CITY OF BLOOMINGTON MINNESOTA PARKS AND RECREATION

2016 Picnic Shelter Reservations

The City of Bloomington provides picnic shelters for reservation to host family gatherings, company picnics, group events, banquets, wedding receptions, class reunions or meetings. The shelters are available from **April 15 through October 15,** weather dependent. The shelters are located in parks that provide numerous amenities including playground equipment, walking trails, and sports facilities. All shelter areas have electricity, restrooms, grills, picnic tables and drinking fountains.

~ Bush Lake ~

Shelter 1

Shelter 2

9401 W. Bush Lake Rd.

Shelter 3

9140 E. Bush Lake Rd.

~ Moir Park ~

Shelter 1

10320 Morgan Ave.

Shelter 2

Reservations are available on a first-come, first serve basis beginning January 4, 2016. Reservations can be made in person at Parks and Recreation (Bloomington Civic Plaza), by phone at 952-563-8877, or by completing the shelter reservation form and faxing it to 952-563-8715. City staff will create a permit for your event. This permit is the official documentation of your reservation. Once you receive the permit, you are required to sign and return the permit with reservation fee to the Parks and Recreation Division within 10 days. If the permit and reservation fee are not returned within this 10 day period, your reservation will be cancelled.

Community Services Department

Parks and Recreation Division
1800 W. Old Shakopee Road
Bloomington MN 55431-3027

PH 952-563-8877
FAX 952-563-8715
TTY 952-563-8740

parksrec@BloomingtonMN.gov
www.BloomingtonMN.gov

The City of Bloomington does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all City of Bloomington services, programs, and activities. Upon request, this information can be available in Braille, large print, audio tape and/or computer disk.

Bush Lake Shelters

Shelter 1

Address	9401 W Bush Lake Rd.
Capacity	200
2016 Fee	$247 + Tax
Tables	Twelve (15' x 28") with built in benches
Charcoal Grills	3 (extra large)
Electrical Outlets	3 (20 amp)

Shelter 2

Address	9401 W Bush Lake Rd.
Capacity	100
2016 Fee	$168 + Tax
Tables	Eight (15' x 28") with built in benches
Charcoal Grills	3
Electrical Outlets	2 (20 amp)

Shelter 3

Address	9140 E Bush Lake Rd.
Capacity	200
2016 Fee	$327 + Tax
Tables	Ten (15' x 28") with built in benches
Charcoal Grills	2 (extra large)
Electrical Outlets	3 (20 amp)

What if it rains the day of our event?

The City may cancel your reservation for safety reasons due to inclement weather. If the City makes this determination, you may reschedule your event for an alternate date or receive a refund. Refunds will not be issued if you decide to cancel your event without approval by the City.

When is the reservation fee due?

The reservation fee is due within 10 days of receipt of permit. If the permit and reservation fee are not received within ten days, the reservation will be automatically cancelled.

What is your Cancellation Policy?

Reservation fees are not refundable if cancellation is made less than 14 days prior to use date. A $25 cancellation fee will be retained for all cancellations made 14 days or more in advance of the use date. If arrangements must be changed or cancelled, contact the Parks and Recreation Division at 952-563-8877 at least two weeks in advance.

What if my group is tax exempt?

You must provide a copy of your tax exempt certificate at the time of reservation. We will retain a copy of your tax exempt certificate in our office.

Is sporting equipment available?

Limited equipment is available free of charge but with a deposit. Volleyballs, horseshoes, bats and balls are available. Please call the Parks and Recreation Division to reserve equipment.

Amenities

The following amenities are onsite, but use is not exclusive to your reservation. Subject to change.

	Playground Equipment	Horseshoe Courts	Sand V-Ball Courts	Disc Golf	Walking Trails	Fishing Docks	Boat Launch	Beach	Drinking Fountain(s)	Permanent Restrooms
Bush Lake #1	●	●	●		●	●			●	●
Bush Lake #2	●				●	●	●		●	●
Bush Lake #3	●	●	●		●	●		●	●	●
Moir #1	●	●	●	●	●				●	●
Moir #2	●	●	●	●	●				●	●

Will there be on-site staff available during my reservation?

A park attendant is on staff primarily to maintain the parks but is available if needed. The attendant may check with your group periodically, empty trash, and replenish bathroom supplies. If you have questions or need assistance the day of your event, feel free to contact the attendant at the phone number on your permit. If you need emergency help, please dial 911.

Moir Park Shelters

Shelter 1

Address	10320 Morgan Ave S.
Capacity	200
2016 Fee	$247 + tax
Tables	Ten (2.5' x 15') with built in benches
Charcoal Grills	1 oversized
Softball Diamond Included	Field #1
Electrical Outlets	4 (20 amp)

Shelter 2

Enclosed shelter with canopy patio

Address	10320 Morgan Ave S.
Capacity	50
2016 Fee	$168 + tax
Five Tables (8' x 3' folding), 50 chairs 2 anchored tables outside	
1 Double Charcoal Grill, 4 Hot plates, Sink	
Softball Diamond Included	Field #2
Electrical Outlets	4 (20 amp)

GENERAL REGULATIONS

- No alcoholic beverages, except 3.2 malt liquor, are allowed in designated picnic areas.
- No glass bottles or containers allowed in the parks.
- A food/beverage license is required if food will be sold or served to the public.
- Pony rides, moonwalks, tents, etc. require a Temporary Conditional Use Permit.
- No person shall use tobacco products on any City-owned parks.

PLEASE CONTACT PARKS AND RECREATION WITH ANY QUESTIONS REGARDING CITY CODES.

Questions? Call Us! 952.563.8877

Do I need additional permits to use the park?

Temporary Conditional Use permits are required for moonwalks, dunk tanks, tents, pony rides, inflatables, etc. A food or beverage license is required if you sell or serve to the general public (not your invited guests). If you have specific questions about permits, please contact the Parks and Recreation Division.

Can I use any caterer?

Yes, but we suggest you use a *licensed* caterer for your event.

Should I bring my permit to the park the day of my event?

Yes! The permit acts as your receipt and will eliminate any confusion during your reservation. Please note that your reservation does not grant your group exclusive use of the entire park.

Garbage and recycling cans?

Sufficient garbage and recycling cans are provided at each park. Park staff will empty the garbage and recycling cans as needed.

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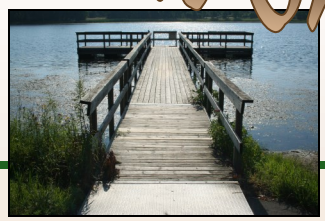
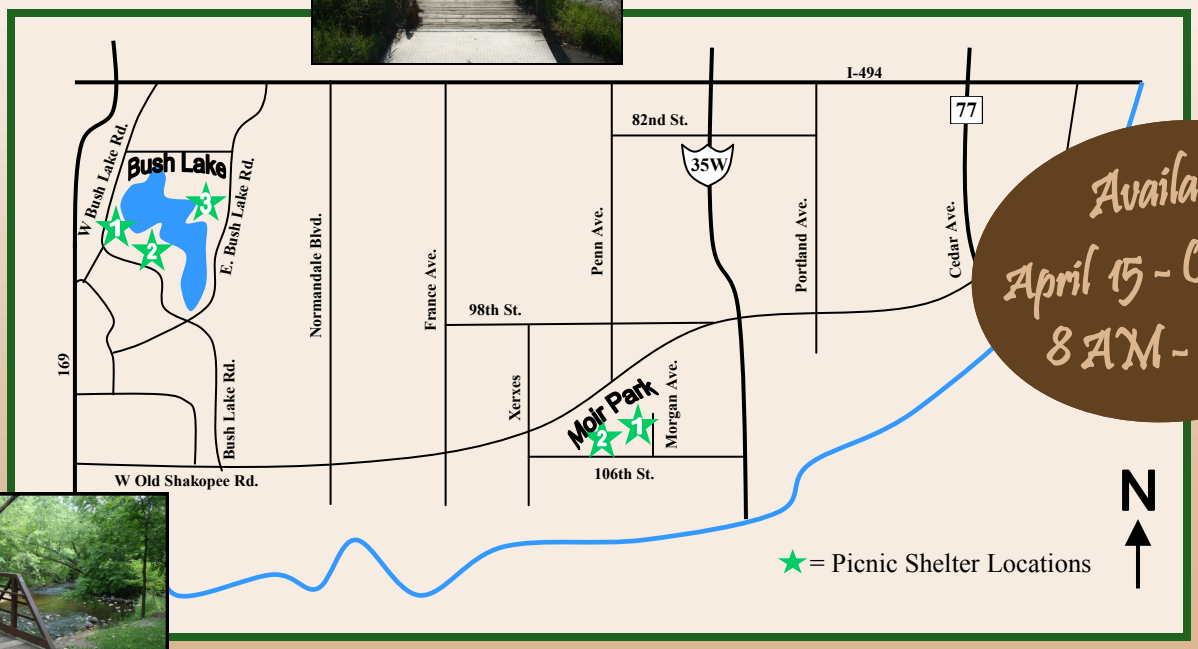
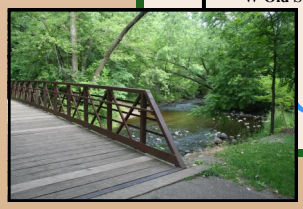
Picnic Shelter Reservations





Available
April 15 - October 15
8 AM - 10 PM



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