



Noblesville Parks and Recreation Board Minutes June 3, 2015

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

OTHERS PRESENT: Mike Hoffmeister, Assistant Director; Sherry Faust, Board Secretary; Nichole Haberlin, Recreation Director; Gary Deakyne, Golf Director; Mikayla Mirowski and Isaac Irvin, Student Ambassadors; Roy Johnson, City Council representative.

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 as presented. Ms. Minnich moved to approve the Agenda and Mr. Noel seconded this motion. No further discussion was held and the motion passed unanimously.

APPROVAL OF MINUTES of May 6, 2015 Board Meeting. President Thurston asked for the approval of the May 6, 2015 minutes. Ms. Minnich moved to approve the minutes for May 6, 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 June 9 and June 23, 2015. Mr. Noel moved to approve the claims as presented totaling \$107,772.21. Ms. Minnich seconded this motion and the motion passed unanimously.
2. **Transfers and Appropriations:** None

REPORTS

- **Recreation Report – Nichole Haberlin**

Ms. Haberlin said that participation looks down, but tentative up because of the things the Rec Department has added. She then reviewed her report with the Board. Discussion was held. (Staff Report attached)

- **Director of Golf – Gary Deakyne**

Mr. Deakyne said the courses had a pretty good May. The Park course was up \$1,700.00 and Fox was down \$3,400.00 from last year because of the loss of a large outing. He said even with these numbers it was the second best May since 2009. Mr. Deakyne said that Kayla Skiles programs she is offering are growing. The every other Monday, Britton Falls Group, has been fantastic. Mr. Deakyne continued to update the Board on other golf programs and events going on. He said that Foot Golf was \$1,400.00 this year so far. He said the word is starting to get out and it is just quietly happening.

- **Assistant Director Report – Mike Hoffmeister**

Mr. Hoffmeister said the first concert was last Thursday at Dillon Park; the department had 1,250 people come out. There is another one tomorrow with Ripple Effect. He also reported that it was a big weekend for Noblesville; concert Thursday, Bed Race and Port Chop Dinner Friday, Nickel Plate Art Weekend the entire weekend; Old Mill Fest and the Pancake Breakfast on Saturday. Mr. Hoffmeister said in addition to this all of the facilities of the Parks Department are booked this weekend.

Mr. Hoffmeister said the Foundation Luncheon, Parks and the Arts event, was fantastic. They raised about \$20,000.00. He also reported on the radios that will be used by division managers in the Parks Department. In addition to the radios, the Emergency Action Plan has been established. The department will be going live with this plan very soon. He said then next Friday the department has Active Shooter training with the Police Department. Discussion was held.

OLD BUSINESS

1. Update on Fox Prairie capital improvements

A. Bridges

Mr. Hoffmeister reported this project was finally done on Memorial Day weekend. The concrete approaches were done, so the project is complete. (Staff Report attached)

2. Federal Hill Commons update

Mr. Hoffmeister said it was out to bid for this project and bid closes tomorrow at 3pm. The bids will be open in the Council Chamber tomorrow at 3:30pm. (Staff Report attached)

NEW BUSINESS

1. Lehman and Lehman contract extension

Mr. Hoffmeister said this was an addendum to the contract which the Board has already approved for Mr. Lehman services for our Master Plan/Nat Plan/Impact Fee plan. It is for \$2,500.00 which will be paid out of Impact Fees. This is needed to extend his time with us. (Staff Report attached)

President Thurston asked for a motion to approve the Agreement Addendum. Mr. Noel moved to approve the Agreement Addendum with Mr. Lehman not to exceed \$2,500.00 as presented and Ms. Minnich seconded this motion. No further discussion was held and the motion passed unanimously.

2. New Field Lease with NEFL

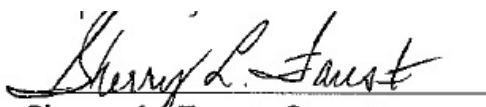
Mr. Hoffmeister explained this 2015 lease is an annual lease and is the same as last year. The only changes are the dates. (Staff Report attached)

President Thurston asked for a motion to approve 2015 Lease Agreement. Ms. Minnich moved to approve the 2015 Lease Agreement with the Noblesville Elementary Football League as presented and Mr. Noel seconded this motion. No further discussion was held and the motion passed unanimously.


Mr. Hoffmeister said the next Park Board meeting will be July 8th, 7pm, at the Forest Park Inn in the Main Room.

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 8:00PM.

Respectfully Submitted


Sherry L. Faust, Secretary

Approved 7/8/2015


Todd Thurston, President

Next meeting: **Wednesday, July 8, 2015 7:00 PM**, Forest Park Inn
Main Room



NOBLESVILLE PARKS AND RECREATION REPORT MAY 2015

195 participants in programs this month with 29 classes offered, 4 classes cancelled due to low enrollment. This was a decrease in participation from last month of 37 participants, only 13 less from May 2014. Bus Trip to Shippshewana of 31 participants not included in total. On-site field trip with Cindy team had 6 classes of second graders totaling 165. Grand total of participation this month 391.

Rec2Go was on a roll- Softball opening night May 1st, Hamilton County Leadership Academy May 7th, and Annual Children's Bureau Spring Fling May 9th.

Kayla Women's Golf Clinic Started April 29th with 4 participants with additional 9 individual participants who signed up for a specific session. From this group of ladies, 4 of them signed up for weekly leagues, bought golf merchandise, and started golfing an extra day each week at Fox Prairie. These ladies have also been seen using the driving range in the evening. Kayla's first 3 hole challenge "teasing on the tee," had 5 participants with forecast of 50 degree and raining. These ladies had a ball. One of the participants brought 2 new ladies back the next day to try the course. This coming month Kayla already has another 5 registered for her women's golf clinics and 3 participants in the first ever youth Tee-nsy golf program starting June 10th. Kayla has estimated these participants have increased the revenue in the golf budget by \$1,200.00 in the first month. Great Job Kayla! The golf program also brought in 14 new participants to Noblesville Parks and Recreation Programs.

Offered FootGolf Introduction Nights May 21st and May 31st.

First Concert at Dillon Park with Living Proof on May 28th, great job Erin!

Community Wednesday Baseball Game May 20th. It was a very cold day, but the group had a great time with an adventure. Great Job Cindy for a successful year of Community Wednesday. Community Wednesday will reconvene in the fall.

Camp overview: 531 total enrollments same as last year at this time. We were able to increase Maximum Number of each Camp, Averaging an 8-1 ratio of campers to counselors. Indiana's state standard is 15 to 1)

- Dillon Sports- 288
 - One filled AM Camp
- Full Day at Dillon in July- 21
- Specialty Camps (4th of July week)-48
- Pre-Camp (Ages 2.5-4)-7
- Forest Park-154
 - Three filled AM Camps

Listed below are the programs offered through the Parks and Recreation Department in April and the number enrolled. Please be aware that children's programs have a maximum of 12, and adult fitness programs in the Lodge are full at 16 or 18.

| Program | Days/Date | Time | Location | Enrollment | |
|------------------|-----------|--------------|---------------|------------|-------|
| Adult | | | | | |
| Social Dance | Mondays | 6:30-9:15pm | Inn-Main | 35 | Same |
| Adult Art Class* | Saturdays | 10am-12pm | Lodge | Did not | Offer |
| Community Wed | Wednesday | 11am-12:30pm | Lodge- Travel | 34 | |

| | | | | | |
|---------------------------------------|-----------------------|---------------|---------------|------------|------------|
| Women Golf Dare | Wednesday | 6:00-7:00p | Fox Prairie | 4 | +4 |
| Women's Golf Clinic 2 | Wednesday | 6:00-7:00p | Fox Prairie | 5 | +1 |
| Fitness | | | | | |
| Yoga (Beg, Gen, Flow, Adaptive, PiYo) | Mon, Tues, Wed, Thurs | Various | Lodge | 48 | -9 |
| Aerobic Kickboxing | Tuesdays | 7:15-8:15pm | Inn | 9 | +3 |
| Piloxing | Fridays | 9:30-10:30am | Lodge | 0 | -5 |
| Sit & Fit | Thursdays | 1045-11:30am | Inn- Overlook | 10 | +2 |
| Workout at the Barre | Thursdays | 9:00-10:00am | Inn-Overlook | 6 | -1 |
| Dace Exercise | Mondays | 9:30-10:30am | Lodge | 7 | 0 |
| Pilates | Wednesdays | AM & PM | Lodge & Inn | 5 | -9 |
| Boot Camp | Mon & Wed | 6:30-7:30pm | NWMS | 14 | Same |
| Youth Programs | | | | | |
| Naturalists | Fridays | 9:15-10:45pm | Lodge | 5 | -3 |
| Hip Hop | Thursdays | 5:30pm-6:15pm | Inn | 9 | +9 |
| Tumbling | Tuesdays | 5:30-6:15pm | Inn- Overlook | Did not | offer |
| Animation in Motion | Wednesdays | 5:30-6:15p | Inn | 5 | Same |
| Safe Sitter | Saturday | 9am-3pm | Lodge | 20 | +10 |
| Dillon T-Ball | Wednesdays | 5:30-6:15 | Dillon | 15 | +5 |
| Dillon Sport Sampler | Mondays | 6:30-7:15p | Dillon | 6 | -7 |
| Dillon Soccer | Mondays | 5:30-6:15p | Dillon | 20 | +18 |
| | | | Total | 257 | +17 |
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Respectfully submitted,
 Nichole Haberlin and Cindy Knapp
 Recreation Staff

Noblesville Park Board

Wednesday, June 3, 2015

Subject: Update on Fox Prairie capital improvements

Applicant: N/A

Agenda Item: Old Business # 1A

Summary: The Bridges have been completed...Concrete approaches have also been completed.

Recommendation: Update Only

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

Park Terms and Definitions:

Summary:

This is the final step in the capital investment in Fox Prairie with this funding from the City Council. 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, June 3, 2015

Subject: Federal Hill Commons Update

Applicant: N/A

Agenda Item: Old Business #2

Summary: Bids will be opened on June 4th.

Recommendation: Update Only

Prepared by: Brandon Bennett, CPRP, Director
Department of Parks and Recreation
City of Noblesville
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:

We are starting the process to begin demolition of the Dave Mason site as well as three houses that the city owns on surrounding parcels in the Federal Hill District. We had a pre bid meeting last week with several general contractors in attendance. It seems as though there is a lot of interest in this project which could help with competitive bids. Bids will be opened on June 4th at 3:30 pm at Council Chambers.

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, June 3, 2015

Subject: Contract addendum with Lehman and Lehman

Applicant: N/A

Agenda Item: New Business # 1

Summary: This is an additional addendum to the contract with Lehman and Lehman for the Nat Plan, Impact Fee Plan and Master Plan.

Recommendation: **Motion to approve the addendum to the contract with Lehman and Lehman as presented.**

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

Park Terms and Definitions:

None

Summary:

This is a contract addendum with Chuck Lehman for the final completion of the NAT Plan, Impact fee plan and the Master plan. The only outstanding work on this contract is the finalization of the NAT plan and formal approvals and adoption of the Master Plan and Nat plan which we intend to do at the same time as soon as the NAT plan is completed. We plan to finalize that plan within the next 6 weeks. This contract adds an additional fee not to exceed \$2500 and extend the expiration of the contract to August.

Background:

Working on these three plans at the same time has taken a considerable amount of time to get them on the same schedule. In the future we don't anticipate nearly as much time to complete these plans. With the transition of a new director, Assistant Director and Rec Director in the process, that also hampered the timing of the work, but also enhanced the content of the plan with new thoughts ideas and comments.

Recommendation:

Recommend a motion to approve the addendum to the contract with Lehman and Lehman as presented.

Noblesville Park Board

Wednesday, June 3, 2015

Subject: Noblesville Elementary Football League Lease at Dillon Park

Applicant: Noblesville Elementary Football League

Agenda Item: New Business # 2

Summary: This is an updated lease with the NEFL with the same terms as the past several years.

Recommendation: **Motion to approve the Lease with The NEFL as presented.**

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

Park Terms and Definitions:

None

Summary:

This lease is the same as the previous lease only changing dates of effectiveness. NEFL has verbally approved the lease as presented and wishes to continue leasing the fields from July 1-October 30th annually. This is a one year lease with 4 additional one year options. It does include the language that was added by addendum regarding background checks, financials, insurance, and field conditions.

Background:

This is a continuation of a lease that has been in place with NEFL since Dillon opened in 2007. This has been a great partnership and is a great benefit to the community for the kids to participate in football and cheerleading. The NEFL has been a terrific steward of our property.

Recommendation:

Recommend a motion to approve the field lease with NEFL as presented.