



Noblesville Parks and Recreation Board Minutes February 1, 2017

MEMBERS PRESENT: Scott Noel, Todd Thurston, Ann Minnich, Steve Rogers, and Carl Johnson.

OTHERS PRESENT: Brandon Bennett, Director; Mike Hoffmeister, Asst. Director; Sherry Faust, Board Secretary; Nichole Haberlin, Recreation Director; Lorna Steel, Asst. Recreation Director; Kristi Spehler, Community Development Manager; Gary Deakyne, Golf Professional; Greg O'Conner, Common Council representative; Drake Wiese, Student Ambassador; Brian McNerney, Context Design; Dorothy Z. Young, guest.

CALL TO ORDER: President Noel called the meeting to order at 6:20pm.

APPROVAL OF AGENDA: President Noel asked if there were any additions or deletions to the agenda. Mr. Bennett asked that New Business Items 1 and 2 be moved to follow the financial reports. President Noel asked for the approval of the Agenda as amended. Mr. Thurston moved to approve the Agenda as amended and Ms. Minnich seconded this motion. No further discussion was held and the motion passed unanimously.

APPROVAL OF MINUTES of January 4, 2017 Board Meetings. President Noel asked for the approval of the January 4, 2017 minutes. Ms. Minnich moved to approve the minutes for the January 4, 2017 Board meeting as presented and Mr. Thurston seconded this motion. No further discussion was held and the motion passed unanimously.

FINANCIAL:

1. **Approval of Claims** for February 14 and February 28, 2017. Mr. Thurston moved to approve the claims as presented totaling \$27,279.17. Mr. Rogers seconded this motion and the motion passed unanimously.

2. **Transfers and Appropriations:** None

NEW BUSINESS

1. Board to consider amendment to Schematic Design Contract with Context Design for Finch Creek Park

Mr. Bennett said the department has been working with Context Design on the Schematic Design and how the new field house will fit into the design of the park. The present contract with Context needs to be amended to cover this additional work which was required and would be an additional \$29,000.00 to their contract with the Board which will be paid out of Impact Fees. (Staff Report Attached)

President Noel asked for a motion to approve the amendment to the contract. Mr. Thurston moved to approve the amendment to the Schematic Design Contract with Context Design for an additional \$29,000.00 as presented and Mr. Rogers seconded this motion. No further discussion was held and the motion passed unanimously.

President Noel then recognized Ms. Dorothy Z. Young to speak to the Board. Ms. Young spoke to the Park Board about a barn which was a Gasho barn and is due to be demolished. She explained she wanted to let the Board know in case they might like to incorporate it in the Finch Creek Park with the Gasho house that is on the park property. Mr. Bennett then filled in the Park Board on what had been decided in keeping that corner where the house is on the park property as historical. Mr. Bennett said he and Mr. McNerney would have a look at the old barn to see if it could be used or not.

Ms. Young thanked the Board for their time.

2. Board to consider contract with Context Design for Design Development and Construction Documents for Finch Creek Park, Phase 1

Mr. Bennett said this is the contract which is coming to the Board after the last couple of months of meetings, design and funding appropriation from the Counsel. Out of all those meetings and the meetings of the design team has come the document which is being presented to the Board this evening. The costs of this contract is \$655,000.00. (Staff Report Attached)

President Noel asked for a motion to approve the contract with Context Design. Mr. Thurston moved to approve the contract with Context Design for design development and construction documents for Phase 1 of Finch Creek Park for an amount of \$655,000.00 as presented and Mr. Johnson seconded this motion. No further discussion was held and the motion passed unanimously

REPORTS

• Recreation Report

Ms. Haberlin said that there was an increase in participation from last month in the programs being offered. Ms. Haberlin then continued to review her report with the Board. (Staff Report Attached)

• Director of Golf Report – Gary Deakyne

Mr. Deakyne said he was during double reports; he is doing last month's report as well as this month's. He said the month of December offered no playable days at either facility. All of the revenue in December was from the sale of passes or gift certificates. The division was able to come within \$1,725.00 of the 2015 number in December. Mr. Deakyne reported that for the year Fox Prairie ended up being plus \$12,626.00 and unfortunately, Forest Park was down \$12,633.00 for the year, which puts the total operating down at \$7 from 2015. He said he feels he can improve on this number in 2017. Mr. Deakyne said this was his January report. Mr. Deakyne said his February report was very brief as there were no playable days in January. He said financially the golf operation did nothing in regards to revenue in the month of January. Mr. Deakyne said he and Mr. Bennett went to the PGA Merchandise Show and found a lot of great things and good ideas.

• Assistant Director Report

Mr. Hoffmeister said he wanted to welcome Kristi Spehler and that she would be getting sponsors for the 2017 events. He said he was working through the planning of the 2017 events. Mr. Hoffmeister said he was approached by the Indiana Racing Memorial Association to put up a plaque in Forest Park for Brian Clauson which would be about 36 x 42 which gives details about his history and they will hold a formal program of dedication when the project is complete. No city funds would be involved in this project. He also wanted to remind the Board of the Bowl-a-Thon on February 11th.

OLD BUSINESS

1. Federal Hill Commons Update

Mr. Bennett said there was no new update on construction and are just in a holding pattern until the weather is right. (Staff Report Attached)

Mr. Hoffmeister gave the Board an update on the April 29th grand opening of Federal Hill Commons from 6pm - 10pm. He said they have lots of things planned; food vendors from 6pm-8pm, inflatable, live music, red carpet and photo booth with cool backdrop and face painters.

2. Board to consider funding of remodel of Bank Building

Mr. Bennett said he is bringing back some different options for the bank building remodel. Mr. Bennett is recommending doing the Bi-Fold door design. Discussion was held. (Staff Report Attached)

President Noel asked for a motion to approve funding of the remodel. Mr. Thurston moved to approve up to \$80,000.00 for the remodel of the bank building with final approval of the design plan at the next Park Board meeting and Mr. Johnson seconded this motion. No further discussion was held and the motion passed unanimously.

NEW BUSINESS (cont.)


3. Board to approve distribution of golf revenue for 2017

Mr. Bennett explained to the Board how annually the Board has to appropriate where the revenue from the golf operation should be deposited. (Staff Report Attached)


President Noel asked for a motion to approve golf revenue distribution. Mr. Thurston moved to approve that 100% of revenue from the golf operation be deposited into the 110-01 account as presented and Mr. Rogers seconded this motion. No further discussion was held and the motion passed unanimously.

With no other business to discuss, Mr. Johnson made a motion to adjourn and Mr. Rogers seconded this motion. President Noel adjourned the meeting at 7:25 PM.

Respectfully Submitted


Sherry L. Faust, Secretary

Approved


Scott Noel, President

Next meeting: Wednesday, March 1, 2017, 6PM, The Green Room @ Federal Hill Commons

Noblesville Park Board

Wednesday, February 1, 2017

Subject: Amendment to Schematic Design Contract with Context Design for Finch Creek Park

Applicant: NA

Agenda Item: New Business # 1

Summary: Amendment to Contract with Context for additional work required for Finch Creek Park with addition of Fieldhouse.

Recommendation: Staff recommends approval of amendment to contract with Context Design for additional work outside original scope of the contract.

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:

See attached letter from Context Design outlining the additional work required to complete the study of the Fieldhouse and how it fits into Finch Creek Park. This work has been completed and will now be ongoing through coordinated efforts with the Fieldhouse design team with the site design and DD and CD phase. This work has been completed as requested.

Background:

The resolution for construction of the first phase at Finch Creek Park which includes \$1M from sale of land for Fieldhouse, \$2.5M of eligible expenses from Park Impact fees and the remaining \$6M funded through a lease rental financing package with the Redevelopment Commission and Authority has been finalized. The City has been working on plans for Finch Creek Park since 2008. Since then the plan has evolved as needs have evolved and we are finally at a point where we are ready to take the first step in the process which includes final design, funding, and construction of the first phase of Finch Creek Park. There are no park amenities on the East side of town where over 56% of our population is growing so the development of this park has been needed as the population continues to grow.

Recommendation: Motion to approve amendment to contract with Context.

Noblesville Park Board

Wednesday, February 1, 2016

Subject: Design Development and Construction Document development contract for Finch Creek Park

Applicant: NA

Agenda Item: New Business #2

Summary: Contract with Context Design to complete the Design Development, Construction Document, and Construction oversight for Finch Creek Park phase 1.

Recommendation: Staff recommends approval of the 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:

Attached is the proposal for services from Context Design to complete the Design Development phase as well as Construction Document development as well as bidding and construction oversight. The cost of \$655,000 for this contract was a budgeted number that was approved in the funding of the first phase of the park. Please see the contract for details on services provided. Context will be present at the meeting to answer any questions regarding this next step in the process as well as the process itself.

Background:

The resolution for construction of the first phase at Finch Creek Park which includes \$1M from sale of land for Fieldhouse, \$2.5M of eligible expenses from Park Impact fees and the remaining \$6M funded through a lease rental financing package with the Redevelopment Commission and Authority has been finalized. The City has been working on plans for Finch Creek Park since 2008. Since then the plan has evolved as needs have evolved and we are finally at a point where we are ready to take the first step in the process which includes final design, funding, and construction of the first phase of Finch Creek Park. There are no park amenities on the East side of town where over 56% of our population is growing so the development of this park has been needed as the population continues to grow.

Recommendation: Motion to approve the contract with Context Design for DD and CD for Finch Creek Park.



NOBLESVILLE PARKS AND RECREATION REPORT FEBRUARY 2017

Enrollment: 402 participants in our programs this month with 25 classes offered, 17 classes ran (1 more class than last month). This is an increase in participation from last month of 264 participants, and a increase of 178 participants from February, 2016. Our new programs are growing! Our first ever Royal Ball was sold out for the Princess at 120 and had 45 families at our nights in training. Girls scout bubble soccer event had 34 kids and 17 adults and our Owl hoot with our Master Naturalist had 56 participants. We could not be happier with all the numbers this month.

Recreation Annex Rentals		(July 1, 2016 - Present)		Reserved
Atrium/Auditorium	\$9370.20	40%	=	\$3748.08
Auditorium Staffing	\$435.00	0%		\$435.00
Gyms	\$20,000	50%	=	\$10,000
Gyms	\$4104.25	90%	=	\$3,693.83
Gross		Parks		\$17876.91 Parks Net

We are currently working with Nickel Plate Players who are looking at April 29th weekend known that they may be competing with Federal Hill Grand Opening. Indiana Teachers Association will be running a program on March 3rd and 4th taking place in 20 classrooms, atrium, auditorium, and cafeteria spaces of Ivy Tech Community Building. Finalizing a Gymnastics Meet January 5,6,7 of 2018 using College Gym, Atrium, and Auditorium.

POS Pickleball	(September to Present)
Punch Pass - Sport	\$1,790.00
Punch Pass - Fitness	\$90.00
Drop-In Sport	\$1,963.00
	\$3843.00

Rec2Go

Bubble Soccer	Girl Scout Badge	February 18
Bubble Soccer	Birthday Party	February 18
Bubble Soccer	Girl Scout make-up	February 25
Bubble Soccer	Noblesville Field Trip	February 28
Bubble Soccer	Noblesville Field Trip	March 9
Bubble Soccer	Bloomington Parks	March 16

Upcoming Programs/Events:

JumpStart Sports starts April 2017 Introduction to Basketball, Street Dance Academy "Breakdancing Classes" Starting in April. Pickleball introduction classes coming August 2017. Speech and Theater Homeschool Classes. Noblesville Edge Adventure Day June 24th - Coupon Code.

Researching Programs:

Family Adventure Days, Afterschool Program, Nature Round Table, Adult/Family Nature Series, JumpStart Sports working on lacrosse, floor hockey, and tennis for summer 2017. 4-H Project Series with Purdue Extension. Creating Nature Speaker Series, Increasing Boy Scout Badge Workshops, Pintrest nights with Nichole.

Program Enrollment Numbers

Program	Days/Date	Time	Location	Enrollment	
Adult					
Social Dance	Mondays	6:30-9:15pm	Inn-Main	18	-1
Community Wednesday	Wednesday	11-12noon	Lodge	18	+3
Fitness					
Yoga	Mon-Thurs	Various	Lodge	13	-15
Pilates	Mon & Wed	Am-PM	Inn	7	+1
Boot Camp	Mon & Wed	6:30-7:30pm	NWMS	15	+3
Youth Programs					
Tumbling	Tuesdays	5:30-6:15pm	Lodge	5	-5
Karate	Tuesday	6:00-6:45p	Inn	2	0
Fencing	Saturdays	1:00-2:00p	Annex	4	+4
Lego League	Mon or Wed	6:00pm-7:00pm	Lodge	5	-1
Parent Night Out	Wed & Fri	6:00pm-9:00pm	Lodge	19	-1
Safe Sitter	Saturday	9:00am-3:00pm	Lodge	16	+7
My First Nature	Tuesday	9:15a-10:45a	Lodge	3	+3
Little's	Wed	10am-11am	Lodge	6	+1
Homeschool Gym	Tuesday	10am-11am	Annex	4	+2
Homeschool Science	Tuesday	11:15a-12:15p	Annex	3	+3
Musical Theater & Jazz	Monday	5:30-6:15	Annex	7	+3
Bubble Girl Scouts	Saturday	2p-4p	Annex	51	Event
Family					
Owl Hoot	Friday	7:00-8:30p	Lodge	21	Event
Maple Fest	Saturday	10-1pm	Lodge	17	Event
Princess Ball	Saturday	7p-9p	Inn	120	Event
Knights in Training	Saturday	3-5p	Inn	45	Event
			Total	402	

Nichole Haberlin, Recreation Director & Lorna Steele Assistant Recreation Director

Noblesville Park Board

Wednesday, February 1, 2017

Subject: Federal Hill Commons Update

Applicant: N/A

Agenda Item: Old Business #1

Summary: Playground safety surface install, seat wall stone issues, 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:

NO NEW UPDATES

Work has come to a halt on the playground safety surface as temperatures have prevented them from gluing the safety surface down. When they either get warmer weather or tent the space they will finish the surface. They also continue to work on the seat wall around the shelter. We have had some minor setbacks with the fabrication of that material and are working with the manufacturer to get it corrected. Until both of those items are completed we will not remove the barrels from the entrances and the park will remain closed. We have been authorizing additional contingency money to add a few features to the park such as a few additional bollards for traffic control as well as placing and reutilizing some limestone harvested from the old Mill building. The Park 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

Wednesday, February 1, 2017

Subject: Federal Hill Commons Bank remodel

Applicant: N/A

Agenda Item: Old Business #2

Summary: Proposed Bank remodel and funding mechanism.

Recommendation: Staff recommends funding remodel with Bi-fold doors and restrooms as presented to be funded from Federal Hill Bond and Parks 109 fund.

Prepared by: Brandon Bennett, CPRP, Director
Department of Parks and Recreation
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Park Terms and Definitions:

Summary:

Since the City has acquired the bank building at Federal Hill Commons the staff has been making repairs, improvements and changes to the building to better serve our needs and future plans. In order to accommodate rentals, corporate events, VIP space, Beer Gardens, and Band dressing rooms and Green Room events, a few additions will need to be made. Staff has requested quotes from Myers Construction to add additional restrooms (currently there is one stall), and change the teller drive through to a glass garage door opening the building up to the drive thru and making that space more attractive as a patio and more of an open air building as weather and events permit. Since the January Park Board meeting staff was instructed to get final quotes and a few options on the remodel. That was completed and the results are attached. The cost of these changes are anticipated to be around \$75,000, since we are able to get two toilets in each restroom. Staff still proposes that as much as can be paid from the bond for the Federal Hill Commons be utilized at the Bank. We also propose any additional funding be allocated from the Parks 109 Capital account. Final projections on how much will be utilized from 109 until the rest of the Federal Hill Commons project is completed and contingency numbers are calculated. The estimate at this point in time would be using \$50k-60k from the 109 fund. This still leaves a very healthy amount to be utilized for other projects.

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, 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:

Staff recommends the board make a motion to approve funding remodel with Bi-fold doors and restrooms as presented to be funded from Federal Hill Bond and Parks 109 fund

Noblesville Park Board

Wednesday February 1, 2017

Subject: Distribution of Golf Revenue

Applicant: N/A

Agenda Item: New Business # 3

Summary: Annual Board disbursement of which fund/s to deposit golf revenue into

Recommendation: Staff Recommends 100% of golf revenue deposited into 110-01 NRO account

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:

110-01-NRO Golf account-the Non Reverting Operating budget that Golf is operated from.

Summary:

The board has to annually appropriate where revenue from the golf operation shall be deposited. Staff recommends 100% of the revenue be deposited in the 110-01 NRO golf account.

Background:

The board is required to appropriate distribution of golf revenue into budgets. In the past, revenue from the golf operation has been allocated between the 110-01 Non Reverting Operating fund and the 109 Non Reverting Capital fund. In order to properly fund the 110-01 golf account the board has deposited 100% of the revenues into that account over the past several years.

Recommendation:

Staff recommends board make a motion to approve deposit of 100% of golf revenue into the 110-01 NRO account for 2017.