



**CITY OF BLOOMINGTON
parks and recreation**

AGENDA

City of Bloomington Board of Park Commissioners
Regular Meeting: Tuesday, December 15, 2015 4:00 – 5:30 p.m.

Council Chambers
401 N. Morton St.

CALL TO ORDER - ROLL CALL

A. CONSENT CALENDAR

- A-1. Approval of Minutes of November 10, 2015
- A-2. Approval of Claims Submitted November 11, 2015 – December 14, 2015
- 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 -
- B-3. Parks Partner Award -
- B-4. Staff Introductions -

C. OTHER BUSINESS

- C-1. Review/Approval of 2016 Event Permit Application Changes (Becky Barrick)
- C-2. Review/Approval of Partnership Agreement with Mother Hubbard's Cupboard (Robin Hobson)
- C-3. Review/Approval of New Policy on Department Pesticide Use (Steve Cotter)
- C-4. Review/Approval of Volunteer Guidelines - Policy Change (Julie Ramey)
- C-5. Review/Approval of Partnership Agreement with Bluestone Tree for Removal of White Oak in Seminary Park (Julie Ramey)

D. REPORTS

- D-1. Operations Division - Switchyard Park Design Update (Kevin Osburn/REA)
- D-2. Recreation Division - No Report
- D-3. Sports Division - No Report
- D-4. Administration Division - No Report

ADJOURNMENT



CITY OF BLOOMINGTON
parks and recreation

A-1
12-15-15

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, December 15, 2015
4:00 – 5:30 p.m.

Council Chambers
401 N. Morton

CALL TO ORDER

The meeting was called to order by Mr. John Carter at 4:00 p.m.

Board Present: John Carter, Jane St. John, and Joe Hoffman

Staff Present: Mick Renneisen, Paula McDevitt, Dave Williams, Kim Clapp, Becky Higgins, Julie Ramey, Leslie Brinson, Bill Reams, Erik Pearson, Steve Cotter, Marcia Veldman, Robin Hobson, Alison Miller, Joanna Sparks, Ellen Campbell and Lee Huss.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of November 17, 2015 Meeting
- A-2. Approval of Claims Submitted November 17, 2015 thru December 14, 2015
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

Ms. Jane St. John made a motion to approve the Consent Calendar. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period - None

B-2. Bravo Award – None this month

B-3. Parks Partner Award – None this month

B-4. Staff Introductions - None

C. OTHER BUSINESS

C-1. Review/Approval of 2016 Event Permit Application Changes

Becky Higgins-Community Events Manager requested the Board approve the updated 2016 application forms. The Special Event Permit Application, the B-Lines Special Permit Application, the Mobile Stage Rental and the Alcohol Guidelines. There have been no significant changes to the forms.

Ms. Jane St. John made a motion to approve the 2016 Event Permit Application Changes. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

C-2. Review/Approval of Partnership Agreement with Mother Hubbard's Cupboard

Ms. Robin Hobson, Program Specialist recommended the Board approve the Partnership with Mother Hubbard's Cupboard. The Community Gardening Program (CGP) and Mother Hubbard's Cupboard (MHC) intend to continue a program at the Rev. Ernest D. Butler Park Community Garden. This program will provide education, gardening opportunities for low-income residents, produce food to be distributed by MHC and offer a healthier life style to participating gardeners.

MHC conducted an extensive evaluation of their sites. Due to low participation numbers and other issues, MHC will no longer be involved at the Crestmont Park Community Garden and the Benjamin Banneker Community Center (BBCC).

Community Garden Program staff conducted their own survey at the Crestmont and Banneker locations. Due to survey results it has been decided to close the Crestmont site. This neighborhood will be provided with a gardening program through MHC, Bloomington Housing Authority (BHA) and the Crestmont Boys and Girls Club. The BBCC garden will continue to serve pre-school program participants as well as becoming a venue for the Near West Side Neighborhood Association to enjoy a shared garden space by means of a provisional arrangement in 2016. Ms. Hobson introduced Stephanie Sullivan, Director of Education and Outreach at Mother Hubbard's Cupboard.

Ms. Sullivan approached the podium. It has been a pleasure to work with BPRD in providing the community with garden programs and look forward to continuing the program at Butler Park. It was a difficult decision to decide what the future of community gardening education would look like at MHC. MHC is thrilled to have the opportunity to explore what a partnership BHA and the Boys and Girls Club could look like. MHC sees a lot of opportunity with the new sites and believe this transition will be great for those using the services at MHC and Crestmont neighborhood.

Ms. Jane St. John made a motion to approve the Partnership Agreement with Mother Hubbard's Cupboard. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

C-3. Review/Approval of Pesticide Use Police

Steve Cotter, Natural Resources Manager recommended the approval of the Bloomington Parks and Recreation Pesticide Use Policy. To meet the 2016 Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation standards and address citizen's inquiries a Pesticide Use Policy has been created. The BPRD currently has two certified pesticide applicators on staff and two additional qualified employees will seek their certifications in 2016. After several staff meetings a pesticide use policy was drafted and presented to four citizen groups, the Environmental Resources Advisory Council, the Tree Commission, the Pesticide Use Policy Study Committee and the Bloomington Environmental Commission. These groups reviewed and provided excellent suggestions on how to improve the policy. This policy, if approved, will be the foundation for the development of an integrated pest management (IPM) plan that will be created in 2016. Staff are in the process of collecting and studying existing IPM plan form exemplary agencies in the preparation for the creation of an IPM plan for BPRD.

Mr. Mick Renneisen, Director stated the Department has received public concerns on what chemicals are used in the Parks. To capture public feedback and concerns the staff presented the draft to the four citizen groups. These groups were comprised of groups that were both for and against the use of herbicides and pesticides. The Board has two copies of the policy. The original policy and the strike through version showing the changes made after receiving the recommendation of the four public entities. Mr. Renneisen made the public aware, they have access to this policy and to the current inventory list used by the Department.

Ms. Jane St. John made a motion to approve the Approval of Pesticide Use Policy. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

C-4 Review/Approval of PROPOSED CHANGES TO POLICY 14010, VOLUNTEER GUIDELINES

Julie Ramey, Community Relations Manager recommended the approval to the proposed changes to the Parks and Recreation Department Policy #14010, Volunteer Guidelines. The Department's process for recruiting, training, tracking, evaluating and thanking volunteers have incrementally changed over the past few years. Changes to the policy reflect these simplified methods for gathering information. The guidelines reflected in this policy have been thoroughly reviewed and updated to align with 2016 CAPRA accreditation standards, and updated to reflect changes in the Special Services Coordinator position and associated record keeping and file location.

Ms. Jane St. John made a motion to approve the Proposed Changes to Policy 14010, Volunteer Guidelines. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

C-5 Review/Approval of Partnership Agreement with Bluestone Tree to Remove Seminary Park White Oak.

Lee Huss, Urban Forester Recommended the approval of the proposed partnership with Bluestone Tree for the removal of the historic white oak tree in Seminary Park. A white oak in the Seminary Park was identified as "high risk" by Bartlett Tree Experts in October 2014. This high risk rating necessitates the tree's removal to prevent personal injuries or property

damage. Bluestone Tree, a local tree care company proposed to remove the tree at no cost to BPRD. The staff feels this company has the expertise, equipment, staff and ability to safely remove the tree.

The Board requested clarification on who would retain the wood from the tree.

The Department will retain all of the wood product but has agreed to give Bluestone Tree some wood in appreciation of their services.

REPORTS

D-1. Operations Division – Switch Yard Park Design

Mr. Mick Renneisen, Administrator gave a brief overview of the Switchyard Master Plan. Three years ago the original Master Plan was complete by Rundell, Ernstberger and Associates. Since 2012, the staff has continued to work on design elements. Public discussions were held to better understand community needs and to acquire guidance on some design components. Mr. Kevin Osburn, Lead Consultant with Rundell, Ernstberger and Associates will present the schematic design phase today. This design is not refined, we look forward to receiving feedback from the Board and the Community over the next month. Mr. Renneisen introduced Mr. Osburn.

Mr. Osburn presented the schematic design to the Board. The design is three quarters of the way completed. The schematic design phase gives us the opportunity to think in broad conceptual terms about the park and the design elements. What we are looking at tonight is the overall layout of the park, the arrangements and relationships of the design components. Two main changes to the original design occurred when the BPRD acquired two pieces of property. One on the east side and one on the west side, allowing access to the park from Walnut Street and Rogers Street.

Mr. Osburn reviewed the following Park's components;

1. Entrances
 - a. Three vehicular entrances
 - b. Multi bicycle and pedestrian entrances
 - c. B-line Trail
2. Dog Park
3. Large Events Lawn
 - a. Festival ground
 - b. Multi-purpose area
 - c. Performance stage
4. Platform zone
 - a. Playscape
 - b. Spray plaza
 - c. Skate park
5. Pavilion
 - a. Kitchen
 - b. Bar/serving area
 - c. Indoor/outdoor space
 - d. Attached event lawn
 - e. Attached plaza space
 - f. Restrooms
 - g. Area for food trucks to park
6. Two smaller event lawns
7. Community Garden
8. Court games
 - a. Basketball

- b. Pickleball
 - c. Hibachiball
9. Additional buildings
- a. Police sub-station (existing building)
 - b. BPRD maintenance/storage (existing building)

The Board stated while the design of the park should tie back to the history of the Switchyard, it is important to keep a balance between the natural and industrial feel of the park.

The Board expressed concern if the design will cause conflict between the users of the B-Line Trail and those using the park. It is important to keep a feeling of flow when using the trail or park.

Mr. Osburn stated there is a series of trails and loops in the park for public use. This will give people options to get off the B-Line and go at a slower pace. This design is not unlike that at the Showers Building where the B-Line runs through the Farmer's Market.

Mr. Carter requested Mr. Renneisen review how the Public Discussions were conducted.

Mr. Renneisen stated the discussions were divided into sub-sections of the design elements. During each block of time staff and Stakeholders discussed the intended use of each component. From these discussion the design team compiled pertinent information on what was most important to the potential users of the park. This aided in the development of the schematic design plan. The compilation of this information will be beneficial during the final stages of the design. When cost are refined and if funding requires changes, we will be able to determine what features are most important to the community.

The Board showed interest in how the area around the park will redevelop in the future.

Mr. Renneisen stated this is a very important piece of the plan. This was a topic of discussion during Stakeholder meetings. In the near future, PBRD will be working with the Planning Department on how to proceed with this part of the plan.

Mr. Renneisen stated this will be his last Board of Park Commissioners meeting as he has accepted the interim position of Deputy Mayor. Ms. Paula McDevitt will be the Active Director of Bloomington Parks and Recreation Department.

D-2. Recreations Division – None

D-3. Sports Division – None

D-4. Administration Division – None

ADJOURNMENT

Meeting adjourned at 5:27p.m.

Respectfully Submitted,



Kim Clapp, Secretary Board of Park Commissioners