



BOARD OF PARK COMMISSIONERS
MEETING AGENDA

Tuesday, December 6, 2022
4:00 p.m. – Council Chambers

Call to Order: President – Mr. Kappers

- I. Roll Call:
 - Mr. Kappers
 - Mr. Emerick
 - Mrs. Westfall

- II. Approve Minutes: November 8, 2022 Board of Park Commissioners Meeting Minutes

- III. Reports:
 - Jeremy Drake, Park Superintendent (Report Attached)
 - Ken Siler, Recreation Director (Report Attached)
 - Kyler Booher, Director of Golf (Report Attached)
 - Mr. Kappers, Planning Commission Report

- IV. New Business:
 - a. Request for Endowment Fund Reimbursement
 - b. Review and consideration of approval of golf fees for 2023
 - c. Review and approve the revised Recreation & Park Departments Athletic Field Use Policy

- V. Other:

- VII: Executive Session:
 - a. Recess into Executive Session to consider the compensation of public employees

- VII: Adjourn:

BOARD OF PARK COMMISSIONERS

MEETING MINUTES

November 8, 2022, 4:00 PM

Council Chambers

The meeting was called to order by Mr. Emerick, Vice-President.

Members of the Board Present: Mr. Jordan Kappers, Vice-President
Mrs. Susan Westfall, Secretary

Others Attending: Jeremy Drake, Park Superintendent
Ken Siler, Recreation Director
Kyler Booher, Director of Golf
Patrick Titterington, Director of Public Service & Safety
Mayor Robin I. Oda
City staff

The minutes of the October 4, 2022 Joint Board of Park Commissioners and Recreation Board meeting were approved by unanimous vote, following a motion from Mrs. Westfall, seconded by Mr. Emerick.

REPORTS:

- Park Superintendent Jeremy Drake commented that staff is continuing with fall maintenance. Mr. Drake stated staff is preparing for the Trojan Horse Football Tournament at Duke and Archer Park. Mr. Drake noted staff is ahead schedule for the leaf pickup. Lastly, Mr. Drake thanked all the staff for their hard work throughout the past year.
- Mr. Siler submitted a report (copy attached to original minutes). Mr. Siler noted the Hobart Arena staff is hosting the public skating sessions and preparing for the hockey season. The month of December will also be busy with concert events. Mr. Siler stated the Hobart Arena Roof Replacement Project is completed and are finalizing the final items to complete.
- Mr. Booher submitted a report (copy attached to original minutes). Mr. Booher stated mowing has slowed down and staff is ahead of schedule for the leaf pickup. He also stated the course continues to be busy with rounds of golf being played but the days are just shorter. Staff is looking forward to the first indoor golf season with the new simulator to be used. Mrs. Westfall confirmed that there is one simulator installed for use and Mr. Booher agreed but also stated there is an area that can be used similar to an indoor driving range. Mr. Emerick questioned how citizens can reserve a tee time and Mr. Booher stated currently times can be reserved via phone but hoping in the future it would be online. Mrs. Westfall asked if there is an age limit to use the simulator and Mr. Booher stated an adult has to be present during each of the tee times if there are children playing.

NEW BUSINESS:

- **Acceptance of The Shoreline Memorandum of Understanding** – Mr. Emerick stated this is an agreement between the Recreation Board and the Board of Park Commissioners for the staffing model at The Shoreline. Mr. Booher stated both Hobart Arena staff and The Shoreline staff have worked together with creating the agreement and they feel this will be a good fit.
A motion was made by Mr. Emerick, seconded by Mrs. Westfall to accept the Memorandum of Understanding for The Shoreline. MOTION PASSED, UNANIMOUS VOTE
- **Acceptance of the Robinson Reserve at Duke Park Fund 2023 Budget Recommendations** – Mr. Emerick stated the Robinson Reserve Advisory Board met on November 3 and are recommending the budget recommendations for the Board of Park Commissioners approval to Council.
A motion was made by Mr. Emerick, seconded by Mrs. Westfall to recommend to Council the Robinson Reserve at Duke Park Fund 2023 Budget Recommendations. MOTION PASSED, UNANIMOUS VOTE
- **Acceptance of the proposed golf rates for the golf simulator and indoor range** – Mr. Emerick stated there are a couple golf facilities that have a simulator within our area and the rates that are proposed are in line with those facilities.
A motion was made by Mr. Emerick, seconded by Mrs. Westfall to approve the proposed rates for the golf simulator and indoor range. MOTION PASSED, UNANIMOUS VOTE

OTHER:

- City Director, Mr. Patrick Titterington thanked the Board of Park Commissioners for recommending the 2023 budget recommendations to council. The Robinson Reserve Endowment will be paid out in four checks from 2021-2024 to the City and the checks will be deposited into an account that is interest bearing. Mrs. Westfall stated the board is reviewing other options as to where the funds will be deposited. In 2023, the Robinson Reserve spending's will be on basic maintenance items and most of the work will be performed by the Park Department. Mr. Titterington stated staff is currently preparing for the 2023 Budget. Here are some highlighted items that the Park Department and Miami Shores are requesting in 2023:
 - Park Department
 - Reorganization of the staffing model
 - Received ODNR Canopy Restoration Grant that is 50% funded by the grant. Staff will be planting 60 trees in three different areas within the community.
 - \$15,000 of repairs to the existing bucket truck
 - Starting the discussions with Troy City Schools to make repairs and updates in 2024 to the North Market Street Ballfields facilities
 - Park and Recreation Capital Improvements
 - New Park Maintenance Building
 - Downtown Restrooms
 - Miami Shores Golf Course
 - The Assistant Food and Beverage Manager position will be left vacant in 2023. The position was budgeted but those funds may be able to be used in other staffing areas.
 - Work on the tee boxes and gravel paths
 - Purchase the second simulator
 - Purchase an aeravator
 - Purchase a new bush hog
 - Purchase five new golf carts

Mrs. Westfall asked about the status of the new park signs and Mr. Drake stated the signs are with the Park Department and will be installed when staffing allows.

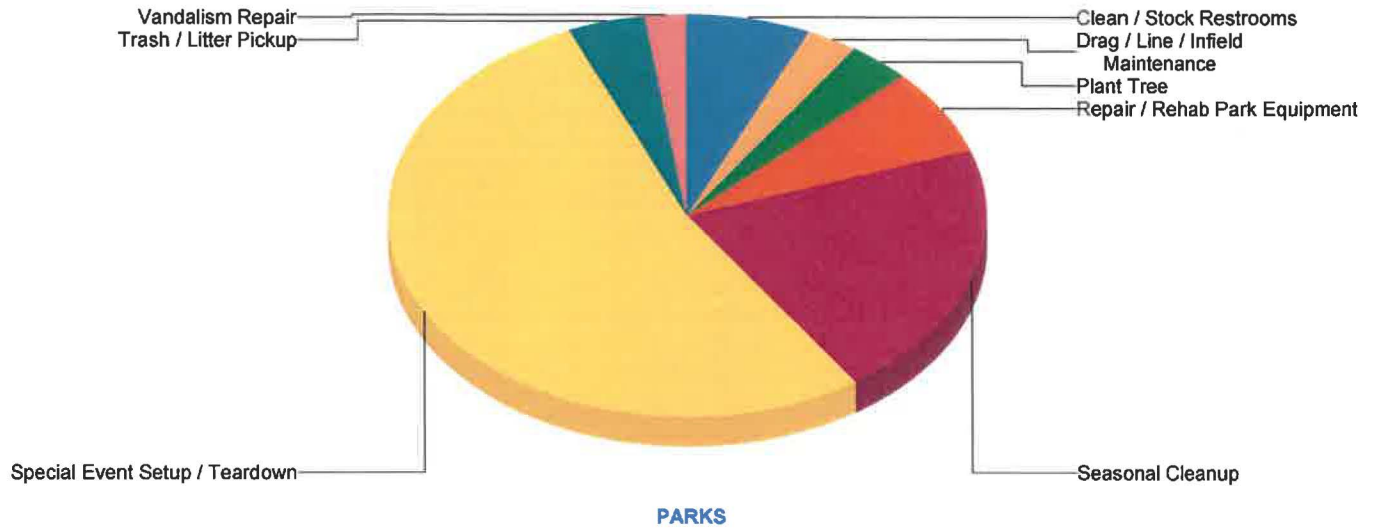
Mr. Titterington noted the elevation change at the Robinson Reserve will be corrected in 2022 not 2023. He also stated the Robinson Family has asked that the trail at the Robinson Reserve be named after Margaret Duke and staff is working on the design of that.

Mr. Emerick clarified the Finance Budget Meeting will be held on November 28 and Mr. Titterington will confirm with the Board of Park Commissioners what projects and purchases were approved.

There being no further business, upon motion of Mrs. Westfall, seconded by Mr. Emerick, by unanimous voice vote, the Board adjourned at 4:30 p.m.

Respectfully submitted,

Work Order Cost By Category & Work Type



<u>ID</u>	<u>INITIATED DATE</u>	<u>TOTAL COST</u>	<u>ADDRESS</u>	<u>STATUS</u>
PARKS				
Clean / Stock Restrooms				
23399	November 02, 2022	\$104.94	PROUTY PLAZA TROY, OH, 45373	CLOSED
23396	November 02, 2022	\$104.94		CLOSED
23391	November 02, 2022	\$104.94		CLOSED
23394	November 02, 2022	\$104.94	All Park restrooms	CLOSED
23397	November 02, 2022	\$104.94	PROUTY PLAZA TROY, OH, 45373	CLOSED

<u>ID</u>	<u>INITIATED DATE</u>	<u>TOTAL COST</u>	<u>ADDRESS</u>	<u>STATUS</u>
23400	November 02, 2022	\$104.94		CLOSED
23390	November 02, 2022	\$104.94		CLOSED
\$734.58				7
Drag / Line / Infield Maintenance				
23403	November 02, 2022	\$320.34	131 N Market	CLOSED
top dress N Market baseball warning track with limestone sand				
\$320.34				1
Plant Tree				
23404	November 02, 2022	\$366.45	200 ADAMS ST	CLOSED
Plant 1 Red Oak in Community Park				
\$366.45				1
Repair / Rehab Park Equipment				
23592	November 29, 2022	\$57.30		CLOSED
Snowthrower repair				
23612	December 02, 2022	\$415.98		CLOSED
Remove and replace park sign				
23615	December 02, 2022	\$285.60		CLOSED
Remove old park sign, prepare for replacement				
\$758.88				3
Seasonal Cleanup				
23618	December 02, 2022	\$2,178.72		CLOSED
Mulch leaves, blow out tennis courts				
23405	November 02, 2022	\$114.60	200 ADAMS ST	CLOSED
Blow off tennis courts				
\$2,293.32				2

<u>ID</u>	<u>INITIATED DATE</u>	<u>TOTAL COST</u>	<u>ADDRESS</u>	<u>STATUS</u>
Special Event Setup / Teardown				
23593	November 29, 2022	\$4,218.48		CLOSED
Assist with placing Christmas tree, decorating, lights, wreaths				
23388	November 02, 2022	\$143.28		CLOSED
Place Showmobile for tree lighting				
23389	November 02, 2022	\$143.28		CLOSED
Remove showmobile and bagged trash from tree lighting				
23402	November 02, 2022	\$1,390.00		CLOSED
Hang Christmas lights on levee trees				
\$5,895.04				4
Trash / Litter Pickup				
23393	November 02, 2022	\$90.38		CLOSED
23392	November 02, 2022	\$90.38		CLOSED
23395	November 02, 2022	\$90.38		CLOSED
23398	November 02, 2022	\$90.38	ALL PARKS	CLOSED
23401	November 02, 2022	\$90.38		CLOSED
\$451.90				5
Vandalism Repair				

<u>ID</u>	<u>INITIATED DATE</u>	<u>TOTAL COST</u>	<u>ADDRESS</u>	<u>STATUS</u>
23422	November 03, 2022	\$244.05		CLOSED
Remove graffiti from Kings Chapel playground				
24		\$244.05		1
		\$11,064.56		
Grand Total:		\$11,064.56		24

Submission Date	Park Visited	How often do you visit this park?	Amenities used while at this park:	Are there any other amenities you use at this park?	Overall cleanliness	Feeling of safety at this park	Cleanliness of restrooms if applicable	Condition of facilities and equipment	Maintenance and upkeep of the park	Any other comments or suggestions?
10/29/2022 21:22	Hobart Urban Nature F	A few times every week	Benches, Sports Fields	Dog park, water fountains, restrooms	Excellent	Very Good		Excellent	Excellent	We adore the reserve in every way. I feel very safe there and it is always so clean. Please continue to take of all living things here!!
10/29/2022 22:42	Duke Park	Daily	Shelters, Swings, Benches, Sports Fields, Playgrounds		Very Good	Very Good	Fair	Fair	Good	For all the sports it would be nice if we had more and bigger bleachers for fans/families to watch their kids play sports (football and soccer fields). The seating is nowhere near enough in these areas.
10/30/2022 6:36	Troy City Park Tennis Courts	3 times a week	Sports Fields	Tennis courts, Frisby Golf, play ground	Very Good	Excellent	Excellent	Good	Good	The park is in great condition, the only suggestion is that the tennis court surfaces are really old and warped and could use a recoating / refinishing this upcoming spring. Also, having an electrical outlet by the court would be helpful so we can bring our electric leaf blowers to clean the leaves off of the court.
11/18/2022 15:28	Troy Community Park	Once a week in summer	Swings, Benches, Playgrounds		Very Good	Very Good	Very Good	Fair	Very Good	More handicap equipment for kiddos replace the old swing. The metal slide also needs replaced. Can get too hot in the summer time
11/18/2022 15:33	Duke park	Four times a month		Mountain bike park	Very Good	Good	Good	Good	Very Good	Volunteers take care of this park. But it would be nice to see the city help or donate to make this useless land even better to bring more kids, events, to TMBA.
11/18/2022 15:54	Troy Park	Weekly-biweekly when the weather is nice!	Shelters, Swings, Benches, Playgrounds		Very Good	Very Good	Very Good	Good	Very Good	Updated playground equipment would be nice! A splash pad would be great (either there or Duke Park), zip line, more swings, more things for kids to climb on.
11/18/2022 21:53	Duke	5 times a week	Sports Fields		Fair	Excellent	Good	Fair	Very Good	Please resurface the North Pickleball courts. Lights would be nice.
11/19/2022 0:09	Duke Park	Few times a year	Sports Fields		Good	Good		Poor		The pickleball court needs a great deal of care.
11/19/2022 7:37	Duke Park	5 days a week while it is above 50	Sports Fields	pickleball courts	Excellent	Excellent		Good	Good	the pickleball courts on the north side are in disrepair. please resurface them - so many people are using the courts daily.
11/19/2022 21:29	Duke Pickleball Courts	5-7 days per week	Shelters, Sports Fields	Dog park	Good	Very Good	Good	Poor	Good	Pickleball courts are cracked. Most are uneven so when it rains, water pools.

CITY OF TROY PARK BOARD MEETING

December 6, 2022

Council Chambers
4:00 p.m.

ITEMS TO BE DISCUSSED BY THE RECREATION DEPARTMENT AT THE PARK BOARD MEETING:

1. The next session of Adult Hockey begins Tuesday, January 3rd. Registrations began this past week. The last several sessions have reached capacity.
2. Seven (7) extra public skating sessions have been scheduled during the Christmas holiday season.
3. Upcoming Hobart Arena Events:
 - a. Night Ranger Concert – December 8, 2022.
 - b. Home Free Concert – December 10, 2022.
 - c. Walker Hayes Concert – December 16, 2022.
 - d. Greater Midwest Cheer Expo – February 11, 2023.
 - e. Miami County Home & Garden Show – February 17-19, 2023.
 - f. OHSA Division III District Wrestling Tournament – March 3-4, 2023.
 - g. Zach Williams Concert – April 27, 2023 as of last week.

To: Board of Park Commissioners
From: Kyler Booher, Director of Golf
Subject: 2022 December Report
Date: Tuesday, December 6th, 2022

- Maintenance staff has been performing routine golf course and driving range maintenance
 - o Mowing is done for the year
 - o Leaf pick-up is complete
 - o Irrigation has been blown out for the season
- The driving range is still open and is Mats Only
- Overall play was good in November as was the weather
- The Shoreline remains open with limited staffing
- Facility hours of operation are currently 8am-7:30pm
- The simulator and indoor range opened officially for public use on November 19th
 - o Overall usage has been good so far
 - o We are putting together indoor golf leagues that will start in January
- Part-time golf staff is very limited due to lack of play and shortened days
- The golf course remains open when weather permits but will be closed on Christmas Eve and Christmas
- Please see attached for proposed 2023 Golf and Driving Range Rates

Please find attached the MTD/YTD Expense Report, HowGoesItReports for November (as well as 2021 comparisons), and Seasonal Employee Hours.

MTD/YTD Current Expense Report by Fund for Year 2022 Month 11 - City of Troy

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	% Used	% Rem
713.445.5101	FT/PT EMPLOYEES W/ PERS	308,505.00	24,820.33	324,818.70	(16,313.70)	0.00	(16,313.70)	105.29%	(5.29%)
713.445.5102	OVERTIME W/ PERS	1,000.00	76.50	1,638.84	(638.84)	0.00	(638.84)	163.88%	(63.88%)
713.445.5143	TERMINATION PAY-SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5144	TERMINATION PAY-VACATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5149	OTHER PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5151	CITY SHARE-PERS PENSIONS	43,335.00	6,012.83	46,686.71	(3,351.71)	0.00	(3,351.71)	107.73%	(7.73%)
713.445.5161	LIFE INSURANCE	390.00	26.50	312.70	77.30	0.00	77.30	80.18%	19.82%
713.445.5162	HEALTH INSURNACE	94,150.00	7,843.12	80,287.01	13,862.99	0.00	13,862.99	85.28%	14.72%
713.445.5163	CITY'S CONTRIBUTION HSA	11,100.00	0.00	12,143.00	(1,043.00)	0.00	(1,043.00)	109.40%	(9.40%)
713.445.5164	WORKERS' COMPENSATION	9,300.00	0.00	5,827.89	3,472.11	0.00	3,472.11	62.67%	37.33%
713.445.5165	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5166	MEDICARE	4,490.00	342.26	4,575.49	(85.49)	0.00	(85.49)	101.90%	(1.90%)
713.445.5201	OFFICE MATERIAL & SUPPLIES	1,000.00	36.38	837.93	162.07	0.00	162.07	83.79%	16.21%
713.445.5202	REPRODUCTION/PRINTING/PHO TO	1,500.00	0.00	2,172.91	(672.91)	0.00	(672.91)	144.86%	(44.86%)
713.445.5203	MEDICAL SUPPLIES	0.00	0.00	755.63	(755.63)	0.00	(755.63)	0.00%	0.00%
713.445.5205	CHEMICALS	69,600.00	800.00	51,544.67	18,055.33	0.00	18,055.33	74.06%	25.94%
713.445.5207	COMPUTER SUPPLIES	1,000.00	0.00	701.41	298.59	0.00	298.59	70.14%	29.86%
713.445.5210	FOOD	50,000.00	2,622.02	62,149.61	(12,149.61)	1,875.53	(14,025.14)	128.05%	(28.05%)
713.445.5211	BEVERAGE\SUPPLIES	32,000.00	1,320.74	45,916.67	(13,916.67)	2,349.59	(16,266.26)	150.83%	(50.83%)
713.445.5213	BUILDING MAINTENANCE SUPPLIES	5,000.00	5.48	4,658.31	341.69	0.00	341.69	93.17%	6.83%
713.445.5231	MACH & EQUIP SUPPLIES & PARTS	18,000.00	759.01	11,917.42	6,082.58	0.00	6,082.58	66.21%	33.79%
713.445.5239	OTHER MATERIALS & SUPPLIES	1,500.00	134.71	289.71	1,210.29	0.00	1,210.29	19.31%	80.69%
713.445.5241	UNIFORM ALLOWANCE	2,900.00	0.00	3,802.83	(902.83)	0.00	(902.83)	131.13%	(31.13%)
713.445.5243	SAFETY CLOTHING/EQUIPMENT	2,500.00	0.00	2,759.52	(259.52)	0.00	(259.52)	110.38%	(10.38%)
713.445.5251	LICENSED VEHICLE SUPPLY/PARTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5253	FUEL-DIESEL	5,000.00	1,314.38	10,358.94	(5,358.94)	451.84	(5,810.78)	216.22%	(116.22%)
713.445.5254	FUEL-GASOLINE	5,000.00	831.74	7,473.86	(2,473.86)	426.14	(2,900.00)	158.00%	(58.00%)
713.445.5255	NON-LICENSED MACH & EQUIP	1,000.00	0.00	127.28	872.72	0.00	872.72	12.73%	87.27%
713.445.5269	SUPPLIES FOR RESALE	42,000.00	2,644.94	50,422.09	(8,422.09)	3,034.71	(11,456.80)	127.28%	(27.28%)
713.445.5301	RENT/LEASE OF GOLF CARTS	10,000.00	0.00	11,870.00	(1,870.00)	0.00	(1,870.00)	118.70%	(18.70%)
713.445.5302	RENT/LEASE OF EQUIP/MACH	800.00	0.00	0.00	800.00	0.00	800.00	0.00%	100.00%
713.445.5309	RENT/LEASE-OTHER	500.00	0.00	0.00	500.00	0.00	500.00	0.00%	100.00%
713.445.5312	ELECTRICITY	25,000.00	1,882.14	25,011.14	(11.14)	0.00	(11.14)	100.04%	(0.04%)
713.445.5313	WATER/SEWER	5,000.00	905.50	6,213.37	(1,213.37)	0.00	(1,213.37)	124.27%	(24.27%)
713.445.5315	FUEL OIL-HEATING	4,600.00	407.56	6,495.49	(1,895.49)	1,104.51	(3,000.00)	165.22%	(65.22%)

MTD/YTD Current Expense Report by Fund for Year 2022 Month 11 - City of Troy

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	% Used	% Rem
713.445.5316	TELEPHONE	3,500.00	0.00	5,849.55	(2,349.55)	2,261.86	(4,611.41)	231.75%	(131.75%)
713.445.5321	TRAVEL, LODGING, MEALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5322	TRAINING/REGISTRATION FEES	300.00	44.00	74.00	226.00	0.00	226.00	24.67%	75.33%
713.445.5324	MEMBERSHIPS	2,100.00	52.50	4,811.03	(2,711.03)	0.00	(2,711.03)	229.10%	(129.10%)
713.445.5331	ARCHITECTS AND ENGINEERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5335	EDP CONSULTANTS	1,100.00	0.00	1,177.00	(77.00)	0.00	(77.00)	107.00%	(7.00%)
713.445.5336	HEALTH SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5338	PERSONAL SERVICE CONTRACTS	119,000.00	5,892.32	64,858.22	54,141.78	3,141.78	51,000.00	57.14%	42.86%
713.445.5339	MISCELLANEOUS SERVICES	69,400.00	11,760.97	77,538.20	(8,138.20)	200.00	(8,338.20)	112.01%	(12.01%)
713.445.5359	INSURANCE POOL	5,000.00	0.00	7,243.89	(2,243.89)	0.00	(2,243.89)	144.88%	(44.88%)
713.445.5361	MAINT. OF FACILITIES	92,400.00	3,344.56	84,362.75	8,037.25	7,037.25	1,000.00	98.92%	1.08%
713.445.5363	MAINT. MACH/EQUIP	26,000.00	95.38	17,626.69	8,373.31	223.02	8,150.29	68.65%	31.35%
713.445.5364	MAINT. LICENSED VEHICLES	5,000.00	0.00	29,626.93	(24,626.93)	0.00	(24,626.93)	592.54%	(492.54%)
713.445.5365	MAINT. NON-LICENSED VEHICLES	10,000.00	1,743.82	13,033.99	(3,033.99)	0.00	(3,033.99)	130.34%	(30.34%)
713.445.5369	MAINTENANCE-OTHER	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00%	100.00%
713.445.5381	POSTAGE	200.00	0.00	4.60	195.40	0.00	195.40	2.30%	97.70%
713.445.5384	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5386	ADVERTISING	3,000.00	0.00	1,007.50	1,992.50	0.00	1,992.50	33.58%	66.42%
713.445.5389	OTHER COMMUNICATION EXPENSE	500.00	41.86	445.23	54.77	0.00	54.77	89.05%	10.95%
713.445.5390	TRANSFER STATION/DISPOSAL FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5398	PRINTING EXPENSE	500.00	275.47	275.47	224.53	0.00	224.53	55.09%	44.91%
713.445.5399	OTHER EXPENSE FOR OPERATIONS	4,200.00	0.00	8,580.00	(4,380.00)	0.00	(4,380.00)	204.29%	(104.29%)
713.445.5411	PRINCIPAL PYMT-NOTES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5421	INTEREST PYMT-NOTES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5511	REFUND-CURRENT YR REVENUE	6,000.00	255.00	5,755.00	245.00	0.00	245.00	95.92%	4.08%
713.445.5524	ACCRUED INTEREST	0.00	0.00	62.35	(62.35)	0.00	(62.35)	0.00%	0.00%
713.445.5525	REMITTANCE OF STATE SALES TAX	25,000.00	3,065.52	33,074.53	(8,074.53)	2,933.06	(11,007.59)	144.03%	(44.03%)
713.445.5527	PREMIUM ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5542	PETTY CASH	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00%	100.00%
	ESTAB/INCRSD/DECRSD								
713.445.5602	LAND IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5611	BUILDINGS	112,000.00	0.00	84,328.20	27,671.80	27,171.80	500.00	99.55%	0.45%
713.445.5631	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%

MTD/YTD Current Expense Report by Fund for Year 2022 Month 11 - City of Troy

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	% Used	% Rem
713.445.5632	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5633	MACHINERY & EQUIPMENT	158,500.00	819.35	69,454.33	89,045.67	4,363.32	84,682.35	46.57%	53.43%
713.445.5636	GOLF CARTS	33,000.00	24,827.40	25,360.25	7,639.75	11,555.95	(3,916.20)	111.87%	(11.87%)
713.445.5637	COMPUTER HARDWARE/SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5639	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
Fund: 713	MIAMI SHORES FUND	1,435,370.00	105,004.29	1,316,318.84	119,051.16	68,130.36	50,920.80	96.45%	3.55%
72 Accts		1,435,370.00	105,004.29	1,316,318.84	119,051.16	68,130.36	50,920.80	96.45%	3.55%

Pro Shop Nov 2022

Miami Shores Golf Course
Z Out Report - All Terminals
for 11/01/2022 - 11/30/2022
Generated
12/01/2022 03:24pm

Payments				Sales		
Description	Amount	Tip	Adjusted Total	Description	Item Count	Amount
Cash	9,142.19	0.00	9,142.19		12.00	5.27
Credit Card	23,029.62	0.00	23,029.62	Accessories	24.00	65.34
New Gift Cards Issued	-900.00	0.00	-900.00	Alcohol	110.00	264.74
Gift Card	270.25	0.00	270.25	Beverage	75.00	148.71
Raincheck	-135.55	0.00	-135.55	Caps	3.00	65.60
		0.00	0.00	Food	33.00	42.98
		0.00		Gloves	5.00	86.92
		0.00		Golf Balls	61.00	800.01
		0.00		Golf Instruction	2.00	255.00
		0.00		Shirts	1.00	42.06
		0.00		Carts	1,251.00	9,567.82
		0.00		Driving Range	9.00	89.00
		0.00		Fees	5.00	25.00
		0.00		Gloves	3.00	39.25
		0.00		Golf Clubs	6.00	1,062.16
		0.00		Green Fees	1,658.00	16,649.00
		0.00		Grips	1.00	12.15
		0.00		Pull Cart	11.00	34.55
		0.00		Rental Clubs	2.00	28.04
		0.00		Sales Miscellaneous	1.00	0.50
		0.00		Simulator	87.00	1,261.08
Revenue/Non-Revenue				Taxes/Partial Returns		
Description	Totals		Adjusted Totals	Description		Amount
Revenue Payments Total	32,171.81		32,171.81	7.000 %		861.33
Non Revenue Payments Total	-765.30		-765.30			
Total			31,406.51	Total		861.33
Difference			0.00			
Drawer Count			31,406.51	Sales		30,545.18
+ Cash Short			0.00	+ Cash Over		0.00
+ Checks Short			0.00	+ Checks Over		0.00
				+ Taxes/Partial Returns		861.33
Total			31,406.51	Total		31,406.51

Pro Shop Nov 2021

Miami Shores Golf Course
Z Out Report - All Terminals
for 11/01/2021 - 11/30/2021
Generated
12/01/2022 03:24pm

Payments				Sales		
Description	Amount	Tip	Adjusted Total	Description	Item Count	Amount
Cash	7,101.40	0.00	7,101.40	Accessories	15.00	53.24
Credit Card	15,841.08	0.00	15,841.08	Alcohol	116.00	238.42
New Gift Cards Issued	-1,190.00	0.00	-1,190.00	Beverage	49.00	94.92
Gift Card	364.00	0.00	364.00	Caps	3.00	65.41
Raincheck	29.00	0.00	29.00	Food	15.00	16.78
		0.00	0.00	Gloves	13.00	251.38
		0.00		Golf Bags	1.00	127.57
		0.00		Golf Balls	32.00	416.94
		0.00		Shirts	1.00	44.86
		0.00		Accounting	1.00	-7.00
		0.00		Carts	906.00	6,968.05
		0.00		Driving Range	14.00	199.00
		0.00		Fees	2.00	10.00
		0.00		Gloves	1.00	12.15
		0.00		Green Fees	1,316.00	12,228.00
		0.00		Grips	42.00	392.51
		0.00		Pull Cart	6.00	26.15
		0.00		Rental Clubs	2.00	32.71
		0.00		Sales Miscellaneous	5.00	46.48
		0.00		Service Fees	14.00	29.00
		0.00		Shoes	3.00	263.17
Revenue/Non-Revenue				Taxes/Partial Returns		
Description	Totals		Adjusted Totals	Description		Amount
Revenue Payments Total	22,942.48		22,942.48	7.000 %		635.74
Non Revenue Payments Total	-797.00		-797.00			
Total			22,145.48	Total		635.74
Difference			0.00			
Drawer Count			22,145.48	Sales		21,509.74
+ Cash Short			0.00	+ Cash Over		0.00
+ Checks Short			0.00	+ Checks Over		0.00
				+ Taxes/Partial Returns		635.74
Total			22,145.48	Total		22,145.48

1. Totals Report

Shoreline Nov 2022

Date is in November 2022

Totals Report - Payment Types

Payment Type	Gross Payments	Refunded	Declined	Voided	Total Payments	Tip
Cash	\$2,900.97	\$0.00	\$0.00	\$2.00	\$2,900.97	\$0.00
Credit Card	\$2,498.65	\$0.00	\$0.00	\$0.00	\$2,820.94	\$322.29
Tab No Card	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$5,399.62	\$0.00	\$0.00	\$2.00	\$5,721.91	\$322.29

Totals Report - Credit Card Types

Card Type	Gross Payments	Refunded	Total Payments	Total Tip Amount	
Visa		\$1,806.04	\$0.00	\$2,042.30	\$236.26
Master		\$584.11	\$0.00	\$654.73	\$70.62
Amex		\$84.75	\$0.00	\$98.51	\$13.76
Discover		\$23.75	\$0.00	\$25.40	\$1.65
Totals		\$2,498.65	\$0.00	\$2,820.94	\$322.29

Totals Report - Location Sales

Location	# of Orders	Avg Order	Gross Sales	Surcharges	Discounts	Gratuities	Taxes	Open Sales	Net Sales	Credit Tips	Stored Value Tips	Total Tip Amount	Total Sales
Shoreline 1	729	\$7.85	\$5,629.99	\$0.00	-\$260.63	\$0.00	\$352.18	\$0.00	\$5,047.44	\$322.29	\$0.00	\$322.29	\$5,721.91
Totals	729	\$7.85	\$5,629.99	\$0.00	-\$260.63	\$0.00	\$352.18	\$0.00	\$5,047.44	\$322.29	\$0.00	\$322.29	\$5,721.91

Totals Report - Discounts

Payment Type	# of Discounts Applied	Order Discounts	Total Item Discounts	Total Discounts Applied	Total Exclusive Item Tax Amount	Total Inclusive Item Tax Amount	Total Tax Amount	
Credit Card	38		-\$186.72	-\$23.38	-\$210.10	\$0.00	\$164.76	\$164.76
Cash	14		-\$101.40	-\$6.88	-\$108.28	\$0.00	\$191.20	\$191.20
Tab No Card	0		\$0.00	\$0.00	\$0.00	\$0.00	\$1.40	\$1.40
Totals	50		-\$230.37	-\$30.26	-\$260.63	\$0.00	\$352.18	\$352.18

1. Totals Report

Shoreline Nov 2021

Date is in November 2021

Totals Report - Payment Types

Payment Type	Gross Payments	Refunded	Declined	Voided	Total Payments	Tip	
Cash		\$1,973.75	\$0.00	\$0.00	\$0.00	\$1,973.75	\$0.00
Credit Card		\$1,001.75	\$0.00	\$450.00	\$0.00	\$1,112.50	\$110.75
Tab No Card		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals		\$2,975.50	\$0.00	\$450.00	\$0.00	\$3,086.25	\$110.75

Totals Report - Credit Card Types

Card Type	Gross Payments	Refunded	Total Payments	Total Tip Amount	
Visa		\$713.50	\$0.00	\$799.25	\$85.75
Master		\$250.25	\$0.00	\$272.25	\$22.00
Amex		\$23.00	\$0.00	\$26.00	\$3.00
Discover		\$15.00	\$0.00	\$15.00	\$0.00
Totals		\$1,001.75	\$0.00	\$1,112.50	\$110.75

Totals Report - Location Sales

Location	# of Orders	Avg Order	Gross Sales	Surcharges	Discounts	Gratuities	Taxes	Open Sales	Net Sales	Credit Tips	Stored Value Tips	Total Tip Amount	Total Sales
Shoreline 2	448	\$6.89	\$3,067.50	\$0.00	-\$95.00	\$0.00	\$194.64	\$0.00	\$2,780.86	\$110.75	\$0.00	\$110.75	\$3,086.25
Totals	448	\$6.89	\$3,067.50	\$0.00	-\$95.00	\$0.00	\$194.64	\$0.00	\$2,780.86	\$110.75	\$0.00	\$110.75	\$3,086.25

Totals Report - Discounts

Payment Type	# of Discounts Applied	Order Discounts	Total Item Discounts	Total Discounts Applied	Total Exclusive Item Tax Amount	Total Inclusive Item Tax Amount	Total Tax Amount
Cash	14		-\$42.75	-\$3.00	-\$45.75	\$0.00	\$129.17
Credit Card	13		-\$49.25	\$0.00	-\$49.25	\$0.00	\$75.94
Tab No Card	1		-\$7.50	\$0.00	-\$7.50	\$0.00	\$19.46
Totals	27		-\$92.00	-\$3.00	-\$95.00	\$0.00	\$194.64

[illegible]

3/25/2022	4/1/2022	4/8/2022	4/15/2022	4/22/2022	4/29/2022	5/6/2022	5/13/2022	5/20/2022	5/27/2022	6/3/2022	6/10/2022	6/17/2022	6/24/2022
			4	2.75		9.25	2.75	10	7	5.5	3.25	7.5	9.5
			10.25		9.5		19		16.5		17.75		18.75
32	32	32	32	32	33	33.5	28.5	32	24	32	34	34	32
				8	8								
			9	11	12	11.5	7	11.25	11.25	9.75	12	10.75	4
		6	9	16.25	6.5	15	9.25	21.5	24	26.75	32.25	40.5	51
				6.5	4.5	9.25	10.25	9.75	9	8	9	8.25	8
		4.75	11.25	12.25	11.25	20	19	24	29.75	10.25	16	19.5	11.5
32	32	42.75	75.5	88.75	84.75	98.5	95.75	108.5	121.5	92.25	124.25	120.5	134.75
	5		7		24.5		17		16.25		17		11.5
				6	8.5	8.5	2.5	9	9.5	2	8.5	10.5	9
16.5	13.5	28.5	18.5	20.5	21.75	40	16	26	16.5	21.5	34	14	28
	1			14	4	10	4	11	10		23	10	5
			8.5		10		10		8.5		9		9
38.5	37.75	26.25	27.5	39	28.75	27.5	29.75	32.5					
	17.25		27.25		27		31		41.5		47		51.5
	17.5		29		11.5		36		33.5		33.5		30
			17.5		19.25		14		21		20		21
	4		6		15.75		19.25		20.25		13		20.5
55	96	54.75	141.25	79.5	171	86	179.5	78.5	177	23.5	205	34.5	185.5
	13.75		39		50.5		34.5		21.5		4.5		
					22		27		28		15		14.75
					12.75								
									20.75		5		12.5
					9.5		5.25		4.5		11.75		25.75
			10		6.75		14		13.75		5.5		12.5
	27.5		59.5		77.5		79.5		75.5		76.5		80
	1		7		12		4		15.25				
							52		62		54.75		68
	40		60		17								
							27.75		32.5		54.5		54.25
	6.5		12				4.5				5		
			4		6		10.5		9.5		14.5		14.25
	6.5		20.5		18.75		18.5		19.5				
	95.25		212		232.75		277.5		302.75		247		282

7/1/2022	7/8/2022	7/15/2022	7/22/2022	7/29/2022	8/5/2022	8/12/2022	8/19/2022	8/26/2022	9/2/2022	9/9/2022	9/16/2022	9/23/2022	9/30/2022
9.75	6.5		9.75		11	3.25	6.5	5	6.75	5.75	7.25		12.5
	17.75		15.5		19.75		21.25		20.75		22.75		18.75
32	32	31.5	24	32	31	33	31	32	34.5	31	32	37.5	29
	12.25	10	7	13	13.75	12.75	13.75	12.25	12.5	12	10.25	11.25	13.25
49	40	33.75	52	30.75	33.75	28.25	40.5	38.75	16.25	25.5	25.75	29.75	6.75
17.75	9				6.75	7.5	7.75	8.75	6.5	7.75	8	19.75	18.25
19.25	6	6.25	11.75	10.25	14.25	18.25	18.75	11.5	12.5	21.25	18.5	14.5	
127.75	123.5	81.5	120	86	130.25	103	139.5	108.25	109.75	103.25	124.5	112.75	98.5
	20		19		18.5		23.75		17.75		19		10.5
9	9.5	2.5	8	9	9	9	9	8.5	9	8.5	8.5	7.5	9.5
15	14	7.5	21	20	14		5	43	29.5	25.5	29.5	19	26.5
4	12.5	10.5	6	8	5.5	10	10.25	4	6	11	4	6	
	11		9		9.5		10.5		9.5		9.5		6.5
	36.5		22		58.75		41		48		35.5		42.75
	37.25		37.25		34.75		30.5		28.5		24.5		32.75
	28.5		19.75		27.5		26		13		12.5		17.5
	20.5		20.75		20		27.25		12.5		17.75		12
28	189.75	20.5	162.75	37	197.5	19	183.25	55.5	173.75	45	160.75	32.5	158
	29.5		59		57.75		38		49.25		25.25		
	4.5		13.25		14		13.75		14				
					15		23.5		5				
	21.25		47.75				30.25		34.75		13		13.25
	6.5		13.75		14		14		14				
	20		16		13.75		16.25		2				
	64.25		70		67.5		76.75		34.5		70.5		82.5
	58		37.5		28.5		32		28		16		29
	40		19.5		57.75		30.5		40		29		27.75
	15.25		17		8.25		13.75		12		8		2.5
	259.25		293.75		276.5		288.75		233.5		161.75		155

10/7/2022	10/14/2022	10/21/2022	10/28/2022	11/4/2022	11/11/2022	11/18/2022	11/25/2022	12/2/2022	12/9/2022	12/16/2022	12/23/2022	12/30/2022
7.25	7.75		6.75	3.75								
	9.75		10.75									
32	32	33	29.5	24	24	24	20					
5.75			13.25	13.75	12.75							
11.5	18	9.25		22								
15.75	9.25	8.25	5	8.5								
	7.75	12.25			5.75							
72.25	84.5	62.75	65.25	72	42.5	24	20					
	15		6.25									
11	2	2	2	1.5								
23.5	32	17	26	16	13.5	10.25						
2	5	4.5	5	4.25								
	10		3.5		5							
	30.25		20		18		5					
	23.75		18.75		12							
	11.75		11.25		9.5		4.5					
	17		11		9.25							
36.5	146.75	23.5	103.75	21.75	13.5	10.25	9.5					
	9.25											
	12.75						15.5					
			22.75									
	80		66		77.5		34					
	5											
	15.25		13		13.75		7					
	122.25		101.75		91.25		56.5					



Alan M. Kappers, President
Board of Park Commissioners
937-335-4516

MEMORANDUM

TO: Ted Mercer, Chairman, Robinson Reserve at Duke Park Advisory Board

FROM: Alan Kappers, Chairman, Troy Board of Park Commissioners

DATE: December 7, 2022

SUBJECT: ***REQUEST FOR ENDOWMENT FUND REIMBURSEMENT***

At its December 6, 2022 meeting, the Board of Park Commissioners voted to request reimbursement of \$10,068 to offset the purchase and planting of 29 trees of various species (listed in the attached quote) in the Robinson Reserve.

Under normal circumstances, the Park Board would ask for grant approval prior to any work. However, it is the Park Board's understanding that this project is based on a direct request of the Robinsons. Furthermore, with the end of the planting season quickly approaching, it was necessary to engage A. Brown & Sons Nursery, Inc. prior to formal approval by the Robinson Reserve Advisory Board.

Park Superintendent Jeremy Drake is available for any questions or concerns at (937) 875-2722. Thank you for your consideration of our request.

DRAFT

cc: Jeremy Drake, Park Superintendent
Abby Bixler, Administrative Clerk
Members of Robinson Reserve Advisory Board





A. Brown & Sons Nursery, Inc.

Location: North Edge of Phillipsburg on S.R. 49

Mailing Address: P.O. Box 427, Phillipsburg, OH 45354

CITY OF TROY C/O JEREMY DRAKE
100 S MARKET STREET
TROY OH 45373

LANDSCAPE ORDER 11/28

ORDER DATE	PAGE NO.	ORDER #
28 NOV 2022	1 of 1	64026

CITY TROY
BT TEL#: (937) 335-4612

SHIP TO
CITY OF TROY PARK DEPARTMENT
ROBINSON RESERVE / DUKE PARK
TROY OH 45373

CELL# (937) 875-2722

TEL#: (937) 334-612

FAX# (937) 339-9605

TERMS
NET 30 Days

TAX GROUP
NONE

P.O. NO.

SHIP VIA
TROY

SALES REP.
LDSP

L#	QTY	DESCRIPTION	PRICE	TOTAL
1)	8	QUERCUS alba WHITE OAK 1 3/4" B&B	352.00	2,816.00
2)	6	GYMNOCLADUS d. 'ESPRESSO-JFS' KENTUCKY COFFEE TREE 1 3/4" B&B	352.00	2,112.00
3)	8	QUERCUS rubra RED OAK 1 3/4" B&B	352.00	2,816.00
4)	7	AESCLUS x arnoldiana 'AUTUMN SPLENDOR' HORSECHESTNUT 1 3/4" B&B	332.00	2,324.00

Brown's will not be held responsible for damage to irrigation systems when we do work on your property.

One year guarantee provided plants are properly watered and cared for

Mulch and stake included with price.

Deer guards are not included.

Total Pieces: 29

Sub-Total 10,068.00

Tax 0.00

Total 10,068.00

Thank You!

1. Proposed changes are in yellow. Price increases are reflective of a 12 month season instead of a 10 month season in addition to keeping up with inflation and rising costs for the golf course across the board.
2. Other proposed changes:
 - a. Now that we are moving to year-round, I propose that a membership be valid for one year from date of purchase.
 - b. I propose that full members be given a 10% discount on non-sale pro shop merchandise to encourage members to buy from the pro shop more.
3. Proposed re-instating of the Husband & Wife Full Membership. I am confident that we will sell a few of these passes after not having sold any for a few years. The pass was eliminated last year.



2023 Miami Shores Golf Fees

Full Memberships (unlimited play)

Husband & Wife	\$1450.00
Single Adult	\$850.00
Senior Adult (Age 60+)	\$770.00
Junior (Senior in H.S. or younger)	\$300.00
Senior Husband & Wife	\$1,250.00

Pass Memberships (Plus Green Fees)

Adult	\$430.00- Plus \$6.00 ea. Day
Senior (Age 60+)	\$380.00- Plus \$6.00 ea. Day
Young Adult (Ages 18-25)	\$250.00- Plus \$6.00 ea. Day
Junior (Senior in H.S. or younger)	\$120.00- Plus \$5.00 ea. Day

***Note:** No limit on number of memberships sold. Memberships do not include cart fees.

Daily Green Fees

Weekday - 9 Holes	\$15.00
Weekday - 18 Holes	\$20.00
Weekday Special (Senior 60+/, Military, Junior)	\$28.00 (includes 18 holes w/cart)
Weekend & Holidays - 9 Holes	\$16.00
Weekend & Holidays - 9 Holes After 1:00 PM	\$14.00
Weekend & Holidays - 18 Holes	\$24.00
Weekend & Holidays - 18 Holes After 1:00 PM	\$19.00
Weekend & Holidays Twilight (After 4PM)	\$18 for 9. \$27 for 18 (cart included)
Juniors (Senior in H.S. or under, M-F Anytime, Sat., Sun., Holidays after 12:00 PM)	
18 Holes	\$16.00
9 Holes	\$11.00
Frequent Player Card	Buy 8 Rds.- 9 th Rd. Free
(Non-Transferable)	
Family Night Golf	\$10.00 @ Adult
(Sunday Nights 5-9 PM)	\$ 5.00 @ Child
(June, July, & August)	\$25.00 @ Family

Cart Fees

	<u>9 Holes</u>	<u>18 Holes</u>
½ Cart	\$7.00	\$12.00
½ Cart Wknd Non-Member (Before 1PM)	\$8.00	\$13.00

*Single Cart Requests - **\$8 fee**

***Frequent Rider Card** - Buy 10 (9 or 18) hole cart fees, 11th one is free
(Non-transferable)

Club Storage

Adults only (18+)	\$75.00 (plus \$20.00 key deposit)
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2023 Miami Shores Driving Range Fees

Full Memberships (unlimited range use)

Single Adult	\$300
Senior Adult (Age 60 and older)	\$250
Junior (Senior in H.S. or younger)	\$100

Note: No limit on memberships; Miami Shores Golf Members will receive \$20 discount off of range membership. Driving range memberships are non-transferable.

Daily Range Fees

Small Basket (25 balls)	\$3.50
Medium Basket (50 balls)	\$6.00
Large Basket (75 balls)	\$8.50

Frequent Use Card	\$70 of range credit for \$60
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Miami Shores Golf Course

2023 Rates							
Monday-Friday	18 Hole Green Fee	18 Hole Cart	Total		9 Hole Green Fee	9 Hole Cart	Total
Open-Close	\$ 20.00	\$ 12.00	\$ 32.00		\$ 15.00	\$ 7.00	\$ 22.00
WKDY Special (18 Holes w/ cart)		Included	\$ 28.00				
*Senior(60+), Military, Junior (Under 18)							
Full Member	\$ -	\$ 12.00	\$ 12.00		-	\$ 7.00	\$ 7.00
Pass Member	\$ 6.00	\$ 12.00	\$ 18.00		\$ 6.00	\$ 7.00	\$ 13.00
Junior Member	\$ 5.00	\$ 12.00	\$ 17.00		\$ 5.00	\$ 7.00	\$ 12.00
Junior (Under 18)	\$ 16.00	N/A	N/A		\$ 11.00	\$ 7.00	\$ 18.00
Saturday-Sunday	18 Hole Green Fee	18 Hole Cart	Total		9 Hole Green Fee	9 Hole Cart	Total
Open-1PM	\$ 24.00	\$ 13.00	\$ 37.00		\$ 16.00	\$ 8.00	\$ 24.00
1PM-4PM	\$ 19.00	\$ 12.00	\$ 31.00		\$ 14.00	\$ 7.00	\$ 21.00
Twilight (after 4PM)	\$ 15.00	\$ 12.00	\$ 27.00		\$ 12.00	\$ 6.00	\$ 18.00
Full Member	\$ -	\$ 12.00	\$ 12.00		\$ -	\$ 7.00	\$ 7.00
Pass Member	\$ 6.00	\$ 12.00	\$ 18.00		\$ 6.00	\$ 7.00	\$ 13.00
Junior Member	\$ 5.00	\$ 12.00	\$ 17.00		\$ 5.00	\$ 7.00	\$ 12.00
Junior (Under 18)	\$ 16.00	\$ 12.00	\$ 28.00		\$ 11.00	\$ 7.00	\$ 18.00
Replay Rate (Non-member)	A DOLLAR PER HOLE						

*Single Cart Requests

\$8 add-on fee



2022 Miami Shores Golf Fees

Full Memberships (unlimited play)

Single Adult	\$850.00
Senior Adult (Age 60+)	\$750.00
Junior (Senior in H.S. or younger)	\$290.00
Senior Husband & Wife	\$1,200.00

Pass Memberships (Plus Green Fees)

Adult	\$410.00- Plus \$6.00 ea. Day
Senior (Age 60+)	\$360.00- Plus \$6.00 ea. Day
Young Adult (Ages 18-25)	\$230.00- Plus \$6.00 ea. Day
Junior (Senior in H.S. or younger)	\$110.00- Plus \$5.00 ea. Day

***Note:** No limit on number of memberships sold. Memberships do not include cart fees.

Daily Green Fees

Weekday- 9 Holes	\$15.00
Weekday- 18 Holes	\$20.00
Weekday Special	\$30.00 (includes 18 holes w/ cart)
Weekday Special (Senior 60+/, Military, Junior)	\$27.00 (includes 18 holes w/cart)
Weekend & Holidays - 9 Holes	\$16.00
Weekend & Holidays - 9 Holes After 1:00 PM	\$13.00
Weekend & Holidays - 18 Holes	\$23.00
Weekend & Holidays - 18 Holes After 1:00 PM	\$18.00
Weekend & Holidays Twilight (After 5PM)	\$15 for 9, \$20 for 18 (cart included)
Juniors (Senior in H.S. or under, M-F Anytime, Sat., Sun., Holidays after 12:00 PM)	
18 Holes	\$16.00
9 Holes	\$11.00
Frequent Player Card	Buy 8 Rds.- 9 th Rd. Free
(Non-Transferable)	
Family Night Golf	\$10.00 @ Adult
(Sunday Nights 5-9 PM)	\$ 5.00 @ Child
(June, July, & August)	\$25.00 @ Family

Cart Fees

	<u>9 Holes</u>	<u>18 Holes</u>
½ Cart	\$7.00	\$12.00

*Single Cart Requests - \$5 fee

***Frequent Rider Card** - Buy 10 (9 or 18) hole cart fees, 11th one is free
(Non-transferable)

Club Storage

Adults only (18+)	\$60.00 (plus \$20.00 key deposit)
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2022 Miami Shores Driving Range Fees

Full Memberships (unlimited range use)

Single Adult	\$300
Senior Adult (Age 60 and older)	\$250
Junior (Senior in H.S. or younger)	\$100

Note: No limit on memberships; Miami Shores Golf Members will receive \$20 discount off of range membership. Driving range memberships are non-transferable.

Daily Range Fees

Small Basket (25 balls)	\$3.00
Medium Basket (50 balls)	\$5.50
Large Basket (75 balls)	\$7.50

Frequent Use Card	\$60 of range credit for \$50
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Miami Shores Golf Course

2022 Rates							
Monday-Friday	18 Hole Green Fee	18 Hole Cart	Total		9 Hole Green Fee	9 Hole Cart	Total
Open-Close	\$ 20.00	N/A	N/A		\$ 15.00	\$ 7.00	\$ 22.00
WKDY Special (18 Holes w/ cart)		included	\$ 30.00				
WKDY Special (18 Holes w/ cart)		Included	\$ 27.00				
*Senior(60+), Military, Junior (Under 18)							
Full Member	\$ -	\$ 12.00	\$ 12.00		-	\$ 7.00	\$ 7.00
Pass Member	\$ 6.00	\$ 12.00	\$ 18.00		\$ 6.00	\$ 7.00	\$ 13.00
Junior Member	\$ 5.00	\$ 12.00	\$ 17.00		\$ 5.00	\$ 7.00	\$ 12.00
Junior (Under 18)	\$ 16.00	N/A	N/A		\$ 11.00	\$ 7.00	\$ 18.00
Saturday-Sunday	18 Hole Green Fee	18 Hole Cart	Total		9 Hole Green Fee	9 Hole Cart	Total
Open-1PM	\$ 23.00	\$ 12.00	\$ 35.00		\$ 16.00	\$ 7.00	\$ 23.00
1PM-5PM	\$ 18.00	\$ 12.00	\$ 30.00		\$ 13.00	\$ 7.00	\$ 20.00
Twilight (after 5PM)	\$ 12.00	\$ 8.00	\$ 20.00		\$ 10.00	\$ 5.00	\$ 15.00
Full Member	\$ -	\$ 12.00	\$ 12.00		\$ -	\$ 7.00	\$ 7.00
Pass Member	\$ 6.00	\$ 12.00	\$ 18.00		\$ 6.00	\$ 7.00	\$ 13.00
Junior Member	\$ 5.00	\$ 12.00	\$ 17.00		\$ 5.00	\$ 7.00	\$ 12.00
Junior (Under 18)	\$ 16.00	\$ 12.00	\$ 28.00		\$ 11.00	\$ 7.00	\$ 18.00
Replay Rate (Non-member)	A DOLLAR PER HOLE						

*Single Cart Requests

\$5 add-on fee

City of Troy

Recreation & Parks Departments Athletic Field Use Policy

(Revised 2023)

Purpose

The City of Troy Recreation Department and Park Department are committed to meeting the recreation and leisure needs of the community. This policy has been established to monitor, control and prioritize facility usage in a fair and non-discriminatory manner.

Scheduling Priorities for Facility Usage

The scheduling of use by community organizations and other agencies of City facilities are based on the following criteria:

- Level of affiliation to City of Troy Recreation Department and programs
- City of Troy residency *
- Level of broad based benefit for Troy residents

Approval of requests for use will be evaluated based on the organization classification in the following order and availability of fields:

- Category A: City of Troy Recreation Department Programs
- Category B: Troy Public and Private Schools and their affiliated programs. (Booster Groups, Parents Association, events, camps, tourneys, etc.)
- Category C: Troy Athletic Boards or Troy Associations with an organized governing board with organizational bylaws and a 501(C) (3) status. Troy Non-profit organizations with official mailing address (no p.o. boxes) located within Troy Corporate limits.
- Category D: Fundraisers in which for-profit organizations or residents located within Troy corporate limits receive direct benefit. Teams not affiliated directly with an organized athletic board or organization with bylaws and having 66% or more of players on the team residing in Troy School District or requests by City of Troy residents and businesses for private use.
- Category E: Other organizations, groups or individuals that do not qualify for Categories A-D status.
- Category F: National Sanctioned Tournament organizations looking to host weekend tournaments in facilities. These tournaments can be scheduled prior to the first business day of the year. Tournaments pay daily field rates, field lining and prep fees, and light usage.

*Resident is defined as a person or business who lives within the City of Troy corporation limits. This is different than a Troy mailing address.

*Verification of residency, non-profit status and scope of usage (purpose, participants and benefactor) must be submitted with each use request. Non-Profit organizations must have a tax identification number, an organized governing board and organizational bylaws, and be willing to provide copies upon request.

* If a request for field usage is reviewed and approved by one or both boards, the event takes precedent over the field from any later requests unless it is needed for use by the City of Troy.

Schedules

All requests for facility usage must be received in writing with exact dates and times. The request must be accompanied with:

- Request for usage form (Pg. 5)
- Certificate of insurance - Insurance must meet the specifications on Page 6 of forms. Categories B thru F only.

- Hold Harmless agreement (Pg. 7) Categories B thru F only.
- Rules and Regulations Terms (Pg. 8)
- Official Team Roster form (Pg. 9)
- Background check form (Pg. 10)- Background check for the hosting team and/or all league coaches of youth sports must be submitted. If background check needs to be done thru Troy Recreation Department there will be an additional **\$42 fee per check.**
- Heat Index Guidelines for Outdoor Youth Sport- See Recreation reference within packet. (Pg. 11-12)
- Lightning Detection Policy at Duke Park (Pg. 13-15): All user groups using Duke Park Facility must sign the policy and return with all paperwork.

Requests will be accepted the first business day of the new calendar year but no later than four (4) weeks before the start of their program. The scheduling of facilities will follow the procedures outlined under "Scheduling Priorities" section of this policy. Special event requests may be accepted prior to the first business day of the year.

User Fees

Fees for facility usage are waived for categories A thru C.

Fees for facility usage will be calculated as follows for categories D & E.

Baseball/Softball

Category D	Category E
\$20 per game, \$30 per doubleheader or \$100.00/field/day Field prep not included	\$25 per game, \$40 per doubleheader or \$125.00/field/day Field prep not included
Category F	
\$125.00 per field/per day. Field prep not included	

Soccer

Category D	Category E
\$15 per game or \$75.00/field/day	\$20 per game Or \$100.00/field/day
Category F	
\$125.00 per field/per day. Field prep not included	

Football/other (eg. Rugby, Lacrosse, Tennis etc.)

Category D	Category E
\$25 per game Or \$125.00/field/day	\$30 per game Or \$150.00/field/day
Category F	
\$125.00 per field/per day. Field prep not included	

Soccer Equipment Rental

- ◆ Equipment such as soccer goal frames, nets, and corner flags can be rented for tournament use for tournament fields located outside the City of Troy Park Department facilities, but located within the City of Troy. Field users renting the equipment must pay a **\$2,500 refundable deposit upon approval of their event.** Field user is responsible for coordination of pickup and return of the rental equipment with the Parks Superintendent. Upon approval of the event, the Parks Superintendent will contact the Field User. Field user renting equipment is responsible for pick up, transporting and setting up the equipment. Field user is also responsible for tearing down equipment, transporting it back and placing it in its original location. Equipment must be returned by 3pm the Friday after the events completion to receive the refundable deposit.

Should the Field User not return equipment by the deadline, the Field User will not receive the refundable deposit.

Light Fees

- ◆ Light usage fee of **\$25/game** for Categories B, C, D, E and F.
- ◆ Lights are not available for use during practices.

Scoreboard Use Fees

- ◆ **Scoreboard Usage fee of \$5/game for use of N. Market Baseball and Softball fields, Duke Park Softball fields, and Mercer Field (Excluding School Organizations).**

Field Lining Fee and Prep (Applicable for categories B, C, D and E.)

- ◆ U12 Soccer Field **\$60.00/application** (7v7, 9v9) **Initial Lining: \$98**
- ◆ Full Size Soccer Field **\$70.00/application** **Initial Lining: \$98**
- ◆ Football Field **\$90.00/application** **Initial Lining: \$120**
- ◆ Baseball/softball field **\$20.00/lining/field** (Includes field prep)
- ◆ **Baseball/Softball Field Dri bag charge of \$12/bag**
 - Fields will be prepped for organizations to use. Once fields have been prepped, and inclement weather is anticipated, bags of Field Dri materials will be left in dugouts for organizations to use. Should an organization choose to use the Field Dri to play their game, they will be charged for use of the bag. Use of any Field Dri will be invoiced at the end of the season with field lining and light fees.

***Fields will be lined on Friday afternoons for all weekend events. There is no guarantee that fields will be lined when event is held on Saturday and/or Sunday.

- **National Sanctioned Tournaments:** If the baseball/softball organization chooses to have the City of Troy Parks Department prep base areas, home plate and pitcher's area and re-line the fields, an initial charge of \$20/field/lining will occur. Any additional linings on Saturdays and Sundays will be charged \$40 per lining (includes all 3 fields at Duke Park). If the organization would prefer to prep and re-line their own fields, arrangements can be made to use materials provided by the City of Troy Parks Department. The organization will be charged on a per bag basis for Liner and Field Dri. Please contact the Troy Recreation Department at 937.339.5145 to coordinate. We ask that this be coordinated at least 30 days prior to the tournament taking place.

*Minimum Refundable deposit of \$100 is due with final payment prior to event

The Park and or Recreation Boards have the right to waive usage and or lighting and field prep fees at its discretion.

***Litter Control:** All litter from the event shall be bagged or containerized and placed in the trash truck placed near the fields.

Restricted Activities

Alcoholic beverages are not permitted within City or Park facilities

Denied Request

Requests for City of Troy Parks & Recreation Department fields will be refused when any of the following factors exist, as determined by staff:

1. **Risk and Liability** – Activities deemed by Miami Valley Risk Management and/or the City Law Director that involve high risk to participants or high liability to the City of Troy.
2. **Delinquent User or Group** – An individual, group or organization that has demonstrated the inability to follow the rules and regulations of the facility; respect staff, patrons or the facility and/or the inability to make restitution for damages from previous facility use.
3. **Right to Exclude** – The City of Troy reserves the right to exclude any program/activity that is determined to be detrimental to existing city programs and activities or is not in the best interest of the city and its residents.

4. **User and/or light usage fees have not been paid per the established criteria. If fees are not paid within 30 days of the initial invoice, user groups will not be able to use fields for the following season.**
5. Parks Superintendent or his designee may cancel scheduled event to negate damage to fields.

To reschedule any make-up games, you must notify the Recreation Department at least 48 hours before the date of the rescheduled game. The Recreation Department must approve all make-up dates. Please contact Alli Schiffer at 937.339.5145 or by email at Alli.Schiffer@troyohio.gov.

Receipt # _____

Receipt # _____

City of Troy Recreation Department Facility Request

NAME OF ORGANIZATION: _____

ORGANIZATION REPRESENTATIVE: _____

EVENT REPRESENTATIVE: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP _____

PHONE (H) _____ (W) _____ (C) _____

EMAIL: _____

FACILITY/FIELD(S) REQUESTED: _____

DATE(S) _____ DAY(S) _____

HOUR(S) _____ LIGHTS NEEDED: YES or NO

NUMBER OF GAMES LIGHTS ARE NEEDED: _____

PURPOSE: _____

Scoreboard Use? Y or N Fields Lined: Y or N

Soccer Equipment Rental? Y or N Number of Frames Renting: _____

*Litter Control: All litter generated from the event shall be bagged or containerized and placed in or next to existing refuse containers.

I (We) assume full responsibility for any damages to City of Troy equipment and/or property that occur as a result of the requested use. Furthermore, I (We) understand that City of Troy, its staff, its boards and members of the Parks Department and Recreation Department, will not be held liable for any injury or damage which may occur to me, my guests, and/or members of the above-named organization and our property during our requested use of the facility. All applicants must provide a Certificate of Insurance per the attached outline requirements.

SIGNED: _____ DATE: _____

APPROVED _____ DATE: _____

Category: A B C D E

Single Use Seasonal Use Tournament Use Camp/Clinic Use Other _____

50% of fees plus background check fee of \$40 per coach(All Non-refundable) is due at contract signing.

Remaining 50% due one week prior to the first day of the event.

FEE \$ _____ (At Contract Signing) Fee \$ _____ (1 Week before Event)

CASH _____ CHECK _____ CREDIT CARD _____ OTHER _____

CREDIT CARD # _____ EXP. DATE _____

SIGNATURE: _____

Insurance Requirements

Producer shall maintain for the duration of the contract Commercial General Liability insurance with coverage at least as broad as Insurance Services Office (ISO) Form CG 0001 with a minimum limit of \$1,000,000 per occurrence. Certificate of Insurance must be provided to Hobart Arena no later than two weeks prior to scheduled event for review by the City of Troy's risk management group. Also, the attached "Hold Harmless Agreement" must be signed and returned two weeks prior to scheduled event.

Basis

-All coverage shall be written on an occurrence basis.

Insurance Company Rating

-Insurance company must have an AM BEST rating of no less than A:VII, unless otherwise acceptable to the City."

City of Troy Named as Additional Insured

Producer shall obtain the endorsements necessary to make the following parties additional insureds under the CGL policy with primary/contributing coverage as respects the additional insureds."

-The additional insured language which must be on insurance certificates as follows:

"The following are additional insureds: The City of Troy, Ohio, its elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers, thereof. Coverage shall be primary to the additional insureds and not contributing with any other insurance or similar protection available to the additional insureds whether other available coverage be primary, contributing or excess."

Location:

Effective Dates: (Date of event)

Cancellation Notice

-Producer shall provide, during the life of the contract, or for a longer period as stipulated herein, the coverages as described above, which shall include an endorsement stating the following: "Thirty (30) days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: Hobart Arena, Director of Recreation, 255 Adams St., Troy, Ohio 45373."

Coverage Expiration

-If any of the above coverages expire during the term of this contract, the producer shall deliver renewal certificates and/or policies to the Hobart Arena at least ten days prior to said expiration date.

HOLD HARMLESS AGREEMENT

The Contractor/Producer shall hold harmless, defend and indemnify the City of Troy, Ohio, its elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof against all claims, suits, actions, costs, counsel fees, expenses, damages judgments, or decrees, of every name and description, by reason of any person or persons or property being damaged or injured by the Contractor/Producer or any of his Subcontractors, or any person employed under said Contractor/Producer, or under any of his Subcontractors, or in any capacity during the progress or arising or growing out of the event, whether by negligence or otherwise.

Sealed and signed this _____ day of _____, 20_____.

Name of Contractor, Producer or Company: _____

Address of Contractor, Producer or Company: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Phone: _____ Fax: _____

Witness to Signature: _____

RULES AND REGULATIONS FOR ALL TOURNAMENTS, LEAGUES, ETC. HELD

AT CITY OF TROY FIELDS

These rules will and must be reviewed with all coaches, representatives and players before the tournament/league is held.

ANY PLAYER OR TEAM THAT VIOLATES THESE RULES WILL NOT BE PERMITTED TO PARTICIPATE IN A LEAGUE TOURNAMENT OR EVENT HELD AT A CITY OF TROY RECREATIONAL FACILITY.

1. By City of Troy Ordinance, there will be **NO** alcoholic beverages of any kind permitted.
2. The Event Representative will stop play of all games if it begins to rain, the grounds are soft and muddy or it begins to lightning and thunder.
3. There will be **NO** digging holes at home plate with cleats on baseball/softball fields.
4. Abusive language will not be tolerated at any time.
5. The Event Representative should have teams pick up trash and put it in the trash cans that are provided.
6. If scoreboards are going to be used, the Event Representative must provide a person to run the equipment. The Event Representative will also take full responsibility for the care of the equipment and the cost of any broken or stolen equipment.
7. Damage done to the facility directly attributed to tournament/league personnel, either team or spectator, will be charged to the Event Representative involved. If property damage is done to the lights, restrooms, fences, conference room, or other physical facility, the Event Representative will be liable and pay the cost of the repair or replacement.
8. There will be **absolutely no** jumping over the fence to get the ball that has bounced over or hit over the fence.
9. There will be **absolutely no** hitting balls into the backstop fences.
10. Parking will not be permitted in any areas other than designated parking lots. There will be no parking permitted in the grass.
11. Setting up of tents, canopies, campers, etc. will not be permitted. Quick pop-up tents/canopies are permissible.
12. Certificate of Insurance must be provided to the City of Troy with the application and must include the language required by the City of Troy.

I have read, understand and will abide by these rules and regulations that were set up by the Troy Recreation Board.

Date

Signature of Event Representative

Signature of Team Captain

**City of Troy Recreation and Park Department
Waiver and Release of Liability and Indemnification Agreement
Official Team Roster**

Team Name _____ League _____ Program or Association _____

I agree to play with the above mentioned team for the playing season of _____. I release, discharge and agree not to sue and do hereby expressly waive and release any and all claims of whatever nature against the team and league or any other entity designated below, the City of Troy, Troy Recreation Department, Troy Recreation Director, the supervisory staff, or their agents or servants, or any person or entity connected with the team, league, field, damages, costs or cause of action which I have or may in the future have as a result of injuries or damages sustained or incurred by me from whatever cause including but not limited to the negligence, breach of contract or wrongful conduct of the parties hereby released.

	Print Name	Address	Zip	Phone	DOB	Signature-Parent/Guardian of Minor
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						

I, _____, being the team manager of the above-mentioned team, do hereby certify that all signatures on this official team roster are original, that only those individuals signing above shall participate in the team activities and that failure to have a player personally sign the roster may subject the manager and player to suspension.

Name	Address	Zip	Phone	Signature

City of Troy Recreation Department Screening Application and /Release Disclosure Statement

This is to notify you that in connection with your interest in working as an employee/volunteer coach for the City of Troy, reports may be requested from HireRight. Such reports may contain public record information concerning your driving record, criminal records, etc., from federal, state and other agencies which maintain such records.

You have the right to make a request to HireRight, upon proper identification, to request the nature and substance of all information in its files on you at the time of your request, including the sources of information and the recipients of any reports on you that USIS has previously furnished within the two-year period preceding your request.

I AUTHORIZE, WITHOUT RESERVATION, HIRERIGHT, AND ANY PARTY OR AGENCY CONTACTED BY USIS, TO FURNISH THE ABOVE MENTIONED INFORMATION.

I hereby waive, release and discharge City of Troy Recreation Department, all employers, Organizations and individuals, and any other persons or entities from liability for all damages and losses of whatever kind of nature, except liability of willful or intentional acts that may result from compliance or attempts to comply with this authorization.

HireRight is authorized to disclose all information obtained to the requesting entity. By signing below, I certify that I have read and fully understand this release, that prior to signing I was given an opportunity to ask questions and to have those questions answered to my satisfaction, and that I executed this release voluntarily and with the knowledge that the information being released could affect my applications for an employee/volunteer coach for the City of Troy.

 Print Name

 Signature

 Current Address

 City, State, Zip

 Social Security Number

 Date of Birth

 Phone

 Email

**Troy Recreation Department
Heat Index Guidelines for Outdoor Youth Sports
Including Soccer & Softball
(7/2012)**

The Troy Recreation Board has implemented the following guidelines to deal with extreme heat for its youth softball and soccer practices and games. It is designed to provide program coordinators, coaches and participants with a standard for safe play in situations of extreme heat. The heat index will be determined based on NOAA (National Oceanic and Atmospheric Administration) at 4:30pm for that evening's events. If there are games or practices scheduled during the daytime on weekends, the heat index will be determined 1 ½ hours prior to the scheduled time.

NOAA's National Weather Service

Heat Index

Temperature (°F)

	80	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110
40	80	81	83	85	88	91	94	97	101	105	109	114	119	124	130	135
45	80	82	84	87	89	93	96	100	104	109	114	119	124	130	137	
50	81	83	85	88	91	95	99	103	108	113	118	124	131	137		
55	81	84	86	89	93	97	101	106	112	117	124	130	137			
60	82	84	88	91	95	100	105	110	116	123	129	137				
65	82	85	89	93	98	103	108	114	121	128	135					
70	83	86	90	95	100	105	112	119	126	134						
75	84	88	92	97	103	109	116	124	132							
80	84	89	94	100	106	113	121	129								
85	85	90	96	102	110	117	126	135								
90	86	91	98	105	113	122	131									
95	86	93	100	108	117	127										
100	87	95	103	112	121	132										

Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity

☐ Caution
 ☐ Extreme Caution
 ☐ Danger
 ☐ Extreme Danger

Heat Index 95 – 99 degrees	Coaches are instructed to reduce time of practice, take frequent breaks and keep players well hydrated by having them drink plenty of water. Monitor athletes for necessary action.
Heat Index 100 – 104 degrees	Coaches are instructed to reduce time of practice, take frequent breaks and keep players well hydrated by having them drink plenty of water. Ice down towels for cooling. Encourage frequent substitution during games and practices. Softball catchers will be allowed to catch only two innings in succession during games. Monitor athletes for necessary action.
Heat Index 105 degrees +	Cancel all specified activities or games may be delayed if possible until later in the evening to allow the heat index to fall below 105 degrees. Recheck heat index every hour to determine if delayed activities are possible.
	**Cancellations will be communicated to the appropriate coaches, program coordinator and will also be posted on the department's voicemail system.

These are guidelines to follow and it is the responsibility of parents to make the ultimate decision as to the participation of their child in Troy Recreation Department events when heat may be a factor, taking into consideration the age and physical condition of their child. Parents also have the ultimate responsibility to inform their child about the dangers of heat and the need for protection including sunscreen and proper hydration.

NOTE: Events held at other City's facilities, when teams are playing out of town, will be determined based on their policy and procedures. (eg. Tournaments/games held in Tipp City, Greenville, etc.)

The cancellation of other City of Troy Recreation Department youth sports/recreational programming will be determined on a case by case basis dependent upon the type of activity, the location, if the indoor location does not have air conditioning.

Facility Users/Non-City of Troy Recreation Department Programs

As part of the City of Troy Parks & Recreation Departments Field Use Policy, users will be required to provide a copy of their Heat Index Policy or a plan that will be implemented during times in which the Heat Index reaches or exceeds 100 degrees.



CITY OF TROY RECREATION DEPARTMENT & PARK DEPARTMENT

FIELD USE LIGHTNING WEATHER EMERGENCY ACTION PROCEDURES AT DUKE PARK FACILITY

Severe weather is always a concern with outdoor athletic activities and the City of Troy Recreation Department and Park Department has developed a weather emergency action procedure to ensure, to the best of our ability, the safety of each participant, coach, parent and spectators at Duke Park.

EMERGENCY ACTION PLAN FOR LIGHTNING STORMS

The following Emergency Lightning Safety plan is based on current recommendations given by the National Weather Service, the National Lightning Safety Institute, and the current NCAA Sports Medicine handbook. The League Director covering the practice/event or the Head coach, or the umpires in the occurrence that a League Director is not present, shall be the individual(s) responsible for weather observation, including using available lightning detectors and evacuation plan implementation.

Lightning is random and unpredictable. City of Troy employees and volunteer youth sport coaches must follow specific guidelines when the risk of lightning makes it is necessary to suspend activities and clear the area. For the first time, Troy is using the Thor Guard Lightning Prediction System at Duke Park. This state-of-the-art lightning predictor will sound **ONE 15-SECOND** blast of horn when signs are lightning are detected. If the horn sounds, activities must be suspended immediately. If you are within visibility of the system, which has been installed at the Duke Park facility (unit on the softball fields of concession stand roof and also on the football concessions stand roof) you will also see a strobe light flashing and remain flashing until safe conditions return. All coaches, participants and spectators must immediately evacuate the facility and seek safe shelter. You may resume activities only after hearing **THREE 5-SECOND** blasts of the horn, the strobe light will also stop flashing. Coaches are responsible for following the emergency action procedures in the absence of a City of Troy employee, such as during practices or outside user groups using the fields.

Be vigilant in monitoring threatening weather and always err on the side of caution. Seek shelter immediately in the event of the following:

- You hear one long siren
- You hear thunder (regardless of siren)

- You see lightning (regardless of siren)
- You see the strobe light on when arriving at the park

LOCATIONS FOR SAFE SHELTER

While no place is absolutely safe from a lightning threat, some more safe than others. When activity has been suspended due to the Thor Guard Prediction System's lightning alert, participants must evacuate to:

1. During lightning alerts, we ask that PARENTS ARE PRESENT with their vehicles in Duke Park to provide a safe place for their child to wait during weather delays. Waiting under the picnic overhang or outside will not reduce the chances of getting hit by lightning. All players are asked to be in the safest possible place at this time which is a car. Fully enclosed metal vehicles such as cars, trucks, and vans with windows rolled up provide good shelter from lightning. Avoid contact with metal or conduction surfaces outside or inside the car. It is not the rubber tires that makes a vehicle safe, but the hard metal roof which dissipates a lightning strike.
 2. If you or anyone else feels their hair standing on end, and/or hear "crackling noises," you are in lightning's electric field. If caught outside during the time, immediately remove metal objects (includes baseball cap), place your feet together, duck your head, and crouch down low in a baseball catcher's stance with hands on knees. Do not lay flat on the ground.
- **Avoid being in or near the following areas and items:**
 1. Open fields and high places
 2. Isolated trees
 3. Open air picnic shelters, including the concession stand area
 4. Flagpoles and light poles
 5. Bleachers (metal or wood; dugouts)
 6. Metal fences
 7. Golf carts
 8. Electrical/electronic equipment
 9. Under an umbrella

RESUMPTION OF ATHLETIC ACTIVITIES

When the Thor Guard sensor detects that danger has passed (a minimum of 10 minutes after the initial alarm) it will send the all-clear signal (**THREE 5-SECOND blasts of the horn and the strobe light will stop flashing**). If activities cannot resume after a 45-minute delay, the activity will be officially postponed or cancelled.

****Outside user groups will determine to postpone their games further until the all-clear signal has been sent or determine if they will cancel their game.**

LIGHTNING DETECTION POLICY FIELD USE REQUEST WAIVER FORM

All outside user groups that request use of the Duke Park Facility, must adhere to this Lightning detection policy put in place by the City of Troy. This policy must be signed as part of the Field Use Policy Request packet and returned to the City of Troy Recreation Department. Signature of this policy indicates that the user group is aware of the policy, will inform all coaches and will strictly enforce this policy during the duration of their season.

Signature of Organization Representative

Date of Signature

Facility Information

Baseball/Softball Fields

Facility	# of Fields	Dimensions	Base Distance	Pitching Distance
Duke Park Legion Baseball Field	1	Left- 320' Center- 390' Right- 320'	90 Feet	60 Feet
Duke Park Teener Baseball Field	1	Left- 305' Center- 380' Right- 310'	90 Feet	60 feet
Duke Park Softball	3	Left- 300' Center- 300' Right- 300' Temp Fences- 200'	60 Feet 70 Feet	Movable pitching rubbers
North Market Baseball	1	Left- 218' Center- 370' Right- 325'	90 Feet	60 feet
North Market Softball	1	Left- 200' Center- 220' Right- 220'	60 Feet	45 Feet & Movable pitching rubber
Archer Park	2	No outfield fencing	60 Feet	Movable pitching rubbers
Trostle Park-Mercer Field	1	Left- 225' Center- 225' Right- 225'	60 Feet	Movable pitching rubbers

Soccer Fields

Facility	Size of Fields	# of Fields
Duke Park	7v7	2
	9v9	3
	11v11	3
Archer Park	7v7	1
	9v9	2
	11v11	2
Trinity Park	9 v 9	2
Trade Square Park	9v 9	2

Football Fields

Facility	# of Fields
Duke Park	1
Archer Park	1