



## Noblesville Parks and Recreation Board Minutes February 25, 2015

**MEMBERS PRESENT:** Todd Thurston, Marcia Granger, Scott Noel, Ann Minnich and Donna Clark.

**OTHERS PRESENT:** Brandon Bennett, Director; Mike Hoffmeister, Assistant Director; Sherry Faust, Board Secretary; Nichole Haberlin, Recreation Director; Cindy Knapp, Asst. Recreation Director; Gary Deakyne, Golf Director; Roy Johnson, City Council; Sadie Reecer, The Times; Don Jellison, Hamilton County Reporter.

**CALL TO ORDER:** President Thurston called the meeting to order at 7:00pm.

**APPROVAL OF AGENDA:** President Thurston asked if there were any additions or deletions to the agenda. President Thurston asked for the approval of the Agenda. Ms. Minnich moved to approve the Agenda as presented and Ms. Granger seconded this motion. No further discussion was held and the motion passed unanimously.

**APPROVAL OF MINUTES** of February 4, 2015 Board Meeting. President Thurston asked for the approval of the February 4, 2015 minutes. Ms. Granger moved to approve the minutes for February 4, 2015 as presented and Ms. Clark seconded this motion. No further discussion was held and the motion passed unanimously.

### **FINANCIAL:**

1. **Approval of Claims** for March 10 and March 24, 2015. Ms. Minnich moved to approve the claims as presented totaling \$27,629.31. Ms. Granger seconded this motion and the motion passed unanimously.
2. **Transfers and Appropriations:** None

### **REPORTS**

- **Recreation Report – Nichole Haberlin**

Ms. Haberlin went over numbers of increase for the recreation programs; had 255 participants for the month of February, 14 more than last month and 34 more than last February. Ms. Haberlin said the Recreation Team has started a marketing plan and creating a personality through Face Book; have been watching the views increase overtime. She reported that they had bad weather but still had 65 folks come to shop at the Kid's Garage Sale. Ms. Haberlin continued to review her report with the Board that she had submitted in the Board packet. Discussion was held. (Staff Report attached)

- **Assistant Director Report – Mike Hoffmeister**

Mr. Hoffmeister said the Bowl-A-Thon will be Saturday, 1pm-4pm, and should be a fun time. Mr. Hoffmeister also reported that the Park Foundation is hosting a Park Foundation luncheon with the Mayor's support; Friday, May 15<sup>th</sup> is the event at Harbour Trees. Mr. Bennett said this is a partnership with the Noblesville High School Art Department; they will be submitting artwork which will be juried and top twelve will be made into a calendar that the Foundation will be selling as a fund raiser. Mr. Hoffmeister said the Parks Department was on the Hamilton County TV today and gave lots of Park related information during the interview. He also reported that there is a Southside Park clean-up scheduled for April 11<sup>th</sup>; lunch will be provided, have earned a

\$1,500 grant from Hand and looking at a Kohls grants. Mr. Hoffmeister said that the department is having security cameras installed at the Inn and Lodge. He also reported how the department is working with *Strengths Finder* with Mr. Chuck Lehman and our staff, which is a part of our team building.

- **Director of Golf**

Mr. Gary Deakyne said February was not a large revenue month, but he has been booking outings. He said he had booked 15 out of 29 from last year to return and he also had booked 16 new golf outings. He said he was hoping that the remainder of the 29 from last year will be booked, but are right now only time based. Mr. Deakyne also reported that he has secured two new leagues; one at Fox Prairie and one at Forest Park. Mr. Deakyne said he also had hired two new assistants who will start March 8th; Kayla Skiles and Tyler Martin. Both golf facilities will open March 15<sup>th</sup>. He also reported that they have new security cameras being installed too and he will be able to watch both facilities from his office.

## **OLD BUSINESS**

- 1. Update on Fox Prairie capital improvements**

- A. Bridges**

Mr. Bennett reported the bridges are done and the Engineering Department is working through a punch list. (Staff Report attached)

President Thurston asked about the Pavilion building at Fox Prairie and if any solutions have been found. Mr. Bennett said he has been talking to Mike Balay and Mr. Bennett is working on getting information and quotes.

- 2. Ivy Tech update**

Mr. Bennett said he had a meeting with President Clark this week. They had a discussion as to how to get into the building and are still working on logistics; maybe able to be in by June. Mr. Bennett said it was a good meeting. (Staff Report attached)

- 3. Federal Hill Commons update**

The question was asked about the name now being "Federal Hill Commons". Mr. Bennett said that the whole area was going to be referred to as the Federal Hill District, so the name Federal Hill Commons was a better fit with the District. Expecting to have bids open in June. (Staff Report attached)

## **NEW BUSINESS**

- 1. 2014 Year End Report**

Mr. Bennett said the Parks Department 2014 Year End Report has been submitted to the Mayor's office to be put together with all of the other departments' reports. (Staff Report attached)

- 2. Dillon Park concession stand lease**

Mr. Bennett said the staff recommends that the board approve the lease as presented. (Staff Report attached)

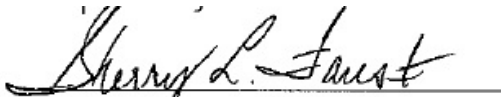
President Thurston asked for the approval of the Memorandum of Agreement Refreshment Concessions at Dillon Park. Mr. Noel moved to approve the Memorandum of Agreement as presented and Ms. Clark seconded this motion. No further discussion was held and the motion passed unanimously.


Mr. Bennett informed the Board that he is just waiting on the lease from the City Attorney, Mike Howard, for the Conner courts. He said it will be on the next agenda for April.

With no other business to discuss, Ms. Ann Minnich made a motion to adjourn and Ms. Donna Clark seconded this motion. President Thurston adjourned the meeting at 7:45PM.

Respectfully Submitted

Approved 4/8/2015

  
Sherry L. Faust, Secretary

  
Todd Thurston, Vice-President

Next meeting: **Wednesday, April 8, 2015 7:00 PM**, Fox Prairie Golf Course  
Pro Shop Conference Room

---

## Noblesville Park Board

---

**Wednesday, February 25, 2015**

**Subject:** Update on Fox Prairie capital improvements  
**Applicant:** N/A  
**Agenda Item:** Old Business # 1A  
**Summary:** The Bridges have been completed

**Recommendation:** **Update Only**  
**Prepared by:** Brandon Bennett, CPRP, Director  
Department of Parks and Recreation  
City of Noblesville  
[bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us), 317-776-6350

---

### ***Park Terms and Definitions:***

#### ***Summary:***

The contractor has been working over the winter to get the bridges repaired, replaced or upgraded. They were able to finish up the work on this project last week. The next step in the project is contracting out concrete work to finish the approaches on a few of the bridges. This capital investment is part of the budget for money awarded by council for the overall capital improvements to Fox Prairie Golf Course.

#### ***History:***

This project is the final project in a series of capital improvements we requested for funding in 2014. Those projects included reroofing the outing pavilion, repair, replacement and addition of cart paths, replacement and improvements to several pedestrian bridges and cart bridges. Engineering has managed all of the projects. Council awarded \$311,000 for this project.

#### ***Recommendation:***

No action required.

# Noblesville Park Board

---

**Wednesday, February 25, 2015**

**Subject:** Update on Ivy Tech  
**Applicant:** N/A  
**Agenda Item:** Old Business # 2  
**Summary:** We have met with Ivy Tech and proposed some concepts with their student services. We are also meeting with Dr. Clark on 2/23 to continue to work out timing and potential fees for the partnership.

**Recommendation:** **Update Only**  
**Prepared by:** Brandon Bennett, CPRP, Director  
Department of Parks and Recreation  
City of Noblesville  
[bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us), 317-776-6350

---

## ***Park Terms and Definitions:***

### ***Summary:***

At our meeting with Dr. Cain and Dr. Clark last week, Mike, Nichole and I proposed the ideas and concepts from a programming model to the Student Services Director regarding our initial plans for the Ivy Tech partnership. The meeting was fruitful and he is going to appoint two students to work with us to identify what they, as students, would like us to provide to the Ivy Tech students from a programming perspective. We also laid out all of our ideas for the facility and a few different business models we been working on.

### ***Background:***

We have been actively working with Dr. Clark and Ivy Tech on a joint partnership to allow Noblesville Parks to have access and control of a few portions of the Ivy Tech facility as a joint “Community Center” for all of Noblesville. We are working on several business models and concepts with Ivy Tech to provide their students with recreational/wellness opportunities as well as make it a home for the majority of our programs. This partnership would allow us to have access to gym space as well as additional programming and wellness space that we can program and add many opportunities for the residents of Noblesville. Ivy Tech and Rec is a concept that we have been formulating for the better part of a year now. Construction issues with the facility and details regarding the fee structure have been the major sticking points that have kept us from solidifying this plan to this point.

### ***Recommendation:***

No action required

# Noblesville Park Board

---

**Wednesday, February 25, 2015**

**Subject:** Federal Hill Commons Update  
**Applicant:** N/A  
**Agenda Item:** Old Business #3  
**Summary:** On Friday, February 20, we received the final Design Development Documents (DD's) from Ratio as well as a cost analysis. We will now move onto the Construction Document (CD's) phase of planning.

**Recommendation:** **Update Only**  
**Prepared by:** Brandon Bennett, CPRP, Director  
Department of Parks and Recreation  
City of Noblesville  
[bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us), 317-776-6350

---

## ***Park Terms and Definitions:***

**Schematic Design (SD's)** - First phase in the design of a project where an architect/engineer prepares schematic diagrams giving a general view of the components and the scale of the project after detailed discussions with the client (owner).  
**Design Development (DD's)**-During design development, a project's schematic design is refined, including designing details and selecting materials. This step occurs after the owner/client has approved the schematic design.  
**Construction Documents (CD's)**- It takes the DD's to the absolute details of the project. CD's include the written and graphic instructions used for construction of the project. These documents must be accurate, consistent, complete, and understandable.

## ***Summary:***

Over the past several months we (parks and mayor's office) have been refining the scope and layout of Federal Hill Commons. Based on the construction budget of \$6 million, we have been working to redesign and update the park so that it still meets the vision of being the gateway to the Westside of town as well as a centerpiece and gathering space for all. After many meetings with the design team, we have come to a design and materials that we all seem to agree on within the budget that has been designated. We will now review the documents and further refine it as we begin the CD phase of design in order to meet our May 8<sup>th</sup> deadline for CD completion and bid date.

## ***Background:***

Federal Hill Commons is the park the city determined met the best use for a 6.4 acre tract of land between 32 and Logan Street and Nixon and St. Rd. 19. The land, mostly floodplain, has been home to Dave Mason Car Repair and open space. The City will also acquire the existing Ameriana Bank in 2016 as a part of this project. Through the vision of the city as well as several focus groups, the program has been determined to include an amphitheatre, event space, restrooms and storage, a farmer's market plaza, interactive water feature, shelters, trails, playground, and parking. It will also eventually be connected by a pedestrian bridge across the river from the Hamilton County Judicial Center. The project is slated to begin construction in summer and have the initial phase open 2016.

## ***Recommendation:***

No action required.

# Noblesville Park Board

---

**Wednesday, February 25, 2015**

**Subject:** 2014 Year End report  
**Applicant:** N/A  
**Agenda Item:** New Business # 1  
**Summary:** This is the summary document of financials, programs, accomplishments and staff compilations of the department's 2014 year.

**Recommendation:** **Update Only**  
**Prepared by:** Brandon Bennett, CPRP, Director  
Department of Parks and Recreation  
City of Noblesville  
[bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us), 317-776-6350

---

***Park Terms and Definitions:***

**None**

***Summary:***

This is the summary of our 2014 year including budget balances, programs and statistics, team accomplishments, facility and reservation summaries, and golf numbers. This report has been compiled by staff and submitted to the Mayor's office for their consideration and submission to the City Council.

***Background:***

Not applicable

***Recommendation:***

No action required.

# Noblesville Park Board

---

**Wednesday, February 25, 2015**

**Subject:** Dillon Park Concession stand lease  
**Applicant:** Noblesville Elementary Football League  
**Agenda Item:** New Business # 2  
**Summary:** This is our standard lease document and is unchanged from last year except for dates as required.

**Recommendation:** **Staff recommends that the board approve the lease as presented for the operation of the Concession stand at Dillon Park for the year 2015.**

**Prepared by:** Brandon Bennett, CPRP, Director  
Department of Parks and Recreation  
City of Noblesville  
[bbennett@noblesville.in.us](mailto:bbennett@noblesville.in.us), 317-776-6350

---

***Park Terms and Definitions:***

**NEFL-Noblesville Elementary Football League**

***Summary:***

NEFL has requested to renew their lease with Noblesville Parks for the operation of the concession stand at Dillon Park for the year 2015. No changes were requested by NEFL for this lease. The dates have been changed to reflect the 2015 season. The department will still receive 15% of the gross operation of the concession stand.

***Background:***

Noblesville Parks and the NEFL have enjoyed a long and positive relationship at Dillon Park. NEFL has been the concessionaire since we opened the park in 2007 and has been a great steward of the facility and the park. They communicate well when problems arise and work as a partner to problem solve. Annually the Department receives between \$3,000 and \$4,000 from them as the percentage back to us.

***Recommendation:***

Staff recommends that the board approve the lease as presented for the operation of the concession stand at Dillon Park for the 2015 season.