



CITY OF TROY BOARD OF PARK COMMISSIONERS
MEETING AGENDA and ANNUAL TOUR OF PARKS AGENDA

Tuesday, August 12, 2025
5:00 p.m. – Council Chambers

Call to Order: President – Mr. Emerick

- I. Roll Call:
 - Mr. Emerick
 - Mr. Harrelson
 - Mrs. Anderson

- II. Approve Minutes: July 7, 2025, Board of Park Commissioners Meeting Minutes

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

- IV. New Business:
 - a. Shivsagar Residents – Fees-in-lieu-of
 - b. Annual Park Tours

- V. Other:

- VI. Adjourn:

CITY OF TROY BOARD OF PARK COMMISSIONERS
MINUTES – July 7, 2025, 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, Director of Recreation
 Kyler Booher, Director of Golf
 City Staff
 Citizens

The minutes of the June 9, 2025, Board of Park Commissioners meeting was approved by unanimous vote, following a motion from Mr. Harrelson, seconded by Mr. Emerick.

REPORTS:

- Park Superintendent, Jeremy Drake, submitted a report (copy attached to original minutes). Mr. Drake highlighted that the contractor started the construction of the pickle ball courts at Herrlinger Park and updates to the existing basketball court. He also highlighted that work on the new Park Department Building at Duke Park is progressing with concrete work and will hopefully start building the structure soon. Lastly, Mr. Drake stated the Robinson Reserve Shelters are finished and structures are complete. Mr. Scott Barr, Director of Habitat for Humanity, reached out and stated they would like to donate the benches and picnic tables for the shelters and deliveries have taken place. Mr. Drake thanked Mr. Barr and Habitat for Humanity for the donation and assistance with the delivery. Mr. Emerick highlighted that the Duke Park Pickle Ball Fences have been updated and questioned what signage will be placed at the new Herrlinger Park Pickle Ball Courts. Mr. Drake feels staff should observe how the courts are being used prior to placing signage.
- Recreation Director, Ken Siler, submitted a report (copy attached to original minutes). Mr. Siler stated the Treasure Island Concerts this summer have had a nice turnout and hopefully the final concert on Saturday, August 2 will be well attended. He stated the pool had a tough start due to weather but the past couple of weeks have had good daily admission. Mr. Siler stated Float-Troy tents will be placed until August 10 and removed for a cleaning and then placed for one more weekend, August 22-24. Rentals for this season have been consistent.
- Director of Golf, Kyler Booher, submitted a report (copy attached to original minutes).

OLD BUSINESS:

- **Provide a recommendation to City Council regarding amending the deed restrictions for the sale of Brukner Park to the Troy-Miami County Public Library** – A motion was made by Mr. Emerick, seconded by Mrs. Anderson, to remove the Recommendation to City Council regarding amending the deed restrictions for the sale of Brukner Park to the Troy-Miami County Public Library.

MOTION PASSED, UNANIMOUS VOTE

Mr. Harrelson questioned changing the verbiage of the original language and the property not reverting to the City. Mr. Emerick stated with the change, the property wouldn't go back to the City if the property is not used as deemed appropriate. Mr. Harrelson asked for the Law Director's opinion and Mrs. Sue Knight, Administrative Assistant, highlighted the following from the submitted memo. "The Director of Law has advised that if the Board of Park Commissioners and Council are willing to amend the deed restriction, there would need to be a recommendation by the Board and then Council legislation to so amend Ordinance No. O-31-2024. Mr. Emerick confirmed that if the Board of Park Commissioners recommend to City Council, City Council will then approve or deny the request and if they have any questions, they will ask the Law Director.

Mr. Harrelson asked Rachelle Via, Executive Director of Troy-Miami County Public Library, what concern the Library's Board of Trustees have with the language as it was proposed in the 2024 Ordinance. Mrs. Via stated the concern is the City is not giving the property to the library, the library is paying for the park land, and it could place a burden on anyone in the future if someone in the City determines the land is not being used for library purposes. Mrs. Via stated libraries have changed their purposes over time and if someone within the City decides the property isn't being used for library purposes, that could potentially be an issue. The library would like to have the park property since they offer over 60 programs per year, and library staff and programs use the park regularly. Mrs. Via stated that originally, they were informed there wouldn't be any deed restrictions, so the Library Board of Trustees were surprised when they found out there were deed restrictions. The Library Board of Trustees are trying to look years down the road for use of the park not just the immediate need and again, since libraries change their purposes over time, they want to make sure the property will remain theirs. Mrs. Knight stated certain uses for the property would be determined by the current zoning code as well. Mrs. Via agreed the land is governed by zoning code and the library will continue their programs on the property.

Mr. Emerick questioned what the current maintenance of the park property is? Mr. Drake stated there is a gazebo and a paver walkway.

Mr. Emerick asked what would happen to the memorabilia that is currently located in the park and Mr. Drake stated he will touch base with the Rotary Club to see what they would like to do with what is currently placed at the gazebo in Brukner Park.

Mr. Emerick stated that the original conversation with selling the property was due to the library wanting to expand but currently there is no expansion taking place.

A motion was made by Mr. Emerick, seconded by Mr. Harrelson, to recommend to City Council for the sale of Buckner Park to the Troy-Miami County Public Library with the amendment to the deed restrictions contingent upon the Law Director approving the changes and that a solution is in place on how the previously gifted plaques will be handled. MOTION PASSED, UNANIMOUS VOTE

NEW BUSINESS:

- **Award the contract for the Park Department Bucket Truck to Altec Industries, Inc. in the amount of \$182,226.00** – Mr. Drake stated the bid was opened on June 18 and one bid was received from Altec Industries, Inc. of Birmingham, Alabama in the amount of \$182,226.00 based on the specifications provided as part of the bidding document. The anticipated delivery date is November 14.

A motion was made by Mr. Emerick, seconded by Mrs. Anderson, to accept the bid from Altec Industries, Inc. in the amount of \$182,226.00, so that the contract can be processed and the truck order placed with delivery is currently estimated for mid-November.

MOTION PASSED, UNANIMOUS VOTE

- **Discussion of Annual Park Tours** – Mr. Emerick suggested that the August Board of Park Commissioners meeting be the Annual Tour of Parks. Mr. Emerick, Mr. Harrelson, and Mrs. Anderson agreed to meet on Tuesday, August 12 at 5:00 p.m. at the Park Department office.

OTHER:

- **Note receipt of a check from the William H. Maier Successor Trust in the amount of \$1,616.10** – Mr. Emerick noted that a check was received from the William H. Maier Successor Trust in the amount of \$1,616.10.

There being no further business, upon motion of Mr. Emerick, seconded by Mr. Harrelson, by unanimous voice vote, the Board adjourned at 4:19 p.m.

Respectfully submitted,

CITY OF PARK BOARD MEETING

August 12, 2025

Council Chambers
5:00 p.m.

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

1. Float Troy is now complete for the year.
2. Youth Hockey registrations began on April 9th. There are currently 114 participants registered. At this time last year, there were 110 registered. The season begins in mid-September.
3. All three (3) Treasure Island concert events have been held to date. Attendance was very good for all shows. The attendance on August 2nd was one of the best turnouts we have had.
4. Upcoming Hobart Arena events:
 - a. Warrant, Lita Ford & Firehouse – September 25, 2025.
 - b. Gem City & Lindsay Marie Feis – October 11 & 12, 2025.
 - c. Aaron Lewis & The Stateliners – October 17, 2025.
 - d. Joe Nichols – October 25, 2025.
 - e. Loverboy – November 21, 2025.
 - f. Blippi – Join The Band Tour – November 22, 2025.
5. Four Hundred Fifty-four (454) 2025 Troy Aquatic Park season passes plus fifty-nine (59) grandparents passes have been sold to date.
6. Our Swim Team won the league championships for the 2nd year in a row.
7. Troy Kids Triathlon was held on Sunday, July 20th.
8. I Can Try Triathlon was held on Sunday, July 27th. Approximately 50 participants competed.

To: Board of Park Commissioners

From: Kyler Booher, Director of Golf

Subject: 2025 August Report

Date: Tuesday, August 12, 2025

- The golf course and driving range are open 7 days a week, sunup to sundown
 - Weather in July was hot, muggy and well above average for rain. These made for challenging conditions.
- The Shoreline Restaurant is open 7 days a week. Weekday hours are 8am-9pm. Weekend hours are 7am-6pm. We will begin cutting back hours in September.
- We hosted/conducted several events throughout July and all went well.
- Maintenance staff has been performing routine golf course and driving range maintenance
 - The 6th green has a large area that did not survive the weather conditions. It has been re-sodded with turf from our nursery green. It will need to be monitored closely as we enter another hot stretch.
 - The front nine greens have struggled through the heat more so than the back nine greens. The greens on holes 2, 6, 7 and 9 all have areas of stress that need to be monitored.
 - We have had to keep the main tee on the driving range closed longer than normal due to excessive use and high heat leading to poor growing conditions. The main tee isn't quite large enough to handle the amount of traffic we are experiencing without closing it for a few weeks every summer to allow time for re-growing the turf.
 - Disease pressure was high in the month of July. Regular chemical applications were done to both fairways and greens. We also sprayed the entire rough once to prevent any potential spread of gray leaf.
- The golf course will be closed on September 8th for aerification of greens and fairways.
- Some golf leagues are winding down in the next few weeks but many will continue into the beginning/middle of September.

Please find attached the MTD/YTD Expense Report, HowGoesItReports and Seasonal Employee Hours.

Current Expense Report by Fund for Year 2025 Month 08 - City of Troy

	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Unenc	% Used	% Rem
	FT/PT EMPLOYEES W/ PERS	434,371.00	0.00	251,678.11	182,692.89	0.00	182,692.89	57.94%	42.06%
	OVERTIME W/ PERS	7,080.00	0.00	5,944.07	1,135.93	0.00	1,135.93	83.96%	16.04%
	EDUCATIONAL INCENTIVE EXEMPT FROM FLSA	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	TERMINATION PAY-SICK LEAVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	TERMINATION PAY-VACATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	OTHER PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	CITY SHARE-PERS PENSIONS	61,320.00	0.00	34,615.24	26,704.76	0.00	26,704.76	56.45%	43.55%
	LIFE INSURANCE	390.00	0.00	432.70	(42.70)	0.00	(42.70)	110.95%	(10.95%)
	HEALTH INSURANCE	84,910.00	0.00	46,936.82	37,973.18	0.00	37,973.18	55.28%	44.72%
	CITY'S CONTRIBUTION HSA	8,800.00	0.00	0.00	8,800.00	0.00	8,800.00	0.00%	100.00%
	WORKERS' COMPENSATION	13,140.00	0.00	6,735.84	6,404.16	0.00	6,404.16	51.26%	48.74%
	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	MEDICARE	6,360.00	0.00	3,609.70	2,750.30	0.00	2,750.30	56.76%	43.24%
	OFFICE MATERIAL & SUPPLIES	1,500.00	0.00	578.56	921.44	0.00	921.44	38.57%	61.43%
	REPRODUCTION/PRINTING/PHO TO	2,800.00	0.00	4,136.17	(1,336.17)	0.00	(1,336.17)	147.72%	(47.72%)
	MEDICAL SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	CHEMICALS	69,600.00	0.00	46,604.78	22,995.22	7,555.21	15,440.01	77.82%	22.18%
	COMPUTER SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00%	100.00%
	FOOD	65,000.00	0.00	31,550.25	33,449.75	12,578.20	20,871.55	67.89%	32.11%
	BEVERAGE\SUPPLIES	50,000.00	0.00	34,440.66	15,559.34	15,829.14	(269.80)	100.54%	(0.54%)
	BUILDING MAINTENANCE SUPPLIES	5,000.00	0.00	2,417.61	2,582.39	0.00	2,582.39	48.35%	51.65%
	MACH & EQUIP SUPPLIES & PARTS	23,000.00	0.00	17,148.54	5,851.46	0.00	5,851.46	74.56%	25.44%
	OTHER MATERIALS & SUPPLIES	500.00	0.00	333.39	166.61	0.00	166.61	66.68%	33.32%
	UNIFORM ALLOWANCE	3,100.00	0.00	1,295.72	1,804.28	0.00	1,804.28	41.80%	58.20%
	SAFETY CLOTHING/EQUIPMENT	2,500.00	0.00	1,692.81	807.19	0.00	807.19	67.71%	32.29%
	LICENSED VEHICLE SUPPLY/PARTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	FUEL-DIESEL	9,000.00	0.00	3,819.25	5,180.75	5,180.75	0.00	100.00%	0.00%
	FUEL-GASOLINE	7,500.00	0.00	2,980.54	4,519.46	4,519.46	0.00	100.00%	0.00%
	NON-LICENSED MACH & EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00%
	SUPPLIES FOR RESALE	55,000.00	0.00	43,727.03	11,272.97	5,322.51	5,950.46	89.18%	10.82%
	RENT/LEASE OF GOLF CARTS	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	0.00%	100.00%
	RENT/LEASE OF EQUIP/MACH	800.00	0.00	0.00	800.00	0.00	800.00	0.00%	100.00%
	RENT/LEASE-OTHER	500.00	0.00	0.00	500.00	0.00	500.00	0.00%	100.00%
	ELECTRICITY	32,000.00	0.00	24,319.71	7,680.29	0.00	7,680.29	76.00%	24.00%

Shoreline July 2025

Totals Report - Payment Types							
Payment Type	Gross Payments	Refunded	Declined	Voided	Total Payments	Tip	
Credit Card	\$16,840.61		\$0.00	\$0.00	\$0.00	\$19,074.43	\$2,233.82
Cash	\$14,243.37		\$0.00	\$0.00	\$0.00	\$14,243.37	\$0.00
Tab No Card	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$31,083.98		\$0.00	\$0.00	\$0.00	\$33,317.80	\$2,233.82

Totals Report - Credit Card Types					
Card Type	Gross Payments	Refunded	Total Payments	Total Tip Amount	
Visa		\$11,451.36	\$0.00	\$12,984.23	\$1,532.87
Master		\$3,851.25	\$0.00	\$4,330.19	\$478.94
Amex		\$897.00	\$0.00	\$1,044.35	\$147.35
Discover		\$641.00	\$0.00	\$715.66	\$74.66
Totals		\$16,840.61	\$0.00	\$19,074.43	\$2,233.82

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	3,569	\$9.33	\$29,788.05	\$0.00	-\$709.88	\$0.00	\$0.00	\$1,997.95	\$11.64	\$29,078.17	\$2,233.82	\$0.00	\$2,233.82	\$0.00	\$33,309.94
Totals	3,569	\$9.33	\$29,788.05	\$0.00	-\$709.88	\$0.00	\$0.00	\$1,997.95	\$11.64	\$29,078.17	\$2,233.82	\$0.00	\$2,233.82	\$0.00	\$33,309.94

[illegible]

3/28/2025	4/4/2025	4/11/2025	4/18/2025	4/25/2025	5/2/2025	5/9/2025	5/16/2025	5/23/2025	5/30/2025	6/6/2025	6/13/2025	6/20/2025	6/27/2025	7/4/2025
							8		13.5		12.75		14	
32	27.5	32	25.5	30.5	32	28	32	31	30.5	28	32	34.5	30	29
				12.5	23	16.5	17	16	16.5		15.5	14	15.5	11.5
			4.5	7.5	7.5	7.5	7.25	9	9	7.75	4.75	9		21.5
					19	15	12	15	14					27.5
				4	4	4	4	4.25	4	4	3.75		4	4
			7	10.25	5.75		4	5.75	2.75	4			1.75	
			8	6.75	11	12	11		10	15.5	14	8.5	11.5	9.75
			4.75	5.75	10.5	4	3	4.75	4.5	3	5	4.5	4.5	4.5
32	27.5	32	49.75	77.25	112.75	87	98.25	85.75	104.75	62.25	87.75	70.5	81.25	107.75
	14.5				25.25		19.5		13		24.25		22.5	
	5.5		6.5	6	7	7	7	6	7	6	7.25	7.25		
8	10				16	10		20.5	12	6.5	11.5	10.5	12.5	11.5
6	4	6		10.75	11.5	12	11.5	10.5		12.75	6.25	10.75	13	11.5
	9		5		18		6		18		23.25		12	
6	6.75		6.5	3.5	7		7.25		7.25	7.25	7.25	7.5	8	7.25
	5.75				18.25		15.75		19		20		19.5	
						6	23.75	20.25	27			10.5	23	12.5
4.25	10	4.5	6.25	5	12.25	5	12.75	5.25	5.5	5.5	11.5	13	4.75	5.75
2.5		6.5		5	5.5		4		3		3	3	5.5	3
	5.5		5.5		19		18.75		20.25		20.75		13.75	
6	12.5	6	6.75	12.25	17.75	12.5	19.75	19.25	12.75	17.5	11.75	19.75	13.25	19.25
	10.75		5.25		18.25		12.75		7.5		20.25		13.25	
32.75	94.25	23	41.75	42.5	175.75	52.5	158.75	81.75	152.25	55.5	167	82.25	161	70.75
					10.75		5.5		6		6.25		12.25	
					17.25		18.25		12		24.25		18.75	
			5.5		15		9		5				8	
									18		18.75		3.5	
	31.5		16		39.25		42.25		47.5		69.25		37	
			6.25											
					12		11.5		12		6.25		12.25	
													12	
	9				31.75		27.25		27		35		29.25	
					11.5		6.5		12.25		5		20.25	
													18	
			4.75		33.25		31.75		48.25		43		47.75	
40.5			32.5		170.75		152		188		207.75		219	

7/11/2025	7/18/2025	7/25/2025	8/1/2025
16.75		16.75	
28.5	29.5	29	28
9.5	16	21	15.5
9	10.25	6.25	9.5
25.5	30	31	
4	4		4.25
6	7.25	8.75	18
4.5	1.5		3
103.75	98.5	112.75	78.25
20.25		11.75	
6.5	6	7	
11	14	14.5	
11.75	14	6.25	
24.75		18.25	
	6	8	
20		7	
6.25	14.25		27
7.25	5.5	12	5.5
3.5	5.75	2.5	2
21.5		37.5	
11.75	18.75	12.5	21
27.75		21	
172.25	84.25	158.25	55.5
18		7	
18		20	
10		10	
		5	
29.5		72	
12		13.5	
4		5	
34.5		37.5	
4.5		6.75	
4.5			
29.5		48.5	
		56.25	
164.5		281.5	

MEMORANDUM

TO: Board of Park Commissioners

FROM: Austin Eidemiller, Planning & Zoning Manager

DATE: August 8, 2025

SUBJECT: Shivsagar Residents – Fees-in-Lieu

BACKGROUND AND DISCUSSION:

The proposed subdivision encompasses three (3) acres and includes six (6) buildable lots that range from .367 acres to 0.552. Each lot will have a four (4) unit building that ranges from 5,048 Square Feet to 5,673 Square Feet. The OR-1 District requires a minimum lot area of 3,000 Square Feet per dwelling unit of which is met by this Preliminary Plan. Each unit will provide two (2) parking spaces as required by Zoning Code 1154.04 (b). Please see Exhibit A – Preliminary Plat.

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 (3) percent. Accepting fees-in-lieu-of would result with \$3,000 in the Park and Recreation capital budget. This number assumes all six (6) 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 public/private open space. The Comprehensive Plan, Figure 90: Park Service Area Map identifies the level of service areas based on park classifications. The Shivsagar Subdivision is in the Hobart Urban Nature Preserve's service area as it is classified as a Special Use Park. This classification has a service area distance of one (1) mile. Please see Exhibit B – Service Area Map.

Additionally, Chapter 12 of the Comprehensive Plan, 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 of the Comprehensive Plan 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 the Planning Commission a positive recommendation to accept fees-in-lieu-of parkland for the proposed Development.

Exhibit A

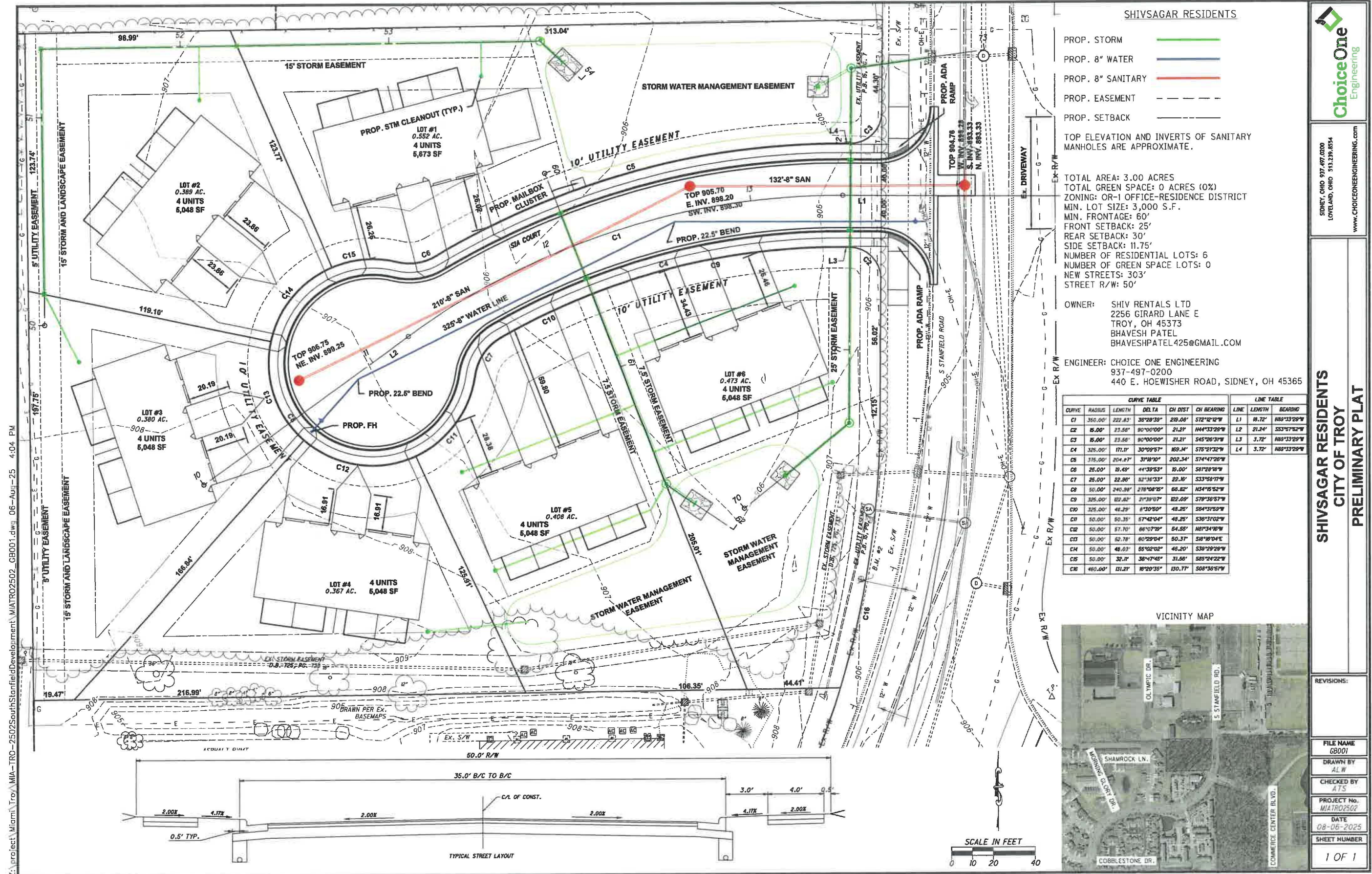


FIGURE 90: COMBINED CITY OWNED AND NON CITY-OWNED PARK SERVICE AREAS

