



**CITY OF BLOOMINGTON
parks and recreation**

AGENDA

City of Bloomington Board of Park Commissioners
Regular Meeting: Tuesday June 21, 2011 4:00 – 5:30 p.m.

Council Chambers
401 North Morton

CALL TO ORDER - ROLL CALL

A. CONSENT CALENDAR

- A-1. Approval of Minutes of May 24, 2011 Meeting
- A-2. Approval of Claims Submitted May 25, 2011 – June 20, 2011
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

B. PUBLIC HEARINGS/APPEARANCES

- B-1. Public Comment Period -
- B-2. Bravo Award - Exten. Homemakers of Monroe Co/Rosann Green (Leslie Brinson)
- B-3. Staff Introductions - Park Ambassadors (Kim Ecenbarger and Barb Dunbar)
- B-4. Staff Recognition - Lesilyn Neely - 15 year anniversary
- Ellen Campbell – 5 year anniversary

C. OTHER BUSINESS

- C-1. Review/Approval of Proposed 2012 Parks General Fund Budget (Mick Renneisen)
- C-2. Review/Approval of Proposed 2012 Parks Non-Reverting Fund Budget (Mick Renneisen)

D. REPORTS

- D-1. Recreation Division - Summer Food Service Program /NRPA Grant (Leslie Brinson)
- D-2. Sports Division -
- D-3. Operations Division -
- D-4. Administration Division -

ADJOURNMENT



CITY OF BLOOMINGTON
parks and recreation

A-1
07/26/11

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, June 21, 2011
4:00 – 5:30 p.m.

Council Chambers
401 N. Morton St.

CALL TO ORDER

The meeting was called to order by Mr. Carter at 4:05 p.m.

Board Present: John Carter, Les Coyne, Joe Hoffmann

Board Absent: Jane St. John

Staff Present: Mick Renneisen, Judy Seigle, John Turnbull, Barb Dunbar, Kim Ecenbarger, Leslie Brinson, Paula McDevitt, Elizabeth Tompkins, Bev Johnson, Rob Gilchrist, Lesilyn Neely, Bill Ream, Ellen Campbell, Dave Williams

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Mr. Hoffmann made a motion to approve the Consent Calendar as presented. Mr. Coyne seconded the motion. Motion unanimously carried.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period

No public comment at this time.

B-2. Bravo Award

Ms. Brinson addressed the Board and announced that the June Bravo Award is being presented to the Home Extension Groups of Monroe County for their involvement and support of the department. The Home Extension Group of Monroe County has been active in Monroe County for more than 80 years. It is an education and civic organization under the auspices of Purdue University. There are currently 16 clubs, with 14 being active and 2 associate groups with a total of 239 members. One of this organization's biggest commitments is providing support for the Monroe County Fair. They provide 75% of the exhibits in the open class divisions, as well as serve as judges, monitors, and spend time on the Fair Board. Other projects have included making curtains for Martha's House, making items for patients at Riley Hospital and supporting the Monroe County United Ministries, Community Kitchen and other non-profit groups in Monroe County. The President's Project for the 2010-2011 year was to support the programs at the Banneker Community Center. Club members have provided school supplies, baking supplies, snacks, paper products, craft supplies, hats, gloves, and clothing. These items have helped support the Banneker at the View after school Program as well as the Banneker Center Drop In program. Having these supplies donated has allowed both programs to provide better services to their participants. So far in 2011, the Home Extension Groups have saved the Banneker Center over \$700 in supplies. The Banneker at the View will have enough school supplies to make it through another semester of programming, as well as snack and dinner supplies.

RoseAnn Green (Ms. Brinson's grandmother) accepted the Bravo Award on behalf of the Home Extension Group of Monroe County. She stated that it was very easy to decide to help the Banneker Center this year! Her group has enjoyed being able to help out.

B-3. Staff Introductions – Park Ambassadors

Ms. Dunbar addressed the Board and stated that the Department began its Pilot Park Ambassadors Program in May. Seven community volunteers have been recruited and have committed for a period of one year at their respective park. Park Ambassadors will serve in helping to promote positive use of parks and as a liaison between park users and the Department. The following three Park Ambassadors were at the Board meeting and expressed their gratitude to the Board for this opportunity: Kristie Rundell, Broadview Park; David Wierhake, Building & Trades Park; and Mark Wroblewski, Bryan Park. The remaining four were unable to attend: Richard McDaniel, Lower Cascades Park; Lori Sears, Rev. Ernest D. Butler Park; Maggie Sullivan, RCA Park; Judy Woodley, Olcott Park

B-4. Staff Recognition – Lesilyn Neely – 15 year anniversary/Ellen Campbell – 5 year anniversary

Ms. Seigle addressed the Board and acknowledged the 15 year anniversary of Lesilyn Neely with the Department. As Customer Service Representative, one of Ms. Neely's primary responsibilities is processing payroll. This is not an easy task with almost 60 full-time and approximately 300 seasonal employees. In addition, because of her attention to detail, she has become the unofficial registration coordinator for the National Softball Tournaments and the annual Foundation Golf Scramble. She always has a pleasant demeanor and always puts customers at ease.

Ms. Neely addressed the Board and stated that she hopes to be with the Department another 15 years!

Mr. Renneisen addressed the Board and acknowledged the 5 year anniversary of Ellen Campbell with the Department. Ms. Campbell is the Graphic Designer and responsible for producing most of the advertising/print items used by the Department. Examples include the seasonal Program Guide (produced 3 times per year), the Performing Arts Series posters, direct mailers, and much more! In addition to her graphic design work, Ms. Campbell also designs and sells jewelry at several venues throughout the community, in addition to vending at A Fair of the Arts.

Ms. Campbell addressed the Board and stated that her job is always changing and always a challenge. She hopes to be with the department for a long time as well.

C. OTHER BUSINESS

C-1. Review/Approval of Proposed 2012 Parks General Fund Budget

Mr. Renneisen addressed the Board seeking approval of the proposed 2012 Parks General Fund Budget. He stated that the 2012 budget was developed using a "zero based" budget model. This model assesses the costs of every department service using no previous budget history and builds a budget based on the needs for each service. In addition, a budget retreat was held with the Board to receive input and determine priorities. Budget hearings begin in July with the City Council. The department's mission is to strive to provide the highest quality parks, recreation services and greenspace to enhance the quality of life for our community.

Department Highlights:

- 2007 Gold Medal Award winner
- 2001 CAPRA accredited; reaccredited in 2006 and 2011
- 20 program units
- Over 1,000 program offerings annually
- Over 833,000 recorded participations in 2010
- Responsible for over \$50 million of City assets

Priorities:

- Enhance Access to TLRC

- Improve access (road, stoplight, sidepath) to the Twin Lakes Recreation Center – TIF funded project.
- Important safety/accessibility issue much anticipated by current and future users.
- Health & Wellness
 - Twin Lakes Recreation Center has programming designed to improve the health and wellness of the community.
 - Non-reverting budget – funded primarily by user fees.
 - B-Line Trail increases opportunities for programs focusing on health and wellness.
- Economic Impact
 - TLRC has generated \$5.5 million in economic impact for the community in its second year of operation and over \$10 million since purchased in May 2009.
 - B-Line Trail increases opportunities for economic impact by attracting visitors and creating a “commerce trail” for businesses near the trail.
 - 21st National Softball Tournament in 2012 – USA/ASA Girls’ 10U Nationals. These tournaments have generated \$17+ million for local economy.
- Infrastructure Repair
 - 41 park sites
 - 12 facilities
 - 2,360 acres
 - 30 miles of trails
 - 26 playgrounds
 - 42 parking lots
 - 24 picnic shelters
 - 78 landscape plots
 - 40 outdoor court surfaces
- Energy Efficiency
 - Conduct Phase II energy audit.
 - Continue energy related improvements.
 - Adjust management practices.
 - Seek LEED Silver OM certification (when appropriate).
- Future Community Park
 - Complete a Master Plan for the Switchyard property.
 - TIF funding request (June 234, 2011).
 - B-Line Trail completion through Switchyard will pique community interest in future use of site.
- Identify Future Community Parks & Recreation Interests
 - Complete a Community Attitude and Interest Survey in fall 2011.
 - Use results to identify key community initiatives to develop Department’s 2013-17 Master Plan in 2012.
 - Last survey complete in 2006.

Budget Summary:

- Personal Services (line 100) \$4,400,519
- Supplies (line 200) \$635,443
- Other Services (line 300) \$1,492,099
- Capital Outlays (line 400) \$172,329

The department’s total 2012 general fund budget request is \$6,700,390. Projected general fund revenue for 2012 is \$1,152,400 and \$2,136,708 in non-reverting for a total of \$3,289,108. Mr. Renneisen expressed his thanks to the Parks and Recreation team for their outstanding efforts.

Mr. Coyne stated that the percentage of revenue in non-reverting versus general fund is very impressive and stated that it is a testament to the creativity, effectiveness, and planning of the staff.

Mr. Hoffmann made a motion to approve the 2012 General Fund budget contingent on final approval of the City Council. Mr. Coyne seconded the motion. Motion unanimously carried.

C-2. Review/Approval of Proposed 2012 Parks Non-Reverting Fund Budget

Mr. Renneisen addressed the Board seeking approval of the 2012 Parks and Recreation Non-Reverting budget request.

Background:

- NR fund established as an “enterprise fund”
- Allows staff flexibility to meet customer interests
- Reduces reliance on the general fund tax base
- Developed with “zero-based” budget model
- Incorporated input from staff specialists, supervisors, managers & division directors
- Conducted budget development retreat with the Board of Park Commissioners to receive input and determine budget priorities

NR Budget & the TLRC:

- The Twin Lakes Recreation Center has operated for 24 months since purchased in May 2009
- Budget changes in 2012 reflect actual expenses and revenue from two full years (May 2009-May 2011) of operation
- Proceeds from the bond sale paid the debt service (capitalized interest) for TLRC in 2010 and 2011
- Surplus revenue generated to date (May 15, 2009 – June 17, 2011) = \$565,174

2011 to 2012 Non-Reverting Budget Changes:

- Decrease in part-time salaries in various budget units to reflect actual expenses
- Increase in other repairs at pools, TLRC and Farmers’ Market to reflect actual expenses
- Increased expense for a larger national softball tournament. (Additional revenue will offset expenses.)
- Increase in travel related expenses from moving some instruction/travel funds from GF to NR
- Youth Services anticipates less expense related to fewer registrations for youth camps
- TLRC is creating new budget area for youth basketball leagues to better track income/expenses in this large program
- Increase in uniform expenses as a result of transferring some GF purchases to NR. The creation of TLRC youth basketball budget creates an increase in this category for team uniforms
- Other NR budget units remain relatively unchanged

Budget Summary:

- Personal Services (line 100) \$607,966 (a decrease of \$109,808)
- Supplies (line 200) \$420,992 (an increase of \$30,843)
- Other Services (line 300) \$985,680 (an increase of \$38,974)
- Capital Outlays (line 400) \$0 (periodic capital improvements are authorized based on NR reserves)
- Total Non-Reverting Fund Request = \$2,014,638 (a decrease of \$39,991)
- Projected Revenue = \$2,136,708
- Projected Expenses = \$2,014,638
- Anticipated surplus for 2012 = \$122,070 (*TLRC bond payment is reflected in expenses)
- Non-Reverting balance as of 1/01/11: \$1,053,668 (includes TLRC reserve/capitalized interest). Current balance as of 6/21/11: \$1,480,763

Mr. Coyne stated that he is pleased to see an increase in the non-reverting budget balances and advised staff to be strategic in how to protect it.

Mr. Renneisen stated that he feels a strong sense from the City Council that they understand the non-reverting fund is the back-up fund for the two revenue bonds (TLRC and the Golf Course).

Mr. Hoffmann made a motion to approve the 2012 non-reverting fund budget. Mr. Coyne seconded the motion. Motion unanimously carried.

D. REPORTS

D-1. Recreation Division – Summer Food Service Program/NRPA Grant

Ms. Brinson addressed the Board and provided them with an update on the new Winslow Woods Summer Food Service Program. She stated that the department was recently awarded a \$36,000 one-year grant through the NRPA's (National Park and Recreation Association) Serving Communities grant program. The grant is made available through funding provided by Wal-Mart. Ms. Brinson stated that staff will pick up children at both Walnut Woods and Henderson Court Apartments Monday-Friday at 11:00 a.m. Lunch is served at the Winslow Woods Shelter House at 12:00. Group games and activities are held from 1-5 p.m. and dinner is served at 5:00 p.m. at the Monroe County YMCA. Following dinner, activities are provided inside the YMCA from 6-8:15 p.m. Transportation back home is provided at 6:00 (for those not staying for the activities after dinner) and again at 8:15 following activities. The grant funds help cover staffing, Monroe County YMCA daily use, Foodworks Supply fee, program supplies, and bus drivers.

D-2. Sports Division – No Report

D-3. Operations Division – No Report

D-4. Administrative Division – No Report

ADJOURNMENT

Meeting adjourned at 4:45 p.m.

Respectfully Submitted,



Judy Seigle, Secretary Board of Park Commissioners