



CITY OF TROY BOARD OF PARK COMMISSIONERS
MEETING AGENDA

Tuesday, February 6, 2024
4:00 p.m. – Council Chambers

Call to Order: President – Mr. Emerick

- I. Roll Call: Mr. Emerick
Mr. Harrelson
Mrs. Anderson
- II. Approve Minutes: January 9, 2024 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. Emerick, Planning Commission Report

IV. New Business:

- a. Consideration of The Troy Noon Optimist Club placing American Flags on the Levee for the following holidays:
 - Memorial Day May 24, 2024 till May 28, 2024
 - Flag Day and July 4 June 12, 2024 till July 8, 2024
 - Labor Day and Patriot Day August 30, 2024 till September 22, 2024
- b. Liberty Meadow Subdivision – Fees-in-lieu-of
- c. To provide a recommendation to Council regarding bid authorization for new lighting at the North Market Street Softball Field at a cost not to exceed \$175,000.00.
- d. Authorizing the annual one-year extension for the Miami Shores Golf Course tee signs
- e. Authorize starting the Park Maintenance Building Project using the design-build process

V. Other:

VI. Adjourn:

CITY OF TROY BOARD OF PARK COMMISSIONERS
MINUTES – January 9, 2024, 4:00 PM
Council Chambers

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

Members of the Board Present: Mr. Jordan Emerick, President
 Mr. Will Harrelson, Vice-President
 Mrs. Mona Anderson, Secretary

Others Attending: Jeremy Drake, Park Superintendent
 Ken Siler, Recreation Director
 Kyler Booher, Director of Golf
 City Staff

The minutes of the December 12, 2023 Board of Park Commissioners meeting were approved by unanimous vote, following a motion from Mr. Harrelson, seconded by Mr. Emerick.

REPORTS:

- Park Superintendent, Jeremy Drake, stated staff has been busy with tree removal and they are ahead of schedule at this time. He did highlight that the dead tree on Prouty Plaza has been removed. Mr. Drake welcomed new employee Aaron Colvin and is looking forward to having him as part of the staff.
- Recreation Director, Ken Siler, submitted a report (copy attached to original minutes). Mr. Siler stated shelter reservations for the 2024 season started on January 2 and noted approximately 100 Troy Aquatic Park Passes have been sold for the 2024 season.
- Director of Golf, Kyler Booher, submitted a report (copy attached to original minutes). Mr. Booher noted the outdoor play has slowed down due to the weather but the simulator league has started and will take place over the next 10 weeks. Staff is also scheduling for the 2024 leagues and tournaments.

NEW BUSINESS:

- **Election of Officers for 2024** – Mr. Emerick suggested the same roles and all members agreed.
 Mr. Emerick – President
 Mr. Harrelson – Vice-President
 Mrs. Anderson - Secretary

A motion was made by Mr. Harrelson, seconded by Mrs. Anderson, that the board titles are Mr. Emerick – President, Mr. Harrelson – Vice-President and Mrs. Anderson – Secretary.

MOTION PASSED, UNANIMOUS VOTE

- **Reappoint members to the Miami Shores Golf Course Advisory Board** – Mr. Booher is recommending to reappoint Mr. Rick Szabo and Mr. Gary Weaver to another three-year term effective immediately through December 31, 2026 for the Miami Shores Golf Advisory Board.

A motion was made by Mr. Emerick, seconded by Mrs. Anderson, to appoint the members as requested.

MOTION PASSED, UNANIMOUS VOTE

- **Consideration of extending the existing Non-alcoholic Beverage Service Agreement for an additional year currently scheduled to end April 30, 2024 and extend to April 30, 2025** – Mr. Siler stated the current contract for Non-alcoholic Beverage Services is with Pepsi and it is set to expire April 30, 2024. With the original contract, two one-year extensions were in place if staff was happy with the services they were receiving from Pepsi. Mr. Siler stated staff at Hobart Arena, The Shoreline, and the Troy Aquatic Park are happy with the services and see no need to re-bid the services. Mr. Harrelson questioned if staff ever hears any consumer feedback on what beverages are provided and Mr. Siler along with Mr. Booher stated they have not any heard negative feedback from the consumers.

A motion was made by Mr. Harrelson, seconded by Mr. Emerick to extend the Non-alcoholic Beverage Service Agreement for an additional year starting on May 1, 2024 and extend to April 30, 2025.

MOTION PASSED, UNANIMOUS VOTE

- **Consideration of the request of MetroNet Fibernet, LLC to store 20-25 Cable Service Vaults and some bagged gravel on MeadowPoint Park as defined in the attached drawing. Any approval would need to be subject to MetroNet Fibernet, LLC executing a hold harmless agreement with the City to include site restoration and providing the City with a Certificate of Insurance additionally insuring the City related to these storage request** – Mr. Drake stated MetroNet contacted the city requesting to store 20 to 25 cable service vaults and some bagged gravel on a section of MeadowPoint Park. MetroNet states no equipment will be used, everything will be hand carried on and off the location. MetroNet will provide any restoration and seeding necessary at the end of the project. Mr. Emerick questioned the timeline and Mr. Weethee, Engineering Tech, stated the completion date should be towards the end of March, weather dependent. Mr. Harrelson questioned the size of the vaults and Mr. Weethee stated the are close to a size of a folding chair.

A motion was made by Mr. Emerick, seconded by Mr. Harrelson to approve the request of MetroNet Fibernet to store 20-25 cable service vaults and some bagged gravel on MeadowPoint Park providing a Certificate of Insurance additionally insuring the city and restoring any of the land that may be damaged.

MOTION PASSED, UNANIMOUS VOTE

- **Provide an update to the Board of Park Commissioners regarding a grant received from the Troy Foundation. Also, requesting the Board of Park Commissioners to authorize Bowser Morner to perform a soil study and to draft construction documents for future redesign of the Joe Reardon Skate Park.** – Mr. William Lutz, member of the Troy City Skatepark Unite, stated the Troy City Skatepark Unite have been looking for ways to improve the skate park. Late in 2023, the group was approved to be a non-profit organization and now the organization can receive grants. Grants have been received from famous skate boarder Rob Dyrdek (who is originally from Kettering, Ohio) in the amount of \$5,000 and one from The Troy Foundation for \$17,000 for two specific activities. The first activity is to have a soil survey completed by Bowser Morner. The reason of the soil survey is prior to developing a skate park, the soil needs to be tested so it can be determined what can be put in the skate park to make sure it lasts a long time. The second activity is to have The Platform Group put together plans to update the skate park. The board wants to make sure whatever is built, will be used and the community will be proud of. Once the plan is set, the Troy City Skatepark Unite group will promote the plan and will be looking for feedback from the community and the entire area. After the survey and the design plans are completed, the final costs will be set and the Troy City Skatepark Unite group will be able to fundraise accordingly. Mr. Emerick confirmed the Board of Park Commissioners need to authorize Bowser Morner to complete a soil survey and proceed with the conceptual drawings. Mr. Emerick confirmed with Mr. Drake that the relationship with Matt Williams, President of the Troy City Skatepark Unit, has always been great with communication and easy to work with for the upkeep with the park. Mrs. Knight, Administrative Assistant, stated per the Director of Law, since the city owns the land, the city will need to sign off on all contract documents and all the correct paperwork on file.

A motion was made by Mr. Harrelson, seconded by Mr. Emerick to give permission to Bowser Morner to perform the soil study and execution of the documents per approval of Mr. Kerber, Director of Law.

MOTION PASSED, UNANIMOUS VOTE

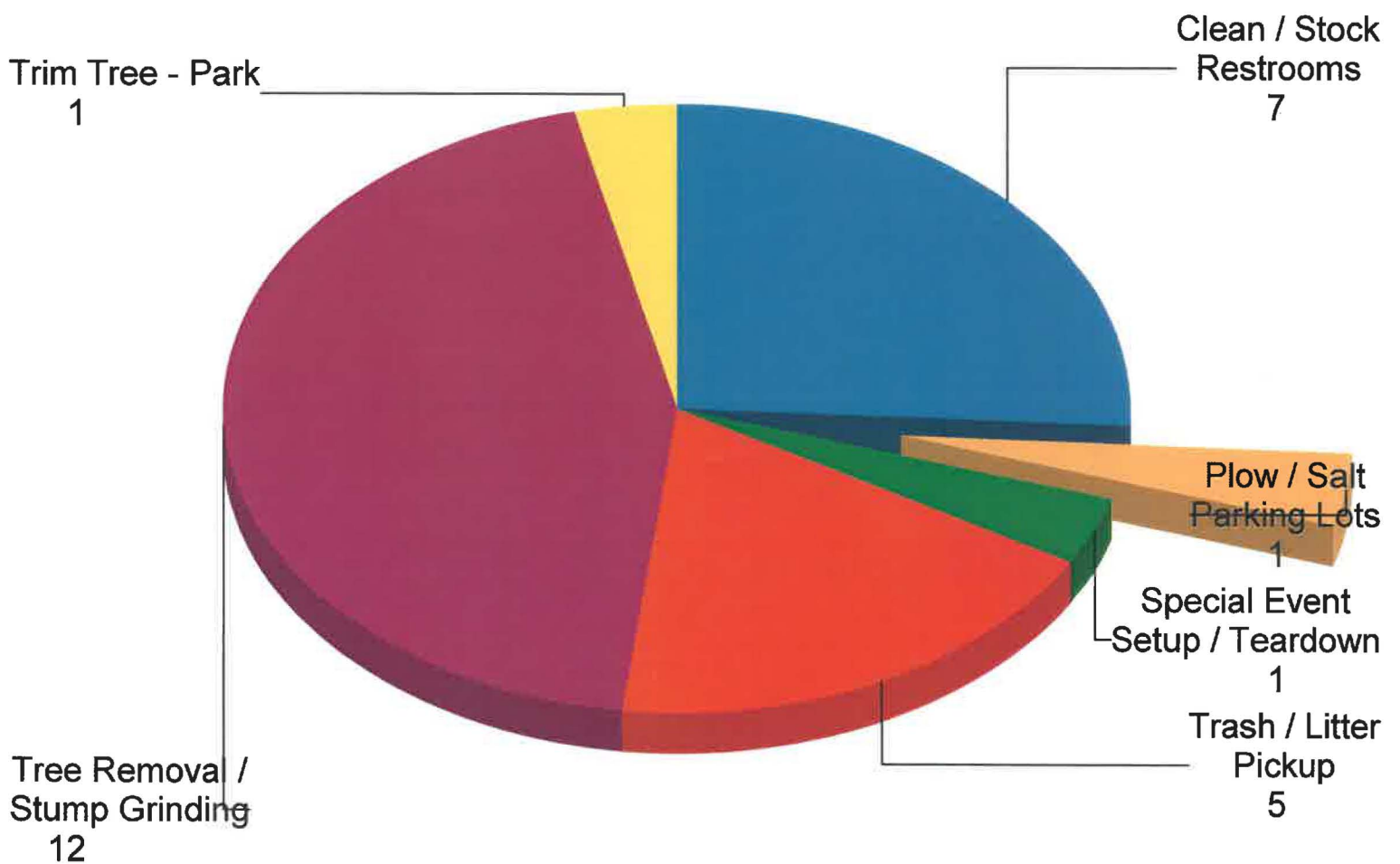
There being no further business, upon motion of Mrs. Anderson, seconded by Mr. Emerick, by unanimous voice vote, the Board adjourned at 4:23 p.m.

Respectfully submitted,

TROY

PARK DEPARTMENT

ALL PARK WORK ORDERS



Clean / Stock Restrooms

27342	01/11/2024	CLOSED	North Market Ballfields	
27343	01/11/2024	CLOSED	North Market Ballfields	
27344	01/11/2024	CLOSED		
27345	01/11/2024	CLOSED	All Park restrooms	All Park restrooms
27346	01/11/2024	CLOSED	North Market Ballfields	
27347	01/11/2024	CLOSED	PROUTY PLAZA TROY, OH, 4	PROUTY PLAZA TROY, OH, 4
27348	01/11/2024	CLOSED	PROUTY PLAZA TROY, OH, 4	PROUTY PLAZA TROY, OH, 4
Total:				7

Plow / Salt Parking Lots

27701	01/31/2024	CLOSED	255 Adams Street
Salt public parking lots			

Total: 1

Special Event Setup / Teardown

27292	01/23/2024	CLOSED	
Remove Christmas tree lights, tree, box and Santa house.			

Total: 1

Trash / Litter Pickup

27336	01/11/2024	CLOSED		
27337	01/11/2024	CLOSED		
27339	01/11/2024	CLOSED		
27340	01/11/2024	CLOSED	ALL PARKS	ALL PARKS
27341	01/11/2024	CLOSED		
Total:				5
Tree Removal / Stump Grinding				
27702	01/31/2024	CLOSED	ADAMS ST	
Remove 1 Red Pine on the river levee				
27703	01/31/2024	CLOSED	822 MCKAIG AVE	
Remove 1 Maple McKaig-Race Park				
27704	01/31/2024	CLOSED	1176 W MAIN ST	
Remove 1 Crabapple Tree Menke Park				
27588	01/11/2024	CLOSED	1670 TROY-SIDNEY RD	
Remove 2 Spruce trees, Duke Park near barns				
27590	01/11/2024	CLOSED	400 W WATER ST	
Remove 1 Oak Tree Brukner Park, remove 10 Taxus				
27591	01/31/2024	CLOSED	S RIDGE AVE	
Remove stumps, clean up chips Heywood ball fields				

2759201/11/2024CLOSED400 W WATER ST

Remove 1 Maple, Brukner Park

2759301/11/2024CLOSEDPUBLIC SQ NW

Prouty Plaza remove Golden Rain Tree

2759401/31/2024CLOSED255 ADAMS ST

Remove 1 large Burr Oak new Hobart Arena

2759701/11/2024CLOSED

Remove 2 Ash trees 25-A strips

2760201/11/2024CLOSED302 S UNION ST

Remove 1 tree Herrlinger Park

2760301/11/2024CLOSED1176 W MAIN ST

Remove 3 trees Menke Park

Total:

12

Trim Tree - Park

2758901/11/2024CLOSED1670 TROY-SIDNEY RD

Duke Park, trim 5 trees

Total:

1

Total:

27

CITY OF PARK BOARD MEETING

February 6, 2024

Council Chambers
4:00 p.m.

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

1. Recommend that Council authorize the Director of Public Service and Safety to enter into non-ticketed use agreements for concert events at Treasure Island Park for summer of 2024. 2024 dates are June 22 & August 3.
2. Upcoming Hobart Arena Events:
 - a. Riley Green – February 8, 2024.
 - b. Greater Midwest Cheer Expo – February 10, 2024.
 - c. Miami County Home & Garden Show – February 16-18, 2024.
 - d. 38 Special – February 24, 2024.
 - e. OHSAA Division III District Wrestling – March 1 & 2, 2024.
 - f. First Lego League Ohio Championships – March 9 & 10, 2024.
 - g. Ice Racing – March 23, 2024.
 - h. WGI – April 10-21, 2024.
 - i. Dayton Feis – April 27, 2024.
 - j. UVCC Achievers Recognition Ceremony – April 30, 2024.
 - k. Ohio Baton State Championships – May 4-5, 2024.
 - l. Centerstage Dance Spring Recital – May 11 & 12, 2024.
 - m. Jo Dee Messina/Tracy Byrd – May 18, 2024.
3. We are currently offering \$10 off season passes through April, 2024. One Hundred Twelve (112) 2024 Troy Aquatic Park season passes plus eleven (11) grandparents passes have been sold to date.

To: Board of Park Commissioners

From: Kyler Booher, Director of Golf

Subject: 2024 February Report

Date: Tuesday, February 6th, 2024

- This is the second year that we are now open year-round
 - Poor weather conditions did not provide much opportunity for on-course play
 - February looks to provide some playable conditions
- Simulator business is doing well
 - League play is ongoing
- Maintenance staff has been performing routine golf course and driving range maintenance
 - The golf course remains in good condition
- The Shoreline is open with limited hours and staffing
- Part-time staff for the pro shop works only on days when golf carts are able to be used

Please find attached the MTD/YTD Expense Report, HowGoesItReports for January (as well as 2023 comparisons), and Seasonal Employee Hours.

MTD/YTD Current Expense Report by Fund for Year 2024 Month 01 - City of Troy

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	% Used	% Rem
713.445.5101	FT/PT EMPLOYEES W/ PERS	393,104.00	26,732.57	26,732.57	366,371.43	0.00	366,371.43	6.80%	93.20%
713.445.5102	OVERTIME W/ PERS	1,000.00	636.83	636.83	363.17	0.00	363.17	63.68%	36.32%
713.445.5104	EDUCATIONAL INCENTIVE EXEMPT FROM FLSA	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
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	55,175.00	3,608.92	3,608.92	51,566.08	0.00	51,566.08	6.54%	93.46%
713.445.5161	LIFE INSURANCE	390.00	31.80	31.80	358.20	0.00	358.20	8.15%	91.85%
713.445.5162	HEALTH INSURNACE	102,400.00	8,158.44	8,158.44	94,241.56	0.00	94,241.56	7.97%	92.03%
713.445.5163	CITY'S CONTRIBUTION HSA	11,100.00	0.00	0.00	11,100.00	0.00	11,100.00	0.00%	100.00%
713.445.5164	WORKERS' COMPENSATION	11,825.00	4,844.80	4,844.80	6,980.20	0.00	6,980.20	40.97%	59.03%
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	5,715.00	391.07	391.07	5,323.93	0.00	5,323.93	6.84%	93.16%
713.445.5201	OFFICE MATERIAL & SUPPLIES	1,500.00	45.37	45.37	1,454.63	0.00	1,454.63	3.02%	96.98%
713.445.5202	REPRODUCTION/PRINTING/PHO TO	2,300.00	0.00	0.00	2,300.00	0.00	2,300.00	0.00%	100.00%
713.445.5203	MEDICAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5205	CHEMICALS	69,600.00	0.00	0.00	69,600.00	45,000.00	24,600.00	64.66%	35.34%
713.445.5207	COMPUTER SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00%	100.00%
713.445.5210	FOOD	65,000.00	79.25	79.25	64,920.75	30,000.00	34,920.75	46.28%	53.72%
713.445.5211	BEVERAGE\SUPPLIES	45,000.00	1,310.61	1,310.61	43,689.39	41,831.59	1,857.80	95.87%	4.13%
713.445.5213	BUILDING MAINTENANCE SUPPLIES	5,000.00	354.73	354.73	4,645.27	0.00	4,645.27	7.09%	92.91%
713.445.5231	MACH & EQUIP SUPPLIES & PARTS	22,000.00	10.00	10.00	21,990.00	0.00	21,990.00	0.05%	99.95%
713.445.5239	OTHER MATERIALS & SUPPLIES	1,000.00	345.88	345.88	654.12	0.00	654.12	34.59%	65.41%
713.445.5241	UNIFORM ALLOWANCE	3,000.00	1,050.00	1,050.00	1,950.00	0.00	1,950.00	35.00%	65.00%
713.445.5243	SAFETY CLOTHING/EQUIPMENT	3,000.00	160.99	160.99	2,839.01	0.00	2,839.01	5.37%	94.63%
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	9,000.00	0.00	0.00	9,000.00	9,000.00	0.00	100.00%	0.00%
713.445.5254	FUEL-GASOLINE	6,500.00	0.00	0.00	6,500.00	6,500.00	0.00	100.00%	0.00%
713.445.5255	NON-LICENSED MACH & EQUIP	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00%	100.00%
713.445.5269	SUPPLIES FOR RESALE	52,000.00	2,016.24	2,016.24	49,983.76	3,000.00	46,983.76	9.65%	90.35%
713.445.5301	RENT/LEASE OF GOLF CARTS	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	0.00%	100.00%
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	30,000.00	2,418.37	2,418.37	27,581.63	0.00	27,581.63	8.06%	91.94%

MTD/YTD Current Expense Report by Fund for Year 2024 Month 01 - City of Troy

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	% Used	% Rem
713.445.5313	WATER/SEWER	5,000.00	212.59	212.59	4,787.41	0.00	4,787.41	4.25%	95.75%
713.445.5315	FUEL OIL-HEATING	7,500.00	0.00	0.00	7,500.00	7,500.00	0.00	100.00%	0.00%
713.445.5316	TELEPHONE	7,000.00	0.00	0.00	7,000.00	2,599.80	4,400.20	37.14%	62.86%
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	0.00	0.00	300.00	0.00	300.00	0.00%	100.00%
713.445.5324	MEMBERSHIPS	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	0.00%	100.00%
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	2,500.00	1,319.60	1,319.60	1,180.40	0.00	1,180.40	52.78%	47.22%
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	70,000.00	0.00	0.00	70,000.00	70,000.00	0.00	100.00%	0.00%
713.445.5339	MISCELLANEOUS SERVICES	74,400.00	1,422.93	1,422.93	72,977.07	0.00	72,977.07	1.91%	98.09%
713.445.5359	INSURANCE POOL	8,000.00	6,396.60	6,396.60	1,603.40	0.00	1,603.40	79.96%	20.04%
713.445.5361	MAINT. OF FACILITIES	73,500.00	1,445.81	1,445.81	72,054.19	2,950.00	69,104.19	5.98%	94.02%
713.445.5363	MAINT. MACH/EQUIP	30,000.00	850.59	850.59	29,149.41	0.00	29,149.41	2.84%	97.16%
713.445.5364	MAINT. LICENSED VEHICLES	11,000.00	0.00	0.00	11,000.00	0.00	11,000.00	0.00%	100.00%
713.445.5365	MAINT. NON-LICENSED VEHICLES	18,000.00	0.00	0.00	18,000.00	0.00	18,000.00	0.00%	100.00%
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	0.00	200.00	0.00	200.00	0.00%	100.00%
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	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00%	100.00%
713.445.5389	OTHER COMMUNICATION EXPENSE	500.00	41.92	41.92	458.08	0.00	458.08	8.38%	91.62%
713.445.5390	TRANSFER STATION/DISPOSAL FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
713.445.5395	CONTINGENCY	8,000.00	0.00	0.00	8,000.00	0.00	8,000.00	0.00%	100.00%
713.445.5398	PRINTING EXPENSE	500.00	0.00	0.00	500.00	0.00	500.00	0.00%	100.00%
713.445.5399	OTHER EXPENSE FOR OPERATIONS	6,000.00	0.00	0.00	6,000.00	0.00	6,000.00	0.00%	100.00%
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	8,000.00	505.00	505.00	7,495.00	0.00	7,495.00	6.31%	93.69%
713.445.5524	ACCRUED INTEREST	200.00	0.00	0.00	200.00	0.00	200.00	0.00%	100.00%
713.445.5525	REMITTANCE OF STATE SALES TAX	35,000.00	543.42	543.42	34,456.58	0.00	34,456.58	1.55%	98.45%
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 ESTAB/INCRSD/DECRSD	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00%	100.00%
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	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 2024 Month 01 - City of Troy

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	% Used	% Rem
713.445.5631	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
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	87,500.00	0.00	0.00	87,500.00	0.00	87,500.00	0.00%	100.00%
713.445.5636	GOLF CARTS	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	0.00%	100.00%
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	1,385,509.00	64,934.33	64,934.33	1,320,574.67	218,381.39	1,102,193.28	20.45%	79.55%
74 Accts		1,385,509.00	64,934.33	64,934.33	1,320,574.67	218,381.39	1,102,193.28	20.45%	79.55%

Pro Shop Jan 2024

Miami Shores Golf Course
Z Out Report - All Terminals
for 01/01/2024 - 01/31/2024
Generated
02/02/2024 07:37am

Payments				Sales		
Description	Amount	Tip	Adjusted Total	Description	Item Count	Amount
Cash	5,220.42	0.00	5,220.42		20.00	18.69
Check	2,995.00	0.00	2,995.00	Alcohol	308.00	893.85
Credit Card	15,389.39	0.00	15,389.39	Beverage	54.00	121.44
New Gift Cards Issued	-150.00	0.00	-150.00	Food	63.00	242.31
Gift Card	344.50	0.00	344.50	Gloves	6.00	81.30
		0.00	0.00	Golf Balls	5.00	28.98
		0.00		Golf Instruction	10.00	680.00
		0.00		Carts	13.00	112.12
		0.00		Driving Range	2.00	460.00
		0.00		Green Fees	97.00	892.00
		0.00		Grips	10.00	120.56
		0.00		Membership	17.00	10,180.00
		0.00		Sales Miscellaneous	1.00	11.21
		0.00		Service	1.00	75.00
		0.00		Service Fees	2.00	6.00
		0.00		Simulator	913.00	9,761.06
Revenue/Non-Revenue				Taxes/Partial Returns		
Description	Totals		Adjusted Totals	Description		Amount
Revenue Payments Total	23,604.81		23,604.81	7.000 %		114.79
Non Revenue Payments Total	194.50		194.50			
Total			23,799.31	Total		114.79
Difference			0.00			
Drawer Count			23,799.31	Sales		23,684.52
+ Cash Short			0.00	+ Cash Over		0.00
+ Checks Short			0.00	+ Checks Over		0.00
				+ Taxes/Partial Returns		114.79
Total			23,799.31	Total		23,799.31

Pro Shop Jan 2023

Miami Shores Golf Course
 Z Out Report - All Terminals
 for 01/01/2023 - 01/31/2023
 Generated
 02/02/2024 07:37am

Payments				Sales		
Description	Amount	Tip	Adjusted Total	Description	Item Count	Amount
Cash	8,241.87	0.00	8,241.87	Accessories	3.00	4.66
Check	2,920.00	0.00	2,920.00	Alcohol	243.00	720.90
Credit Card	38,910.21	0.00	38,910.21	Beverage	93.00	195.25
New Gift Cards Issued	-426.00	0.00	-426.00	Caps	2.00	46.73
Gift Card	985.87	0.00	985.87	Food	117.00	369.44
Raincheck	44.00	0.00	44.00	Gloves	5.00	84.59
		0.00	0.00	Golf Balls	43.00	250.96
		0.00		Golf Instruction	6.00	345.00
		0.00		Shirts	1.00	42.06
		0.00		Carts	275.00	2,114.46
		0.00		Driving Range	13.00	2,583.50
		0.00		Fees	3.00	26.00
		0.00		Gloves	2.00	26.16
		0.00		Golf Clubs	1.00	56.07
		0.00		Green Fees	539.00	6,108.00
		0.00		Grips	17.00	219.63
		0.00		Membership	57.00	30,620.00
		0.00		Pull Cart	22.00	78.44
		0.00		Rental Clubs	1.00	14.02
		0.00		Sales Miscellaneous	-1.00	-360.00
		0.00		Service	6.00	450.00
		0.00		Service Fees	19.00	51.00
		0.00		Shoes	1.00	77.94
		0.00		Simulator	600.00	6,249.55
Revenue/Non-Revenue				Taxes/Partial Returns		
Description	Totals		Adjusted Totals	Description		Amount
Revenue Payments Total	50,072.08		50,072.08	7.000 %		301.59
Non Revenue Payments Total	603.87		603.87			
Total			50,675.95	Total		301.59
Difference			0.00			
Drawer Count			50,675.95	Sales		50,374.36
+ Cash Short			0.00	+ Cash Over		0.00
+ Checks Short			0.00	+ Checks Over		0.00
				+ Taxes/Partial Returns		301.59
Total			50,675.95	Total		50,675.95

Shoreline Jun 2024

Totals Report - Payment Types								
Payment Type	Gross Payments	Refunded	Declined	Voided	Total Payments	Tip		
Credit Card	\$1,935.62		\$0.00	\$0.00	\$0.00	\$2,240.81		\$305.19
Cash	\$1,129.25		\$7.00	\$0.00	\$6.00	\$1,129.25		\$0.00
Tab No Card	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Totals	\$3,064.87		\$7.00	\$0.00	\$6.00	\$3,370.06		\$305.19

Totals Report - Credit Card Types					
Card Type	Gross Payments	Refunded	Total Payments	Total Tip Amount	
Visa		\$1,368.37	\$0.00	\$1,592.09	\$223.72
Master		\$304.00	\$0.00	\$341.58	\$37.58
Discover		\$189.50	\$0.00	\$223.90	\$34.40
Amex		\$73.75	\$0.00	\$83.24	\$9.49
Totals		\$1,935.62	\$0.00	\$2,240.81	\$305.19

Totals Report - Location Sales															
Location	# of Orders	Avg Order	Gross Sales	Surcharges	Discounts	Gratuities	Total Tax (Surcharge)	Taxes	Open Sales	Net Sales	Credit Tips	Stored Value Tips	Total Tip Amount	Total Donation Amount	Total Sales
Shoreline 1	311	\$10.84	\$2,961.80	\$0.00	-\$96.63	\$0.00	\$0.00	\$199.70	\$0.00	\$2,865.17	\$305.19	\$0.00	\$305.19	\$0.00	\$3,370.06
Totals	311	\$10.84	\$2,961.80	\$0.00	-\$96.63	\$0.00	\$0.00	\$199.70	\$0.00	\$2,865.17	\$305.19	\$0.00	\$305.19	\$0.00	\$3,370.06

Date is from 2023/01/01 until 2023/02/01

Shoreline Jan 2023

Totals Report - Payment Types

Payment Type	Gross Payments	Refunded	Declined	Voided	Total Payments	Tip	
Credit Card	\$1,532.10		\$0.00	\$0.00	\$0.00	\$1,749.08	\$216.98
Cash	\$987.12		\$0.00	\$0.00	\$0.00	\$987.12	\$0.00
Tab No Card	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$2,519.22		\$0.00	\$0.00	\$0.00	\$2,736.20	\$216.98

Totals Report - Credit Card Types

Card Type	Gross Payments	Refunded	Total Payments	Total Tip Amount	
Visa		\$1,273.60	\$0.00	\$1,466.02	\$187.42
Master		\$231.00	\$0.00	\$256.43	\$25.43
Amex		\$15.00	\$0.00	\$18.00	\$3.00
Discover		\$7.50	\$0.00	\$8.63	\$1.13
Totals		\$1,532.10	\$0.00	\$1,749.08	\$216.98

Totals Report - Location Sales

Location	# of Orders	Avg Order	Gross Sales	Surcharges	Discounts	Gratuities	Total Tax (Surcharge)	Taxes	Open Sales	Net Sales	Credit Tips	Stored Value Tips	Total Tip Amount	Total Donation Amount	Total Sales
Shoreline 1	252	\$10.86	\$2,445.29	\$0.00	-\$87.28	\$0.00	\$0.00	\$161.21	\$0.00	\$2,358.01	\$216.98	\$0.00	\$216.98	\$0.00	\$2,736.20
Totals	252	\$10.86	\$2,445.29	\$0.00	-\$87.28	\$0.00	\$0.00	\$161.21	\$0.00	\$2,358.01	\$216.98	\$0.00	\$216.98	\$0.00	\$2,736.20

		2024 Seasonal Employee Hours				
		1/5/2024	1/12/2024	1/19/2024	1/26/2024	2/2/2024
Maintenance						
Burnside, Kevin	\$11.30	16	24	24	20	24
TOTAL		24	24	24	20	24
Golf Shop						
The Shoreline						

MEMORANDUM

TO: Board of Park Commissioners

FROM: Austin Eidemiller, Planning & Zoning Manager

DATE: February 6, 2024

SUBJECT: Liberty Meadows Subdivision – Fees-in-lieu-of

BACKGROUND AND DISCUSSION:

The Park Board previously approved the request for fees-in-lieu of in 2021. The subdivision has expired and is required to go back through the review process. The application received will create a new development located on Troy-Urbana Road, east of Hunters Ridge Drive. The proposed development which consists entirely of single-family homes, encompasses 86.275 acres and includes 179 buildable lots that range from .2755 acres to .674 acres. The Developer is not proposing to provide any parkland and is requesting a review from the Park Board to consider fees-in-lieu-of instead of 3% (2.58 Acres) of parkland required by the Subdivision Regulations. The proposed preliminary plan is attached to this report.

In accordance with the Troy Codified Ordinances (Section 1117.02), Planning Commission may accept fees-in-lieu-of instead of open space. The developer proposed to pay fees-in-lieu-of instead providing private or open space at the required three percent. Accepting fees-in-lieu-of would result with \$86,500 in the Park and Recreation capital budget. This number assumes all (173) planned buildings are constructed and developed. The fee will be collected with the submittal of zoning permits for the principal structure.

Staff is recommending the acceptance of fees-in-lieu-of instead of open space. The Comprehensive Plan, Chapter 12, states that the City provides more park and recreation space per capita than similar sized communities. The City's consultant American Structurepoint, has conducted an Existing Conditions Report of which analyzed the City's parks based on National Recreation and Parks Association (NRPA) standards. The Existing Conditions Report states: "The 2023 NRPA's median number of residents served per park was 2,287. The NRPA's median for regions serving 20,000 to 49,000 residents was 2,240 residents per park. Generally, lower values of residents per park are more favorable since they potentially indicate better accessibility to park facilities. When comparing the City of Troy's number of parks, in 2023, the City served 732 residents per park. These comparisons demonstrate that with the 37 parks and other recreational facilities, the City is serving its community at a high level. The acres of parkland per 1,000 residents is higher than all agencies and jurisdictions serving 20,000 to 49,000 residents."

REQUESTED ACTION:

It is requested that the Board of Park Commissioners recommend to Planning Commission a positive recommendation to accept fees-in-lieu-of parkland for the proposed Development.



PROP. EASEMENTS
PROP. SETBACKS
TOTAL AREA: 86.275 ACRES
NUMBER OF DRAINAGE LOTS: 7
PROPOSED ZONING: R-3B
MIN. LOT SIZE: 12,000 S.F.
MIN. FRONTAGE: 80'
FRONT SETBACK: 30'
REAR SETBACK: 35'
SIDE SETBACK: 10'
NUMBER OF RESIDENTIAL LOTS: 179
NUMBER OF GREEN SPACE LOTS: 7
TYPICAL LOT SIZE: 80'x150'
LOT #187 TO BE DONATED TO NEIGHBORING PROPERTY (BILLY C. WRIGHT)
NEW STREETS: 10,336'
LIBERTY BELL WAY R/W 60':
LIBERTY BELL WAY STREET WIDTH 37':
ALL OTHER NEW STREET R/W: 50'
ALL OTHER NEW STREET WIDTHS: 35'
TROY URBANA ROAD R/W: 70'
TROY URBANA WIDENING TO MATCH EXISTING WIDENING

- PHASE 1
TOTAL BUILDABLE LOTS: 31
NEW STREETS: 2,740'
- PHASE 2
TOTAL BUILDABLE LOTS: 18
NEW STREETS: 804'
- PHASE 3
TOTAL BUILDABLE LOTS: 18
NEW STREETS: 876'
- PHASE 4
TOTAL BUILDABLE LOTS: 23
NEW STREETS: 1,066'
- PHASE 5
TOTAL BUILDABLE LOTS: 21
NEW STREETS: 1,416'
- PHASE 6
TOTAL BUILDABLE LOTS: 25
NEW STREETS: 1,215'
- PHASE 7
TOTAL BUILDABLE LOTS: 20
NEW STREETS: 1,409'
- PHASE 8
TOTAL BUILDABLE LOTS: 23
NEW STREETS: 1,388'

DRAINAGE LOTS (NON-BUILDABLE)
(12 LOTS MAINTAINED BY HOA)

RETENTION POND (NON-BUILDABLE)

LIBERTY MEADOWS SUBDIVISION TO BE LOCATED SOUTHEAST OF THE INTERSECTION OF TROY URBANA ROAD AND HUNTERS RIDGE DRIVE. PROPOSED STREETS TO TIE INTO LEE ROAD, WYATT ROAD, AND TROY URBANA ROAD.

OWNER: LIBERTY MEADOWS, FRANK HARLOW
937-339-9944
701 N. MARKET STREET, TROY, OH 45373
SALES@HARLOWBUILDERS.COM

ENGINEER: CHOICE ONE ENGINEERING
937-497-0200
440 E. HOEWISHER ROAD, SIDNEY, OH 45365

VICINITY MAP



Choice One Engineering

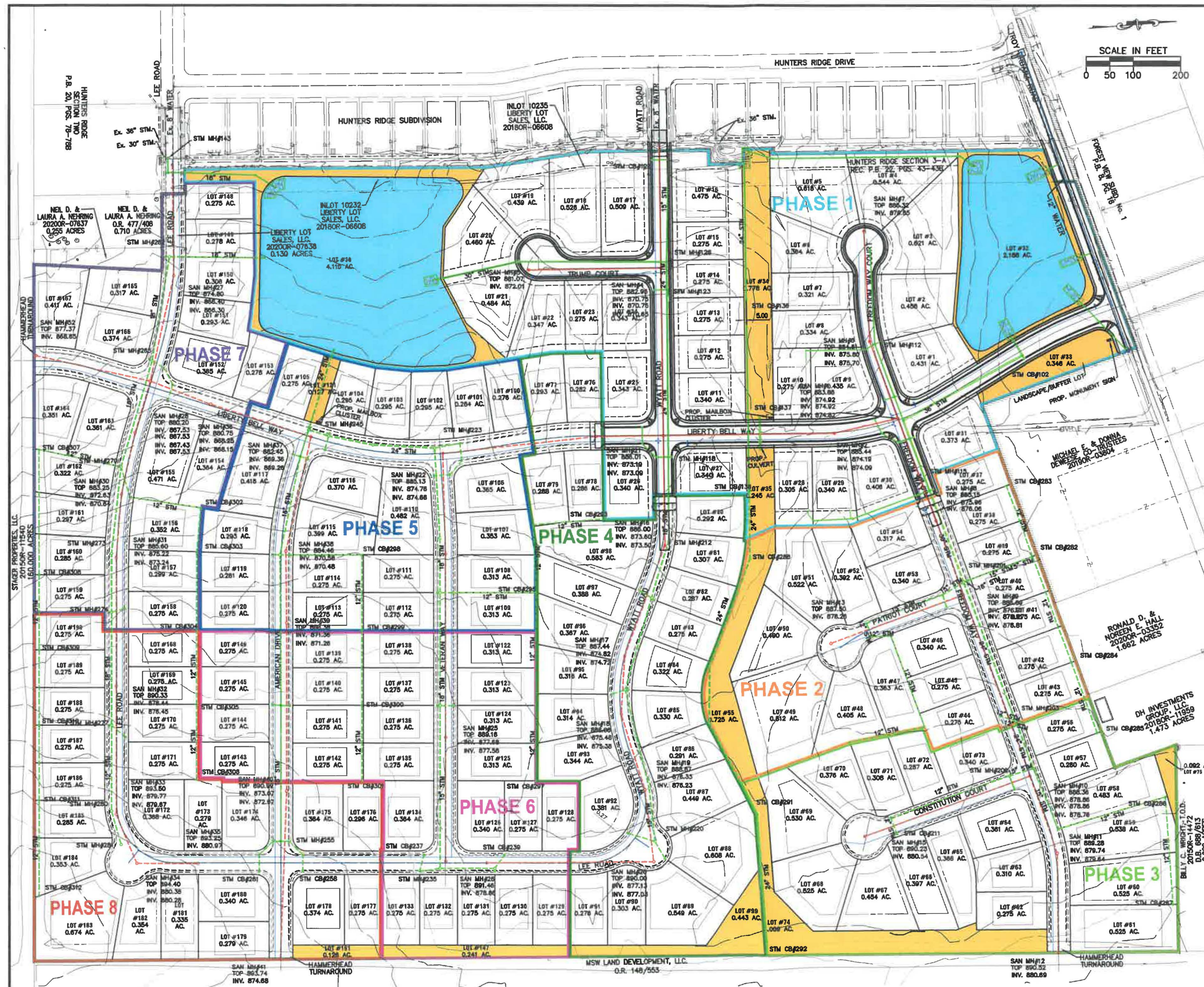
SIDNEY, OHIO 937.497.0200
LOVELAND, OHIO 513.239.8554

WWW.CHOICEONEENGINEERING.COM

LIBERTY MEADOWS
CITY OF TROY
PRELIMINARY PLAT

REVISIONS:

FILE NAME	PREL. PLAT
DRAWN BY	KTS
CHECKED BY	JSP
PROJECT NO.	MIATRO1827
DATE	10/18/2023
SHEET NUMBER	1 OF 2



PROP. STORM
PROP. 8" WATER
(12" WATER ALONG TROY-URBANA ROAD)
PROP. 8" SANITARY
PROP. EASEMENTS
PROP. SETBACKS
SANITARY IS SHOWN AS DEEP AS POSSIBLE. IT MAY NOT BE CONSTRUCTED THIS DEEP IF NOT NEEDED.

TOTAL AREA: 86.275 ACRES
NUMBER OF DRAINAGE LOTS: 7
PROPOSED ZONING: R-3B
MIN. LOT SIZE: 12,000 S.F.
MIN. FRONTAGE: 80'
FRONT SETBACK: 30'
REAR SETBACK: 35'
SIDE SETBACK: 10'
NUMBER OF RESIDENTIAL LOTS: 179
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LOT #187 TO BE DONATED TO NEIGHBORING PROPERTY (BILLY C. WRIGHT)
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ALL OTHER NEW STREET R/W: 50'
TROY URBANA ROAD R/W: 70'
TROY URBANA WIDENING TO MATCH EXISTING WIDENING

PHASE 1
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TOTAL BUILDABLE LOTS: 25
NEW STREETS: 1,215'
PHASE 7
TOTAL BUILDABLE LOTS: 20
NEW STREETS: 1,409'
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(12 LOTS MAINTED BY HOA)
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Choice One
Engineering

SIDNEY, OHIO 937-497-0200
LOVELAND, OHIO 513-239-8954
WWW.CHOICEONEENGINEERING.COM

LIBERTY MEADOWS
CITY OF TROY
PRELIMINARY PLAT UTILITIES

REVISIONS:

FILE NAME	PREL. PLAT UTIL.
DRAWN BY	KTS
CHECKED BY	JSP
PROJECT NO.	MIA01827
DATE	10/18/2023
SHEET NUMBER	2 OF 2

CITY-OWNED NRPA COMPARISONS

As of 2023, the City of Troy owns 37 parks, including mini parks, neighborhood, community, sports complexes, special use, and other recreational areas. The city-owned total acreage was about 399.0 acres, not including the Miami Shores Golf Course (163.0 acres), as the facility is not open for free public recreational uses.

Park Acres Per 1,000

The median metric of park acres per 1,000 residents reported by the NRPA for communities with populations of 20,000 to 49,000 residents is 11.3. In 2023, the City of Troy had 14.7 acres of parkland per 1,000 residents. This number is projected to decrease slightly to 14.0 acres, with a potential population of 28,436 in 2050. With the projected population increase, the total recreational acreage available per 1,000 residents will still be slightly higher than the NRPA's jurisdiction, serving a population of 20,000 to 49,000.

Number of Residents Served Per Park

The 2023 NRPA's median number of residents served per park was 2,287. The NRPA's median for regions serving 20,000 to 49,000 residents was 2,240 residents per park. Generally, lower values of residents per park are more favorable since they potentially indicate better accessibility to park facilities. When comparing the City of Troy's number of parks, in 2023, the City served 732 residents per park. These comparisons demonstrate that with the 37 parks and other recreational facilities, the City is serving its community at a high level. The acres of parkland per 1,000 residents is higher than all agencies and jurisdictions serving 20,000 to 49,000 residents.

Miles of Trails

The 2023 NRPA's median number of trail miles was 15. As of 2023, Troy offers 18.62 miles of trails to its community. The Great Miami River Trail is a 18.62 mile long trail asset available for all residents and adds to the City's total of trails.

FIGURE 80: NRPA METRICS COMPARISON FOR TROY AND SIMILAR-SIZED COMMUNITIES

	JURISDICTION POPULATION			
	City of Troy (27,071)	All Agencies (Median)	Jurisdiction Serving with 20,000 to 49,000 Residents (Median)	
Total of Parks	37	-	-	Residents
Resident per Park	732	2,287	2,240	Residents
Acres per 1,000 residents	14.7	10.8	11.3	Acres
Miles of trails	18.6	15	8.2	Miles

Source: NRPA

CITY-OWNED AND NON-OWNED NRPA COMPARISONS

As mentioned above, Troy owns 37 parks and recreational facilities. However, other parks are located within the City limits owned by Miami County or privately owned. Including all parks within the City limits was vital as they serve the community of Troy.

As of 2023, there are 45 total combined parks, both owned and non-owned, including neighborhood parks, mini parks, community parks, sports complexes, special use, greenways, and other recreational areas. The combined total acreage was about 656.0 acres, not including the Miami Shores Golf Course (163.0 acres), the Troy Country Club (122.0 acres), or any museum or school property parks.

Park acres per 1,000

NRPA's median metric for regions serving a population of 20,000 to 49,000 residents is 11.3 acres per 1,000 residents. In 2023, 45 parks are located within the City, offering 23.9 acres of parkland per 1,000 residents. This number is projected to decrease slightly to 22.7 acres, with a potential population of 28,436 in 2050. With the projected population increase, the total recreational acreage available per 1,000 residents will still be slightly higher than the NRPA's jurisdiction, serving a population of 20,000 to 49,000. When comparing this to the 14.7 acres of parkland the City-owned parks offer per 1,000 residents, both comparisons are still higher than the NRPA's median and jurisdictions serving 20,000 to 49,000 residents.

Number of Residents served per Park

The 2023 NRPA's median number of residents served per park was 2,287. The NRPA's median for regions serving 20,000 to 49,000 residents was 2,240 residents per park. When comparing the 45 parks located within the City limits, in 2023, the City served 602 residents per park. With 37 or 45 parks, the City serves its community well. With a population increase in 2050, the City will serve 632 residents per park, which is still lower than the NRPA's median for regions serving a 20,000 to 49,000 population.

FIGURE 81: CITY OF TROY TO OTHER JURISDICTION METRIC COMPARISON

	CITY OF TROY (27,071)	ALL AGENCIES (MEDIAN)	JURISDICTION SERVING WITH 20,000 TO 49,000 RESIDENTS (MEDIAN)	
Total of Parks	45	-	-	Residents
Resident per Park	602	2,287	2,240	Residents
Acres per 1,000 residents	23.9	10.8	11.3	Acres
Miles of trails	18.62	15	8.2	Miles

Source: NRPA

WHAT THIS ANALYSIS TELLS US

This analysis provides an overview of the owned and non-owned parks in the City of Troy based on metrics and a comparison with NRPA's (National Recreation and Park Association) median metrics for regions serving a population of 20,000 to 49,000 residents.

The city currently has more park acreage per 1,000 residents than the NRPA median; even with a projected population increase, the City is expected to score higher than the median metrics. The lower values of residents per park in Troy reflect good accessibility to park facilities; with a projected population increase, the City will continue to provide a level of service below the NRPA median. Also, the City exceeds the NRPA median for trail miles, indicating a well-developed trail network, contributing to Troy residents and surrounding communities enjoyment of nature.



MEMORANDUM

TO: Board of Park Commissioners
FROM: Jeremy Drake, Park Superintendent
DATE: February 2, 2024
SUBJECT: RECOMMENDATION TO COUNCIL – BIDDING THE N. MARKET STREET BALLFIELD LIGHTING PROJECT

RECOMMENDATION:

That the Board of Park Commissioners recommends that Troy City Council authorize bidding for the North Market Street Girls' Softball Field Lighting Replacement Project.

BACKGROUND:

The 2024 Park Department budget includes \$175,000 for the replacement of the lighting at the North Market Street Girls' Softball Field. The current lighting is so outdated that no company can service it. Specifications have been prepared so that the project can be bid upon authorization of Troy City Council.

REQUESTED ACTION:

It is requested that the Board of Park Commissioners considers a motion recommending that Troy City Council authorize the Board to advertise for bids and enter into a contract for the North Market Street Girls' Softball Field Lighting Replacement Project at a cost not to exceed \$175,000.

cc: Director of Public Service and Safety



EXTENSION OF AGREEMENT BETWEEN BOARD OF PARK COMMISSIONERS AND GOLF GRAPHICS RELATED TO TEE SIGNS FOR MIAMI SHORES GOLF COURSE, INCLUDING THE AMENDMENT TO AGREEMENT IN 2021.

AGREEMENT COMMENCED 2/2020 FOR INITIAL THREE YEARS, WITH UP TO THREE ONE-YEAR EXTENSIONS.

FIRST YEAR INITIAL AGREEMENT	2/2020 – 2/2021	
SECOND YEAR INITIAL AGREEMENT	2/2021 – 2/2022	
THIRD YEAR INITIAL AGREEMENT	2/2022 – 2/2023	
1 ST AGREED EXTENSION	2/2023 – 2/2024	
2 ND EXT WOULD BE	2/2024 - 2/2025	COVERED BY THIS EXTENSION
3 RD EXT WOULD BE	2/2025 – 2/2026	DUE IN FEB. 2025

THEREAFTER, THE CITY WOULD NEED TO RE-BID THIS ITEM.

In accordance with the terms of said above referenced agreement and the amendment thereto dated June 30, 2021, the Board of Park Commissioners approves the 2ND Extension for the period of 2/2024 to 2/2025.

By: _____

E. Jordan Emerick, President, Board of Park Commissioners

By: _____

Golf Graphics

MEMORANDUM

TO: Board of Park Commissioners

FROM: Patrick E. J. Titterington, Director of Public Service and Safety

DATE: January 31, 2024

SUBJECT: **AUTHORIZE STARTING THE PARK MAINTENANCE BUILDING PROJECT USING THE DESIGN-BUILD PROCESS**

RECOMMENDATION:

That the Board of Park Commissioners recommends that Troy City Council proceed with the Park Maintenance Building Project using the Ohio Revised Code (ORC) Process of Design-Build and determines how qualified profession design firms or design-build firms may submit statements of qualifications in order to be considered for a contract to design-build the project.

BACKGROUND:

A priority of the Board of Park Commissioners has been the construction of a new Park Maintenance Building to be located at the Paul G. Duke Park, which facility would serve the administrative, operational and maintenance functions of the Park Department for years to come. Currently the Park Department operates out of some aged structures located off Adams Street, north of the Hobart Arena, with the department also having various pieces of equipment stored at Duke Park. The Board has recognized the benefit of the Park Department's operation being located in one area that would more fit the needs of the department and its employees. Sufficient space is not available at the Adams Street location to construct a new building. Sufficient area has been identified at the back of Duke Park. The 2024 Park and Recreation Capital Improvement Fund Budget (Fund 228) includes \$425,000 for the construction of a new Park Maintenance Building, with another \$100,000 budgeted from the ARPA Fund budget (Fund 251), for a total project cost of \$525,000.

The first step is determining to proceed with the project and the method of notification regarding the project. Staff has recommended that the City follow the ORC permitted design-build process for this project. Staff is recommending that the notification be by placing a legal ad, placing a notice on the City's website, providing notice to professional publications, and providing notice to design-build firms with which the City has prior experience.

After responses to the notice are received and evaluated, there will then be a recommendation to proceed with a design-build contract with the selected firm.

REQUESTED ACTION:

It would be appreciated if the Board of Park Commissioners would consider a motion recommending that Troy City Council proceed with the Park Maintenance Building Project using the Ohio Revised Code Design-Build process and that notification of the project will be by placing a legal ad, placing a notice on the City's website, providing notice to professional publications, and providing notice to design-build firms with which the City has prior experience.

cc: J. Drake, Park Superintendent
R. Watson, Engineering Department

