



Noblesville Parks and Recreation Board Minutes April 8, 2015

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

OTHERS PRESENT: Brandon Bennett, Director; Mike Hoffmeister, Assistant Director; Sherry Faust, Board Secretary; Nichole Haberlin, Recreation Director; Gary Deakyne, Golf Director; Mayor Ditslear; Roy Johnson, City Council; Dan Clark and Kathy Lee, Ivy Tech representatives; Garrick Mallery, guest; Peggy Barts, guest.

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 amended the Agenda by moving, Item 2, Ivy Tech Lease Discussion, under Old Business to precede the Reports. President Thurston asked for the approval of the amended Agenda. Ms. Minnich moved to approve the Agenda as amended and Ms. Granger seconded this motion. No further discussion was held and the motion passed unanimously.

APPROVAL OF MINUTES of February 25, 2015 Board Meeting. President Thurston asked for the approval of the February 25, 2015 minutes. Ms. Minnich moved to approve the minutes for February 25, 2015 as presented and Ms. Granger seconded this motion. No further discussion was held and the motion passed unanimously.

FINANCIAL:

1. **Approval of Claims** for April 14 and April 28, 2015. Ms. Granger moved to approve the claims as presented totaling \$61,168.49. Ms. Minnich seconded this motion and the motion passed unanimously.
2. **Transfers and Appropriations:** None

OLD BUSINESS

1. Ivy Tech Lease Discussion

Mr. Bennett introduced Chancellor Dr. Lee, with the Central Indiana Region and Dr. Clark, President of the Hamilton County Campus, to the Park Board. Mr. Bennett then gave a brief description of what Ivy Tech and the Noblesville Parks Department have been working through on an agreement. He also reported that the Park staff has been working on models of a business plan and on the branding design. (Staff Report attached)

Dr. Kathy Lee said Ivy Tech was excited about this opportunity and about doing this first year to see what happens, what the space looks like and to find improvements in the partnership.

Mr. Bennett explained a couple of changes that were made to the agreement after the packet went out; date and the discrimination portion. He said he had a copy of the language. Mr. Bennett said he would ask the Board to approve the lease but allowing the changes that have been discussed be made. Mr. Bennett also said there will be some capital outlay in the beginning, between \$85,000 to \$100,000; some of this cost will be paid out of the NRC109 account. Discussion was held.

President Thurston said he thought this partnership will help both sides grow;

Noblesville Parks Dept. and Ivy Tech. Mayor Ditslear said it has been a great partnership with Ivy Tech.

President Thurston asked for a motion to approve the Sublease with Ivy Tech and Noblesville Parks and Recreation Dept. as submitted with the additional changes as discussed. Ms. Clark moved to approve the Sublease with Ivy Tech and Noblesville Parks and Recreation Dept. with the additional changes as discussed and Ms. Granger seconded this motion. No further discussion was held and the motion passed unanimously.

The Board thanked Dr. Lee and Dr. Clark.

REPORTS

- **Recreation Report – Nichole Haberlin**

Ms. Haberlin reviewed her report which was in the Park Board packet. She then passed a picture of the new van “Rec to Go” around to the Board. She explained all of her plans she has to incorporate the vehicle into the program. Mr. Bennett said the department would be trading in the Suburban for this new vehicle. The department is hoping to make the van its own icon. It will be a mobile billboard. Discussion was held. (Staff Report attached)

- **Director of Golf – Gary Deakyne**

Mr. Deakyne said March revenue was down at Fox by \$5,000, but Forest Park was up by \$1,200. He said as you examine deeper into the numbers you find that the \$5,000 down was all season passes. He said when he runs a report without season passes; it shows the course is up by 33.1%, which is \$2,169.00. Mr. Deakyne said some people have been dragging their feet in buying season passes as they have not come out yet, but he is starting to see these purchases now being made. He said he is excited by the new Foot Golf. Mr. Deakyne said they are looking at Foot Golf leagues and you can create your own team; and teams will be paired against teams, they play six weeks and then there will be a tournament.

Mr. Deakyne said that his new assistant Kayla Skiles and Nichole Haberlin have been working on lots of golf programming. He said it is the first time in 17 years that the Recreation Department and Golf Division have worked so closely together and are on the same team.

- **Assistant Director Report – Mike Hoffmeister**

Mr. Hoffmeister said the Southside Park clean-up is this Saturday and he has been working closely with Randy Neff on supplies needed. This project is part of the SW Quad revitalization. The Foundation luncheon has brought in almost \$4,000.00 and is being held May 15th.

Mr. Hoffmeister said they are looking for all radio communications with the Park staff because of the emergency action plan. He said the department has also added security cameras which can be viewed by your desk or mobile phones.

Mr. Hoffmeister also reported that he is working on the Bed Race and that some local artist will be making all of the beds this year for the race. On May 3rd at 3pm will be the yearly Angel of Hope dedication. He said that for this dedication the Noblesville Parks Dept., Noblesville Parks Board and the Noblesville Foundation have ordered a brick in memory of Mr. Chuck Lehman’s grandson, Teddy.

OLD BUSINESS

2. Update on Fox Prairie capital improvements

A. Bridges

Mr. Bennett reported the bridges are done. (Staff Report attached)

President Thurston asked about the shelter building at Fox Prairie. Mr. Bennett said he is working on getting quotes.

3. Federal Hill Commons update

Mr. Bennett said they continue with progress and 90% of the construction documents are ready. Everything is coming along as expected. (Staff Report attached)

NEW BUSINESS

1. Connor Courts Lease with Boys and Girls Club

Mr. Bennett said this is a standard lease; the department has worked with all parties involved and now has this agreement. Mr. Bennett said he recommends to the Board to move forward with the lease. (Staff Report attached)

President Thurston asked for a motion to approve the Connor Courts Lease with the Boys and Girls Club. Ms. Minnich moved to approve the Connor Courts Lease as presented and Ms. Clark seconded this motion. No further discussion was held and the motion passed unanimously.

2. Name change of Eastside Park (Garrick Mallery)

Mr. Bennett explained how the name Eastside Park was just a place holder name for the property. Mr. Bennett said he had spoken with Mr. Garrick Mallery about the area and Finch Creek. Mr. Mallery gave some history to the Board about Finch Creek and the Lehr Ditch. Mr. Mallery said his granddad had grown up in this area and had called the creek Finch Creek. President Thurston said he thought it was a good name and brings in the history of the area. Mr. Bennett said he would recommend to the Board that the name for this property be Finch Creek Park. (Staff Report attached)

President Thurston asked for a motion to approve the name of Finch Creek Park for the former Eastside Park. Ms. Minnich moved to approve the name of Finch Creek Park as presented and Ms. Clark seconded this motion. No further discussion was held and the motion passed unanimously.

3. 5 year Master Plan approval

Mr. Bennett said Mr. Lehman has been working with the department for the last thirteen months on this document. Mr. Bennett said now they have the NAT Plan, the Recreation Impact Fee Plan and Master Plan all on a 5-year cycle. The Board had been sent the links to this plan and the ones Mr. Lehman had mentioned to pay particular attention to the Action Plan and the Goals, which shows what will be done over the next 5-years. (Staff Report attached)

Mr. Chuck Lehman said some very neat things are on the horizon for the department. He said to keep in mind this is a 5-year plan that is meant to be reviewed on an annual basis. He said this evening he would like to answer any questions tonight and then have the document approved and signed. Mr. Lehman said then next week he will submit it to the State and it will be reviewed by them. Mr. Lehman then reviewed the Action Plan with the Board. He said he would convert the document into a working tool for the Board with dates and etc.

President Thurston asked for a motion to approve the 5-year Master Plan. Ms. Granger moved to approve the 5-year Master Plan as presented and Ms. Minnich seconded this motion. No further discussion was held and the motion passed unanimously.

4. Contract with Chuck Lehman for teambuilding with Strengths Finder

Mr. Bennett explained to the Board about the teambuilding with Strengths Finder. He said all of his staff had taken the test and the data was forwarded to Mr. Chuck Lehman. Mr. Lehman will then meet with all of our staff and share how to utilize our strengths. Mr. Bennett said he recommends to the Board that this contract be approved.

President Thurston asked for a motion to approve the contract with Lehman and Lehman to pursue the Strengths Finder retreat. Ms. Minnich moved to approve contract with Lehman and Lehman for the Strengths Finder retreat not to exceed \$1,100.00 as presented

and Ms. Granger seconded this motion. No further discussion was held and the motion passed unanimously.

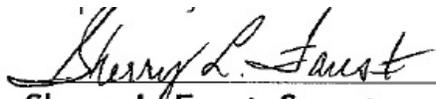
Mr. Bennett said he had been approached by the High School to be involved in a program for the youth called "A Chance to Serve". It is a program where they take eighth graders and partnership with the Hamilton County Purdue Extension. The youth will be taken through a leadership program. After the leadership program, there will be boards and organizations that come in and present to the youth on what their boards and organizations do. The youth are then asked to serve with the board or organization for a year after they have been through the leadership retreat. Mr. Bennett said he and Mr. Hoffmeister had presented to the youth a couple of weeks ago having in mind within the next couple of months the department will have two freshman who will give the department their service for a year on the Park Board unofficially. The youth get to pick on what board or organization they would like to serve. Mr. Bennett said he thought it was an awesome program the school was doing.

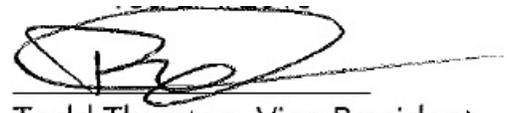
Mayor Ditslear thanked the Noblesville Park Board on behalf of the city for their service and the Park staff on their work.

With no other business to discuss, Ms. Ann Minnich made a motion to adjourn and Ms. Marcia Granger seconded this motion. President Thurston adjourned the meeting at 9:00PM.

Respectfully Submitted

Approved 5/6/2015


Sherry L. Faust, Secretary


Todd Thurston, Vice-President

Next meeting: **Wednesday, May 6, 2015 7:00 PM**, Fox Prairie Golf Course
Pro Shop Conference Room

Noblesville Park Board

Wednesday, April 8, 2015

Subject: Update on Fox Prairie capital improvements
Applicant: N/A
Agenda Item: Old Business # 1A
Summary: The Bridges have been completed, now getting quotes to concrete the approaches to the part bridges as the last step in this improvement

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:

The next step in the project is contracting out concrete work to finish the approaches on a few of the bridges. Engineering is currently soliciting quotes to finish up this project. This capital investment is part of the budget for money awarded by council for the overall capital improvements to Fox Prairie Golf Course.

History:

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

Recommendation:

No action required.

Noblesville Park Board

Wednesday, April 8, 2015

Subject: Update on Ivy Tech
Applicant: Ivy Tech Community College, Hamilton County Campus
Agenda Item: Old Business # 2
Summary: We have met with Ivy Tech to continue to negotiate our partnership of space at the Hamilton County Campus. We have agreed to a lease that is manageable by both parties.

Recommendation: **Staff recommends that you approve this lease with Ivy Tech 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:

We have continued to meet and work with Dan Clark, President of the Hamilton County Campus of Ivy Tech and he has in turn worked with his various directors and the Chancellor to finalize concepts for this partnership. As outlined in the attached lease agreement, we will split the first \$18,000 of revenue 50/50. Any revenue we make over that amount we will take 90% and Ivy Tech will take 10%. This is a one year lease with options to renew annually. Initially we will have the community gym, storage space, an office, 2 classrooms, locker rooms and the wellness room. To be negotiated as the relationship matures are other opportunities in the building potentially including some access to the College gym and operations of the West Cafeteria area as a banquet space. Those discussions will evolve as the construction progresses on the facility. This lease would begin in August. We will need to invest in several items to outfit the facility to make it a viable and financially feasible operation. Staff is working on those budget numbers and this will most likely require a request to the Noblesville Common Council for funding to make some capital improvements in the facility for items such as batting cages, fitness equipment, and gym supplies.

Background:

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

Recommendation:

Staff recommends that you approve this lease as presented for the partnership with Ivy Tech for space for a Noblesville Community Center.

Noblesville Park Board

Wednesday, April 8, 2015

Subject:	Federal Hill Commons Update
Applicant:	N/A
Agenda Item:	Old Business #3
Summary:	On Friday, February 20, we received the 50% completed Construction Document (CD's) phase of planning.

Recommendation: **Update Only**

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

Park Terms and Definitions:

Schematic Design (SD's) - First phase in the design of a project where an architect/engineer prepares schematic diagrams giving a general view of the components and the scale of the project after detailed discussions with the client (owner).

Design Development (DD's)-During design development, a project's schematic design is refined, including designing details and selecting materials. This step occurs after the owner/client has approved the schematic design.

Construction Documents (CD's)- It takes the DD's to the absolute details of the project. CD's include the written and graphic instructions used for construction of the project. These documents must be accurate, consistent, complete, and understandable.

Summary:

CD phase of design is 50% complete. We are on schedule to meet our April 17th deadline of 90% completion in order to meet our May 8th deadline for CD completion and bid date. Everything is moving forward as projected and we hope to have some signage up in the park area within the next few weeks. We are also starting the process to begin demolition of the Dave Mason site as well as three houses that the city owns on surrounding parcels in the Federal Hill District.

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, April 8, 2015

Subject:	Conner Courts Lease with Noblesville Boys and Girls Club
Applicant:	N/A
Agenda Item:	New Business # 1
Summary:	This is the lease for the Courts that we currently maintain and operate, but with a new landlord now, the Noblesville Boys and Girls Club
Recommendation:	Motion to approve the lease with Noblesville Boys and Girls Club for the maintenance and operation of Conner Courts as presented.
Prepared by:	Brandon Bennett, CPRP, Director Department of Parks and Recreation City of Noblesville bbennett@noblesville.in.us , 317-776-6350

Park Terms and Definitions:

None

Summary:

This is the lease recommended by the Noblesville Boys and Girls Club for the Parks to continue to operate Conner Courts since they are now the land owner of the property. They purchased the land from the Noblesville School Corporation last month thus nullifying our lease on the courts. This lease will be in place until the Boys and Girls Club will need the land to build the future club facility. The lease does allow for that provision and also allows you to have some time to relocate the goals to an alternate location or at least remove them for storage if no alternate location is determined at that time. This lease has been reviewed by our attorney, Mike Howard.

Background:

This is a long standing lease we have had in a joint partnership with the Noblesville Schools for twenty years. The courts are highly utilized in the warm months and we perform all maintenance, repair, and operations that take place with Conner Courts. These courts are a great asset to the community.

Recommendation:

Recommend a motion to approve the lease as presented with the Noblesville Boys and Girls Club for Conner Courts.

Noblesville Park Board

Wednesday, April 8, 2015

Subject: Eastside Park name change
Applicant: N/A
Agenda Item: New Business # 2
Summary: Propose name change of Eastside Park to Finch Creek Park

Recommendation: **Staff recommends that the board approve the name change Eastside Park to Finch Creek Park 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:

Eastside Park-204 acres of undeveloped land on the Eastside of Noblesville at 166th St. and Boden Road

Summary:

The staff is recommending that the name of Eastside Park be changed to Finch Creek Park in recognition of the history and settlement of the area of the park and the surrounding area. Garrick Mallery has approached the staff requesting that the William Lehr Drain be renamed to Finch Creek as it once was to preserve the history of the area. Staff thought the name would better represent the park in general and recommends that the name be changed. Eastside was never really intended to be the name, but was rather a placeholder until a proper name was determined. Staff opinion and research seems to back that opinion up that the name Finch Creek Park is a perfect fit for this rich area of historical prominence in Noblesville.

Background:

This land was first settled by the Finch family and there is the family cemetery across from the property on 166th Street. The creek was known by the locals as Finch Creek. Staff has researched the history of the area and presented it as part of this discussion (see attached).

Recommendation:

Staff recommends that the board approve name change from Eastside Park to Finch Creek Park.

Noblesville Park Board

Wednesday, April 8, 2015

Subject: 5 year master plan approval
Applicant: N/A
Agenda Item: New Business # 3
Summary: Approve 5 year master plan for Parks dept.

Recommendation: **Staff recommends that the board approve the Master Plan 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:

Master Plan-5 year road map of goals and capital improvements for the department.

Summary:

The staff is recommending that the Park Board approve the 5 year master plan as presented. This master plan is a compilation of data and information worked on over the past 13 months. It takes data from the Recreation Impact fee plan as well as the Noblesville Alternative Transportation Plan as information for the building of this plan. Chuck Lehman with Lehman and Lehman, has been working on this plan with staff input diligently over the past several months. This plan is due to the state on April 11th in order for us to continue to be eligible for state and federal funding.

Background:

This contract for this study and master plan was approved in the winter of 2013. This is the 6th master plan we have completed with Lehman and Lehman. With the approval of this plan, the previous approval of the Impact Fee Plan and the final approval of the NAT Plan in the next month, we will now be on the same 5 year schedule to complete all three plans, which all feed each other for a cohesive overall plan for the future of Noblesville Parks and Recreation.

Recommendation:

Staff recommends that the board approve the 5 year master plan as presented.

Noblesville Park Board

Wednesday, April 8, 2015

Subject: Contract with Lehman and Lehman
Applicant: Lehman and Lehman
Agenda Item: New Business # 4
Summary: Contract to approve services with Chuck Lehman to provided teambuilding and training for Strength finder 2.0 with staff.

Recommendation: **Staff recommends that the board approve 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:

Strength Finder 2.0-The exercise that all full time employees have taken over the past few months. It identifies the top 5 strengths of each individual and guides them on how to utilize those strengths.

Summary:

This contract is with Chuck Lehman to further our team on the strength finder assessments that we have taken over the past few months. This session will take the strengths that each of us have discovered and expand upon how we can further utilize those strengths, and help us to understand how to better communicate with our fellow colleagues based on the strengths they possess. This will also allow us to better pair teams up to accomplish tasks or projects based on the strengths of each member of that team. How can we position the best teams possible based on utilizing the strengths of each individual which will compensate for weaknesses. Chuck will lead this discovery for our team. In order to have the best people we have to invest in them and this is part of that investment.

Background:

The staff has all taken the Strength Finder 2.0 assessment. This is the next step in the process which will teach us how to utilize those strengths and our teams.

Recommendation:

Staff recommends that the board approve the contract with Lehman and Lehman as presented.