



Noblesville Parks and Recreation Board Minutes July 8, 2015

MEMBERS PRESENT: Todd Thurston, Scott Noel, Ann Minnich and Marcia Granger.

OTHERS PRESENT: Brandon Bennett, Director; Sherry Faust, Board Secretary; Nichole Haberlin, Recreation Director; Gary Deakyne, Golf Director; Isaac Irvin, Student Ambassador; Mike Balay, Balay Architects, Inc.; Brian McNerney, Context; Jennifer Roberts, Elements Engineering; and six guests for Finch Creek presentation.

CALL TO ORDER: President Thurston called the meeting to order at 7:00pm.

APPROVAL OF AGENDA: President Thurston asked if there were any additions or deletions to the agenda. President Thurston asked for the approval of the Agenda as presented. Ms. Granger moved to approve the Agenda as presented and Ms. Minnich seconded this motion. No further discussion was held and the motion passed unanimously.

APPROVAL OF MINUTES of June 3, 2015 Board Meeting. President Thurston asked for the approval of the June 3, 2015 minutes. Ms. Minnich moved to approve the minutes for June 3, 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 July 14 and July 28, 2015. Mr. Noel moved to approve the claims as presented totaling \$43,690.20. Ms. Minnich seconded this motion and the motion passed unanimously.

2. Transfers and Appropriations:

Mr. Bennett requested a transfer of \$15,000 from the 109 capital account to Impact Fees to satisfy a loan made in 2013 from the Impact fees. (Staff Report attached)

President Thurston asked for a motion for the approval of the transfer. Ms. Minnich moved to approve the transfer of \$15,000.00 from the 109 capital account to the Impact fees as presented and Ms. Granger seconded this motion. No further discussion was held and the motion passed unanimously.

REPORTS

1. Recreation Report – Nichole Haberlin

Ms. Haberlin reviewed her report with the Board which was included in the Board packet. Discussion was held. (Staff Report attached)

2. Director of Golf – Gary Deakyne

Mr. Deakyne said the last two weeks in the golf business has not been good. He said in the month of June at Forest Park it was down \$4,820.00 and at Fox it was down \$5,321.00. There were two zero days because of flooding and rain. Mr. Deakyne said it has been a struggle, but he still feels good about the numbers when the weather is decent.

Mr. Deakyne said that to date for Foot Golf they had taken in \$3,800.00. The Foot Golf is all paid for and so this revenue is just extra.

3. Assistant Director Report

Mr. Bennett said since Mr. Hoffmeister has been putting in so many hours with special events, he told him that he did not need to attend tonight. His report was in the Board packet. Mr. Bennett said he had received very good comments on the 4th July event. (See Staff Report)

OLD BUSINESS

1. Federal Hill Commons update

Mr. Bennett said yesterday there was a preconstruction meeting with Meyers Construction, who was the low bidder for this project, just over \$5 million dollars. Meyers Construction had some subcontractors and architects with him at this meeting. Presently the contractors have to work around utilities until the utilities are buried. (Staff Report attached)

NEW BUSINESS

1. Finch Creek Park presentation and update

Mr. Bennett introduced Brian McNerney, Jennifer Roberts and Mike Balay. He said this report this evening is bringing everything together. Mr. Brian McNerney gave a PowerPoint presentation to the Board. Discussion was held. (Staff Report attached)

2. Board to consider new lease for Public Access Site with IDNR

Mr. Bennett said this was just an update to the previous lease held since the installation of the boat ramp across from Forest Park. Nothing has changed except dates. Mr. Bennett said it was his recommendation for the Board to approve it as submitted. (Staff Report attached)

President Thurston asked for a motion to approve lease agreement. Mr. Noel moved to approve the lease agreement with the IDNR for the public access site as presented and Ms. Minnich seconded this motion. No further discussion was held and the motion passed unanimously

3. Board to consider adopting Noblesville Parks Emergency Action Plan

Mr. Bennett said that Mike Hoffmeister and Nichole Haberlin, along with the Police and Fire Departments have put together this emergency action plan. He said once the Board approved it, it would then be given to the staff and the staff will go through training on its implementation. (Staff Report attached)

President Thurston asked for a motion to approve emergency action plan. Ms. Granger moved to approve the Noblesville Parks Emergency Action Plan as presented and Ms. Minnich seconded this motion. No further discussion was held and the motion passed unanimously

4. Board to consider acceptance of easements for construction of the Flagstone Development Sanitary Sewer

(Staff Report attached)

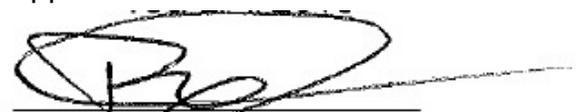
President Thurston said that Mr. McNerney had briefed the Board on this sanitary sewer easement during his presentation on Finch Creek. President Thurston said if there were no other questions other than what was previously discussed; he would seek a motion to approve this easement. Ms. Minnich moved to approve the easements for construction of the Flagstone Development Sanitary Sewer as presented and Ms. Granger seconded this motion. No further discussion was held and the motion passed unanimously.

With no other business to discuss, Mr. Scott Noel made a motion to adjourn and Ms. Marcia Granger seconded this motion. President Thurston adjourned the meeting at 8:35PM.

Respectfully Submitted

Approved 8/5/2015


Sherry L. Faust, Secretary


Todd Thurston, President

Next meeting: **Wednesday, August 5, 2015 7:00 PM**, Fox Prairie Clubhouse



NOBLESVILLE PARKS AND RECREATION REPORT JUNE 2015

237 participants in programs this month with 25 classes offered. This is an increase in participation from last month of 42 participants, and 79 more from June 2014. Great American Camp Out had 27 registered as of June 24th, Camp June Participants equaled 265 with a grand total of program participation of 529 this month.

New programs: we offered did not run included the first session of Volleyball Adult League, FootGolf June League, Hip Hop Dance with Janie, Women's 3 hole golf challenge and "Under the Lights Volleyball Tournament." All of these events will still have the opportunity to run in July.

Concerts Series: Endless Summer on June 11 estimated 2,100 people, June 18th re-scheduled due to weather and June 26th My Yellow Rickshaw had approximately 1,700.

Camp Counselors: Our counselors span across 10 different college universities with majors running from Elementary Education all the way to Mechanical Engineering. With two site directors to make our camp run as smoothly as possible, our staff works together to create a fun and engaging camp environment. To better serve our campers' needs, we have three one on one special needs counselors on site. Our flexible and attentive staff of counselors encourages every counselor to learn and have the best camp experience possible!

Camp overview: 596 total enrollments is an increase of 65 from last month. We were able to increase Maximum Number of each Camp, Averaging an 8-1 ratio of campers to counselors. Indiana's state standard is 15 to 1)

- Dillon Sports- 318 Increase of **30** from May
 - One filled AM Camp
- Full Day at Dillon in July 26 Increase of **5** from May
- Specialty Camps (4th of July week) 77 Increase of **29** from May
 - Art Camp Full
 - FootGolf Camp Full
- Pre-Camp (Ages 2.5-4) 16 Increase of **9** since May
- Forest Park- 187 Increase of **33** from May
 - Three filled AM Camps

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

Program	Days/Date	Time	Location	Enrollment	
Adult					
Social Dance	Mondays	6:30-9:15pm	Inn-Main	34	-1
Women Golf Dare	Wednesday	6:00-7:00p	Fox Prairie	0	-5
Women's Golf Clinic 2	Wednesday	6:00-7:00p	Fox Prairie	5	Same
Fitness					
Yoga (Beg, Gen, Flow, Adaptive, PiYo)	Mon, Tues, Wed, Thurs	Various	Lodge	57	+9
Aerobic Kickboxing	Tuesdays	7:15-8:15pm	Inn	8	-1
Piloxing	Fridays	9:30-10:30am	Lodge	5	+5
Sit & Fit	Thursdays	1045-11:30am	Inn- Overlook	8	-2
Workout at the Barre	Thursdays	9:00-10:00am	Inn-Overlook	8	+2

Dace Exercise	Mondays	9:30-10:30am	Lodge	0	-7
Pilates	Wednesdays	AM & PM	Lodge & Inn	15	+10
Boot Camp	Mon & Wed	6:30-7:30pm	NWMS	9	-5
Youth Programs					
Hip Hop	Tuesday	7:30pm-8:15pm	Lodge	0	-9
Tumbling	Tuesdays	5:30-6:15pm	Lodge	7	+7
Ballet	Tuesday	6:30-7:15p	Lodge	7	+2
Karate	Tuesday	6:00-6:45p	Inn	6	+10
Tee-nsy Golf	Thursdays	8:00-8:30a	Forest Golf	6	+6
Dillon T-Ball	Wednesdays	5:30-6:15	Dillon	20	+5
Dillon Sport Sampler	Mondays	6:30-7:15p	Dillon	12	+6
Dillon Soccer	Mondays	5:30-6:15p	Dillon	22	+2
Parents Night Out	Wednesday	6:00-9:00p	Lodge	8	+8
			Total	237	+42

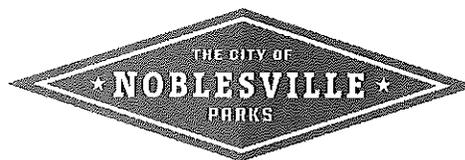


Respectfully submitted,
 Nichole Haberlin and Cindy Knapp
 Recreation Staff

Dear Park Board,

I do apologize for not being present at this July 8th Park Board Meeting. Please find my report below.

Mike Hoffmeister
Assistant Director



- We've had approximately 6,250 attendees to the Summer Concerts thus far. We had one rainout on 6/18 and plan to reschedule on 8/13 at Forest Park
- The Fourth of July Parade, Festival and Fireworks were a great success.
- Street Dance is this Saturday from 4:00 p.m. – 11:00 p.m.
- We are having a short film filmed in our Parks 7/9 (Forest) and 7/10 (Dillon); Wig'd Out
- Enchanted Forest Swim Meet is this weekend at the Forest Park Aquatic Center.
- Mobile App is up and running for Apple. Google Play is coming. Download it today!

Noblesville Park Board

Wednesday, July 8, 2015

Subject: Transfer Request

Applicant: N/A

Agenda Item: Financial Item 2

Summary: Request to Transfer \$15,000 from 109 capital to Impact Fees

Recommendation: Motion to approve transfer request.

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 transfer request is to satisfy a loan that was made in 2013 from Impact fees to purchase a seeder with the understanding of the board that it would be repaid from the 2014 budget. Not having the funds to make the transfer in 2014, I am requesting that we now repay that loan from the 109 account. This is an appropriate and allowable transfer since it is a repayment for capital equipment. The Clerk Treasurer has been consulted and has approved this request.

Background:

The Parks Department bought a slice seeder in 2013 with a loan from Impact fees that was supposed to be paid from the park general budget in 2014...however, the budgeted money was appropriated in a line that we could not pay from. With the commitment that the board made to repay the loan and requirements of the law, we have determined that we can repay the loan from the 109 Capital account and satisfy this debt. The 109 account has the money to cover it and should be used for this expense.

Recommendation:

Motion to approve transfer as requested.

Noblesville Park Board

Wednesday, July 8, 2015

Subject: Federal Hill Commons Update

Applicant: N/A

Agenda Item: Old Business #1

Summary: Bids were submitted and the apparent low bidder was awarded to Myers Construction for \$5,062,000.

Recommendation: Update Only

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

Park Terms and Definitions:

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

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

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

Summary:

We are starting the process to begin demolition of the Dave Mason site as well as three houses that the city owns on surrounding parcels in the Federal Hill is underway and should be completed shortly. The city entertained 5 bids from contractors for the construction of Federal Hill Commons and awarded the bid to Myers Construction. The winning bid was for \$5,062,000.00. There were also 12 alternates that we will decide if and which ones will be awarded as this project gets a little further along. Several contingencies will determine what we are able to accomplish.

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, July 8, 2015

Subject: Finch Creek Park presentation and update

Applicant: N/A

Agenda Item: New Business # 1

Summary: Context will give a presentation of the new thoughts and concepts of Finch Creek Park and program opportunities.

Recommendation: No action required.

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:

Context will present an update and progress on the re-imagination of the Finch Creek Park site design as well as program opportunities. These changes have been evolving over the past several months with new staff in place as well as what is determined to be feasible based on water detention, drainage, topography, etc.

Background:

The Finch Creek Park Master plan has been designed since 2010, but as things around us have evolved so too has the design of the park. We commissioned Context to do schematic design of the whole park from a utility/grading, drainage and master planning perspective. More importantly we hope to be able to have a cost analysis and feasibility study done regarding which part and how much might be included in the initial phase of the park. With new subdivisions beginning to be build surrounding the park, the coordination efforts of utilities and services has become paramount. This study as led us to re imaging what Finch Creek Park might actually include and how the lay of the land is guiding us to develop it. This study should give us a very good idea of what the park will look like, where particular features will be located, and how we might begin the design development phase of the park.

Recommendation: None required

Noblesville Park Board

Wednesday, July 8, 2015

Subject: Lease of Public Access Site across from Forest Park

Applicant: Indiana Department of Natural Resources, Division of Fish and Wildlife

Agenda Item: New Business # 2

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

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

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

Park Terms and Definitions:

None

Summary:

This lease is the same as the previous lease only changing dates of effectiveness. The lease expired in May and they have presented us with a new lease that will be good for 4 additional one year terms. We are responsible for maintenance, and they will cover any capital improvements.

Background:

This is a continuation of a lease that has been in place with IDNR since the access site was built in 1991. This has been a great partnership and is a great benefit to the community for the public to have access to our public waterways.

Recommendation:

Recommend a motion to approve the lease with IDNR as presented.

Noblesville Park Board

Wednesday, July 8, 2015

Subject: Noblesville Parks Emergency Action Plan

Applicant: NA

Agenda Item: New Business # 3

Summary: This is the introduction of the Noblesville Parks Emergency Action Plan.

Recommendation: None needed, only introduction.

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:

The Emergency Action Plan is the document that will guide us in case of any emergency during a program, event, or at a Park Facility. This plan accounts for all emergencies including weather related emergencies, active intruders, injuries, evacuations, technological interruptions, fire, biological hazards and emergency communications. All employees will be trained how to respond according to this plan.

Background:

This plan has been a working document for the past 6 months. In preparing this plan we consulted with Police, Fire, national standards and our own in house expertise to devise a solution for emergencies and our preparedness. The staff has all been trained in CPR, First Aid, and AED use as well as active intruder training. While we have been good at responding to emergencies, we needed to get to a written document and adopted policy for how to respond so that we can be as prepared as possible to assist the public, our own employees, and other agencies as needed. This plan with lots of training will allow to accomplish that goal.

Recommendation:

For introduction and consideration only...will ask for adoption in August after revisions.

Noblesville Park Board

Wednesday, July 8, 2015

Subject: Sewer Easements at Finch Creek Park

Applicant: Flagstone Development

Agenda Item: New Business # 4

Summary: Sewer Easements at Finch Creek Park for construction of Flagstone Development Sewer

Recommendation: Recommend a motion to approve Sewer easements 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:

Easement--a right to cross or otherwise use someone else's land for a specified purpose

Summary:

As part of the construction of the Flagstone project, the sanitary sewer will be constructed through the Parks' ground to reach the existing interceptor. The overall construction is proposed using two easements; a 20' permanent and a 50' temporary easement (see attached). With agreement and design assistance from our design team, this will allow us to connect into this sewer as we develop the west side of this project in the future. Its design allows for flexibility in locating facilities that might need access to the sewer

Background:

Engineering has been working with the developers to assist us in getting this sewer connection through our property to service the Flagstone Neighborhood as well as making sure that it is beneficial to the future development of the park. Engineering will manage the construction of the sewer and keep our needs in mind as they watch it develop.

Recommendation:

Recommend a motion to approve the easement as presented