



**CITY OF BLOOMINGTON
parks and recreation**

AGENDA

City of Bloomington Board of Park Commissioners
Regular Meeting: Tuesday, August 25, 2015 4:00 – 5:30 p.m.

CBU Board Room
600 E. Miller Dr.

CALL TO ORDER - ROLL CALL

A. CONSENT CALENDAR

- A-1. Approval of Minutes of July 21, 2015
- A-2. Approval of Claims Submitted July 22, 2015 – August 24, 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 - Jennifer Turrentine, Bloomington Girls Softball (Jeigh Hockersmith)
- B-3. Parks Partner Award -
- B-4. Staff Introductions -

C. OTHER BUSINESS

- C-1. Review/Approval of Fee Waiver for Parks Foundation Golf Outing (John Turnbull)
- C-2. Review/Approval of Use Agreement with Cyclops Studios (Mick Renneisen)
- C-3. Review/Approval of 2016 Parks General Fund Budget Request (Mick Renneisen)
- C-4. Review/Approval of 2016 Parks Non-Reverting Fund Budget Request (Mick Renneisen)

D. REPORTS

- D-1. Operations Division - TIF Bond Project Updates (Dave Williams)
- D-2. Recreation Division -
- D-3. Sports Division -
- D-4. Administration Division -

ADJOURNMENT



Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, August 25, 2015
4:00 – 5:30 p.m.

Utilities Board Room
600 East Miller Dr.

CALL TO ORDER

The meeting was called to order by Mr. John Carter at 4:02 p.m.

Board Present: Les Coyne, John Carter and Joe Hoffman

Staff Present: Mick Renneisen, Dave Williams, Kim Clapp, Kim Ecenbarger, Becky Higgins, Julie Ramey, Leslie Brinson and Jeigh Hockersmith

A. CONSENT CALENDAR

- A-1. Approval of Minutes of July 28, 2015 Meeting
- A-2. Approval of Claims Submitted July 21st thru August 25, 2015
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

Mr. John Carter 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 – Jeigh Hockersmith

Jeigh Hockersmith, Sports/Facility Coordinator, presented the August Bravo Award to Jennifer Turrentine. In 2013 Jennifer volunteered and began coaching in the Bloomington Girls Softball program. Jennifer not only brings excitement and enthusiasm to the girls but has instilled the love of the game into the each of the girls she has coached.

Along with teaching the fundamentals of the game Jennifer teaches sportsmanship and makes having fun a priority. Jennifer helps the girls realize they are both capable as individuals and as a team. Jennifer also assists with player evaluations days and serves on the Steering Committee, a group of stakeholders who help shape the future of the league.

Jennifer embodies the attributes BPRD strives for in a volunteer youth coach. With volunteers like Jennifer the next generation of girls will grow up to be strong, confident leaders. We appreciate her commitment and involvement with the department and the community. Ms. Hockersmith called Ms. Turrentine to the podium and presented her with the award.

Mr. Carter thanked Ms. Turrentine and inquired why she volunteers.

Ms. Turrentine stated she coaches to watch the kids build their skills and confidence throughout the season. The kids are fun to be around and she enjoys what she does.

The Board thanked Ms. Turrentine.

B-3. Parks Partner Award – None this month

B-4. Staff Introductions - None

C. OTHER BUSINESS

C-1. Review/Approval of waiving fees for Community Parks and Recreation Foundation/Don Brineman Memorial Golf Outing

Mr. Renneisen stated the staff recommends to waive cart and green fees for the 20th Annual Parks and Recreation Foundation Don Brineman Golf Scramble to be held Wednesday, August 26th at Cascades Golf Course. There are 15 teams registered to play and 25 hole sponsors. The goal of the foundation is to raise between \$7,000 and \$10,000 for scholarships to assist community youth that do not have the financial resources to participate in some Parks programs.

Mr. John Carter made a motion to approve the waiving of fees for the Community Parks and Recreations Foundation/Don Brineman Memorial Golf Outing. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

C-2. Review/Approval of Use Agreements with Cyclops Studios for Use of Parks property

Mr. Renneisen stated the staff seeks approval of a land-use agreement with Cyclops Studios for Parks property located adjacent to the Switchyard. Bloomingfoods Coop, renters of buildings two and three on what was formerly known as the Triple C property, will terminate their contract on August 31st. At this time Cyclops Studios, current tenant of building one, would like to secure the lease on building three. In the near future they may be interested in utilizing both locations. The Park Board Packet contains two leases, one for each scenario. Cyclops Studios is a business that assists local start-up artists by sub-leasing space to them. This will be the same land use agreement that was in place for Bloomingfoods. The City of Bloomington's legal department has reviewed and approved this land use agreement.

The Board inquired on the type of tenant Cyclops has been.

Mr. Renneisen stated they are in good standing. Cyclops has taken building one and turned it into a useful location by providing space for the vibrant artist community. The property is being rented at below market rates due to the undetermined period of time before construction of the Switchyard Project begins. This is a short-term arrangement and works well for both Cyclops and BPRD. The advantage for BPRD is having a leaseholder already on site that has proven their dependability.

Mr. John Carter made a motion to approve the use Agreements with Cyclops Studios for use of Parks property. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

C-3. Review/Approval of 2016 Proposed General Fund Budget Request

Mr. Renneisen presented the 2016 General Fund Budget. The general fund is the appropriated fund from the City Council that is comprised of the property tax base, county option income tax and other revenue sources. This budget has been presented to the City Council with the preliminary vote being seven in favor, zero against, one abstention and one member being absent from the meeting. The final hearing for all City Department 2016 Budgets will be September 30th. The budgets will then go to the State for approval.

Mr. Renneisen stated BPRD's mission statement has not changed in the last twenty years and still fits the purpose of the Department today. BPRD provides the highest quality parks, recreation services and greenspace to enhance the quality of life for our community. BPRD has been recognized as a Gold Medal Award Winning Agency in 2007 and has been a six time finalist for this award.

Overview

- CAPRA accredited 2001, 2006 and 2011
- Will apply for re-accreditation in 2015
- More than 1,000 programs annually
- 994,344 recorded participations in 2014
- Responsible for more than \$50 million in City assets
- Manage and maintain 2,274 acres of property

Survey Results

- Most used provider
- 53% Very Satisfied with 38% Satisfied Customers
- Six key survey issues
 - Trails
 - Maintenance
 - Social and Cultural Events
 - Safety/Perception of Crime
 - Health
 - Youth Programs
- Budget Priorities
 - Maintain Parks
 - Maintain Facilities
 - New Trails
 - Recreation Programs
 - Sports Programs
 - Buy Land
 - New Parks
 - Other
- Benefits of Park
 - Improve physical health
 - Improve mental health and reduce stress
 - Provide access to outdoors and nature
 - Makes Bloomington a more desirable place to live
 - Preserve open space and the environment
 - Enhance community appearance
 - Strengthen sense of community
 - Help Reduce Crime

2015 Highlights

- The City's sports facilities have generated in excess of \$5 million in economic impact for our community in 2015.
 - 2015 ASA 16U Northern National softball tournament
 - Bloomington's 27th national since 1992
 - ASA – 4 youth and adult state softball events
 - AAU and 7 other basketball events at TLRC
 - ASA adult softball national on Labor Day weekend
- Community-wide special events provide low-and-no-cost options for families to recreate together.
 - 269,931 community event participations in 2014
 - Farmers' Market annually attracts 224,000 people
- Continue to efficiently manage and maintain more than \$50 million in city assets in a constrained fiscal climate.
 - Many asset improvements made in 2013-15 with funds appropriated by the City Council
- Park Ridge Park – Renovated entire park site
- Winslow Sports Park – paved and extended trail around park connecting to YMCA
- Cascades Golf Course – repaved cart paths
- Complete the design for Twin Lakes Campus stoplight project

2016 Priorities

- Health and Wellness
 - Focus on the health and wellness benefits of services delivered
 - A growing trail system allows residents to pursue healthy, active lifestyles.
- Maintain what we have
 - 41 park sites
 - 12 facilities
 - 2,274 acres
 - 30 miles of trails
 - 26 playgrounds
 - 42 parking lots
 - 24 picnic shelters
 - 78 landscape plots
 - 40 outdoor courts
- Trees
 - Remove/prune hazard trees
 - Remove invasive plants
 - Treat trees
 - Remove infested trees
 - Plant trees
- Staff
 - Seasonal staff wage increase
 - Average tenure of parks RFT staff is 16.7 years

Economic Impact

- Switchyard Park project will revitalize S. Walnut and S. Rogers area
- 29th national softball tournament in 2016: USA/ASA Girls' 18U Class A National

New Community Park

- Complete design blueprints and award construction bid for the Switchyard property

Mr. Renneisen stated the overall summary of the general fund budget represents a 2.34% increase. Most of the increase is in category three. The slight increase in category one is due to a 4% increase in seasonal staff wages and a possible 2% increase for full-time employees. There will be a retirement of a full-time employee that will help offset a portion of the 4% increase. The increase in category three is to take care of maintenance issues. There is no allocation for capital in 2016. Note that there is a Park Bond issue opportunity coming up and that is where the Department anticipates catching up on many of the Department's capital needs.

Fund: 200 - Parks and Recreation General					
Category	2015	2016	\$ Change	% Change	
100 - Personnel Services	4,674,136	4,733,618	59,482	1.27%	
200 - Supplies	603,027	609,333	6,306	1.05%	
300 - Other Services and Charges	1,532,332	1,625,974	93,642	6.11%	
400 - Capital	-	-	-	0.00%	

Total Budget		6,809,495	6,968,925	159,430	2.34%
Total FTE		55.13	55.13	0	0.00%

The Board had no questions regarding the Budget.

Mr. John Carter made a motion to approve the 2016 General Fund Budget Request. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

C-4 Review/Approval of 2016 Proposed Non-Reverting Fund Budget Request

Mr. Renneisen presented the 2016 Non-Reverting Budget. The Non-Reverting fund is the non-appropriated fund and only requires the Board’s approval.

Overview

- NR fund established as an “enterprise fund”
- Allows staff flexibility to meet customer interests
- Reduces reliance on the GF tax base
- Developed with “zero-based” budget model
- Incorporated input from staff specialists, supervisors, managers & division directors

'15 to '16 NR Budget Changes

- Category 1 – Personnel – Decrease of (\$123,434)
 - Decrease in Regular Wages – (\$34,050)
 - Transfer sports coordinator 50% wage to GF
 - Decrease in Temporary wages in various budget units to reflect actual expenses - (\$70,782)
 - Seasonal salaries reductions in several budget units to reflect trends in participation and less need for seasonal hours
 - Decrease in corresponding benefit lines above
 - FICA - (\$7,484)
 - PERF - (\$4,837)
 - Health/Life Ins. - (\$7,589)
- Category 2 – Supplies - Overall Increase in category by \$33,075
 - Increase in line 231- Building Materials - \$9,500
 - Waterfall Shelter (Lower Cascades) roof replacement
 - Increase in line 242 – Other Supplies - \$12,539
 - Replacement of FSC concession equipment
 - Replacement of TLRC concession equipment
 - Kid City Break Day supplies (increased registrations)
 - Additional community garden supplies
 - Additional 50+ Expo supplies
 - Additional Performing Arts Series supplies
 - Grills, trash receptacle, picnic table replacement
 - Increase in line 243 - Uniforms - \$8,236
 - TLRC basketball program uniforms
 - BBCC basketball program uniforms
- Category 3 – Other Services/Charges - Overall Increase in category by \$113,842
 - Increase in line 394 – Temp. Cont. Emp. - \$29,433
 - Related to paying/housing more umpires for larger national softball tournament in 2016
 - Increase in line 399 – Other Services - \$41,965

- Artist fees for PAS
- ASCAP and movie rental fees
- Expenses for 4th of July parade
- Manager's meeting function for national softball

- Facility rental for opening ceremonies for national softball
- Install fees for roof on Waterfall Shelter

Summary

- Non-Reverting Fund Total Request
 - \$2,005,680 Increase of \$23,484 (1.18%)
- Non-Reverting Fund Revenue vs. Expenses
 - Projected Revenue \$2,137,549
 - Projected Expenses (\$2,005,680)
 - Anticipated surplus of \$*131,869
 - *TLRC bond payment is reflected in expenses.
- Balance
 - Non-Reverting balance 1/01/15 - \$1,865,032
 - Includes TLRC reserve.
 - Current balance 8/20/14 - \$1,815,911
 - All TLRC bond payments paid.

Mr. Hoffman stated even though there is a substantial balance in the Non-Reverting Fund it is essential that it be preserved given our commitment to insure taxpayers' money not be put at risk to pay for the Twin Lakes Recreation Center and to maintain a rainy day fund.

Mr. Renneisen stated our bond payment is \$540,000 and at this time we have approximately four times this coverage. The bond will be paid off in 2029. The non-reverting fund is also backing the golf course bond which expires in 2019. The golf course market is soft at this time. Staff believes that there is ample protection at this time and agrees that it is very important to maintain this good cash position.

Mr. John Carter made a motion to approve the 2016 Non-Reverting Fund Budget Request. Mr. Joe Hoffman seconded the motion. Motion unanimously carried.

D. REPORTS

D-1. Operations Division – TIF Bond Project Update

Mr. Dave Williams – Operations and Development Director informed the Board that TIF funded Department projects are continuing to go through the Redevelopment Commission process. The Department is seeking project approval for renovations to the Building and Trades Park, Allison Juke-Box Center and continuing work on the Switchyard Park project. These projects are all funded by the TIF Bond. Staff continues to line up projects, looking at consultants for design and scheduling the work.

Staff is moving ahead with the Economic and Sustainable Development Department for installation of LED lighting upgrades at Miller's Shower Park, B-Line Trail from Second to Rogers, Buskirk Chumley Theater and Waldron, Hill and Buskirk Park. There has been a lot of support in the Bond Projects for sustainability and energy efficiency projects. These projects will move quickly as they are also supported by a State grant that expires October 31, 2015.

Staff is working through the environmental evaluation process for the Wee Willie restaurant property. It is standard practice we do a Phase I and, if necessary, a Phase II environmental study before the acquisition of property. There has been an offer made to purchase this property with several contingencies. Favorable results of a Phase II environmental study is one of those contingencies. If purchased, this property will be used as an entrance to the Switchyard Park. Soil samples will be collected by the end of August with preliminary results back within the 65 days remaining on the contingency offer. Those studies will be done as part of the Switchyard Park development and will be funded as part of the Switchyard Park design contract.

The Board inquired on the status of the DNR floodplain review.

Mr. Williams stated that the Department petitioned first with DNR and then ultimately with FEMA to narrow the Clear Creek floodplain. The floodway map revision would be advantageous park development and surrounding property owners. From an economic development standpoint, if adjoining properties currently in the floodplain are brought out of the

floodplain it would create redevelopment possibilities that do not currently exist for properties surrounding the Switchyard. Staff believes that the Switchyard Project provide economic redevelopment stimulus. The Letter of Map Revision process has been ongoing for two and a-half years. Staff has been given reasonable assurance from FEMA staff that within 60 days there will be a legal ad in the paper announcing the change. If there are no objections to the change, the official remapping project will begin and the updated FEMA maps for the south Clear Creek corridor become official. Staff is optimistic that the process will be finalized in two months. Staff anticipates a substantial number of property owners will be taken out of the floodplain. We are expecting 6 acres of the 28 acres of what was the railroad property will be taken out of the floodplain which will be a huge cost saver for us environmentally when we fill and cover the site per IDEM requirements.

D-2. Recreations Division - None

D-3. Sports Division – None

D-4. Administration Division – 2016 Budget

ADJOURNMENT

Meeting adjourned at 4:57p.m.

Respectfully Submitted,



Kim Clapp, Secretary Board of Park Commissioners