> Thursday of the month, and would begin at 5:00pm.

#### **ADJOURNMENT**

Meeting was adjourned at 4:48pm

Respectfully Submitted,



Kim Clapp,  
Secretary Board of Park Commissioners