



Noblesville Park Board Meeting
Wednesday, July 10, 2019
Federal Hill Commons Green Room
6:00 p.m.

Noblesville Parks & Recreation Board Agenda

Call to Order
Approval of Agenda
Approval of Minutes of June 5, 2019 Board Meeting

Financial

1. Approval of Claims – July 10th and 24th
2. Transfers and Appropriations

Reports

1. Recreation Director
2. Director of Golf
3. Assistant Director

Old Business

1. Board to hear update about Forest Park Inn renovation-verbal
2. Board to hear Finch Creek Park construction update

New Business

1. Board to consider partnership with Legacy Christian School at the Recreation Annex
2. Board to consider contract with Civic Rec and Civic Engage for recreation software
3. Board to consider full time position in Recreation Budget for Recreation coordinator of facilities at the Recreation Annex

Next Meeting August 7, 2019, The Green Room @ 6PM.

Upcoming Events

July 11:	Summer Concert at Dillon Park
July 12:	Food Truck Friday at FHC
July 13:	Concert at the Commons at FHC
July 14:	NCAC Band Concert at FHC
July 18:	Summer Concert at Dillon Park
July 21:	NCAC Band Concert at FHC
July 25:	Summer Concert at Dillon Park
July 25-27:	Shakespeare in the Park at FHC
July 26:	Food Truck Friday at FHC
	Back2School Bash at FHC
July 28:	NCAC Band Concert at FHC
August 1-3:	Shakespeare in the Park at FHC
August 4:	NCAC Band Concert at FHC



Noblesville Parks and Recreation Board Minutes June 5, 2019

MEMBERS PRESENT: Laurie Dyer, Scott Noel, Todd Thurston

OTHERS PRESENT: Brandon Bennett, Director; Mike Hoffmeister, Assistant Director; Nichole Haberlin, Director of Recreation; Gary Deakyne, Director of Golf; Rick Taylor, City Council

CALL TO ORDER: Meeting was called to order by Laurie Dyer at 5:56pm.

APPROVAL OF AGENDA: Mrs. Dyer asked if there were any other additions or deletions to the agenda. Brandon Bennett requested the addition of New Business #1 contract amendment for Context Design. With no other additions or deletions Mr. Noel motioned to pass the agenda, Mr. Thurston seconded, agenda passed unanimously.

APPROVAL OF MINUTES of May 15th. Mrs. Dyer asked for the approval of May 15, 2019 minutes. Mr. Thurston moved to approve the minutes for the April 17, 2019 Board meeting as presented and Mr. Noel seconded this motion, the motion passed unanimously.

FINANCIAL:

1. **Approval of Claims for June 12th and 26th**

Mr. Noel moved to approve claims as presented, Mr. Thurston seconded this motion. Claims were passed unanimously.

2. **Transfers and Appropriations:** None

Reports

1. **Recreation Report**

a. Nichole Haberlin gave the Recreation Report, (see attached). The Recreation Department had 2330 participants in May and are coming to the end of season with Ivy Tech in July. We will cut a fiscal year end check to Ivy Tech this July. The team at Ivy Tech is excited for the new relationship with P.R.I.D.E that is getting ready to start this summer. P.R.I.D.E will offer camp classes in the Ivy Tech Gym. On My 17th the Carousel Corner was opened at Forest Park. We have had a very successful start to the season, the team members are still learning, but they are already doing well and the carousel and concession stand having steady business already.

2. **Director of Golf Report**

a. Gary Deakyne gave the Golf Report (see attached). Gary stated that obviously being down from 2018 is not what we were looking for, but if you look at the report, the days that are slightly gray colored are the days we had a significant amount of rain. So we are not happy with being down, but with the weather we have been experiencing we are pleased with what we have made. Our maintenance staff has done an amazing job being able to fix problems and getting the course available to play as soon as the rain had stopped. We have had our meetings with Mr. Keegan, while we are waiting on his complete report, we have already starting work on, as well as completing, some of his

suggestions. In a week or two we should have a draft of the report. Brandon Bennett will then be meeting with everyone that was interviewed and go over the report with them individually. Brandon Bennett will be setting a date for a joint Park Board/Council meeting to go over Mr. Keegan's finding before making the report public. Brandon Bennett would like to give a big hand to the Golf staff for their work on the course during the very wet late spring/summer. We appreciate all of their hard work and dedication.

3. Assistant Director Report

- a. Mike Hoffmeister gave the Assistant Director Report. Mike stated that you can see the list of events at the bottom of the agenda. Dillion Park is ready to go for concerts tomorrow even with the rain, the park was built with great drainage. We had the Bed Race and Street Dance, we had a really good turnout at both events, but had to shut down the Street Dance just a little early due to lighting. Before we meet again we will have our 4th of July event. The 4th of July Festival is being held at Forest Park and the fireworks will be shot off at Forest Park Golf Course. The Golf Team has been incredibly receptive to the idea and has been helping get this planned and moving forward. We are going to be blocking all the greens with fencing as well as staff keeping people off. We expect people to sit on the hill as well as the radius around the park. State Road 19 will be closed during the festival for the safety of the people attending. Trolleys will be running the entire event, getting people from designated parking lots and bringing them to the event. We have really expanded the festival this year and look forward to putting on a fantastic event for the City of Noblesville. Finally, Mike stated that the Park Foundation Board is moving in the right direction discussing their mission and adding people to their Board.

OLD BUSINESS


1. Board to hear update about Forest Park Inn renovations-verbal.
 - a. Mike Hoffmeister gave the updated about the renovations. They have finished the drywall and should be starting to paint. We are hoping to be moved in on June 19th.
2. Board to consider Finch Creek Park Change Order #6
 - a. Brandon Bennett presented the update about Finch Creek Park Change Order #6. Attached you will find the minutes by Myer's Construction from the last meeting. Initially the park was supposed to be open the end of May, but due to weather we have been continuously delayed. We are tentatively going to be opening up at the end of August, but still may have to move it back further. Finch Creek Park came in over budget so we had to do some value engineering and redesign on a few aspects of the project. Myers has been good to work with to get these portions of the project within our budget. The changes include the check valves outside all buildings for Sanitary service, upgrading the door hardware to an electronic strike system, asphalt mobilizations and wedge, the addition of roof snow guards, and converting a glass screen wall to frosted acrylic. Mr. Noel moved to approve Finch Creek Park Change Order #6, Mr. Thurston seconded, the motion passed unanimously.
3. Board to hear update on Railyard auction
 - a. Brandon Bennett presented the update on the Railyard auction. The majority of the remaining rail cars that are at the old ITM site are now on auction. That auction is open until Thursday. There are probably 40-50 cars as well as piles steal or metal. Once the auction closes the auctioneer will write contracts with each of the buyers. The buyer then has 5 days to wire the money to the auctioneer, then we will get the money wired to us the next day. The auctioneer will design the schedule to have everything that was purchased off the old ITM site by September 1st. In the meantime, whatever is not purchased, we will have a scrapper come in, dismantle the cars, remove them, and then sell them for whatever the price of steal is at the time.

NEW BUSINESS

1. Board to consider a contract amendment with Context Design.
 - a. Brandon Bennett presented the proposed amendment to the contract with Context Design. This is an amendment based on the additional utility design coordination, the substation completion date moving, as well as some other issues we have faced. This is an honorable request that is a do not exceed \$5,600 amendment that would be paid for out of the impact fees. Mr. Noel made the motion to pass the contract amendment with Context Design, Mr. Thurston seconded, the motion passed unanimously.

With no other business to discuss, Mr. Thurston made a motion to adjourn and Mr. Noel seconded this motion. Mrs. Dyer adjourned the meeting at 6:30pm.

Next meeting: Wednesday, July 10, 2019; The Green Room @ 6:00pm


Abigail P. Hash, Secretary


~~Laurie Dyer, President~~

Todo Thurston - Vice President

I hereby certify that each of the above listed vouchers and the invoices, or bills attached there to, are true and correct and I have audited same in accordance with IC5-11-10-1.6.

Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

CITY OF NOBLESVILLE

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 8 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 745,117.81.

Dated this 10th day of July, 2019.



Curtis J. ...

S. ...

Signatures of Governing Board

Fund Report
 All Funds
 Grouped By Bank
 Ordered By Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
101 GEN	16782993.43	13467300.74	18631327.14	9684944.31	6078149.04	4144126.32	11618967.03
103 DEFER	331281.33	16710.00	787.17	344299.16	2905.00	0.00	347204.16
104 LECE	140564.93	13763.60	52274.75	101500.79	2341.60	1788.61	102053.78
105 ASSET FORF	0.00	60538.00	750.00	2177.00	57911.00	300.00	59788.00
106 MVH	4109161.53	2359980.92	2894944.28	2510034.17	1556136.90	491972.90	3574198.17
107 LRS	2577462.32	546399.07	226184.61	3066319.68	115412.86	224055.76	2897676.78
108 PARKS	552391.73	901204.56	1397874.56	-124443.66	832748.22	652582.83	55721.73
109 PARKS CAP	126572.87	29555.81	21378.01	129267.91	16678.76	11196.00	134750.67
110 PARKS PRGMS	0.00	344622.72	405286.05	-31731.24	148835.92	177768.01	-60663.33
111 PARKING	620848.76	60252.48	87413.91	588086.30	14259.77	8658.74	593687.33
112 DTWN DEV	319498.26	500000.00	69326.76	787871.50	0.00	37700.00	750171.50
113 ALARM	9738.43	0.00	0.00	9738.43	0.00	0.00	9738.43
114 FIRE CUM	1281101.49	135691.08	1500.00	1296101.49	120691.08	1500.00	1415292.57
116 FIRE PENS	701389.30	0.00	202551.70	543172.94	0.00	44335.34	498837.60
117 POLICE PENS	571173.63	0.00	89591.60	503325.35	0.00	21743.32	481582.03
118 DS/COIT SINKING	1197906.59	0.00	0.00	1197906.59	0.00	0.00	1197906.59
120 CCD	1829371.75	367960.66	746686.06	1796728.39	367960.66	714042.70	1450646.35
123 CITY SIGN	7211.00	0.00	0.00	7211.00	0.00	0.00	7211.00
124 CCI	364798.72	0.00	41183.32	327954.35	0.00	4338.95	323615.40
130 ECO INCENT REVO	1000000.00	0.00	0.00	1000000.00	0.00	0.00	1000000.00
132 HAZ MAT RMB	5.42	0.00	0.00	5.42	0.00	0.00	5.42
140 PROMO	15194.85	9540.98	49605.47	-19124.48	9461.83	15206.99	-24869.64
142 REC PERP	41291.32	6252.00	65.47	46100.85	1377.00	0.00	47477.85
144 SCH SALE	250852.26	0.00	0.00	250852.26	0.00	0.00	250852.26
150 FINCH CRK CONST	430261.16	2779.00	430261.16	0.00	2779.00	0.00	2779.00
151 HOLD - MAJOR RD IMPRV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
152 HOLD - RAIL YARD REHAB	3700.00	0.00	2900.00	800.00	0.00	0.00	800.00
157 TRAIL MAINT	220351.78	0.00	0.00	220351.78	0.00	0.00	220351.78
158 146TH ST RMB	1102443.52	0.00	0.00	1100952.66	0.00	-1490.86	1102443.52

**Bank 0

Installed by the CITY OF NOBLESVILLE-2013
Fund Report
 All Funds
 Grouped By Bank
 Ordered By Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
160 DSR COIT BONDS 2009	0.00	57298.92	0.00	0.00	57298.92	0.00	57298.92
163 RAINY DAY	11833846.92	3033979.00	0.00	12413327.92	2454498.00	0.00	14867825.92
198 PARK IMPACT	1751866.59	350572.50	106505.78	1925805.12	86268.00	6139.81	2005933.31
199 ROAD IMPACT	7009353.44	803727.46	1049878.83	6745425.17	128530.00	110753.10	6763202.07
201 DS/BLDG REF BONDS 2014A	282086.93	125106.62	1700.00	280386.93	125106.62	0.00	405493.55
202 DS/BLDG MORT BONDS 2001	63888.96	0.00	0.00	63888.96	0.00	0.00	63888.96
203 DS/ECO LEASE REF BONDS 2013	264902.93	117011.49	1700.00	263202.93	117011.49	0.00	380214.42
204 DS/BLDG REF BONDS 2014B	727469.31	321597.59	0.00	727469.31	321597.59	0.00	1049066.90
205 DS/BLDG REF BONDS 2016	336274.44	150863.87	0.00	336274.44	150863.87	0.00	487138.31
206 DS/ECO LEASE REF BONDS 2015	0.00	246533.62	0.00	0.00	246533.62	0.00	246533.62
207 DS/PARK BONDS 2018	9629.00	139825.03	0.00	9629.00	139825.03	0.00	149454.03
252 DP/EARTHFARE	0.46	0.00	0.00	0.46	0.00	0.00	0.46
257 2016 LOIT-ROADS	8293104.36	0.00	0.00	8293104.36	0.00	0.00	8293104.36
258 DP/FINCH CRK PARK	7367150.00	0.00	3647988.76	4213223.34	0.00	494062.10	3719161.24
291 DP/EQUIP LOANS - IN TREAS	20177.23	0.00	20177.23	20177.23	0.00	20177.23	0.00
401 UNEMP SELF-INS	29440.22	0.00	0.00	29440.22	0.00	0.00	29440.22
403 ACCR SICK PAY	587.12	0.00	0.00	587.12	0.00	0.00	587.12
500 RDC PRO SRVCS	0.00	0.00	11428.75	-10203.75	0.00	1225.00	-11428.75
501 STONEY CRK E TIF	1037814.88	0.00	39907.50	997907.38	0.00	0.00	997907.38
502 BUS PARK TIF	303907.72	0.00	0.00	303907.72	0.00	0.00	303907.72
503 DTWN TIF	427543.31	0.00	32947.77	394595.54	0.00	0.00	394595.54
504 CCW TIF	608964.45	0.00	601345.00	7619.45	0.00	0.00	7619.45
505 CCE TIF	147089.50	0.00	127800.00	19289.50	0.00	0.00	19289.50
506 HZLDELL RD TIF	962474.64	0.00	0.00	962474.64	0.00	0.00	962474.64
507 SMC TIF	0.00	0.00	1850.00	0.00	0.00	1850.00	-1850.00
508 BERG-TEG TIF	231201.94	4000.00	0.00	235201.94	0.00	0.00	235201.94
509 HTC TIF	2576435.47	0.00	408262.93	2214005.88	0.00	45833.34	2168172.54
510 SR37&146TH TIF	769243.15	0.00	435985.00	333258.15	0.00	0.00	333258.15
512 PLEAS ST TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
550 DP/FIELD DR BRG	105121.74	0.00	0.00	105121.74	0.00	0.00	105121.74
558 DP/IVY TECH-PS BLDG-SALT BARN	41621.22	0.00	0.00	41621.22	0.00	0.00	41621.22

Installed by the CITY OF NOBLESVILLE-2013

Fund Report
 All Funds
 Grouped By Bank
 Ordered By Fund

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
601 POLICE DONATE	23389.74	312.75	1039.76	22386.63	300.00	23.90	22662.73
602 FIRE DONATE	8158.59	0.00	0.00	8158.59	0.00	0.00	8158.59
603 EVENT SPONSORS	95296.05	44570.62	22148.46	129764.98	3164.00	15210.77	117718.21
604 PARK DONATE	330.00	0.00	0.00	330.00	0.00	0.00	330.00
605 TREE BRD DONATE	8306.52	0.00	2122.60	8306.52	0.00	2122.60	6183.92
606 CEMETERY DONATE	50.00	0.00	0.00	50.00	0.00	0.00	50.00
611 CDBG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
612 DOJ BPV GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
613 MID TRC TRL GRANT	-40575.95	47600.77	7850.70	-825.38	0.00	0.00	0.00
614 19TH & PLEAS GRANT	-21141.20	66035.25	92659.56	-46439.68	0.00	1325.83	-825.88
615 186TH & CUMBER GRANT	0.00	0.00	5112.14	-3290.62	0.00	1821.52	-47765.51
616 GREEN & HOWE GRANT	0.00	0.00	64155.01	0.00	0.00	64155.01	-5112.14
630 IND DEV GRANT	0.00	0.00	0.00	0.00	0.00	0.00	-64155.01
631 COM CROSS GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
632 QuiP GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 COURT SERV	6956.50	2500.00	2500.00	0.00	0.00	0.00	0.00
801 REV HLD/UTIL	3330.00	34460.25	33999.25	7207.50	8331.75	8121.75	7417.50
802 DOR HOLD	861.19	725621.56	732301.56	14985.00	110678.97	129013.97	-3350.00
803 CITY ESCROW	1050143.16	3202.37	3304.14	609.25	661.96	511.79	759.42
804 DEF COMP HOLD	0.02	10500.00	0.00	1060643.16	0.00	0.00	1060643.16
SubTotal Bank 0	80923866.93	26095108.00	33709907.08	67409030.34	13501904.07	7601866.56	73309067.85
**Bank 1							
700 CONTROL	20000.00	0.00	0.00	20000.00	0.00	0.00	20000.00
701 NET WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
702 DIRECT DEPOSIT	0.00	7752152.13	7752152.13	0.00	2199324.52	2199324.52	0.00
731 FEDERAL W/H TAX	0.00	1117921.58	1117921.58	0.00	318606.88	318606.88	0.00
732 OASDI W/H TAX	0.00	521601.96	521601.96	0.00	146725.68	146725.68	0.00
733 MEDICARE W/H TAX	0.00	307037.08	307037.08	0.00	86310.38	86310.38	0.00
734 STATE W/H TAX	0.00	341148.47	341148.47	0.00	96403.08	96403.08	0.00
735 COUNTY W/H TAX	0.00	122209.56	122209.56	0.00	35101.46	35101.46	0.00

Installed by the CITY OF NOBLESVILLE-2013
 Accounts Payable Register

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	MEMORANDUM
07/10/2019	190768	TAYLORED SYSTEMS INC		108020314.100	PRKS/MAINT&ADMI - SOFTWR LICENS & MAINT AG	076736	80.51	/ /	
07/10/2019	190768	TAYLORED SYSTEMS INC		108020314.100	PRKS/MAINT&ADMI - SOFTWR LICENS & MAINT AG	076734	44.05	/ /	
07/10/2019	190768	TAYLORED SYSTEMS INC		108020314.100	PRKS/MAINT&ADMI - SOFTWR LICENS & MAINT AG	076731	7500.00	/ /	
07/10/2019	190768	TAYLORED SYSTEMS INC		108020314.100	PRKS/MAINT&ADMI - SOFTWR LICENS & MAINT AG	076735	59.14	/ /	
07/10/2019	190867	NOBLESVILLE CHAMBER OF COMMERCE		108020334.100	PRKS/MAINT&ADMI - CONFIEVENT REGIS FEES	14908	24.00	/ /	
07/10/2019	190821	CAVE AND COMPANY PRINTING		108020390.100	PRKS/MAINT&ADMI - OTH SERV & CHRGS	20530	1655.50	/ /	
07/10/2019	190708	BRANDON BENNETT		108020221.100	PRKS/MAINT&ADMI - VEHICLE FUEL	MILEAGE REIMB	614.46	/ /	
07/10/2019	190652	PLYMATES IMAGE MATS		108020361.100	PRKS/MAINT&ADMI - FACILITY MAINT SERV	2844562	24.10	/ /	
07/10/2019	190652	PLYMATES IMAGE MATS		108020361.100	PRKS/MAINT&ADMI - FACILITY MAINT SERV	2844797	23.03	/ /	
07/10/2019	190652	PLYMATES IMAGE MATS		108020361.100	PRKS/MAINT&ADMI - FACILITY MAINT SERV	2844799	62.11	/ /	
07/10/2019	190652	PLYMATES IMAGE MATS		108020361.100	PRKS/MAINT&ADMI - FACILITY MAINT SERV	2844796	55.40	/ /	
07/10/2019	190707	PLYMATES IMAGE MATS		108020361.100	PRKS/MAINT&ADMI - FACILITY MAINT SERV	2846229	24.10	/ /	
07/10/2019	190707	PLYMATES IMAGE MATS		108020251.100	PRKS/MAINT&ADMI - CLOTH & ACCESSORIES	2846229	58.39	/ /	
07/10/2019	190652	PLYMATES IMAGE MATS		108020251.100	PRKS/MAINT&ADMI - CLOTH & ACCESSORIES	2844562	58.39	/ /	
07/10/2019	190701	GRAINGER INC		108020225.100	PRKS/MAINT&ADMI - BLDG MAINT SUPP	9207343063	114.27	/ /	
07/10/2019	190701	GRAINGER INC		108020224.100	PRKS/MAINT&ADMI - HSEKEEPING SUPP	9203907937	234.94	/ /	
07/10/2019	190701	GRAINGER INC		108020220.100	PRKS/MAINT&ADMI - GEN OPER SUPP	92051999301	85.64	/ /	
07/10/2019	190654	GRAINGER INC		108020220.100	PRKS/MAINT&ADMI - GEN OPER SUPP	\$194254927	38.35	/ /	
07/10/2019	190706	NAPA AUTO PARTS		108020222.100	PRKS/MAINT&ADMI - VEH MAINT SUPP	183245	118.17	/ /	
07/10/2019	190644	NAPA AUTO PARTS		108020223.100	PRKS/MAINT&ADMI - EQUIPT	182415	20.17	/ /	

Installed by the CITY OF NOBLESVILLE-2013

Accounts Payable Register

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	MEMORANDUM
07/10/2019	190804	VOICE MAIL VALUE INC		108020351.100	PRKS/MAINT&ADMI - TELECOM SERV	524-1585	38.85	11	
07/10/2019	190757	STAPLES BUSINESS ADVANTAGE		108020210.100	PRKS/MAINT&ADMI - OFFICE SUPP	24261	15.44	11	
07/10/2019	190757	STAPLES BUSINESS ADVANTAGE		108020210.100	PRKS/MAINT&ADMI - OFFICE SUPP	49908	60.98	11	
07/10/2019	190757	STAPLES BUSINESS ADVANTAGE		108020210.100	PRKS/MAINT&ADMI - OFFICE SUPP	39646	90.61	11	
07/10/2019	190803	FEDEX		108020321.100	PRKS/MAINT&ADMI - MAIL & SHIP CHRGS	658072008	24.49	11	
07/10/2019	190657	ROB WANNELL		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	1	100.00	11	
07/10/2019	190655	NOBLESVILLE ACE HARDWARE		108020220.100	PRKS/MAINT&ADMI - GEN OPER SUPP	1906-044839	3.15	11	
07/10/2019	190759	NOBLESVILLE ACE HARDWARE		108020223.200	PRKS/MAINT&ADMI - EQUIPT REPAIR PARTS	1906-046546	5.10	11	
07/10/2019	190645	MENARDS-CARMEL		108020224.100	PRKS/MAINT&ADMI - HSEKEEPING SUPP	74939	6.92	11	
07/10/2019	190755	MENARDS-CARMEL		108020224.100	PRKS/MAINT&ADMI - HSEKEEPING SUPP	75325	59.99	11	
07/10/2019	190755	MENARDS-CARMEL		108020225.200	PRKS/MAINT&ADMI - BLDG REPAIR PARTS	75325	49.95	11	
07/10/2019	190649	BMI		108020310.100	PRKS/MAINT&ADMI - PROF & TECH SERV	35045700	358.00	11	
07/10/2019	190650	FREDERICKS INC		108020424.100	PRKS/MAINT&ADMI - BLDG/STRUC IMPROV	3	70576.30	11	
07/10/2019	190819	SNYDER INDUSTRIES INC		108020490.100	PRKS/MAINT&ADMI - OTH CAP OUTLAY	314571	6400.00	11	
07/10/2019	190807	DIANE OTT		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000481.003	200.00	11	
07/10/2019	190795	SUPPLY WAREHOUSE INC		108020224.100	PRKS/MAINT&ADMI - HSEKEEPING SUPP	583056	969.00	11	
07/10/2019	190817	SUPPLY WAREHOUSE INC		108020224.100	PRKS/MAINT&ADMI - HSEKEEPING SUPP	583077	670.10	11	
07/10/2019	190646	RED WING SHOES		108020251.100	PRKS/MAINT&ADMI - CLOTH & ACCESSORIES	20190610067985	577.49	11	
07/10/2019	190818	KRISTI SPEHLER		108020221.100	PRKS/MAINT&ADMI - VEHICLE FUEL	MILEAGE REIMB	99.18	11	

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DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	MEMORANDUM
07/10/2019	190654	MICHELE WILLIAMS		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000474.003	200.00	11	
07/10/2019	190805	EXPERIENCE EVENTS INC		108020390.100	PRKS/MAINT&ADMI - OTH SERV & CHRGS	140	150.00	11	
07/10/2019	190810	BRYAN GLOVER		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000478.003	200.00	11	
07/10/2019	190710	CERES SOLUTIONS COOPERATIVE INC		108020221.200	PRKS/MAINT&ADMI - EQUIPT FUEL	1534026	487.18	11	
07/10/2019	190710	CERES SOLUTIONS COOPERATIVE INC		108020221.100	PRKS/MAINT&ADMI - VEHICLE FUEL	1534090	705.14	11	
07/10/2019	190809	KARI RAYL		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000479.003	200.00	11	
07/10/2019	190661	INDY TROLLEY LLC		108020366.900	PARKS - PRKS/MAINT&ADMI - RENT CHRGS-OTH	7-13-19	1080.00	11	
07/10/2019	190813	ONPOINT LLC		108020390.100	PRKS/MAINT&ADMI - OTH SERV & CHRGS	FINAL INV	5534.00	11	
07/10/2019	190665	MARA SHELL		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000473.003	400.00	11	
07/10/2019	190666	ROSE KALILI		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000472.003	200.00	11	
07/10/2019	190667	JEFF FOSTER		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000471.003	200.00	11	
07/10/2019	190658	JULIE GERHARDT		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000470.003	200.00	11	
07/10/2019	190801	PURDUE EXTENSION		108020335.100	PRKS/MAINT&ADMI - TRAINING SERVICES	CATEGORY 2	103.00	11	
07/10/2019	190801	PURDUE EXTENSION		108020335.100	PRKS/MAINT&ADMI - TRAINING SERVICES	CATEGORY 2	103.00	11	
07/10/2019	190801	PURDUE EXTENSION		108020335.100	PRKS/MAINT&ADMI - TRAINING SERVICES	CATEGORY 2	103.00	11	
07/10/2019	190801	PURDUE EXTENSION		108020335.100	PRKS/MAINT&ADMI - TRAINING SERVICES	CATEGORY 2	103.00	11	
07/10/2019	190806	NICK STRAIT		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000482.003	200.00	11	
07/10/2019	190808	JENNIFER LAGOMARCINO		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000480.003	200.00	11	
07/10/2019	190811	PATSY WATKINS		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000475.003	200.00	11	
07/10/2019	190822	LINDSAY CLARK		108020050.000	PRKS/MAINT&ADMI - DEPOSIT RELEASE	2000485.003	200.00	11	

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07/10/2019	190822	LINDSAY CLARK		108020050.000	DEPOSIT RELEASE PRKS/MAINT&ADMN - DEPOSIT RELEASE	2000486.003	246.10		/ /		
SubTotal Department 020							102225.70				
**Department 023 PRKS/IMPROV&REHAB											
07/10/2019	190658	SIPES ASPHALT SOLUTIONS CO		108023361.100	PRKS/IMPROV&REH - FACILITY MAINT SERV	19223	11499.00		/ /		
SubTotal Department 023							11499.00				
SubTotal Fund 108							113724.70				
**Fund 110 PARKS PRGMS											
**Department 021 PRKS/GOLF											
07/10/2019	190712	GARY DEAKYNE INC		110021390.100	PRKS/GOLF - OTH SERV & CHRG	CONTRACT	2260.00		/ /		
07/10/2019	190652	PLYMATES IMAGE MATS		110021361.100	PRKS/GOLF - FACILITY MAINT SERV	2844300	57.45		/ /		
07/10/2019	190652	PLYMATES IMAGE MATS		110021361.100	PRKS/GOLF - FACILITY MAINT SERV	2844798	68.64		/ /		
07/10/2019	190706	NAPA AUTO PARTS		110021223.100	PRKS/GOLF - EQUIPT MAINT SUPP	183073	95.39		/ /		
07/10/2019	190706	NAPA AUTO PARTS		110021223.100	PRKS/GOLF - EQUIPT MAINT SUPP	183100	77.39		/ /		
07/10/2019	190706	NAPA AUTO PARTS		110021224.100	PRKS/GOLF - HSEKEEPING SUPP	182575	25.98		/ /		
07/10/2019	190796	R & T TIRE		110021223.100	PRKS/GOLF - EQUIPT MAINT SUPP	N01ZKS	39.55		/ /		
07/10/2019	190710	CERES SOLUTIONS COOPERATIVE INC		110021221.200	PRKS/GOLF - EQUIPT FUEL SUPP	1533978	401.44		/ /		
07/10/2019	190320	TEESNAP LLC		110021314.100	PRKS/GOLF - SOFTWR LICENS & MAINT AGRMINTS	433	17200.00		/ /		
07/10/2019	190647	LUXOTTICA		110021220.100	PRKS/GOLF - GEN OPER SUPP	5902156362	168.36		/ /		
07/10/2019	190647	LUXOTTICA		110021220.100	PRKS/GOLF - GEN OPER SUPP	5902343684	70.38		/ /		
07/10/2019	190647	LUXOTTICA		110021220.100	PRKS/GOLF - GEN OPER SUPP	5901902277	395.00		/ /		

Installed by the CITY OF NOBLESVILLE-2013
 Accounts Payable Register

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07/10/2019	190647	LUXOTTICA		110021220.100	PRKS/GOLF - GEN OPER SUPP	6901938668	74.98	/ /	
07/10/2019	190647	LUXOTTICA		110021220.100	PRKS/GOLF - GEN OPER SUPP	6902001852	79.58	/ /	
07/10/2019	190647	LUXOTTICA		110021220.100	PRKS/GOLF - GEN OPER SUPP	6901928282	2794.50	/ /	
SubTotal Department 021							23862.64		
**Department 022 PRKS/REC									
07/10/2019	190688	STAPLES BUSINESS ADVANTAGE		110022220.100	PRKS/REC - GEN OPER SUPP	3415621869	45.98	/ /	
07/10/2019	190688	STAPLES BUSINESS ADVANTAGE		110022220.100	PRKS/REC - GEN OPER SUPP	3415621874	319.19	/ /	
07/10/2019	190812	DIANA MILLER		110022390.100	PRKS/REC - OTH SERV & CHRGS	8	396.00	/ /	
07/10/2019	190659	INSTANTWHIP - INDIANAPOLIS, INC		110022220.100	PRKS/REC - GEN OPER SUPP	1802696526	86.09	/ /	
07/10/2019	190659	INSTANTWHIP - INDIANAPOLIS, INC		110022220.100	PRKS/REC - GEN OPER SUPP	1800696921	195.36	/ /	
07/10/2019	190653	KARI CAUDILL		110022050.000	PRKS/REC - DEPOSIT RELEASE-UNSPC	2000469.003	300.00	/ /	
07/10/2019	190824	CAROL FOWLER-MOTLUCK		110022050.000	PRKS/REC - DEPOSIT RELEASE-UNSPC	2001281.002	50.00	/ /	
07/10/2019	190825	JULIE GOODEN		110022050.000	PRKS/REC - DEPOSIT RELEASE-UNSPC	2000487.003	50.00	/ /	
SubTotal Department 022							1442.62		
SubTotal Fund 110							25305.26		
**Fund 111 PARKING									
**Department 004 POLICE									
07/10/2019	190637	MERCEDES BENZ FINANCIAL SERVICES		111004363.100	POLICE - VEH MAINT SERV	6000001955	80.00	/ /	
SubTotal Department 004							80.00		
SubTotal Fund 111							80.00		
**Fund 112 DTWN DEV									

Installed by the CITY OF NOBLESVILLE-2013
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DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	MEMORANDUM
**Department 023 PRKS/IMPROV&REHAB									
07/10/2019	190802	MADER DESIGN LLC		112023319.100	PARKS/IMPROV&REH - OTH PROF & TECH SERV	974	2844.22	/ /	
SubTotal Department 023							2844.22		
SubTotal Fund 112							2844.22		
**Fund 124 CCI									
**Department 008 INFO TECH									
07/10/2019	190768	TAYLORED SYSTEMS INC		124008442.100	CCI - INFO TECH - COMPUT & IT EQUIPT	076625	3188.50	/ /	
07/10/2019	190769	CDW GOVERNMENT INC		124008442.100	CCI - INFO TECH - COMPUT & IT EQUIPT	SPW8024	847.70	/ /	
07/10/2019	190768	CDW GOVERNMENT INC		124008442.100	CCI - INFO TECH - COMPUT & IT EQUIPT	SSL5472	1227.53	/ /	
07/10/2019	190767	SOUTHERN COMPUTER WAREHOUSE		124008442.100	CCI - INFO TECH - COMPUT & IT EQUIPT	000561912	103.24	/ /	
SubTotal Department 008							5366.97		
SubTotal Fund 124							5366.97		
**Fund 140 PROMO									
**Department 004 POLICE									
07/10/2019	190772	GALLS INC		140004394.900	POLICE - OTH PROMO CHRGS	012386476	123.00	/ /	
07/10/2019	190828	ADRIENES FLOWERS & GIFTS		140004390.100	POLICE - OTH SERV & CHRGS	007515	87.95	/ /	
07/10/2019	190632	THE GALLERY COLLECTION		140004390.100	POLICE - OTH SERV & CHRGS	19E0021246	261.51	/ /	
SubTotal Department 004							472.46		
**Department 005 FIRE									
07/10/2019	190789	NOBLESVILLE TROPHIES		140005394.100	FIRE - PROMO NOVLTS & MATLS	52742	45.00	/ /	
SubTotal Department 005							45.00		
**Department 011 ECO DEVO									
07/10/2019	190870	CITY OF NOBLESVILLE		140011371.100	ECO DEVO - PUBLIC PURP GRANT PYMT	2019 FIREWORKS FESTIVAL	2500.00	/ /	

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Date: 06/28/2019 03:47:34 PM

APVREGISTER.FRX

DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	APPROPRIATION	DESCRIPTION	AMOUNT	CHECK #	CHECK DATE	MEMORANDUM	
SubTotal Department 011											
							2500.00				
**Department 020 PRKS/MAINT&ADMIN											
07/10/2019	190814	TOWNE POST NETWORK INC		140020394.100	PRKS/MAINT&ADM - PROMO	11818-R NOVLTS & MATLS	1050.00	/ /			
SubTotal Department 020							1050.00				
SubTotal Fund 140							4067.46				
**Fund 150 FINCH CRK CONST											
**Department 023 PRKS/IMPROV&REHAB											
07/10/2019	190819	SNYDER INDUSTRIES INC		150023390.100	PRKS/IMPROV&REH - OTH	314571 SERV & CHRGS	2779.00	/ /			
SubTotal Department 023							2779.00				
SubTotal Fund 150							2779.00				
**Fund 198 PARK IMPACT											
**Department 023 PRKS/IMPROV&REHAB											
07/10/2019	190648	LEHMAN & LEHMAN INC		198023390.100	PRKS/IMPROV&REH - OTH	19-098 SERV & CHRGS	3502.50	/ /			
07/10/2019	190648	LEHMAN & LEHMAN INC		198023390.100	PRKS/IMPROV&REH - OTH	19-099 SERV & CHRGS	9960.34	/ /			
SubTotal Department 023							13462.84				
SubTotal Fund 198							13462.84				
**Fund 199 ROAD IMPACT											
**Department 026 STR/IMPROV&REHAB											
07/10/2019	190860	BUTLER FAIRMAN & SEUFERT INC		199026313.100	STR/IMPROV&REHA - ENG	35565(A) CONSULT	4825.37	/ /			
07/10/2019	190859	USI CONSULTANTS		199026313.100	STR/IMPROV&REHA - ENG	9326 CONSULT	535.50	/ /			
07/10/2019	190859	USI CONSULTANTS		199026313.100	STR/IMPROV&REHA - ENG	9312 CONSULT	4303.00	/ /			
07/10/2019	190848	B BAKER CONSTRUCTION INC		199026421.100	STR/IMPROV&REHA - STREET	5962 CONST & REHAB	34258.50	/ /			
07/10/2019	190850	BEAM LONGEST NEFF		199026313.100	STR/IMPROV&REHA - ENG	60792	27802.30	/ /			

Installed by the CITY OF NOBLESVILLE-2013
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DATE FILED	APV #	NAME OF PAYEE	PO #	APPROP #	DESCRIPTION	AMOUNT	CHECK #	MEMORANDUM
CONSULT								
SubTotal Department 026						71724.67		
SubTotal Fund 199						71724.67		
**Fund 257 2016 LOIT-ROADS								
**Department 026 STR/IMPROV&REHAB								
07/10/2019	190853	MIDWEST PAVING LLC		257026421.110	STR/IMPROV&REHA - STREET 1(A) CONTRACT EN-307-02 RESURF	409364.88	11	
SubTotal Department 026						409364.88		
SubTotal Fund 257						409364.88		
**Fund 258 DP/FINCH CRK PARK								
**Department 023 PRKS/IMPROV&REHAB								
07/10/2019	190708	MYERS CONSTRUCTION MGMT INC		258023424.100	DP/FIN - PRKS/IMPROV&REH - 11 BLDG/STRUC IMPROV	573109.35	11	
07/10/2019	190819	SNYDER INDUSTRIES INC		258023390.100	DP/FIN - PRKS/IMPROV&REH - 314571 OTH SERV & CHRGS	5836.00	11	
SubTotal Department 023						578945.35		
SubTotal Fund 258						578945.35		
**Fund 300 SEW WRKS OPR								
**Department 000 NON DEPT								
07/10/2019	190597	ANDREW & SHERRI BRODBECK		300000062.000	NON DEPT - UTILITY FEE REFUND	57.95	11	
07/10/2019	190598	BROOKS HOLDINGS LLC		300000062.000	NON DEPT - UTILITY FEE REFUND	13.23	11	
07/10/2019	190599	BRANDON CAUDILL		300000062.000	NON DEPT - UTILITY FEE REFUND	37.97	11	
07/10/2019	190600	CHRISTINE OBRAS		300000062.000	NON DEPT - UTILITY FEE REFUND	46.22	11	
07/10/2019	190601	MARY PHILLIPS		300000062.000	NON DEPT - UTILITY FEE REFUND	15.57	11	
07/10/2019	190602	BARBARA J PITCOCK		300000062.000	NON DEPT - UTILITY FEE REFUND	47.88	11	
07/10/2019	190603	PETER B SMITH		300000062.000	NON DEPT - UTILITY FEE REFUND	45.07	11	

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USA INC										
SubTotal Department 034										
SubTotal Fund 330										
**Fund 551 DP/CAMPUS CENTER										
**Department 011 ECO DEVO										
07/10/2019	190843	JACKSON DEVELOPMENT LLC		551011373.100	DP/CAM - ECO DEVO - ECO INCENT/SUBSIDY	DRAW #4	29252.34		/ /	
SubTotal Department 011										
SubTotal Fund 551										
**Fund 603 EVENT SPONSORS										
**Department 120 CONCERT SERIES										
07/10/2019	190662	RIZINGSTAR ENTERTAINMENT		603120390.100	CONCERT SERIES - OTH SERV & CHRGS	ENDLESS SUMMER	2175.50		/ /	
07/10/2019	190662	RIZINGSTAR ENTERTAINMENT		603120390.100	CONCERT SERIES - OTH SERV & CHRGS	THE DOO BAND	2062.50		/ /	
07/10/2019	190656	LC2 PROMOTIONS LLC		603120390.100	CONCERT SERIES - OTH SERV & CHRGS	2753	1150.57		/ /	
SubTotal Department 120										
SubTotal Fund 603										
**Department 122 FED HILL PGRMS										
07/10/2019	190660	CAVE AND COMPANY PRINTING		603122390.100	FED HILL PGRMS - OTH SERV & CHRGS	20492	17.37		/ /	
07/10/2019	190651	LOGAN STREET SIGNS & BANNERS		603122390.100	FED HILL PGRMS - OTH SERV & CHRGS	52808	120.00		/ /	
07/10/2019	190863	PRO-SOUND ENTERTAINMENT INC		603122390.100	FED HILL PGRMS - OTH SERV & CHRGS	FOAM PARTY	250.00		/ /	
07/10/2019	190663	MICHAEL OTTINGER		603122390.100	FED HILL PGRMS - OTH SERV & CHRGS	NIGHT TRAIN	600.00		/ /	
07/10/2019	190815	MICAH ABBOTT		603122390.100	FED HILL PGRMS - OTH SERV & CHRGS	1	180.00		/ /	
07/10/2019	190815	MATTHEW SNIVELY		603122390.100	FED HILL PGRMS - OTH SERV & CHRGS	2	180.00		/ /	
07/10/2019	190864	FAMILYTIME ENTERTAINMENT INC		603122390.100	FED HILL PGRMS - OTH SERV & CHRGS	JULY 12, 2019	270.00		/ /	

Fund Report for May 2019

<p>NRO – REVENUE</p> <p>\$ 94,265.13- Golf</p> <p>\$ <u>54,570.79- Rec.</u></p> <p>\$ 148,835.92- TOTALS</p>	<p>NRO – BALANCE</p> <p>\$ (129,262.31) - Golf</p> <p>\$ <u>68,598.98- Rec</u></p> <p>(\$ 60,663.33) - TOTALS</p>	<p>NRC -- REVENUE</p> <p>\$ 16,678.76- Reg NRC</p> <p>\$ 0.00 - DuPont</p> <p>\$ <u>0.00- Finch Creek PILOS</u></p> <p>\$ 16,678.76- TOTALS</p>
<p>NRO – DISBURSED</p> <p>\$ 137,075.93 - Golf</p> <p>\$ <u>40,692.08 - Rec.*</u></p> <p>\$ 177,768.01- TOTALS</p>	<p>NRC – DISBURSED</p> <p>\$ 11,196.00- Reg NRC</p> <p>\$ 0.00 - DuPont</p> <p>\$ <u>0.00 - Finch Creek PILOS</u></p> <p>\$ 11,196.00- TOTALS</p>	<p>NRC – BALANCE</p> <p>\$ 132,549.51- Reg NRC</p> <p>\$ 0.00 - DuPont</p> <p>\$ <u>2,201.16 - Finch Creek PILOS</u></p> <p>\$ 134,750.67- TOTALS</p>



NOBLESVILLE PARKS AND RECREATION REPORT JUNE 2019

Enrollment: We had 196 participants in programs including, which was a decrease of 392 participants from June, 2018. This decrease is related to not having staff scheduled to work with Miller Explores camp this summer. Rec2Go was booked with Playschool twice in the month of June with 120 participants each event.

Recreation Annex Rentals		(July 1, 2019 – June 30, 2020)		Start of a New Year
Atrium/Auditorium	\$8,810	70% =		\$6,167.00
Auditorium Staffing	\$500	0%		\$500
Gyms	\$20,000	50% =		\$10,000.00
Gyms	\$21,220.00	80% =		\$16,976.00
Gross	\$50,530	Parks		\$33,643 Parks Net

POS Pickleball	(January 1 to Present)	Jan 29
Sports Drop-In		\$3,930.00
Sports Passes		\$3,900.00
Dance Drop-In		\$550.00
Dance Passes		\$350.00
Fitness Drop-In		\$720.00
Fitness Passes		\$90.00
		\$9,1540.00

Auditorium

Hope Inc	Show	July –Request
IndyPass	Conference	August
Attic Theatre	Show	October 17-24
ISTA	Conference	October
Improbable Fiction	Show	April 2020 Request
Belfry	Show	September- Request 2020

Rec2Go/ Special Events

Rec2Go	Playschool	June 6, June 25, & July 16
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Carousel Corner	May	June	As of July 8
Concessions	\$807.53	\$2,771.57	\$932.74
Carousel/Mini Golf	\$2,579.71	\$9,949.88	\$2,521.98
Birthday Party	\$375.00		
Field Trips	\$50.00		
Total	\$3,812.24	\$12,598.91	\$3,454.72

Revenue	\$19,421.03
Expenses	\$26,986.84
	-\$7,565.81

Noble Kids Camp

Preschool Camp	93
Forest Park	389
Dillon Park	271
Counselors in Training	15
	768

2018 CONCESSIONS REPORT

CAROUSEL RIDES

\$11,642.92

PUTT-PUTT

\$8,005.90

SNACK BAR

\$2,986.26

TOTAL OPERATION

\$22,635.08

*< 25% total
operation*

SUBMITTED BY CINDY MOHLER

Dec. 9, 2018

2012-2018 CONCESSIONS

CAROUSEL RIDES

2012- \$15,541.32

2013- \$17,940.08

2014- \$17,109.25

2015- \$15,845.86

2016- \$13,100.89

2017- \$16,023.88

2018- \$11,642.92

5,821 Rides

PUTT-PUTT

2012- \$7,452.50

2013- \$9,075.50

2014- \$10,430.50

2015- \$9,373.50

2016- \$8,826.00

2017- \$12,520.00

2018- \$8,005.90

2,668,63
Rounds

SNACK BAR

2012- \$5,615.68

2013- \$5,309.65

2014- \$5,470.80

2015- \$4,731.53

2016- \$4,133.45

2017- \$5,026.14

2018- \$2,986.26

TOTAL OPERATION

2012- \$28,609.50

2013- \$32,325.23

2014- \$33,010.55

2015- \$29,950.89

2016- \$26,060.34

2017- \$33,570.02

2018- \$22,635.08

REVENUE TO CITY (2012-2018)

2012= \$6,774.17

2013= \$8,715.47

2014= \$8,980.42

2015= \$7,730.69

2016= \$5,999.57

2017= \$9,473.61

2018= \$5,265.94

SUBMITTED BY CINDY MOHLER

Dec. 9, 2018

Noblesville Park Board

Wednesday, July 10, 2019

Subject: Board to consider MOU with Legacy Christian School In-House Resident for Recreation Annex

Applicant: NA

Agenda Item: New Business #1

Summary: Board to consider MOU with Legacy Christian School at a reduced rate from \$50 to \$30 an hour for Game Day event with the possibility to reduce up to \$1,000 with volunteer hours.

Recommendation: Staff recommends approval of MOU as presented

Prepared by: Nichole, CPRP, Recreation Director
Department of Parks and Recreation
City of Noblesville
nhaberlin@noblesville.in.us; 317-776-6350

Park Terms and Definitions:

Summary:

Legacy Christian School does not have a functional gym facility due to low ceilings. We propose legacy can earn \$10 off per 1 volunteer working per hour. These volunteer hours will assist with massive event cleanup such as Indiana State Teachers Association, Gymnastics Meets, and Auditorium rentals. This reduction cannot exceed \$1,000.

Background:

Legacy Christian School has rented for two years in the Recreation Annex. They started with Basketball and have increased with volleyball. As a private school they need the partnership to stay within their annual athletic budget.

Recommendation:

Staff recommends approval MOU with Legacy Christian School.



Memorandum of Understanding Recreation Annex Gymnasiums

Between

Noblesville Parks and Recreation Department (PARKS)
701 Cicero Road
Noblesville, IN 46060

And

Legacy Christian School
470 N Lakeview Drive
Noblesville, IN 46060

I. Purpose and Scope

1. The purpose of this MOU is to clearly identify the partnership between the Noblesville Parks & Recreation Department and Legacy Christian School.
2. The purpose of this MOU is to identify a School-in-Residence at the Recreation Annex Community Gym (300 North 17th Street, Noblesville, IN 46060).
3. PARKS will provide reduced rental rate of \$50.00/hour to \$30.00/hour for either the College or Community Gym as scheduling allows for full gym rentals (Game Days). Practices and games will be scheduled based on availability of the gymnasium spaces.
4. LCS will provide cleaning personnel for their own rental to remove all trash, clean and sweep all bleacher areas, dust-mop gym floor before/after each event and mop as needed.
5. PARKS will reduce rental rates for LCS at rate of one volunteer to be equal to \$10.00 off per hour worked by the volunteer for *non-LCS rental events* in the Recreation Annex. For example: 10 volunteers working 2 hours for clean up after the Indiana Teachers Association would equal = \$200 in value off the original rates. Rental reduction cannot exceed \$1,000 for the school year.
6. The terms of this MOU will be for one (1) year with the ability to renew annually. This MOU will expire June 30, 2020.

II. Effective Date and Signature

This MOU shall be in effect upon signature of the Noblesville Parks and Recreation Board.



Noblesville Parks & Recreation Board President



Date

Legacy Christian School

Date

Noblesville Park Board

Wednesday, July 8, 2019

Subject: Board to consider contracts with Civic Rec and Civic Engage

Summary: New recreation software and website development

Agenda Item: New Business Item #2

Recommendation: Staff recommend approving the contracts as presented

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

Park Terms and Definitions:

Summary:

There are two contracts we are recommending approval for. The first contract is for the Recreation software called CivicRec. That is the software we maintain all reservations, activity registrations, marketing and email database. It also allows the citizens to register online and through our website. This product is the best one that we have demoed, and we are very excited about the capabilities of this product. The cost for implementation is \$23834.62 which is fairly standard implementation cost. The annual cost of this product after implementation is \$6,637. CivicRec has offered an option that we want to exercise which is spreading the implementation cost over 3 years to help with budget. Attached is the contract which lays out the costs for the first 4 years. Essentially we would pay \$14582.26 each year for the first three years which includes that annual fee. Then in year four we would essentially have the implementation cost paid off so we would then only owe \$6637.39 annually thereafter. To give you an idea we are currently paying a percentage of our revenue to our current provider, Activenet, annually which varies depending on how much revenue we generate. In 2018 we paid \$20,000 in fees. So this would save us a substantial amount of money making this move. The new software is better, better for marketing, and will allow us to do more with less expense.

The Second contract we are asking for consideration is for a new website called Civic engage for the department that will be done by the same company so the rec software and the website will work hand in hand. As with the rec software, the web software is offered on a three year term finance free. The cost for the first three years would be \$10,110.23. This cost also factors in the annual cost of \$5204.07. So like the rec software we will be paying the \$10k each year for three years then the 4th year we are only paying the annual fee of \$5k. The biggest selling point is for this new website besides user friendliness, is the ability to integrate a public calendar for all events that we are involved in. One of the goals we have had for years is a central housing point for all city events, not just park related. We can mostly accomplish this with this site and make accessible to the public. This will help us to have other events on the calendar other than just what the parks are doing such as nickel plate arts, city alley activation events, etc.

Background:

You gave a email approval for the go ahead on these contracts and this just formalizes the process.

Recommendation:

Staff recommend approving the contracts with Civic Rec and Civic Engage.

**CivicPlus**

302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:

Q-03026-1

Date:

5/7/2019 4:28 PM

Expires On:

8/5/2019

Product:

CivicEngage

Ship To

Noblesville Township IN - CivicEngage
 836 Division Street
 Noblesville, Indiana 46060

Bill To

Noblesville Township IN - CivicEngage
 836 Division Street
 Noblesville, Indiana 46060
 United States

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
John Pugh	x(785) 323-7160	pugh@civicplus.com		Net 30

Exhibit A.1 - Statement of Work

QTY	PRODUCT NAME	PRODUCT TYPE
1.00	GCMS	Renewable
1.00	Hosting & Security	Renewable
1.00	CRT System	Renewable
1.00	Forms	Renewable
1.00	Messaging Add-on	Renewable
1.00	Premium Implementation	One-time
1.00	Admin Training	One-time
2.00	Basic User Training	One-time
1.00	SSL Management – CP Provided Only	Renewable
1.00	Favicon Client	One-time
30.00	Content Development - 1 Page	One-time
4.00	SSL Setup – Client Provided Only	One-time
1.00	4yr Redesign Premium Annual	Renewable
1.00	CivicSend Annual	Renewable
1.00	Messaging Add-on	Renewable
1.00	CivicSend Implementation	One-time
1.00	Virtual Training (Half Day Block)	One-time

Total Days of Quote:365

One Time Costs	\$14,718.49
Recurring Costs	\$5,204.07

* Recurring Costs stated herein are based upon the number of days stated above.
Upon renewal of this SOW, the Recurring Costs will reflect a 365 day calendar year.

Civic Payment Agreement Terms & Conditions

Client Agreement

1. Performance and payment under this SOW shall be subject to the terms & conditions of the Agreement by and between Client and CivicPlus, to which this SOW is hereby attached.
2. This SOW shall remain in effect for an initial term of 3 years ("the Initial Term") from signing. In the event that neither party gives 60 days' notice to terminate prior to the end of the initial or any subsequent renewal term, this Agreement will automatically renew for an additional 1-year Renewal Term.
3. Invoicing shall begin upon the date of signing of this SOW as detailed in CivicPlus Advantage Annual Investment Payments. Subsequent Annual Investment Payments shall be invoiced on the dates of signature of their respective calendar years.
4. The Year One Fees (as listed in the table below) will be invoiced as follows:
 - a. Upon signing this SOW, thirty percent (30%) of the Total Year One Fees .
 - b. The earlier of 6 months from signing or upon completion of CivicEngage Implementation (completion of training), the remaining seventy percent (70%) of the Total Year One Fees .
5. Renewal Term Annual Services shall be invoiced in full on the date of signature of relevant calendar years. Annual services, including but not limited to hosting, support and maintenance services, shall be subject to a 5% annual increase beginning in Year 4 of service.
6. Client allows CivicPlus to display a "Government Websites by CivicPlus" insignia, and web link at the bottom of their web pages. Client understands that the pricing and any related discount structure provided under this SOW assumes such perpetual permission.
7. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.
8. If a 'Recurring Redesign' line is included with Client's quote on the first page of this SOW, Client shall be entitled to a redesign at no additional cost if Client maintains continuous service under this SOW for the full 48 months. Redesigns that include additional features not available on the original website may be subject to additional charges. Additional features include, but are not limited to, additional modules and integration of third-party software.

Chart of Payments

	Annual Subscription Charges	CPA Yearly Charge	Total Annual Billing
Year One	\$5,204.07	\$4,906.16	\$10,110.23
Year Two	\$5,204.07	\$4,906.16	\$10,110.23
Year Three	\$5,204.07	\$4,906.16	\$10,110.23
Year Four	\$5,464.27	\$0.00	\$5,464.27

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Client

CivicPlus

By:



By:

Name:

Todd Hurston

Name:

Title:

Board VP

Title:

Date:

7/10/19

Date:

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization			URL
Street Address			
Address 2			
City	State	Postal Code	
CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for ensuring CivicPlus has current updates.			
Emergency Contact & Mobile Phone			
Emergency Contact & Mobile Phone			
Emergency Contact & Mobile Phone			
Billing Contact		E-Mail	
Phone	Ext.	Fax	
Billing Address			
Address 2			
City	State	Postal Code	
Tax ID #			Sales Tax Exempt #
Billing Terms		Account Rep	
Info Required on Invoice (PO or Job #)			
Contract Contact		Email	
Phone	Ext.	Fax	
Project Contact		Email	
Phone	Ext.	Fax	

Phase 1 – Initiate				
CivicPlus Deliverables: Project Timeline				
Client Deliverables: Project Timeline Approval Form				
Task	Responsibility			Details
	Client	CivicPlus	Shared	
Project Initiation & Review		X		Project Manager will review the contract, Statement of Work (SOW) and any other documentation from the sales process. Project Manager will send initial project kickoff information to the client.
Project Kickoff (Meeting)			X	Project Manager will set the expectations for the website implementation process, assign client deliverables, due dates and collaborate with the client to understand goals for the project.
Planning & Scheduling			X	Project Timeline will be coordinated by the Project Manager and approved by the client. Internal resources needed for the website production will be scheduled.
Project Timeline Preparation		X		Project Manager will coordinate the complete project timeline based on the agreed due date of the client deliverables established during the Project Kickoff Meeting and available internal resources. Project Manager will provide this timeline for the client to review and approve.
Project Timeline Review & Approval (MILESTONE)	X			Client will review the Project Timeline Proposal and request any changes necessary due to scheduling conflicts.

Phase 2 – Analyze				
CivicPlus Deliverables: Design & Configure Strategy Recommendations				
Client Deliverables: Design Discovery Form; Website Analytics; Photos for Design; DNS information; Layout approval Form; Design & Content Strategy Approval Form				
Task	Responsibility			Details
	Client	CivicPlus	Shared	
Client Deliverables	X			Client will submit deliverables as outlined (Design Discovery Form; Website Analytics; Photos for Design; DNS information)
Design Discovery Form	X			Client will complete the Design Discovery Form indicating design preferences to be discussed during the Design Discovery Meeting. http://civicplusedemo.com/designdiscovery
Website Analytics	X			If available, client will share analytics from their current website to help guide the development of the new website.
Photos for Design	X			Client will submit 10-20 high-resolution images for possible use in the homepage website design. These may be used in the website background, homepage slideshow, etc.
Logo & Branding Materials	X			Client will provide any branding guidelines and / or imagery that should be used in the website design - logo, seal, color palette, branding guide, etc.
DNS Worksheet	X			Client will complete the DNS Worksheet to provide details needed to complete setup of website domain. http://civicplusedemo.com/dnsform
Website Content Review		X		Project Manager will coordinate the complete project timeline based on the agreed due date of the client deliverables established during the Project Kickoff Meeting and available internal resources. Project Manager will provide this timeline for the client to review and approve.
DNS Configuration		X		DNS Coordinator will prepare domain name transfer or setup according to the specifications in the submitted DNS Worksheet.
Design Discovery (Meeting)			X	Art Director will review and confirm the design preferences indicated on the Design Discovery Form and develop the strategy for the website design.

Content Process (Meeting)			X	Web Content Specialist will provide an overview of the content development process, assign tasks for content preparation and record content specifications.
Project Workbook: Content Preparation & Updates	X			Client will review and update existing website in preparation for content development. All updates must be made prior to the due date to ensure they are included in the Content Migration & Optimization.
Mood Board & Layout			X	CivicEngage team will create a mood board and layout proposal to confirm website color palette and style and wireframe structure of home and interior page
Mood Board & Layout Creation		X		Art Director will provide the completed Mood Board and Layout.
Mood Board & Layout Review and Approval	X			Client will provide written approval of website mood board.

Phase 3 – Design & Configure				
CivicPlus Deliverables: Design Templates & Tools; Production Website				
Client Deliverables: Design Concept Review & Feedback; Design Concept Approval; Content Cut-off Approval; Production Website Feedback				
Task	Responsibility			Details
	Client	CivicPlus	Shared	
Website Design*		X		Graphic Design will prepare a functioning design to present during the Design Concept Meeting. (*Client will choose up to 3 unique design components.)
Design Creation		X		Creative Services team will create the Design Concept.
Design Preparation		X		Graphic Designer will prepare the website design files for design setup.
Quality Control - Design		X		Art Director will review, provide feedback and approve the website design before it is prepared for website development.
Quality Control - Design Revisions		X		If needed, Graphic Designer will make adjustments requested by Art Director.
Design Setup		X		Web Developer will convert the prepared design into a functioning production website to be shared during the Design Concept Meeting.
Quality Control - Design Setup		X		Art Director will review the design setup prior to the Design Concept Meeting.
Quality Control - Design Setup Revisions		X		If needed, Web Developer will make adjustments requested by Art Director.
Design Concept (Meeting)			X	CivicEngage team will present the initial design concept on a functional production website environment.
Design Concept Review & Approval	X			If necessary, client will provide feedback on the Design Concept. Client will submit the Design Concept Approval Form to indicate approval of final Design Concept. http://civicplusedemo.com/designapproval
Design Concept Revisions		X		If applicable, CivicEngage team will make requested changes to the Design Concept. Completed changes will be returned to client for any additional feedback or approval.
Training Engagement Coordination			X	Trainer will review project documentation and connect with client to discuss training schedule, logistics and technology requirements to prepare for engagement.
Project Workbook: Change Tracking	X			Client will keep a record of all changes made to their existing website during Content Development. Client will have access to make updates and changes recorded during / after training in preparation for Website Launch. All updates must be made prior to the Content Preparation & Updates due date to ensure they are included in Content Migration & Optimization.
Content Development		X		Content Team will migrate and optimize the content from the client's existing website to the production website and complete a quality check.
Site Map Creation		X		Content Analyst will create a site map documenting the client's existing website and note any questions requiring client feedback.
Content Migration Setup		X		Web Content Specialist will prepare project for migration process.
Content Migration & Optimization		X		Content Team will migrate content from client's existing website to the production website and optimize using best practices for usability and accessibility.

Quality Control - Content		X		Content Analyst will review production website to ensure usability and consistency.
Quality Control - Content Revisions		X		If needed, content will be updated as requested by the Content Analyst.
Final Content Report Creation		X		Web Content Specialist will create final content report to be shared with client.
Design Templates & Tools		X		Graphic Design will create templates and other design tools for website maintenance.
Quality Control - Production Website		X		CivicEngage team will execute a thorough review of the production website in preparation for the Website Reveal Meeting.
Website Reveal Meeting			X	CivicEngage team will present the completed website, including finished design and content.

Phase 4 – Optimize				
<i>CivicPlus Deliverables: None</i>				
<i>Client Deliverables: Website Evaluation</i>				
Task	Responsibility			Details
	Client	CivicPlus	Shared	
Website Finalization	X			Client will evaluate the production website and confirm all expectations were met in accordance with the Statement of Work / project contract.
Project Workbook: Finalization Planning Worksheet	X			Client completes Finalization Planning Worksheet in the workbook. Project Manager coordinates resources and remaining items.
Website Corrections		X		CivicEngage team completes outstanding items from the Finalization Planning Worksheet.

Phase 5 – Educate				
<i>CivicPlus Deliverables: Instructor Led Training</i>				
<i>Client Deliverables: None</i>				
Task	Responsibility			Details
	Client	CivicPlus	Shared	
Training Engagement			X	Trainer delivers product training.

Phase 6 – Launch				
<i>CivicPlus Deliverables: None</i>				
<i>Client Deliverables: Website Approval</i>				
Task	Responsibility			Details
	Client	CivicPlus	Shared	
Website Launch Confirmation Meeting			X	Project Manager will review the launch process.
Project Workbook: Pre-Launch Checklist	X			Client will complete the Pre-Launch Checklist from the Project Workbook.
Website Approval	X			Client will submit the Website Approval Form to indicate statement of work has been fulfilled. http://civicplusdemo.com/websiteapproval
Website Launch			X	The new website is made available to the public with live domain name.
Project Close Procedures			X	Project Manager will complete the administrative tasks related to transitioning project from implementation to client care.

**CivicPlus**

302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:

Q-02855-1

Date:

4/29/2019 11:03 AM

Expires On:

7/28/2019

Product:

CivicRec

Ship To

Mike Hoffmiester
 Noblesville IN - CivicRec

Bill To

Noblesville IN - CivicRec
 United States

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Brian Scott	x	bscott@civicplus.com		Net 30

Exhibit A.1 - Statement of Work

QTY	Product Name	DESCRIPTION	TOTAL
1.00	CivicRec Annual Fee	CivicRec Annual Fee	\$6,637.39
1.00	CivicRec Ultimate	Ultimate Package -Project Coordination - Branded Public Portal- Help Center Access -Access to Live Project Support -Named Implementation Consultant	\$4,431.28
2.00	Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	\$1,191.20
2.00	Virtual Consulting (Half Day Block)	Consulting (Virtual) - half day, up to 4 hours	\$1,191.20
1.00	2 Day On-Site Training	2 Day On-Site Training Package	\$0.00
2.00	On-Site Training Fee	On-Site Training Fee	\$3,811.85
3.00	Travel Days	On-Site Days	\$2,250.00
1.00	CP Pay Annual Fee	CP Pay Annual Fee	\$0.00
1.00	CP Pay Implementation	CP Pay Implementation Fee	\$0.00
1.00	CivicRec GIS Integration	GIS Integration - Integrate with GIS software to continually provide updated address information into the new system. ArcGIS from ESRI is only option. We do not support other GIS options.	\$2,382.41
1.00	Location/Facility Import	Location/Facility Import - Imports locations & facilities into new system.	\$1,905.93
1.00	Activities Import	Activities Import	\$1,905.93
1.00	User Credits	User Credits	\$1,905.93

QTY	Product Name	DESCRIPTION	TOTAL
1.00	User Import	User Import - Imports current public users into the new system.	\$2,858.89
TOTAL:			\$30,472.01

Total Days of Quote:365

One Time Costs	\$23,834.62
Recurring Costs	\$6,637.39

* Recurring Costs stated herein are based upon the number of days stated above.
Upon renewal of this SOW, the Recurring Costs will reflect a 365 day calendar year.

**Civic Payment Agreement Terms & Conditions
Client Agreement**

Chart of Payments


	Annual Subscription Charges	CPA Yearly Charge	Total Annual Billing
Year One	\$6,637.39	\$7,944.87	\$14,582.26
Year Two	\$6,637.39	\$7,944.87	\$14,582.26
Year Three	\$6,637.39	\$7,944.87	\$14,582.26
Year Four	\$6,969.26	\$0.00	\$6,969.26

1. Performance and payment under this SOW shall be subject to the terms & conditions of the Agreement by and between Client and CivicPlus, to which this SOW is hereby attached.
2. This SOW shall remain in effect for an initial term of 3 years ("the Initial Term") from signing. In the event that neither party gives 60 days' notice to terminate prior to the end of the initial or any subsequent renewal term, this Agreement will automatically renew for an additional 1-year Renewal Term.
3. Invoicing shall begin upon the date of signing of this as detailed in CivicPlus Advantage Annual Investment Payments. Subsequent Annual Investment Payments shall be invoiced on the dates of signature of their respective calendar years.
4. The Year One Fees (as listed in the table above) shall be invoiced as follows:
 - a. Upon signing of this SOW – one half of the Total Year One Fees ;
 - b. The earlier of 6 months from signing or upon completed implementation of the CivicRec Recreation Management Software – the remaining half of the Total Year One Fees.
5. Renewal Term Annual Services shall be invoiced in full on the date of signature of relevant calendar years. Annual services, including but not limited to hosting, support and maintenance services, shall be subject to a 5% annual increase beginning in Year 4 of service.
6. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.
7. The Client's Annual Services Fees agreed upon herein are based on Client processing up to \$350,000.00 of revenue per year ("Predicted Processing Volume"). Starting with the first renewal year of this SOW, CivicPlus reserves the right (but not the obligation) to audit Client once every 12 months to determine Client's actual processing volume ("Actual Processing Volume"). In the event Client's Actual Processing Volume exceeds the Predicted Processing Volume, CivicPlus will notify client within 30 days of the audit of the Actual Processing Volume and the applicable increase in the Annual Fees resulting from such Actual Processing Volume. The increase in the Annual Fees shall be implemented the first of the month following the notice.
8. All amounts owed to CivicPlus hereunder are fully-earned upon provision of the Services Provided, as described in Addendum 1, and are not subject to withholding or off-set in any manner whatsoever, such amounts are non-refundable upon payment subject only to a clear demonstration of an accounting error. Client expressly acknowledges and agrees that Client is familiar with the proposed Services Provided and CivicPlus' billing process.
9. For the purposes of obtaining merchant account services through CP Pay, Client may utilize the designated merchant account for CivicRec through an integrated partnership with OpenEdge ("CP Pay Merchant"). In the event Client chooses CP Pay Merchant, Client will enter into a merchant account agreement with OpenEdge. Such agreement's terms and conditions will solely enure to the benefit and obligation of Client; CivicPlus shall not be a party to such agreement. In the event Client chooses CP Pay Merchant, CivicPlus will facilitate Client and CP Pay Merchant communication for contracting purposes and shall integrate the CP Pay Merchant account processor at no charge to Client. Client agrees to comply with all terms and conditions of the resulting merchant account agreement and pay all fees required to maintain the services. If Client desires to use an integrated merchant account processor gateway besides the designated CP Pay Merchant, an integration fee will be included in Client's implementation fees. Client agrees to comply with all terms and conditions of the resulting merchant account agreement and pay all fees required to maintain the services. Client acknowledges that the fees set forth in this SOW do not include any transaction, processing or other fees imposed by Client's merchant account processor. Client is fully responsible for their relationship with their selected processor. In no event will CivicPlus: take part in negotiations, (ii) pay any fees incumbent on the Client or merchant account, or (iii) acquire any liability for the performance of services of any chosen merchant account processor, including CP Pay Merchant.

10. When Client uses CP Pay, then Client may take online credit card payments for certain services or products they provide via the Client websites supported by CivicPlus. As such, through CP Pay, CivicPlus facilitates an automated process for redirecting credit card payments to Client's chosen payment gateways / merchant account processors. For card payments, CivicPlus will redirect any payments processing to the Client's merchant account processor gateway, and the merchant account processor gateway presents the payment form page and processes the card payment. CivicPlus does not transmit, process or store cardholder data and does not present the payment form. CivicPlus implements and maintains PCI compliant controls for the system components and applications that provide the redirection services only.

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Client
By: 
Name: TODD HURSTON
Title: BOARD - VP
Date: 7/10/19

CivicPlus
By: _____
Name: _____
Title: _____
Date: _____

Addendum 1 to Exhibit A.1 – Services Provided

Services provided by CivicPlus to the Client under this agreement include the following:

Access: CivicPlus hereby grants a nonexclusive license during the term of the Agreement for the Client to access, use and display the CivicPlus item(s) listed in the SOW in accordance with the terms of the Agreement. Excluding occasional maintenance, the Software shall be available 24 hours per day, seven days per week with a guaranteed uptime of 99%. The Portal is accessible via the public Internet from any device with an Internet connection and browser. .

Documentation: All CivicPlus startup and user's guides are maintained electronically in the system and can be accessed through the "Help Center" from within CivicPlus. CivicPlus does not provide paper copies of its guides and help files.

Data Backups: CivicPlus currently performs backups daily of all of its data (6:00 AM). In case of emergency, CivicPlus may restore data to the point of the previous backup.

Enhancements: New features will be added throughout the term of this Agreement. Client will have full access to all of these new features without additional charge. Client is also encouraged to submit change requests as they see opportunities for improvement. CivicPlus will attempt to implement any and all changes that improve the value of CivicPlus to all of our Clients at no charge. Notwithstanding the foregoing, all custom work will be estimated and agreed upon in writing by the parties hereto prior to work start.

Client Support: CivicPlus shall provide an online utility for problem reports and change requests. Client may also reach CivicPlus by phone at 1-800-335-1863 between the hours of 7:00 AM and 7:00 PM Central Standard Time, Monday through Friday and excluding national holidays. E-mail support is also available at support@CivicPlus.com. Non-emergency after-hours support may be subject to additional fees. Emergencies will be handled as soon as possible. Enhancement requests will be queued based on priority and implemented on a schedule. CivicPlus shall have sole and absolute discretion as to whether support requests exceed reasonable use or exceed the scope of services outlined in this Agreement.

Data: In the event Client no longer wishes to use CivicPlus, CivicPlus will export Client data based on a requested format (in most cases). If the data exporting request is initiated by Client, additional fees may apply. All work will be estimated and agreed upon in writing by the parties hereto prior to work start.

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization			URL
Street Address			
Address 2			
City	State	Postal Code	
CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays). Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for ensuring CivicPlus has current updates.			
Emergency Contact & Mobile Phone			
Emergency Contact & Mobile Phone			
Emergency Contact & Mobile Phone			
Billing Contact		E-Mail	
Phone	Ext.	Fax	
Billing Address			
Address 2			
City	State	Postal Code	
Tax ID #		Sales Tax Exempt #	
Billing Terms		Account Rep	
Info Required on Invoice (PO or Job #)			
Contract Contact		Email	
Phone	Ext.	Fax	
Project Contact		Email	
Phone	Ext.	Fax	

Recreation Program Coordinator- Annex Proposal

Wednesday, July 10, 2019

Subject: Park Board to consider creating a new full time staff member for the Recreation team who will focus on the Recreation Annex. Salary-around \$38,000. Hours-10:00am-6:00pm Thursday through Monday.

Summary: Park Board to consider creating a new full time staff member for the Recreation team who will focus on Recreation Annex gym rentals, event rentals, Auditorium rentals, pickleball and development of programs to be hosted at the Recreation Annex. The position would also be weekend event staff back-up.

Recommendation: Staff recommends approval of the agreement for new full time staff member and an additional appropriation of \$17,000 to the 110-022-111.100.

Prepared by: Nichole Haberlin, CPRP, Recreation Director
Department of Parks and Recreation
City of Noblesville
nhaberlin@noblesville.in.us; 317-770-5750

Park Terms and Definitions:

Summary:

Due to the increase in rentals, pickleball and auditorium events at Ivy Tech Community College the Noblesville Parks and Recreation Annex, we need a staff member dedicated to the relationship with Ivy Tech, an event day coordinator and the increase and development of the Auditorium shows and programs.

Background:

October of 2015, Noblesville Parks started the partnership with Ivy Tech Community College splitting revenue of \$20,000 50% and then 10% thereafter for all gym rentals. We accomplished \$18,031.25 in our first 8 months. Year two, we had gross revenue of \$46,043.71 with a 50% split and 20% split after \$20,000. Year three 2017-2018, we had a gross revenue of \$74,380.00 with grand total of 26,520 participants using the facility with 15 special events. We also acquired the Auditorium as part of the lease agreement with all the revenue being split at 40/60%, parks receiving the greater. This season we spent \$13,000 in part-time staffing and it took about 80% of my full time support.

2019 Parks Fiscal Year Revenue Predication:

<i>Annex Rental</i>	<i>Total Gross</i>	<i>Approximate Net</i>
<i>Rentals Committed Jan 1- Dec 30.- 19</i>	<i>\$78,518.03</i>	<i>\$46,814.40</i>
<i>Estimated to still book July 1- Dec 2019</i>	<i>\$20,000</i>	<i>\$16,000</i>
<i>Actual Pickleball January 2019- April 2019</i>	<i>\$7,830.00</i>	<i>\$7,830.00</i>
<i>Estimate Pickleball September- December 2019</i>	<i>\$7,000.00</i>	<i>\$7,000.00</i>
<i>Total</i>		<i>\$77,644.40</i>

2019 Parks Part Time Staff Reductions

<i>Annex Rental</i>	<i>Total</i>	<i>Staff Hours</i>
2018 Staff Cost	\$12,000	1,090 Hours
2019 Staff Cost January – June 30, 2019	\$7,469	465 Week Hours & 214 weekend Hours
2019 Estimated Payroll July 1- Dec 30	\$9,427	465 & 392 weekend hours
2019 Total Estimate Part time Staff	\$16,896	

Estimated Part time staff needs with Full time staff in place from July-December 2019	\$3,344.00	304 Hours
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Estimated Part Time Staff need 2020 with full-time staff member in place	\$6,688	608 Hours
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- Weekend Staffing Need
 - Bluecoats winter guard has already scheduled 22 weekends with 24 hour of rental time = \$5,808 in potential staff charges for 2019-2020 School Year Calendar.
 - We still have 6 large event scheduled from now until December of 2019

Staff Goals:

- **\$100,000 in rentals (Currently Gross at \$78,518.03) July 2, 2019**
- **\$15,000 in pickleball (Currently at \$7,830) July 2, 2019**
- **\$6,000 in other Annex program revenue (Dance, Boot Camp, Ticket Sales)**
- **Tasked to increase Auditorium Events internal and external**
 - **Dance Studios**
 - **Comedy Shows**
 - **Puppet Shows etc...**

Other Recreation Budget Predictions:

Program Net Winter	\$13,612.28
Program Net Spring	\$9,108.97
Estimated Program Net Summer	\$4,000
Estimated NobleKids Camp Net	\$20,000
Estimated Program Net Fall	\$11,000
Carousel Net	\$0.00
Total Net	\$57,721.25

Recommendation:

Staff recommends the introduction of a New Full Time position in the Recreation Department starting no later than July 2019. This positions focus would be to increase rentals by seeking new clients such as shows, tournaments and

conference. Develop and create new programs that fit at the Recreation Annex. Manage event days for special use within the facility. Become the daily liaison between Parks and Ivy Tech Community College. **Motion to approve the new full time position as listed in the salary ordinance of Recreation Coordinator-facilities and an additional appropriation to the rec budget of \$17,000 in 110-022-111.100.**

Recreation 2019 Predictions

May	June	July	August	September	October	November	December
\$54,720.27	\$68,598.98	\$66,084.88	\$39,734.88	\$39,594.88	\$48,768.88	\$45,171.88	\$48,881.88
\$54,570.79	\$43,634.54	\$28,000.00	\$23,700.00	\$21,114.00	\$14,000.00	\$15,500.00	\$12,500.00
\$40,692.08	\$46,148.64	\$54,350.00	\$23,840.00	\$11,940.00	\$17,597.00	\$11,790.00	\$10,590.00
\$68,598.98	\$66,084.88	\$39,734.88	\$39,594.88	\$48,768.88	\$45,171.88	\$48,881.88	\$50,791.88
Actual	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate

Recreation Director	\$5,091.80	4500	2500	5,000	7,500	5,000	5,000
Rec Director Ben	\$1,883.40	1,000	1,000	1500	1500	1500	1500
Program Coordinator			3,090	3,090	4,637	3,090	3,090
Program Expenses	250	250	150	250	400	200	0
Carousel Expenses	600	600	100	100	60	0	0
Part Time Expenses	\$26,954.62	26,000	17,000	2,000	3,500	2,000	1,000
Annex Annual Payment		22,000					
Total	\$34,779.82	\$54,350.00	\$23,840.00	\$11,940.00	\$17,597.00	\$11,790.00	\$10,590.00
Ice Plaza Expenses							126,000
Total							\$136,590.00

Annex Revenue		4,000	15,000	11,614	4000	7000	8000
Carousel Revenue	12,598	13,000	3,000	1,000	500		
Drop-in Revenue				500	1500	1500	1500
Program Revenue		11,000	5700	8000	8000	7000	3000
Total	\$41,395.18	\$28,000.00	\$23,700.00	\$21,114.00	\$14,000.00	\$15,500.00	\$12,500.00
Ice Plaza Revenue							\$42,000
Total							\$54,500.00

	December
Ice Plaza Revenue	\$50,791.88
Ice Plaza Expenses	\$54,500.00
	\$136,590.00
	(\$31,298.12)
Ice Plaza January 2020	21,114.00