



**CITY OF BLOOMINGTON
parks and recreation**

AGENDA

City of Bloomington Board of Park Commissioners
Regular Meeting: Tuesday, November 10, 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 October 27, 2015
- A-2. Approval of Claims Submitted September 23, 2015 – October 26, 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 - Erik Pearson, Banneker Community Center Specialist (Erik Pearson)

C. OTHER BUSINESS

- C-1. Review/Approval of 2016-2020 Parks & Recreation Master Plan (Mick Renneisen)
- C-2. Review/Approval of Management/Partnership Agreement with BCTM, Inc. (Mick Renneisen)
- C-3. Review/Approval of Partnership Agreement with Sassafras Audubon Society (Steve Cotter)
- C-4. Review/Approval of 2016 Price Schedule (Mick Renneisen)
- C-5. Review/Approval of Volunteer Background Check Policy (Julie Ramey)
- C-6. Review/Approval of INDOT Inspection Agreement for B-Link Trail (Dave Williams)

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



CITY OF BLOOMINGTON
parks and recreation

A-1
11-10-15

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, November 10, 2015
4:00 – 5:30 p.m.

Council Chambers
401 N. Morton

CALL TO ORDER

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

Board Present: Les Coyne, Jane St. John, John Carter 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, Greg Jacobs, Marcia Veldman and Robin Hobson.

A. CONSENT CALENDAR

- A-1. Approval of Minutes of October 27, 2015 Meeting
- A-2. Approval of Claims Submitted November 10, 2015 thru December 15, 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. Ms. Jane St. John 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

Mr. Erik Pearson has accepted the position of Program Specialist at the Banneker Community Center. Mr. Pearson is a recent graduate of Indiana University who completed a 12-week internship with Bloomington Parks and Recreation last semester. Upon the conclusion of the internship, Mr. Pearson began working part-time as a staff assistant focusing on the accreditation process as well as programs at the Banneker Community Center. Mr. Pearson looks forward to the challenges ahead.

The Board thanked Mr. Pearson.

C. OTHER BUSINESS

C-1. Review/Approval of Proposed 2016-2020 Comprehensive Plan as Prepared by Eppley Institute at Indiana University.

Mr. Mick Renneisen, Director, informed the board that the development of a five-year Master Plan is a year-long process that seeks out public input through surveys, stake holder meetings and other methodologies. This process drives the focus of the Department's resources for the next five years. A subcomponent of the Master Plan is the Strategic Action Plan prioritizing goals that are most important in year one, two, three, four and five of the Master Plan. These goals are flexible and adapt to conditions whether resources are available or if trends change.

Due to funding limitations, the development of this Master Plan was a partnership that included many entities. The Master Plan was supported by our lead consultant Eppley Institute, the Indiana University School of Public Health and their department of Recreations, Parks and Tourism Studies. All partners contributed both financially and in-kind ways.

Mr. Renneisen introduced the consultant team from Eppley Institute of Indiana University, Project Manager Jeremy Hackerd and Executive Director Steve Wolter.

Mr. Hackerd approached the podium and presented an overview of the Master Plan.

A. Master Plan Steps

1. Community Engagement
 - a. Committees
 - b. Bloomingtonmasterplan.com
 - c. Stakeholder Interviews
 - d. Surveys
 - e. Public Engagement Workshops
2. Research
 - a. Benchmark Communities
 - b. Sports & Fitness Industry Association
 - c. The Trust for Public Land
 - d. National Park and Recreation Association
 - e. Census Data
 - f. Public Health Data
3. Bloomington Planning Framework
 - a. Imagine Bloomington
 - b. City Facilities Report
 - c. Switchyard Park Master Plan
 - d. Bicycle and Pedestrian Transportation & Greenways System Plan
 - e. Housing and Neighborhood Development Consolidated Plan
 - f. Certified Technology Park Master Plan and Redevelopment
 - g. Bloomington Parks and Recreations 2007 Master Plan
4. Reports
 - a. Benchmark Analysis
 - b. Stakeholder Comment Summary
 - c. Survey Results
 - d. Public Engagement Meeting Comment Summary
 - e. Needs Assessment

B. Master Plan Goals

1. Maintain and Provide Safe Parks, Trails, and Facilities
 - a. Seek out new funding sources.
 - b. Review the feasibility of proposed development of any new park or facility assets to assist the Department in anticipating the maintenance cost of the new asset.
 - c. Continue to invest resources to train identified staff members, for example, certified playground safety experts to address potential safety hazards.
 - d. Promote the Park and Trail Ambassador Programs that select community volunteers to proactively identify safety and maintenance issues.
 - e. Engage in a community awareness campaign of the availability of short term rental space in City parks and facilities.
2. Expand Department Trail System to Improve Connectivity and other Active Design Assets
 - a. Create a priority index for trail expansion.
 - b. Coordinate planning with relevant organizations.
 - c. Pursue partnerships to plan trails and facilities around the location of the new hospital near the intersection of 10th Street and the 45/46 Bypass.
 - d. Design trails using sustainable materials to mitigate environmental impact.
 - e. Seek grants to assist in funding planning and construction.

- f. Comply with the Americans with Disabilities Act. If trails are constructed with federal funds, they must also comply with the Architectural Barriers Act (ABA).
- 3. Position Department Activities, Programs, and Partnerships to Positively Impact Community Health
 - a. Promote health and wellness through programs in partnerships with healthcare providers.
 - b. Continue to invest in walking and biking trails.
 - c. Continue programs that promote access to nature.
 - d. Insert wellness categories into program reviews.
 - e. Align with Monroe county Health Department efforts to improve community health.
 - f. Continue to provide healthy food choices via programs, such as the Farmers' Market and Community Gardens.
 - g. Continue to incorporate traditional and innovative marketing and branding strategies to promote health and wellness by encouraging participation in Department programs and facilities.
- 4. Continue to Provide High-Quality Programs and Recreational Opportunities
 - a. Continue to use the PROMT database to monitor successes and challenges from programs and events.
 - b. Continue support to programs and events for Bloomington youth.
 - c. Continue relationship with the Parks Foundation to lower barriers for participation.
 - d. Work with Indiana University Health-Bloomington Hospital, Southern Indiana Physicians, and other health organizations to develop community health programs and physical assets near the location of the new hospital near 10th Street and the State Rd 45/46 Bypass.
 - e. Create a registration tracking program to ensure participation numbers are recorded for all planned programs and events held on Department property.
- 5. Be Responsive to Development and Redevelopment Opportunities that enhance the Park System.
 - a. Sit on the City committee that has been established to discuss the use of the land being vacated by the hospital at its current location.
 - b. Partner with Monroe County Community School Corporation in monitoring land availability on the eastside of the City for a potential dual use space for a community park and school.
 - c. Establish connections between a possible new community park and the new hospital location to create a safe and accessible walking/biking corridor to promote non-vehicular travel and fitness.
- 6. Consider Adding or Repositioning Department Resources so the Department can Achieve its Master Plan Goals.
 - a. Pursue authorization of more FTE to assist with maintenance operations and the administration of department programs and services.
 - b. Pursue reauthorization of the departments expiring bond in 2017 to support maintenance.
 - c. Continue to partner with local groups to provide programs and services in an effort to keep costs down.
 - d. Pursue an increase in the department budget from City Council to meet the demands of the community.
 - e. Continue to support and recognize the key role played by an extensive volunteer workforce which makes significant contributions to maintenance efforts and quality programming across all program areas.

C. Implementation

- 1. Master Plan Review
- 2. Status Report on Current Year Action Plan
- 3. Review of the Next 2 Years of Action Plan
- 4. Development/Approval of Next 3 Years Action Plan
- 5. Plan Implementation

The Board inquired if the existing trails, near the location of the new hospital near 10th Street and the State Rd 45/46 Bypass, were taken into consideration when developing the Master Plan.

Mr. Hackerd confirmed they were. The Eppley Institute worked with the Planning Department to determine the location of established trails.

The Board questioned how the community's wellbeing and health were woven into the Master Plan.

Mr. Hackerd stated this is part of a main goal. While there is a community health goal, it is also associated with the trails, programs and with partnerships with organizations who have health missions. While recreation and parks are important,

the department also has a key role in maintaining the health of the community through the physical activity and mental wellbeing it can facilitate.

The Board requested Mr. Renneisen review and explain the survey process.

Mr. Renneisen stated during the last four planning cycles, statistically valid surveys were administered by an external entity. The department does not see any results until the entity collects and prepares the final tabulation. These results drive the direction the department's resources are allocated. It is important to listen to the community, ask them for their feedback and follow what the majority wants the department to accomplish.

During this Master Plan process some citizens, that did not receive a random survey, requested the opportunity to participate. To meet the community's request, a non-random survey was issued and tallied separately from the controlled random survey.

Mr. John Carter made a motion to approve the proposed 2016 – 2020 Master Plan as Prepared by the Eppley Institute at Indiana University. Ms. Jane St. John seconded the motion. Motion unanimously carried.

C-2. Review/Approval of Partnership Agreement with Buskirk-Chumley Theater Management, INC.

Mr. Renneisen, recommended the Board approve the 2016 Management Agreement with BCTM, Inc. to manage the Buskirk-Chumley Theater for the benefit of the community. Previous to this meeting, the Redevelopment Committee approved the agreement and the funding needed to provide the necessary resources to maintain this asset as well as the upkeep of the equipment. The 2016 City Council Budget will provide an additional \$50,000 for operational support to the Theater.

Mr. Renneisen introduced Danielle McClelland, BCT Manager. Ms. McClelland approached the podium and stated the BCTM is the private non-profit organization that manages the BCT on behalf of the City. The partnership agreement being presented today mirrors that of past agreements. The exception being, the funding is now divided between the Redevelopment Commission as well as the City. BCT Management is responsible for programing and ongoing day to day maintenance. The City and Parks Department provide focus on replacement of existing equipment and upkeep of the facility. The Redevelopment Commission, through the TIF Bonds, provide for building infrastructure and addition of new equipment. The BCT is a facility that allows our entire community to come together and express themselves.

Mr. Carter made a motion to approve the Partnership Agreement with BCT, Management, INC. Ms. St. John seconded the motion. Motion was unanimously carried

C-3. Review/Approval of Proposed Sassafras Audubon Society Chimney Swift Tower Project Agreement.

Mr. Steve Cotter, Natural Resources Manager, recommend the Board Approve the Chimney Swift Tower Project Agreement with Sassafras Audubon Society. This partnership is designed to increase breeding habitat for Chimney Swifts by building and creating towers. All funding will be provided by SAS. The towers shall be located on the land commonly known as The Goat Farm.

Mr. Cotter introduces Jessica Hite, Sassafras Audubon Society. Ms. Hite approached the podium.

The Board inquired what type of habitat the Chimney Swift prefer and how the birds were attract to the sites.

Ms. Hite state the birds prefer roosting in an area that is a distance of about 10 feet from tall trees. Due to their flight pattern, dense wooded areas are difficult for this species. The birds seem to natural find the towers.

The Board thanked Ms. Hite

Mr. Carter made a motion to approve the Proposed Sassafras Audubon Society Chimney Swift Tower Project Agreement. Ms. St. John seconded the motion. Motion was unanimously carried

C-4 Review/Approval of 2016 Price Schedule

Mr. Renneisen, Director, requested approval of the 2016 Price Schedule. The Schedule was presented at the October Board meeting to give the Board and the Community time to review and ask questions. To date, no questions have been presented to the Department. The staff is seeking final approval of the 2016 Price Schedule.

Mr. Carter made a motion to approve the 2016 Price Schedule. Ms. St. John seconded the motion. Motion was unanimously carried

C-5 Review/Approval of Proposed Changes to the Policy Regarding Criminal History Background Checks for Volunteers

Julie Ramey, Community Relations Manager, presented changes to the policy regarding Criminal Background Checks for Volunteers. The proposed changes mirror those for seasonal employees by using the on-line background check system. The policy for background checks for volunteers has been thoroughly reviewed and updated to align with 2016 CAPRA accreditation standards.

Mr. Carter made a motion to approve the Proposed Changes to the Policy Regarding Criminal History Background Checks for Volunteers. Ms. St. John seconded the motion. Motion was unanimously carried

C-6 Review/Approval of INDOT Inspection Agreement for B-Link Trail

Mr. Dave Williams, Operations and Development Director, addressed the board. The B-Link Trail is a project that is scheduled for bidding through the Indiana Department of Transportation in March 2016. A short duration of construction is anticipated with project completion by the fall of 2016. When federal money, via INDOT, is accepted for a cost-sharing project, INDOT certified personnel must be on site every day the contractor is working. In order for a project to be included on the State's bidding list, a submittal package must be presented to the State that includes this contract. The department is not encumbering any money for this contract. The Board is approving a place-holder in compliance with INDOT rules. The Redevelopment Commission has given their approval for this project. At a later date, when the construction cost is determined, the percentage of that bid will be applied and this contract will be amended. The funding for this project is secured through the Redevelopment Committee through the TIF Bonds.

Mr. Carter made a motion to approve the INDOT Inspection Agreement for B-Link Trail. Ms. St. John seconded the motion. Motion was unanimously carried.

REPORTS

D-1. Operations Division – TIF Bond Project Updates

Mr. Williams updated the Board on projects. The staff received a CDBG grand fund award for the rehabilitation of the limestone walls of the west side of the Banneker Center. The project is under design. It will likely be an early 2016 bid with construction beginning in early spring and completed before summer programs begin.

Staff has completed the retrofitting of all original pole lighting fixtures at Millers Showers Park to the more efficient LED fixtures. Staff is issuing an RFP for LED lighting upgrades for BCT stage lighting along with overhead parking lights at Waldron, Hill, Buskirk Park and the first section of the B-Line trail.

The repair of the pond walls at the Miller-Showers Park has been completed.

The Wee Willies environmental inspections have been completed, resulting in a level of satisfaction reached with the State of "no furtherer action is required." The purchase of the property can move forward with an early December closing. This will provide approximately 220 feet of frontage on Walnut Street for the Switchyard Park.

Internal and External Stakeholder meetings were held Friday for the design of the Switchyard Park. It is anticipated a 25 percent of the schematic design, confirming locations and square footage of facilities, will be presented by the end of this month.

The Twin Lakes Recreation Center sidepath and signal project is underway. The Twin Lakes Lodge, which has been closed for two years, will be razed and the site will be restored as part of the project.

The Board inquired on the status of the Switchyard Park floodplain Letter of Map Revision.

Mr. Williams stated the petitioned presented to FEMA has been approved. It will be mapped officially in February 2016.

Mr. Renneisen acknowledge Mr. Thomas Cameron, his predecessor Greg Small and Margie Rice of the Legal Department, Jeff Underwood of the Controller's Office and the Redevelopment Commission for their assistance with the Wee Willies land acquisition. The purchase of this property would not have occurred without a team effort from all Departments.

Mr. Renneisen reported that the Parks Department will be hosting their 29th and 30th National Softball Tournaments in 2017. Staff attended the Amateur Softball Association National Council Meeting held in Louisville. In late July 2017, the department will be hosting the Girls' Class A 12-Under and the Girls' Class B 10-Under fast pitch Northern Territory Nationals. Approximately 40 teams will be involved, creating approximately a million dollars of economic impact to the community.

The 2016 event is the larger event. The department will be hosting the Girls' 18-Under USA/ASA National Softball Tournament during the last week of July and the first week of August. Approximately 100 teams will be participating during this week-long event. Mr. Renneisen thanked Mr. John Turnbull, Visit Bloomington, other sports staff for procuring these tournaments for Bloomington. Mr. Renneisen acknowledged the entire Department staff for their assistance with the large events.

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