



Community Center Task Force Charge

Revised 6.7.2016

Sponsoring Group	City of Bloomington.
Background and Purpose	<p>The Bloomington City Council created the Community Center Task Force to study the potential future of a new community center. The current Creekside Community Center occupies a former elementary school built in 1960 at the corner of Penn Avenue South and West 98th Street. The facility serves a wide variety of programming and activities, with approximately 180,000 annual users. While the facility itself has been well-maintained, it suffers from serviceability, flexibility and thermal issues typical of buildings constructed in its era. In addition, there are recurring issues with overcrowding, lack of adequate storage and limited opportunities for expansion of present functions and addition of new ones.</p> <p>In 2015, Hammel, Green and Abrahamson, Inc. (HGA) completed a community center needs assessment at the direction of the City Council. Following an analysis of existing demands for services and demographics of the competitive market, the firm produced recommendations for desired programming needs in a community center facility. The needs assessment report described the community's wants and desires for a multi-use community center that expands programming opportunities for Bloomington residents. HGA's report also provided cost metrics for construction and operation of a community center to help inform the City as it determined the potential value of a new facility.</p> <p>In August 2015, the City Council directed that a task force be appointed to study the potential future of a new community center. The Task Force is charged examining the issue and providing the City Council with a framework for helping them to make decisions regarding the potential future of a new community center.</p>

	<p>The Community Center Task Force will review and study the 2015 community center needs assessment prepared by HGA and provide feedback to the City Council. This includes examining an analysis of the existing Creekside Community Center building; studying market analysis data and community center facility trends; considering space needs for existing and future programs and services; reviewing proposed programming and space allocations for a new community center; studying cost estimates and budget considerations for a new community center; examining potential site alternatives; and providing feedback to the City Council.</p> <p>The City’s vision is to build and renew the community by providing services, promoting renewal and guiding growth in an even more sustainable, fiscally sound manner.</p> <p>While the City Council maintains decision-making authority, the findings and input of the community-based Task Force is expected to factor into the City’s future planning and decision-making processes regarding a potential community center.</p> <p>By definition, this Task Force is a time-specific, project-specific group that will work to a focused outcome.</p>
<p>Task Force Work</p>	<p>The task force will provide feedback on the following subjects regarding a community center:</p> <ol style="list-style-type: none"> 1. Community needs and wants for a community/recreation center 2. Space considerations for a new community center 3. Potential partnerships, both public and private 4. Satellite community centers or a stand-alone approach 5. Potential site alternatives 6. Fiscal implications of a new community center <p>Topics of discussion could include, among other things: the current state and usage of the Creekside Community Center; recreational and public gathering spaces currently offered by the community; community center facility trends; space needs for existing and future programs and services; construction and operations cost estimates; and budget considerations for a potential community center.</p> <p>To promote transparency, Task Force meetings will be open to observers who are not members of the task force.</p>

<p>Task Force Composition and Time Line</p>	<p>The Task Force consists of 17 individuals, with approximately 80 percent being community members and 20 percent staff. Employee members were appointed by the City Manager. Community representatives of the Task Force were selected by the City Council and reflect the general Bloomington community, the School District, the Bloomington business community, the Creekside Senior Program, youth athletic organizations and members of Bloomington’s diverse community as well as the City Council and its advisory boards and commissions. Alternate representatives were also appointed by the City Council.</p> <p>Task Force members will be expected to: listen to the ideas of others; express their points of view while working toward consensus; and contribute to the development of feedback that will be presented to the City Council.</p> <p>City Council Appointments of Task Force representatives: October 19, 2015 and January 25, 2016 First Task Force meeting: April 4, 2016 Report to the City Council: September 2016</p>
<p>Commitment of Task Force Members</p>	<p>Minimum of 2-5 hours per month for meetings; additional time for meeting preparation and electronic communication outside of meetings. Members must:</p> <ul style="list-style-type: none"> • Commit to attending a minimum of 75% of the scheduled Task Force meetings between April and August 2016. • Prepare for meetings (e.g., review meeting materials, respond to requests for input, etc.) • Have e-mail access. <p>Meetings will generally take place from 5:30-8:00 p.m. on the following dates:</p> <ul style="list-style-type: none"> • April 4, 2016 • May 3, 2016 • June 7, 2016 • June 22, 2016 • July 19, 2016 • August 2, 2016 • August 16, 2016 • August 23, 2016 <p>Meetings will be held in the Haeg Conference Room at Bloomington Civic Plaza, 1800 W. Old Shakopee Road or Creekside Community Center, 9801 Penn Ave. S.</p>
<p>Resources Provided</p>	<p>City staff and outside resources (as necessary) will provide information and administrative support for meetings.</p>

<p>Completion Date</p>	<p>In September 2016, the Task Force will present its findings and feedback to the City Council. At that time, the Task Force will dissolve unless otherwise directed by the City Council to remain intact for future work.</p>
<p>Protocols</p>	<p>Participant Preparation: <i>Solicit, share and include input from others when preparing for meetings</i></p> <ul style="list-style-type: none"> • Solicit and share info with stakeholder groups • Do your homework – be willing to do the “heavy lifting” • Get into the work and be passionate about it • Provide lots of ideas • Take time to reflect both inside and outside the meetings • Accept the professional HGA assessment • Provide clear and concise delivery of ideas • Work collectively toward a new, best representation as part of a whole <p>Meeting Interaction and Engagement: <i>Respect others through the process, be patient, professional and flexible</i></p> <ul style="list-style-type: none"> • Respect input and ideas • Listen to others • Build trust • Contribute towards building consensus • Make sure that everyone has an opportunity to speak and to be heard • Stay on topic <p>Efficient Facilitation Process: <i>Provide adequate and equal time, balance small and large group work</i></p> <ul style="list-style-type: none"> • Provide equal time for all areas • Keep the meetings moving – balance the difference between rushing and dragging the meetings • Pick a topic of discussion and focus on one thing at a time