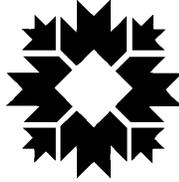


RESCHEDULED FROM TUESDAY, SEPTEMBER 27, 2011



CITY OF BLOOMINGTON
parks and recreation

AGENDA

City of Bloomington Board of Park Commissioners
Regular Meeting: Tuesday October 4, 2011 4:00 – 6:00 p.m.

Council Chambers
401 North Morton

CALL TO ORDER - ROLL CALL

A. CONSENT CALENDAR

- A-1. Approval of Minutes of July 26, 2011 Meeting
- A-2. Approval of Claims Submitted July 27, 2011 – September 26, 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 - Mike Burchfield – Mural Artist (presented on 9/27/11)
- B-3. Staff Introductions - Aaron Craig – Golf Facilities Manager (presented on 9/27/11)
- B-4. Staff Recognition - Marcia Veldman – Program/Facility Coordinator (presented on 9/27/11)

C. OTHER BUSINESS

- C-1. Review/Approval of Facility Rental Agreement with Bloomington Soccer to Provide Soccer Programs at Twin Lakes Recreation Center (Rob Gilchrist)
- C-2. Review/Approval of Agreement with the Bicycle Project (Steve Cotter)
- C-3. Review/Approval of Appointment to Banneker Community Center Advisory Council (Leslie Brinson)
- C-4. Review/Approval of Management Agreement with BCTM, Inc. to Provide Management Services for the Buskirk-Chumley Theater for 2012-2014 (Mick Renneisen)
- C-5. Review/Approval of Partnership Agreement with Hilltop Nature and Garden Center and WonderLab to Conduct the Great Pumpkin Launch Event (Bill Ream)
- C-6. Review/Approval for Authorization to Finalize Scope of Work and Consultant Fee for Switchyard Master Plan (Dave Williams)
- C-7. Review/Approval of Construction Contract for Cascades Trail – Phase I (Dave Williams)

D. REPORTS

- D-1. Recreation Division -
- D-2. Sports Division -
- D-3. Operations Division -
- D-4. Administration Division -

ADJOURNMENT



**CITY OF BLOOMINGTON
parks and recreation**

A-1
10/25/11

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, September 27 continued to October 4, 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 4:00 p.m.

September 27 meeting:

Board Present: John Carter, Joe Hoffmann

Board Absent: Jane St. John, Les Coyne

Staff Present: Mick Renneisen, Judy Seigle, Becky Higgins, Kim Ecenbarger, Aaron Craig, Steve Cotter, Paula McDevitt, Rob Gilchrist, Dave Williams, Bill Ream, Barb Dunbar, Bev Johnson, John Turnbull, Elizabeth Tompkins, Marcia Veldman

Partners: Danielle McClelland, Chris Doran, Lynn Schwartzberg

City Administration: Inge Van DerCruysse, Miah Michaelson

October 4 meeting:

Board Present: John Carter, Joe Hoffmann, Les Coyne

Board Absent: Jane St. John

Staff Present: Mick Renneisen, Judy Seigle, Rob Gilchrist, Becky Barrick-Higgins, Leslie Brinson, Bill Ream, Julie Ramey, Steve Cotter, Elizabeth Tompkins, Paula McDevitt, Bev Johnson, Dave Williams

Partners: Danielle McClelland, Chris Doran, Lynn Schwartzberg

A. CONSENT CALENDAR

A-1. Approval of Minutes of July 26, 2011 Meeting

A-2. Approval of Claims Submitted July 27 – September 26, 2011

A-3. Approval of Non-Reverting Budget Amendments

A-4. Review of Business Report

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

Mr. Renneisen stated that the Citizen Attitude and Interest Survey was recently mailed, by our survey consultant, to random members of the Bloomington Community. He reminded the public that the data received via this survey is very important and encouraged citizens to complete and return the survey. Result of the survey guide the future direction of the department.

B-2. Bravo Award Mike Burchfield – Mural Artist

Ms. Dunbar addressed the Board and stated that the September Bravo Award is being presented to Mike Burchfield for sharing his remarkable artistic talents with the department. Mr. Burchfield has lived in Bloomington since he was five and is a graduate of Bloomington High School South. He has been painting professionally as a private contractor for eight years. He states that he gets his artistic abilities from his grandmother. This summer Mr. Burchfield completed two large murals for the department. The first was on the north side of the restroom building at Reverend Ernest D. Butler Park. This site was adorned with a colorful blast from the past with a comic and cartoon theme presence. The second mural, just completed in August, is on the south side or back side of the Waldron, Hill & Buskirk Park (3rd St. Park) stage. He created a musical/theatrical theme at this site.

B-3. Staff Introductions – Aaron Craig

Mr. Craig addressed the Board and stated that he is the new Golf Facilities Manager at Cascades Golf Course. A graduate of Purdue University with a BS in Small Business, he has a broad basis of experience from being 1st assistant golf professional at both Highland Golf & Country Club and Fox Prairie Golf Course. He has extensive knowledge of the golf swing from years of teaching individual and group lessons. He started with the Golf Course on August 8 and is in the process of relocating himself and his family from Noblesville to Bloomington.

B-4. Staff Recognition – Marcia Veldman

Ms. Barrick-Higgins addressed the Board and acknowledged the 15 year anniversary of Marcia Veldman. As a program/facility coordinator within the Community Events area, Ms. Veldman can be credited in large part for the transition of the Bloomington Community Farmers' Market from its original site to its current site at the Showers Plaza. She has developed a rapport with Market vendors, customers, and advisory council members which has contributed to the explosive growth in the number of customers visiting the Market. In addition, during her tenure the Market has expanded its season and has added an art fair, Holiday Market, Tuesday Market and additional events. Ms. Veldman is also responsible for overseeing the Community Garden program which has expanded in recent years from one site to three sites and is at or near capacity each season.

C. OTHER BUSINESS

C-1. Review/Approval of Facility Rental Agreement with Bloomington Soccer

Mr. Gilchrist addressed the Board seeking approval of the facility rental agreement with Bloomington Soccer. He stated that Chris Doran has operated a successful and well respected youth and adult soccer program at the Twin Lakes Recreation Center (formerly Bloomington SportsPlex) since the facility opened in 1999. The programs include developmental programs for youth as well as recreational and competitive soccer leagues for youth and adults. This agreement provides Mr. Doran with the opportunity to continue offering these programs to the Bloomington community. It provides quality soccer programming for community members and allows for a steady revenue stream for the facility. This is the third year for this facility agreement.

Mr. Doran addressed the Board and thanked the staff and the Board for their support of the soccer program. He considers this to be a very successful relationship. He stated that he does offer a number of scholarships for youth participants so soccer can be available to everyone in the community.

Mr. Hoffmann made a motion to approve the facility rental agreement with Bloomington Soccer. Mr. Coyne seconded the motion. Motion unanimously carried.

C-2. Review/Approval of Agreement with the Bicycle Project

Mr. Cotter addressed the Board seeking approval of the agreement with the Bloomington Community Bicycle Project (Bike Project) to provide bicycle services on the B-Line Trail. This agreement would allow the Bike Project, which is a project of the Center for Sustainable Living, to use a portion of the former CSX Yard Office at 245 W. Grimes Lane to expand their program. Participants would be able to repair their own bicycles at the new shop or participate in the "Earn-

a-Bike” program. The Bike Project would also assist cyclists by providing advice on routes, bike maintenance and places to purchase bicycle parts locally. This partnership would also help Bloomington achieve its goal of earning a Platinum level designation through the League of American Bicyclists’ Bicycle Friendly Community Program.

Mr. Hoffmann and Mr. Coyne asked if the three year lease seems reasonable. They don’t want to make a commitment to something that staff later determines is not desired.

Mr. Renneisen responded that the three year lease seems safe given the length of time that it will actually take to develop the Switchyard Park property.

Mr. Hoffmann made a motion to approve the agreement with the Bicycle Project. Mr. Coyne seconded the motion. Motion unanimously carried.

C-3. Review/Approval of Appointment to Banneker Community Center Advisory Council

Ms. Brinson addressed the Board seeking approval of the appointment to the Banneker Community Center Advisory Council. She stated that the advisory council has had a vacancy for the past year. The position was posted when it first became vacant; however, no applications had come in for quite some time. Staff is recommending the appointment of Timmi-Lynn Dobbins. Ms. Dobbins owns her own business in Bloomington and designs perfume in her spare time. She has experience on many different boards in the community and has played a role in local youth serving organizations. She is looking forward to giving back to her community.

Mr. Hoffmann made a motion to approve the appointment to the Banneker Community Center Advisory Council. Mr. Coyne seconded the motion. Motion unanimously carried.

C-4. Review/Approval of Management Agreement with BCTM, Inc. to Provide Management Services for Buskirk-Chumley Theater for 2012-2014

Mr. Renneisen addressed the Board seeking approval of the Management Agreement with BCTM to provide management services for the Buskirk-Chumley Theater for 2012-2014. He stated that this is the third agreement that the Parks Department has overseen for the Buskirk-Chumley Theater. Funding for the proposed 3-year agreement will come from the City’s downtown TIF fund. Staff received final approval from the Redevelopment Commission on September 12 for funding of building related expenses listed in the agreement for the period of January 2, 2012 – December 31, 2014. Changes to sections 4,5, and 8 of the agreement include:

4. Authority and Accountability

- BCTM shall obtain one three-year audit during the term of this Agreement, by an independent public or certified public accountant and in accordance with Generally Accepted Auditing Standards (GAAS) by March 15, 2014 of the three years preceding that date (i.e. calendar years 2011, 2012, and 2013).

5. Annual Funding for Building-Related Expenses

- City agrees to provide annual funding to be used solely for building-related expenses, including maintenance, repair and improvement of the BCT in the amount of Sixty Thousand dollars (\$60,000.00) for calendar year 2012; Fifty Five Thousand dollars (\$55,000.00) for calendar year 2013; and Fifty Thousand dollars (\$50,000.00) for calendar year 2014, all subject to approval of the Commission or other fiscal body.
- Any taxes that are duly assessed for activities stemming from BCTM and a third party, and that are charged to the City as the owner of the BCT, shall be paid out of the 3rd quarter payment by the City once a year, and it shall be BCTM’s responsibility to seek reimbursement from the third party with whom it contracts. The City will provide copies of documents requiring tax payments to the BCTM, as soon as they become available.

8. Use of Premises; Rights Retained by City

- The City, as owner of the BCT, has applied on BCTM’s behalf for an Alcoholic Beverages permit for the

premises and shall retain rights to this permit because it has applied for an alcoholic beverage permit (liquor, beer and wine retailer for a Civic Center, license type 219) on behalf of the BCTM pursuant to Ind. Code 7.1-3-1-25. This permit, to be granted in 2011 and renewable on an annual basis, is not part of the regular Alcoholic Beverage permits that are granted following a quota system, and can only be obtained when the City applies for it. If granted, such a permit is particular to the circumstances of the location in that the building must be owned by the City, and that it must be open for specific purposes.

- BCTM shall, at its own expense during the duration of this Agreement, maintain liquor liability insurance in compliance with Section 12 of this Agreement, and carry the financial cost for application and renewals, or any other expense related to the permit.
- BCTM agrees that, in the event of termination of this Agreement for any reason, BCTM will, at the option of the City exercised in writing, either surrender BCTM's Alcoholic Beverages permit for the Theater's location, or take all necessary or desirable lawful steps requested by the City to transfer the alcoholic beverages permit for the Theater location to another prospective permittee to be designated by the City, and approved of by the Indiana Alcohol and Tobacco Commission. Such steps may include, but are not limited to, having BCTM officers and/or directors execute lawful documents at the request of the City. In the event of such surrender or transfer upon termination of this Agreement, BCTM will not be entitled to any monetary payment or other compensation for complying with this Agreement.
- BCTM agrees to immediately inform the City in writing when it cannot or will not start or continue to perform its rights and obligations under the alcoholic beverages permit it has been granted under this Agreement. It agrees that it will not deposit its license with the Alcohol and Tobacco Commission without first seeking and receiving a written permission to do so by the City. It agrees that, upon the City's request and at the City's discretion, it will surrender the BCTM's alcoholic beverages permit for the Theater's location, or take all necessary or desirable lawful steps requested by the City to transfer the alcoholic beverages permit for the Theater location to another prospective permittee to be designated by the City, and approved of by the Indiana Alcohol and Tobacco Commission. Such steps may include, and are not limited to, having BCTM officers and/or directors execute lawful documents at the request of the City. In the event of such surrender or transfer, BCTM will not be entitled to any monetary payment or other compensation for complying with this Amendment.
- The City shall have the right to use the BCT, with no rental fee, for up to seven (7) days each calendar year, which dates will be coordinated with BCTM in advance. Specific dates will be set for City events that are time-specific. Dates for other City events will be mutually agreed upon by the City and BCTM. A day of use is defined as the time between 8:00 a.m. and 12:00 a.m. (midnight) on the day of the rental. Additional hours may be added to a day of use with BCTM approval. In its discretion, the City reserves the right to re-grant these rent-free days for use by others. Any fees, outside of the rental fees, will be paid by the group or individual given access to the facility by the City on these days. The dates for any of the seven (7) rent-free days at the BCT that the City grants to others, will be coordinated between BCTM and the group or individual that is given access by the City to the facility on these days.

Danielle McClelland gave a brief PowerPoint presentation on the history of the Buskirk-Chumley and performing arts in the Bloomington Community.

Ms. Schwartzberg thanked the Board and the staff for this opportunity and considers the partnership to be very successful.

Mr. Hoffmann made a motion to approve the Management Agreement with BCT Management, Inc for 2012-2014. Mr. Coyne seconded the motion. Motion unanimously carried.

C-5. Review/Approval of Partnership Agreement with Hilltop Nature and Garden Center and WonderLab to Conduct the Great Pumpkin Launch Event

Mr. Ream addressed the Board seeking approval of the partnership agreement with Hilltop Nature and Garden Center, and WonderLab to conduct the Great Pumpkin Launch event. He stated that this is an event that was held for six years at Hilltop and two years at RCA Park. Staff is bringing back the event after a 2-year absence because of public interest. This year is the first year for the formal partnership, adding WonderLab as an additional partner to include a scientific aspect to the event. WonderLab will coordinate children's activities during the event and Hilltop Garden and Nature Center will be the site host while Bloomington Parks and Recreation will coordinate all of the logistics of the event. Staff

is excited to work with these organizations to bring this event back to Bloomington. The event will take place on Saturday, November 5 from noon – 4pm at Hilltop Garden and Nature Center. The event will include distance and accuracy pumpkin launching competitions, a seed spitting competition, science related children’s activities, and live musical entertainment.

Mr. Hoffmann made a motion to approve the partnership agreement with Hilltop Nature and Garden Center and WonderLab. Mr. Coyne seconded the motion. Motion unanimously carried.

C-6. Review/Approval for Authorization to Finalize Scope of Work and Consultant Fee for Switchyard Master Plan

Mr. Williams addressed the Board seeking approval for the scope of work and consultant fee for the Switchyard Master Plan. He stated that this project will be a comprehensive study of the former CSX railroad property and adjoining Parks owned parcels totaling over 50 acres. Extensive public comment will be received and evaluated. Several City departments also have a stake in the project with assessments and evaluation of existing zoning, opportunities to advance public and private economic development, and linkages for vehicular, bicycle, and pedestrian transportation. He added that development of the Switchyard property will be a challenge with the floodway and environmental contamination and will influence park development decisions. Staff is recommending contracting with Rundell Ernstberger Associates for a total contract amount of \$475,000. Funding for the contract will come from the downtown TIF and Thomson TIF funds.

Mr. Hoffmann made a motion to award the consultant contract for the Switchyard Master Plan to Rundell Ernstberger Associates for \$475,000. Mr. Coyne seconded the motion. Motion unanimously carried.

C-7. Review/Approval of Construction Contract for Cascades Trail – Phase I

Mr. Williams addressed the Board seeking approval of the construction contract for Cascades Trail – Phase I. This project involves the construction of an 8’ wide asphalt trail from Clubhouse Drive in Lower Cascades Park north, along the west side of Cascades Park Road to cross N. Walnut Street and ending at a prefabricated bridge set over Griffy Creek across from Stone Mill Road. The length of the trail is approximately .85 miles. The project is funded by a DNR State Trails Grant award from 2009. He stated that five bids were received on September 21. The low bid was provided by Dave O’Mara Contractor, Inc which was under the consultant engineer’s cost estimate for the project. Staff recommends awarding the bid to Dave O’Mara Contractor Inc. for the bid cost of \$632,400. He indicated that the trail should nearly be completed by the end of 2011 with final plantings to be completed in the spring of 2012.

Mr. Hoffmann made a motion to approve the construction contract for Cascades Trail – Phase I with Dave O’Mara Contractor Inc. Mr. Coyne seconded the motion. Motion unanimously carried.

D. REPORTS

D-1. Recreation Division – No Report

D-2. Sports Division – No Report

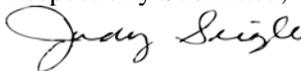
D-3. Operations Division – No Report

D-4. Administrative Division – No Report

ADJOURNMENT

Meeting adjourned at 4:50 p.m.

Respectfully Submitted,



Judy Seigle, Secretary Board of Park Commissioners