



**CITY OF BLOOMINGTON  
parks and recreation**

**AGENDA**

City of Bloomington Board of Park Commissioners  
Regular Meeting: Tuesday, August 26, 2014 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 July 22, 2014
- A-2. Approval of Claims Submitted July 23, 2014 – August 25, 2014
- 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 - Ed DeJean/Adopt-a-Trail volunteer (Kim Ecenbarger)
- B-3. Parks Partner Award -
- B-4. Staff Introductions -

**C. OTHER BUSINESS**

- C-1. Review/Approval of 2015 Parks and Recreation General Fund Budget Request (Mick Renneisen)
- C-2. Review/Approval of 2015 Parks and Recreation Non-Reverting Fund Budget Request (Mick Renneisen)
- C-3. Review/Approval of New Permit Fee for Park Use (Paula McDevitt)
- C-4. Review/Approval of Alcohol Permit for Garlic Fest at Waldron, Hill & Buskirk Park (Becky Higgins)
- C-5. Review/Approval Partnership Agreement with The Bloomington Community Bicycle Project (Steve Cotter)

**D. REPORTS**

- D-1. Operation Division -
- D-2. Recreation Division - Kid City Break Days Report (Amy Shrake)
- D-3. Sports Division -
- D-4. Administration Division -

**ADJOURNMENT**



CITY OF BLOOMINGTON  
parks and recreation

A-1

09-23-14

Board of Park Commissioners  
Regular Meeting  
Minutes

Tuesday, August 26, 2014  
4:00 – 5:30 p.m.

City Hall Council Chambers  
401 N. Morton St.

**CALL TO ORDER**

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

**Board Present:** John Carter, Les Coyne, Joe Hoffmann Jane St. John

**Staff Present:** Mick Renneisen, Judy Seigle, Leslie Brinson, Kim Ecenbarger, Elizabeth Tompkins, Becky Barrick-Higgins, Paula McDevitt, Steve Cotter, Dave Williams, Amy Shrake, Julie Ramey

- A-1. Approval of Minutes of July 22, 2014 Meeting
- A-2. Approval of Claims Submitted July 23 – August 25, 2014
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

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

**B. PUBLIC HEARINGS/APPEARANCES**

B-1. Public Comment Period

B-2. Bravo Award – Ed DeJean/Adopt-a-Trail volunteer

Ms. Ecenbarger addressed the Board and stated that the August Bravo Award winner is Ed DeJean. He has been a dedicated Adopt-a-Trail volunteer reporting on the condition of the south shore of Griffy trail. He moved to the Meadowood Community in 2006 and joined the recreation committee. With interests in hiking, nature, photography, and painting, Mr. DeJean took an interest in the nearby trail system and contacted the department to see if he could become an official steward. Mr. DeJean constructed color-coded, wooden markers and installed them throughout the trails. He printed colored maps and advocated to the residents at Meadowood the physical and psychological benefits of hiking. He would frequently submit a marked up map with detailed notes explaining his concerns. Mr. DeJean recently stepped down from his Adopt-a-Trail role and recruited a Meadowood resident to fill his hiking boots.

Mr. DeJean addressed the Board and stated this volunteer service has been a win-win for all involved. He is thrilled with living in Meadowood and feels fortunate enough to adopt a trail.

B-3. Parks Partner Award – None this month

B-4. Staff Introductions – None this month

**C. OTHER BUSINESS**

C-1. Review/Approval of 2015 Parks and Recreation General Fund Budget Request

Mr. Renneisen addressed the Board seeking approval of the 2015 Parks and Recreation General Fund Budget Request. He stated that the department continues to use a “bottom-up” process with input from staff specialists, supervisors, managers and division directors. The 2015 budget was developed using a “zero based” budget model that assesses the costs of every department service using no previous budget history, building a budget based on the needs for each service delivered.

## Department Overview:

- 2001 CAPRA accredited; reaccredited in 2006 and 2011
- Will apply for re-accreditation in 2015
- 20 program units
- Over 1,000 program offerings annually
- 993,925 recorded participations in 2013
- Responsible for over \$50 million of City assets
- Manage/maintain 2,362 acres of property

## 2014 Highlights:

- Twin Lakes Campus (TLRC and Sports Park) has generated in excess of \$9 million in economic impact for the community in 2014 to date.
  - ASA 12U national tournament – the 26<sup>th</sup> national tourney in Bloomington since Twin Lakes was built in 1992
  - AAU and other basketball/indoor events at TLRC
- Community special events provide a low/no-cost option for families to recreate together
  - 280,094 participations in 2013
  - Farmers' Market annually attracts 200,000 people
- Continue to efficiently manage and maintain more than \$50million in city assets in a constrained fiscal climate
  - Many asset improvements made in 2013-14 with funds appropriated by the City Council
    - Banneker Community Center restroom renovation
    - Bryan Park – replace playground surface
    - Winslow Sports Park – repave parking lot
    - Winslow Sports Park – netting/backstop replacement for safety
    - Winslow Sports Park – shade/bleacher protection structures
    - Winslow Sports Park – senior side bleacher replacement
    - Lower Cascades Park – bleacher replacement
    - Lower Cascades Park – netting/backstop replacement for safety
    - Twin Lakes Sports Park – netting/backstop replacement for safety
    - Twin Lakes Sports Park – shade/bleacher protection structures
    - Lower Cascades Park – restroom remodel
    - Sherwood Oaks Park – tennis practice backboard
    - RCA Community Park – tennis court surface repair relining for Pickleball
    - Park Ridge East – tennis court surface repair and perimeter drainage improvements
    - Cascades Golf Course – repave cart paths
    - Leonard Springs Nature Park – trail bridge construction

## 2015 Priorities:

- Health & Wellness
  - Collaborate with Indiana University School of Public Health to develop a plan for incorporation of health/wellness benefits throughout our programs/services
  - Communicate the health and wellness benefits of Parks and Recreation programs and services
  - The B-Line Trail promotes healthy lifestyles and creates economic impact for the community
- Economic Impact/Improve Property Values
  - B-Line Trail increases opportunities for economic impact by attracting visitors and creating a “commerce trail” for businesses
  - 27<sup>th</sup> national softball tournament in 2015 – ASA Girls' 16U Class B Northern Nationals
  - ASA national tournaments have generated \$24+million for local economy
- Citizen Survey Results for Funding Future Park System
  - The highest percent of moneys should be invested in improving and maintaining existing neighborhood

- parks
  - The 2<sup>nd</sup> highest percent of moneys should be invested in maintaining existing facilities
  - The 3<sup>rd</sup> highest percent of moneys should be invested in the acquisition and development of walking and biking trails and continue to provide existing community events and recreation programs
- Infrastructure Repair
  - 41 park sites
  - 12 facilities
  - 2,362 acres
  - 30 miles of trails
  - 26 playgrounds
  - 42 parking lots
  - 24 picnic shelters
  - 78 landscape plots
  - 40 outdoor court surfaces
- Upkeep of City assets
  - remove/prune hazard trees
  - remove invasive plants
  - repair damage from vandalism
  - repair pool infrastructure
  - repair ice arena infrastructure
- Future Community Park
  - Develop an implementation and funding plan for the development of the Switchyard property

**Budget Summary:**

- Personal Services (line 100) \$4,769,127
- Supplies (line 200) \$603,027
- Other Services (line 300) \$1,531,722
- Capital Outlays (line 400) \$0

The department’s total 2015 general fund budget request is \$6,903,876 (an increase of \$340,953 from 2014). Projected general fund revenue for 2015 is \$6,421,675 and \$2,027,449 in non-reverting for a total of \$8,449,124. Mr. Renneisen expressed his thanks to the Parks and Recreation team for their outstanding efforts.

Mr. Carter made a motion to approve the 2014 general fund budget. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-2. Review/Approval of 2015 Parks and Recreation Non-Reverting Fund Budget Request

Mr. Renneisen addressed the Board seeking approval of the 2015 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 63 months since purchased in May 2009
- Budget changes in 2015 reflect actual expenses and revenue from five full years (May 2009-May 2014) of operation
- 2014 bond payment of \$542,047.50 has been made

- Current TLRC reserve is \$487,418
- 2015 payment = \$539,104
  - Upcoming capital replacement needs include HVAC replacement, resurfacing floors and updating exercise equipment

**2014 to 2015 Non-Reverting Budget Changes:**

- Category 1 – Personnel – increase of \$15,868
  - Increase in Health/Life Insurance - \$35,568
    - Allocation for RFT employees in NR budget reflect actual % of HL insurance costs
    - Decrease in Temporary wages in various budget units to reflect actual expenses and movement from NR to GF (\$21,966).
      - Seasonal salaries reductions in several budget units to reflect trends in participation and less need for seasonal hours
- Overall decrease in category 2 by \$49,511
  - Decrease in line 233 (\$9,500)
    - Smaller national softball tournament in 2015 (ASA Girl's 16uB)
    - Reduction in purchase of concessions/merchandise for resale
  - Decrease in line 242, other supplies, (\$17,281)
    - Reduction in supply needs for various program areas
  - Decrease in line 243 (\$12,600)
    - Reflects actual expenditures for uniforms
  - Other lines remain relatively unchanged
- Overall decrease in category 3 by \$84,792
  - Decrease in line 391 (\$34,500)
    - Due to smaller national softball tournament and bid fees for 2015 (ASA Girl's 16uB)
  - Decrease in line 394 (\$18,245)
    - Due to less umpire payments for smaller national softball tournament in 2015
  - Decrease in line 399 (\$35,500)
    - Natural Resources budget – (\$31,500)
    - No allocation for deer reduction effort by sharpshooting in 2015

**Budget Summary:**

- Personal Services (line 100) \$577,022
- Supplies (line 200) \$383,673
- Other Services (line 300) \$993,864
- Capital Outlays (line 400) \$2000 (periodic capital improvements are authorized based on NR reserves)
- Total Non-Reverting Fund Request = \$1,956,559 (a decrease of \$118,435)
- Projected Revenue = \$2,027,449
- Anticipated surplus for 2013 = \$70,890 (\*TLRC bond payment is reflected in expenses)
- Non-Reverting balance as of 1/01/14: \$1,957,364 (includes TLRC reserve/capitalized interest). Current balance as of 8/20/14: \$1,783,078 (all TLRC bond payments have been made for 2014)

Mr. Carter made a motion to approve the 2015 non-reverting budget. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-3. Review/Approval of New Permit Fee for Park Use

Ms. McDevitt addressed the Board seeking approval of the Fitness in the Park Guidelines, permit application and agreement. She stated that some of the department's parks (primarily Bryan Park) have become instructional sites for personal trainers and group exercise instructors. Staff have observed some instructors using heavy workout equipment, playing loud music from vehicles and driving vehicles onto park land. The Fitness in the Park permit program would allow staff to collect revenue to manage and minimize the damage to park property, and direct the applicant to secure a noise permit for instructional music. Staff will also keep a master schedule of fitness programs held throughout the parks and will suggest parks sites to applicants.

Mr. Carter made a motion to approve the new permit fee for park use for one year. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-4. Review/Approval of Alcohol Permit for Garlic Fest at Waldron, Hill & Buskirk Park

Ms. Barrick-Higgins addressed the Board seeking approval of the alcohol permit for Garlic Fest on August 30<sup>th</sup> and 31<sup>st</sup> at Waldron, Hill & Buskirk Park.

The Community Art Fair and Garlic Fest has been approved for an event permit for the festival held over the Labor Day weekend in Waldron, Hill, Buskirk Park. This is the third year for the event. In 2013, the event included the sale of beer/wine for the first time. Where there were a few issues, the event organizers Chris Martin (Community Art Fair) and David Cox (Garlic Fest) remain in good standing with the Parks Department. Staff feels this event is appropriate to include the sale of beer/wine. Event organizers are prepared to adhere to all local and state laws along with any rules and regulations from Bloomington Parks and Recreation. They have employed Bob Neely to provide the appropriate security for the vent and the sale of alcohol. Once approved, the organizers will apply for the temporary beer/wine permit from the State of Indiana, Alcohol & Tobacco Commission and will provide the department with a copy of the state permit prior to their event. Additionally, they will be assessed an alcohol permit fee of \$200 or ten percent of gross, whichever is greater.

Mr. Coyne expressed his displeasure in offering a permit process at all for this type of activity in the parks. He feels that running an enterprise type of business in the parks could leave to exclusion of park users and he is fundamentally opposed to it overall. He understands that it is currently happening and this is a way for staff to manage it and to recover some of the expenses. However, he would like to revisit the process in another year.

Mr. Carter made a motion to approve the alcohol permit for Garlic Fest at Waldron, Hill & Buskirk Park. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-5. Review/Approval of Cooperative Service Agreement with the Bloomington Bicycle Project

Mr. Carter addressed the Board seeking approval of the cooperative service agreement with the Bloomington Bicycle Project. He stated that the Bloomington Community Bicycle Project 2 has successfully operated in the former CSX office at 245 W. Grimes Lane since October 2011. The Bicycle Project outgrew their original location at 7<sup>th</sup> and Madison. Both sites are busy service people eager to learn how to repair and improve their bikes. The Project provides mechanical advice and help to bicyclists as they work on their own bikes. The Project also sells recycled bikes, and their Earn-a-Bike program allows participants to repair and keep donated bicycles in exchange for volunteering with the Project. He added that this group has been a good tenant and their presence provides positive activity and enhances safety in the McDoel Switchyard. This agreement shall remain in force through October 1, 2016.

Mr. Carter made a motion to approve the cooperative service agreement with Bloomington Bicycle Project. Mr. Hoffmann seconded the motion. Motion unanimously carried.

**D. REPORTS**

D-1. Operations Division – No Report

D-2. Recreation Division – Kid City Break Days Report

Ms. Shrake addressed the Board and provided them with an update on the Kid City Break Days Program. She stated that the department partners with the Monroe County School Corporation to operate the Kid City Break Day program at a MCCSC School site. In addition, the program supports the change in the school calendar with more breaks throughout the year and a slightly shorter summer. For the 2014-2015 school year the program will once again be held at Binford Elementary School and is marketed by both partners. Break Days saw a 53% increase in participation in 2013-14 over the previous year. Staff expects even more growth this year as there are 20 Break Days, up four from the last school year. This program continues to be very popular with working families by offering an affordable and fun program to students during out of school time.

D-4. Administration Division – No Report

**ADJOURNMENT**

Meeting adjourned at 5:10 p.m.

Respectfully Submitted,



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Judy Seigle, Secretary Board of Park Commissioners