



Noblesville Parks and Recreation Board Minutes December 5, 2016

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

OTHERS PRESENT: Brandon Bennett, Director; Mike Hoffmeister, Assist. Director; Nichole Haberlin, Recreation Director; Gary Deakyne, Golf Pro; Drake Wiese, Student Ambassador; Wil Hampton, Mary Sue Rowland, Common Council representatives; Brian McNerney of Context Design and Jennifer Roberts of Elements Engineering; and Carl Johnson of the Noblesville School Board.

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, Mr. Noel seconded this motion. No further discussion was held and the motion passed unanimously.

APPROVAL OF MINUTES of November 2, 2016 Board Meetings. President Thurston said the November 2, 2016 minutes were distributed to the Board. Are there any corrections? If there are no corrections, may I have a motion to approve? Mr. Noel moved to approve the minutes for the November 2, 2016 Board meeting and Ms. Minnich seconded this motion. No further discussion was held and the motion passed unanimously.

FINANCIAL:

1. **Approval of Claims for** December 6, 2016. A typo was caught by Ms. Clark in regards to Plymate mats service. Mr. Noel moved to approve the claims as presented totaling \$68,556.96 with the amended change to the Plymate charge. Ms. Clark seconded this motion. No further discussion was had and the motion passed unanimously.

2. **Transfers and Appropriations:** Mr. Bennett requested some transfers for all three budgets; 108, 110-01 Golf and 110-02 Recreation. Staff will work with the controller to ensure all are accurate. No transferring would take place between series but between lines within a series to ensure all lines are in the black. Mr. Noel moved to approve; Ms. Clark seconded. No further discussion was held and the motion passed unanimously.

REPORTS

- **Recreation Report**

Ms. Nichole Haberlin reviewed her report with the Board that was in the packet. She also reported additions to the programming repertoire including adding evening or Sunday afternoon pickleball play times at the Recreation Annex. Ms. Haberlin also reported on the recreation survey that was administered to the public and closed on November 4th, 2016. The recreation division plans on creating action items from this survey.

- **Director of Golf Report**

Mr. Deakyne reported that November was a good month for golf because of the decent weather. Fox Prairie pulled its second best November dating back to 2008; up \$2,829 from 2015. Forest Park was not as good as November 2015 but the golf staff were happy with both results from both golf courses. November 18 was the last day of golf at Forest Park and Fox Prairie is still open but just 9-holes. The Pro Shop is about \$28,000 higher from 2015 in material sales. Hard goods sales were challenging and not as good as expected. Lots of those hard goods were sent back and received refunds or credits to accounts. FootGolf reported in \$9,800 for 2016. This was a low expectation and staff will keep a close eye on it in 2017.

- **Assistant Director Report**

Mr. Hoffmeister reported that there is a lot going on right now including starting the process of capital projects like the lightening detection system, resurfacing the tennis courts at Forest Park and Recreation Annex upgrades. Staff are currently hiring for two positions; the Park Maintenance Laborer position and the Community Development Manager position. 2017 events are currently being scheduled; the concert series at Forest and Dillon Parks and events at Federal Hill Commons also.

OLD BUSINESS

1. Federal Hill Commons Update

Mr. Bennett reported that the project is 99% complete. Staff are working to get the playground done and wrangle in contractors to ensure completeness. Temperatures are a problem now with gluing the safety surface for the playground. He mentioned that tenting and heating the space may have to be done to complete it. Audio training at the First Merchants Pavilion is taking place tomorrow, December 7 with community partners. The final walkthrough should be on December 9. Once the park is completed, all fencing will be removed and it will be "open" to the public with no restrictions. The bank building could be completed in 2017 and financed through the Federal Hill bond or through the capital improvements budget.

2. Finch Creek Park Update

Brian McNerney from Context Design and Jennifer Roberts from Elements Engineering, part of the Finch Creek Park design team, were in attendance to present to the board. Big news came in the weeks prior in regards to the Noblesville Fieldhouse announcement. Brian reported about the Finch Creek Park updated master plan and how the fieldhouse fit into the park. The change fits within the park and trades off with the community village concept in the northeast corner of the park where a few things had to be taken out. The southern edge of the park is still the priority for the residents that now live south of there and include playgrounds, spray ground, shelters, a berm to protect the residents (which will be a functional play feature) and other features. Also included in phase one will be trail connections and a maintenance building. Two park concepts were presented to the board as they were to Common Council. The fieldhouse would sit approximately 650 feet from the southern border and 375 feet from Boden Road. Common Council have two agenda items on their December 20 meeting; one of which is for the Noblesville Fieldhouse and the other is to fund and begin phase one of Finch Creek Park. Phase one is estimated to cost just under \$9 million. With these updates, a special Park Board meeting may have to take place prior to the Common Council meeting on December 20. More information would be coming from Mr. Bennett if that were to happen.

NEW BUSINESS

1. Board to consider Facility Deposit and Alcohol Rule Changes

Mr. Hoffmeister presented new ideas to accommodate staff and customers that use the Forest Park Inn and Lodge for rentals. This included changes to the alcohol and A/V deposits as well as enforcing new rules that require insurance and deposits.

President Thurston asked for a motion to approve the recommended changes. Mr. Noel moved to approve the recommended Facility Deposit and Alcohol rules changes as presented and Ms. Clark seconded this motion. No further discussion was held and the motion passed unanimously.

2. Board to consider Noblesville United Soccer Club lease

Mr. Hoffmeister presented the new lease for the Noblesville United Soccer Club. Minor changes were made like date changes, the removal of any pesticide and herbicide applications and more uniformity was added similar to that of other leases.

President Thurston asked for a motion to approve NUSC lease. Ms. Minnich moved to approve the Noblesville United Soccer club lease as presented and Mr. Noel seconded this motion. No further discussion was held and the motion passed unanimously.

3. Board to consider annual payment with Babe Ruth Baseball

Mr. Bennett explained to the Board that staff recommend that the Board accept the extension for payment deferral with the caveat that some of the expected projects be completed by Babe Ruth or else the 2016 payment be due.

President Thurston asked for a motion to approve the deferral of payment by Babe Ruth Baseball. Mr. Noel moved to approve the deferral and extending the payment one year and that presented improvements

be completed by April 15th or the league shall make 2016 payment to the board immediately and Ms. Clark seconded this motion. No further discussion was held and the motion passed unanimously.

4. Board to consider Director of Golf contract

Mr. Bennett reported that Mr. Deakyne would love to continue as the contracted Director of Golf of the Noblesville Parks & Recreation Department. No major changes were made to the contract with the exception of dates.

President Thurston asked for a motion to approve the 2017 Director of Golf contract. Mr. Noel moved to approve the 2017 Director of Golf contract as presented and Ms. Clark seconded this motion. No further discussion was held and the motion passed unanimously.

5. Board to consider golf cart pass proposal

Mr. Deakyne presented to the Board his new idea to offer golf cart pass rentals. This would allow annual members to include carts in their membership. Currently we don't offer this and other courses in the area do. He reported that Fox Prairie has lost members to those courses because carts weren't included.

President Thurston asked for a motion to approve the 2017 golf cart pass proposal. Ms. Minnich moved to approve the 2017 golf cart pass proposal as presented and Mr. Noel seconded this motion. No further discussion was held and the motion passed unanimously.

6. Board to consider 2017 Park Board meeting dates

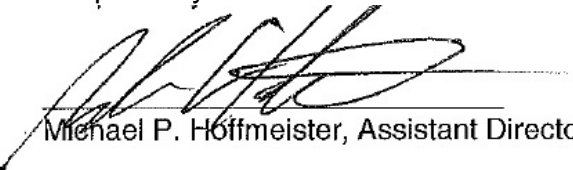
Mr. Bennett reported to the board the proposed Park Board meeting dates. These dates included a change to 6:00 p.m. as many Board members requested meetings be earlier. Also, a retreat in February was recommended for the Park Board.

President Thurston asked for a motion to approve the 2017 Park Board meeting dates. Ms. Minnich moved to approve the 2017 Park Board meeting dates as presented but keep the January 4 meeting at 7:00 p.m. so that more discussion could be had about the permanent change to 6:00 p.m. when all Board members were present. Mr. Noel seconded this motion. No further discussion was held and the motion passed unanimously.

With no other business to discuss, Ms. Minnich made a motion to adjourn and Mr. Noel seconded this motion. President Thurston adjourned the meeting at 9:27 p.m.

Respectfully Submitted

Approved



Michael P. Hoffmeister, Assistant Director



Todd Thurston, President

Next meeting: Wednesday, January 4, Fox Prairie Golf Course, 8465 196th Street, Noblesville, IN 46060 at 7:00 p.m.



NOBLESVILLE PARKS AND RECREATION REPORT NOVEMBER 2016

Enrollment: 245 participants in our programs this month with 44 classes offered, 21 classes ran (4 more than last month). This is an increase in participation from last month of 13 participants, and an increase of 30 participants from November, 2015. Family Halloween Party on October, 28 was estimated to have between 1,500-1,700 participants. Between October 28th- November 22 Noblesville Park's programs served an estimated 1,945 people. I am happy to see an increase in participation for a statically low participation month. I believe the dynamics of our full time and part time team has really started to improve our programs.

Recreation Annex Rentals (July 1, 2016-Present)

Atrium-	\$545.70	40%	=	\$327.42
Auditorium-	\$255.00	(Staffing)		\$255.00
Gyms-	\$18,807.03	50%	=	\$9,403.52 (First Sports payment Dec 1 st of three payments)
				\$9,985.94

POS Pickleball (September 28, 2016-Present)

Pickleball	\$820
Fitness Punch Pass	\$90
	\$910

Rec2Go

Recreation Annex	Bubble Soccer	November 4 th	Birthday Party
Recreation Annex	Bubble Soccer	November 12 th	Birthday Party
Whiter River Elem	Noblesville Cares	November 14 th	School
Forest Park Lodge	Elf Family Party	December 2 nd	Park Event
Acarida	School Expo	December 14 th	School
Recreation Annex	New Year's Party	December 30 th	Partnership Event

New Programs:

Parents Day Out December 10th, Winter Break Camp 4 days December 27-30 & Jan 3-6, New Year's Party December 30th 7-9pm at Annex. Starting April, Jump Start Sports Basketball Program.

Researching Programs:

STEM Programs, Teen Development Camp, Preschool Camp

Community Survey Review:

Survey was conducted through website, email, facebook, and press release pushes from October 21 to November 4th. We had 203 responses of which 96.94 % had already participated with our parks and 3.06% had never visited. Survey participants received their park information from "Key to Your City (43%)," word of mouth (31.72), Newspaper (25%), Social Media (17.12%) and 20% had unknown sources. 9.14% say they do not hear about Noblesville Parks and Recreation. Survey participants use the parks for social (61.87%), Improve health (38.13 %), Improve fitness (30.94%), Learn (26.62%), Relax (22.30%) and 13.67% other. Overall rating for the parks department 61.03% excellent, 32.82% good, 4.52% fair, and 1.54% poor. Whereas overall program experience satisfaction 39.37% excellent, 38.61% good, 7.59% fair and 4.43% poor. In the past two year survey participants enrolled in group fitness classes (27.14%), youth sports (25%), camp (23.57%), youth art (7.14%), adult leagues (6.43%), adult art (3.57%), and 40% identified other activities or programs.

Community Survey Recreation Team Goals:

- Reach more of the 9% that do not hear about Parks and Recreation Programs
- Review the 83 new ideas suggested by the Survey Participants
- Review the 79 suggested improvements
- Develop updates to current programs
- Create new programs that interest our current users and non-users

Program Enrollment Numbers

Program	Days/Date	Time	Location	Enrollment	
Adult					
Social Dance	Mondays	6:30-9:15pm	Inn-Main	18	-3
Community Wednesday Cocktails and Coloring	Wednesday	11-12noon	Lodge	13	
Master Naturalist	Thursday	7:00pm-9:00pm	Inn	36	Two sessions
Bus Trip- Nashville	Tuesday	6:00-7:00	Lodge	15	Seasonal
				36	
Fitness					
Yoga	Mon-Thurs	Various	Lodge	8	
Eccentric Stretch	Fridays	9:30-10:30am	Lodge	0	Not Running 17
Piloxing/ Barre	Thursdays	9:00-10:00am	Overlook	0	Changing it up
Pilates	Wednesdays	PM	Inn	7	-1
Boot Camp	Mon & Wed	6:30-7:30pm	Annex	8	+2
Power	Thursdays	6:30-7:30pm	Annex	2	New
Definitions	Tuesdays	6:30-7:30pm	Annex	2	New
Youth Programs					
Tumbling	Tuesdays	5:30-6:15pm	Lodge	6	0
Karate	Tuesday	6:00-6:45p	Inn	0	-5
Fencing	Saturdays	1:00-2:00p	Annex	0	-3
Engineering 4 Kids	Thursday	6:00pm-7:00pm	Lodge	18	+4
Parent Night Out	Wed & Fri	6:00pm-9:00pm	Lodge	20	+9
Safe Sitter	Saturday	9:00am-3:00pm	Lodge	12	+9
Knee High Naturalist	Friday	9:15a-10:45a	Lodge	0	Same
Boy Scout	Saturday	5:30-7:00	Lodge	30	11
Little's	Random	10am-11am	Lodge	11	New
			Total	243	

Nichole Haberlin, Recreation Director & Lorna Steele Assistant Recreation Director

Noblesville Park Board

Monday, December 5, 2016

Subject: Federal Hill Commons Update
Applicant: N/A
Agenda Item: Old Business #1
Summary: Playground install and punch list

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:

Work continues at Federal Hill with the playground finally being installed this week. The safety surface should be completed by next week and we will finally be substantially complete. The contractor will continue to work on small items and punch list items over the next few weeks. We will be trained on the AV system on Tuesday and the park will be unofficially open as weather permits. The team continues to work on the programming for our inaugural event season at Federal Hill.

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 amphitheater, 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

Monday, December 5, 2016

Subject: Facility Rental Changes
Applicant: N/A
Agenda Item: New Business # 1
Summary: Staff propose a change to facility deposits and alcohol rules

Recommendation: **Staff recommends approval of facility deposit and alcohol rule changes.**
Prepared by: Mike Hoffmeister, CPRP, Assistant Director
Department of Parks and Recreation
City of Noblesville
mhoffmeister@noblesville.in.us; 317-776-6350

Park Terms and Definitions:

Summary:

Staff are requesting a change be made to the deposit breakdown as well as requires for alcohol permissions for indoor facility rentals at the Forest Park Inn and the Forest Park Lodge.

1. Alcohol Rules
 - a. Old Rule:
 - i. BYOB: No insurance and no deposit required
 - ii. Served: \$400 deposit and insurance required
 - iii. Catered: \$400 deposit and insurance required
 - b. New Rule:
 - i. BYOB: \$200 deposit and insurance required
 - ii. Served: \$200 deposit and insurance required
 - iii. Catered: \$200 deposit and insurance required
2. A/V Rental Deposit:
 - a. Old Rule: \$400 deposit
 - b. New Rule: \$200 deposit

Background:

Staff have been dealing with ongoing issues revolving around these items. A few scenarios include; 1. Rental groups lying to staff about their use of alcohol and getting around the requirements of insurance and deposits; and 2. Rental groups choosing not to rent our indoor facilities because they want to have alcohol and its too expensive. The proposed changes will assist with these specific scenarios as make our rental policies more consistent.

Recommendation:

Staff recommends the board approves the facility rental changes as presented.

Noblesville Park Board

Monday, December 5, 2016

Subject: Noblesville United Soccer Club Lease
Applicant: N/A
Agenda Item: New Business # 2
Summary: Staff are proposing a new lease with NUSC

Recommendation: **Staff recommends approval of the newly proposed NUSC Lease**
Prepared by: Mike Hoffmeister, CPRP, Assistant Director
Department of Parks and Recreation
City of Noblesville
mhoffmeister@noblesville.in.us; 317-776-6350

Park Terms and Definitions:

Summary:

Staff are requesting that this new lease with the Noblesville United Soccer Club be approved. This lease has some minor changes in it. Firstly, the term of this lease is for one year starting today, December 5, 2016 and terminating on Friday, December 1, 2017. Some additional minor changes include the removal of any terms, the removal of the Parks completing herbicide and pesticide spraying and the removal of the Fox Prairie Golf Course Superintendent from having any role on the property. Finally, Article XIV, miscellaneous provisions sections one, two and three, have been shored up to match our other youth sports leases.

Background:

Noblesville United Soccer Club has been the priory leaser of the soccer fields for quite some time. Their continued partnership has allowed the club to develop children into soccer players from aged five through high school, provided an environment that is conducive to allowing each child to develop to their fullest potential and given the youth of Noblesville a place to learn, grow and exercise through the sport of soccer.

Recommendation:

Staff recommends the board approves the Noblesville United Soccer Club lease.

Noblesville Park Board

Monday, December 5, 2016

Subject: Babe Ruth Annual Payment
Applicant: Babe Ruth Baseball
Agenda Item: New Business # 3
Summary: Babe Ruth has requested deferral of loan payment due to several capital repairs needed.

Recommendation: **Staff recommends approval and extension of term for one year.**

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:

The Noblesville Babe Ruth League has requested for deferral of their 2016 loan payment due to the park board for the construction of the concession stand. The league has several capital items that have been put on hold and are necessary for the safety and success of the program. This deferral will allow them to redirect the money to assist in getting a few of these items completed this winter. The term of the loan would be extended one year to make up the missed payment.

Background:

Babe Ruth Baseball was loaned \$110,000 from Impact Fees to construct a new concession stand. That loan was given by the park board in 2008 and was required to be paid back annually at a payment of \$8400 annually. They have paid it back annually except for 2011 when the board forgave the payment that year so that they could utilize the money elsewhere. The terms were extended for another year with the final payment currently due in 2021.

Recommendation:

Staff recommends approval of the deferral and extending the term one year and that said improvements be completed by April 15th or the League shall make 2016 payment to the board immediately, and lease will revert back.

Noblesville Park Board

Monday, December 5, 2016

Subject: 2017 Director of Golf contract
Applicant: NA
Agenda Item: New Business # 4
Summary: The contract for the director of golf to operate the golf facilities with the addition of a percentage for the board from driving range revenue.

Recommendation: **Staff recommends that the board approve the Director of Golf Contract 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:

Summary:

This contract for the Director of Golf is mostly unchanged except for the addition of a percentage of revenue sharing from the driving range sales. The city will now take 10% of the revenue from the driving range as it is making some investments in that portion of the facility. The rest of the contract is unchanged except dates.

Background:

Over the lifetime of the golf operation, the Pro has taken 100% of the proceeds from the driving range sales. The professional was also responsible for purchasing all balls, cleaning equipment, picking equipment and labor for the operation. The city has agreed to make a few improvements to the driving range and some of the equipment to assist the operation. The exchange for said improvements is a small percentage of the revenue to assist in covering those costs over the long term.

Recommendation:

Staff recommends that the board approve the 2017 Director of Golf contract as presented.

Noblesville Park Board

Monday, December 5, 2016

Subject: Golf Course Cart Pass
Applicant: N/A
Agenda Item: New Business # 5
Summary: Staff are proposing a new golf course cart pass option

Recommendation: **Staff recommends approval of the newly proposed cart pass**
Prepared by: Gary Deakyne, Director of Golf
Department of Parks and Recreation
City of Noblesville
Deak1@yahoo.com

Park Terms and Definitions:

Summary:

See attached.

Background:

The golf course operation at Forest Park and Fox Prairie golf courses has been in need of a cart pass like this for some time. We've always had greens fee passes but no such cart pass.

Recommendation:

Staff recommends the board approves the newly proposed cart pass at Forest Park and Fox Prairie Golf Courses.

Park Board Member,

I have put together a new season pass option for the 2017 Season that includes unlimited cart rides. I am hoping for your support with this new pass type.

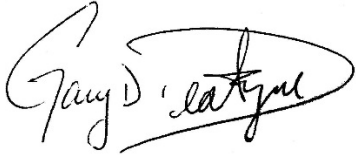
Over the past couple of years we have noticed a switch in thinking from some of our main competitors (Pebble Brook & Stony Creek) both of whom are offering Season Passes that include carts. I have observed the loss of a few members as well as multiple prospective members because we do not offer a pass that includes the cart.

Based on the fact that a player could currently purchase 5-12/10 18 hole cart passes equaling 60 rounds for \$750, I have suggested that we value a season of unlimited carts at \$750. I realize that there will be a select few patrons who we lose money on by doing this, (if a player were to play 100 rounds, we would lose approximately \$450) but the thought process is that if we can obtain 2 members that we would not have had without this pass, it will more than make up for the 2 or 3 patrons who we lose money on.

I propose that we continue to offer the 12/10 passes as we have. This way it gives our members the option to continue to do what they have been doing if they wish.

I will be the first to say that I have always been against a pass that includes carts, but in order to stay competitive, I feel that this is a necessary move and I would appreciate your support and approval.

Sincerely,

A handwritten signature in black ink, reading "Gary D. Deakyne". The signature is fluid and cursive, with a large, sweeping loop at the end.

Gary D. Deakyne, PGA
Director of Golf

Noblesville Park Board

Monday, December 5, 2016

Subject: 2017 Park Board Meeting Dates
Applicant: N/A
Agenda Item: New Business # 6
Summary: Staff propose the 2017 meeting dates for the Park Board

Recommendation: **Staff recommends approval of the proposed 2017 meeting dates**
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:

Please find attached the proposed meeting dates for 2017. This calendar has been built with consideration to all school breaks and holidays. We hope to have a retreat in February of 2017. We are also recommending a 6:00 p.m. start time.

Background:

N/A

Recommendation:

Staff recommends the board approves the proposed 2017 Park Board meeting dates.



2017 Park Board Meeting Dates
Wednesdays

January 4 Board Mtg.
February 1 Board Mtg.* (3:30 PM Retreat)
March 1 Board Mtg.
March 22 Board Mtg.
(No April Meeting)
May 3 Board Mtg.
June 7 Board Mtg.
July 5 Board Mtg.
August 2 Board Mtg.
September 6 Board Mtg.
October 4 Board Mtg.
November 1 Board Mtg.
December 1 Board Mtg. (9:30am in the Forest Park Inn)

All meetings with be held at
Fox Prairie Golf Course
Conference Room
At 6:00 PM
except as noted