



MONTGOMERY COUNTY DEPARTMENT OF PARKS
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MCPB Item #2
September 15, 2008

MEMORANDUM

TO: Montgomery County Planning Board

VIA: Mary Bradford, Director of Parks
Gene Giddens, Deputy Director of Parks for Operations

FROM: Kate Stookey, Supervisor, Park Information & Customer Service Office

RE: Proposal for Implementation of Hourly Athletic Field Fees
Public testimony will be taken

Recommended Planning Board Action:

Staff Recommendation: Approve Hourly Field Fee Schedule

Purpose

The purpose of introducing an hourly athletic field fee is to:

1. Help offset the continually increasing costs of utilities, field maintenance and renovation for our heavily used fields,
2. Generate additional funds to improve the quality and playability of our fields,
3. Discourage over-permitting and non-use of fields by large organizations,
4. Provide more opportunities for new groups to gain weekend and other field time, and
5. Bring our athletic field fees more in line with other regional jurisdictions.

FY09 Budget Impacts

The Department of Parks included in its FY09 budget proposal a new initiative called "Athletic Field Renovation & Maintenance." The goal was to improve the overall quality and playability of our fields, addressing the ongoing deficiencies within our athletic field inventory and creating safer and higher quality fields for use by the public. We proposed to hire a contractor to improve turf conditions on local and regional park fields through site-specific preventive and reactive maintenance. Additional resources for vehicles, equipment and machinery, and materials were also included, for a total request of \$500,000. Unfortunately, due to the county's budget shortfall, this and all other proposed new initiatives were the first items to be cut.

More than \$8,100,000 was allocated to the care and management of our 296 athletic fields in FY08. This represents almost 10% of the Department's entire operating budget, and equates to an average of more than \$27,000 per field. In FY09, \$9,000,000, (roughly \$30,000 per field) has been allocated. This covers mowing, lining, dragging, seeding, aerating, fertilizing, renovating, administration and permitting, park police patrols, replacement of goals or other related

equipment, and utility costs. Utility costs continue to rise making our lit fields considerably more expensive to operate. In FY08, the cost for providing lights just for our Cabin John Regional Park fields was over \$35,000, and the average utility cost among all lit park fields was \$25 per hour. Utility costs have already risen 14% this year, and are expected to rise 18% or more in FY09. Full cost recovery of all related expenses would require fees of \$69 per hour for daytime use and \$94 per hour for lit field use.

In addition to the increasing cost of providing lit fields for users is the rising cost of the supplies and materials needed to maintain our fields. For example, in just two months, the cost of a 50 lb bag of fertilizer increased 44%, from \$23 to \$33. Gasoline, water and basic necessities like fertilizer, pesticides, and seed products continue to increase significantly in cost, requiring more resources from an operating budget that is already stretched thin due to the FY09 cuts.

Field Maintenance Impact

Our intent is to use the fees generated by the proposed hourly fee structure to implement the field improvements that were not funded in our approved FY09 budget. It is our hope that the fees proposed in this document will not only satisfy the Council's request to generate an additional \$100,000 to offset our budget cuts but will also allow us to dedicate additional monies to improving the quality of our fields as originally intended.

It is important to note, however, if utility and supplies costs continue to increase at the current pace, any additional funds generated may be needed just to help maintain our fields at the current level. Our hope is to improve quality; our goal is not to let it decline further.

Beginning in September 2008, staff is implementing the new Athletic Field Inspection and Evaluation (AFIE) program to measure our level of success in managing our highly used athletic fields. The AFIE program proposes regular, standardized inspection of all fields returning to play from the annual turf renovation program. After renovation these fields should be in the best condition possible and will therefore provide a solid baseline against which to measure the rest of our inventory. Each field will be photographed at the time of inspection providing a permanent visual record of the field conditions for future reference and comparison.

Field Use Patterns

Demand for athletic field time has increased significantly. New groups are established each year, existing groups are growing in size, and both are requesting more fields every season. Rectangular field overlays on existing diamond fields have been created to improve our capacity to meet the increasing demand for rectangular sports. In FY08 our athletic fields saw more than 130,000 hours of permitted use, an average of over 400 hours per field. Several national studies have shown any field that experiences more than 80 uses in one year suffers permanent damage; the majority of our fields experience more than 200 uses in one year, and demand continues to increase. Just over 80% (104,856 hours) of permitted use was on our 251 local fields - and that does not include the significant amount of free, walk-on play these fields experience that increases the amount of annual maintenance required.

Currently, athletic field use policy prioritizes field allocation based on the previous year's assignments. Many users reserve field time they don't wind up needing after their schedules have been finalized. This "excess" field time is not always released back to the Permit Office for redistribution to other user groups, and no incentive exists for users to do so. This leads to frustration on the part of other user groups who are denied permits year after year for fields

sitting vacant. A switch to an hourly fee schedule should help to motivate user groups to release unneeded fields with enough time for new permits to be issued to other groups.

Adopt-A-Field Impact

There will be no impact to the Adopt-A-Field program. Existing Adopt-A-Field agreements will continue to be honored, and new agreements will be considered.

Current Field Fees

The cost to maintain and renovate such highly used fields continues to rise significantly every year, and our fees have not kept pace with these increases. User groups are now able to permit up to four days of use on one local park field for the full twelve-week season for a single \$48 administrative fee. For example, a user group could be given one local park field on Saturday and Sunday from 9am-8pm and Monday and Tuesday from 5-8pm for the entire season for \$48. Regional and recreational park fields can be permitted for \$25-\$50 per game, depending on the age and sport of the user. For example, 12 and under youth groups pay \$25 per game for all sports, 13+ groups pay \$40 per game for softball, soccer and football, and 19+ adult groups pay \$50 per game for baseball. Depending on the sport, a game can last from 1 ½ - 3 hours, making the hourly fee equivalent about \$15/hour.

Comparative research of fees charged by neighboring jurisdictions was conducted by staff (see Table 1-1). As you can see, there is no conformity: some jurisdictions charge different fees for rectangular vs. diamond fields, others for adults vs. youth, and still others for different sports; some have seasonal rates, others charge one-time users a higher hourly fee, and others charge higher fees for lit fields. One thing is clear: our current fees, especially those for our local park fields, fall below the median.

Fee Policy

The current Montgomery Parks, M-NCPPC user policy states *“User fees are charged for those facilities, services and programs, which provide an individual benefit or an exclusive use. User fees may also be charged to balance use with capacity and demand, and to allocate scarce resources.”* The \$48 fee currently charged for local fields covers only the administrative costs of distributing the permits that grant exclusive use. As demand continues to surpass capacity and use continues to increase, we need to replace the current administrative fee with user fees that will help manage use.

Fee Options

Staff explored both an hourly fee option and a seasonal fee option. Community Use of Public Facilities (CUPF) in Montgomery County currently has a seasonal fee structure, charging \$48 per field per day per season. Most other jurisdictions we researched have an hourly fee structure.

The seasonal approach works well for CUPF’s school fields during the week, as school use is given priority and these fields are not usually available for non-school groups until 3:00pm or 5:00pm. This automatically limits the number of hours given to each permitted group on any given day. Since park fields are available all day every day, we would need to develop a per field, per day, *per specific time block*, per season structure to maximize use on each field and satisfy demand. This is essentially the same as charging an hourly fee. For this reason, an hourly fee option is being proposed rather than a seasonal one.

Staff recommends against pursuing a full cost recovery model, as we are a public agency already supported by tax dollars. It is recommended, however, that the percentage of costs recovered through permits be higher for regional or recreational fields (where use is reserved exclusively for ratepayers by permit only) than for local fields (where there is frequent walk-on use by taxpayers in addition to permitted use by ratepayers).

Coordination with CUPF

CUPF has reviewed this proposal and is in support of an hourly fee. CUPF staff will be presenting a comparable fee schedule change to the Interagency Coordinating Board for Community Use of Public Facilities on September 10 for approval, and plans to transition to the new fee schedule for the 2009 Spring/Summer season as well so field fees remain consistent countywide. In addition, the fifteen park fields currently permitted by CUPF will revert back to the Park Permit Office by December 1, 2008, and will be administered by the Department of Parks from then on.

Proposed Local Field Fees

Our local fields are the most used fields in the system. In addition to more than 100,000 hours of annual permitted use, these fields experience thousands of additional hours of unpermitted walk-on use. Permit fees for local field use in FY08 generated \$176,951, or the equivalent of \$1.77 per permitted hour.

Our proposal is to increase the per hour fee to \$3 with a two hour minimum charge. This fee remains well below the average fee charged by other regional jurisdictions, but keeps these fields accessible to the broader community while generating additional revenue to offset the significant maintenance and renovation costs. Games will continue to be given priority over practices and will be scheduled first

Recommended Local Park Fees:

1. Charge all seasonal groups \$3 per hour for games (two hour minimum charge)
2. Charge all seasonal groups \$3 per hour for practices (one hour maximum)
3. One-time use for tournaments would follow the fee schedule for special event use
4. Camps and clinics would continue to follow the Camp/Clinic fee schedule

Proposed Regional/Recreational Field Fees

Our regional and recreational fields are in high demand and are for use for games and by permit only. In FY08 these fields saw more than 25,000 hours of use and generated \$396,121 in revenue, or about \$15/hour.

Our proposal is to change the regional/recreational fees to a per hour fee instead of a per game fee. We kept youth fees for unlit fields at the current \$15/hour rate and increased the age break for youth to 17 and under so as not to negatively impact youth programs.

In response to the exponential increase in utility costs, however, we do recommend charging a higher fee for use of our lit fields, regardless of the demographics of the user group. The lit field fee will begin at different hours depending on the season and the official time of sunset. These times will be:

April – September	7:00 p.m. – 11:00 p.m.
October-November	5:00 p.m. – 11:00 p.m.

Field lights are turned on approximately one hour before sunset. This timing allows adequate time for staff to manually turn on each field's lights (we do not have a centralized, automated system) and for the lights to warm up (this takes about ½ hour) by the time they are needed. Because sunset times vary from month to month and we do not have an automated system tracking actual minutes of use per field, an average time was used as listed above. This means during some months users may receive some lighted time free of charge and during other months users may pay for some lighted time they do not need.

Recommended Regional/Recreational Park Fees:

1. Charge youth groups (17 and under) \$15 per hour for all sports on unlit fields
2. Charge youth groups (17 and under) \$30 per hour for all sports on lit fields
3. Charge all other groups (18 and up) \$20 per hour for unlit fields
4. Charge all other groups (18 and up) \$35 per hour for lit fields
5. One-time use for tournaments would follow the fee schedule for special event use

Projected Revenue Impact

FY08 annual revenue from local fields was \$176,951. FY08 annual revenue from regional and recreational fields was \$396,121. If the proposed hourly fee structure is approved by the end of the 2008 calendar year and use patterns do not decline significantly as a result, the 2009 spring/summer season should be able to generate a combined total of more than \$100,000. A full year of the proposed hourly fee structure (again assuming current use patterns) could increase revenues by more than 30% overall.

It is important to note that a switch to hourly fees may result in a decline in permitted time, which would lower the actual revenue generated (see the section on potential consequences). The above numbers are estimates based on current use patterns and will fluctuate depending on the actual hours of use.

Staff has spoken with CUPF and both agencies are in agreement that the administration of the 15 park fields currently being permitted by CUPF will be returned to the Park Permit Office for permitting by the end of the 2008 calendar year. The fees generated from the permitting of these fields would then revert back to the Department of Parks, and would supplement the revenue projections outlined above.

Staff recommends that a special revenue fund be established to ensure any fees generated through athletic field use above the \$100,000 needed to offset our budget cuts are earmarked for the care and maintenance of the Department's popular and highly used fields. If the revenue generated is sufficient, this fund would also provide for the implementation of the proposed FY09 new initiative cut from the approved budget.

Policy Impact

Should this proposal be approved, some additional practices will need to be added to the recently adopted Athletic Field Use Permit Policy. Staff recommendations include:

- Establishment of "release" dates for field time initially requested by a league but no longer needed once the complete season schedule is finalized. Suggested dates are: March 1st for the spring/summer season and August 1st for the fall/winter season. These dates would allow enough time for released fields to be reissued to other user groups by the start of the season.

- Issuing of “future use credits” for fields released in lieu of monetary refunds for seasonal users. These credits would be applied to future seasons. No credits or refunds would be given for hours or fields released after the established release date.
- Establishment of a cancellation policy that would base refunds on when park staff cancels field use during the season. Full refunds would be given to one-time users; refund credits against future use would be given in lieu of monetary refunds for regular, seasonal users.
- Adjustment of the seasonal submission window dates to facilitate the new release dates. Suggested submission deadlines would be December 1st for spring/summer applications and May 1st for fall applications. This would allow enough time for leagues to schedule their games and identify unneeded fields, and provide the new user groups receiving those fields adequate time to plan for games or practices.
- Levying of a monetary penalty and revocation of the permit and priority status for leagues that do not release unneeded fields.

Anticipated User Impact

Though the new hourly fee structure is reasonable and more in line with the fees charged by neighboring jurisdictions, it will represent a considerable jump in expenses for most users. Many of these groups are non-profit entities and many already cover the costs of referees, umpires, coach trainers, uniforms, trophies, insurance, association fees, and other related services.

For the purposes of this discussion, however, it is equally important to note that the revenue generated by many of these groups through user fees is also considerable. For example, one popular group charges an average of \$148 per player for a season. The rosters submitted by this organization to our Permit Office listed 7800 participants in FY08 – that’s approximately \$1,000,000 in gross revenue for the year. Another group charges an average of \$95 per player and their rosters listed 2100 participants in FY08 – that’s close to \$200,000 in revenue. If the two organizations mentioned above were to pass their increases on to their participants, it would result in a per player increase of less than \$10. While we certainly don’t want our rate increases to result in decreased participation because of higher league fees, we do need to be cognizant of the revenues made possible from the use of our fields and price them fairly.

The suggested changes in the submission windows and the addition of the release dates will mean leagues will have to adjust their registration dates and finalize the scheduling of games by an earlier date. While these transitions may not be easy at first, the change will hopefully result in more fields being released back to the permit office in time to permit them to other organized groups who have been denied fields in the past.

All user groups would be required to pay for the hours requested at the beginning of each season, not at the end. Payment in full would be required before a permit is issued. Unused hours from released fields would be “credited” back to the user’s account and applied against future seasons, or refunded upon written request. Note that this applies only to hours or fields released by the established release dates; no credits or refunds will be provided for hours or fields released after those dates.

In order for our user groups to have sufficient time to prepare for these increases and determine how their rates will be affected, it is imperative to approve the new fee schedule as soon as possible.

Recreation Department Impact

Most jurisdictions have a combined parks and recreation department, which means the recreation programs in these jurisdictions do not need to pay for the use of parks facilities. In Montgomery County, the recreation and parks agencies are separate. Both provide invaluable services to the public. Special attention was taken to mitigate the impact this fee structure would have on MCRD programs and the fees were set accordingly.

In FY08, MCRD booked just over \$203,000 worth of field time. Due to their overbooking, park cancelations and a significant number of rainouts this year, they will wind up paying less than \$165,000 in field fees to Montgomery Parks. It is difficult, therefore, to accurately estimate what their 2009 Spring/Summer fees will be, as we do not know in advance how weather may impact use or how many hours they will actually need. The MCRD budget has already been approved for FY09, so to offset the impact of this projected increase, we are suggesting an exclusive discount for MCRD in 2009 at whatever level is needed to keep their fees at the budgeted level. The amount of this discount would need to be reevaluated annually thereafter.

Changes to Permit Office Procedures

The Park Permit Office itself is in the process of realigning its work program to provide better service to our customers. The Park Permit website (www.ParkPermits.org) is undergoing significant upgrades which will improve the online booking process. Application and permitting procedures are being streamlined to improve turnaround and reduce redundancy. These and other improvements will begin immediately and be completed no later than January 1, 2009.

As part of the Athletic Field Inspection and Evaluation Program, customer satisfaction survey cards have been developed to regularly gauge our users' level of satisfaction with field quality and conditions, permitting procedures, and the customer service provided. These cards are sent with a pre-paid envelope in the regular biannual mailings our users currently receive. Data from the returned survey forms will be entered into a database as they are received, reviewed regularly, and used to adapt existing practices and procedures.

Potential Consequences

The increase in fees could potentially result in an initial decline in the amount of permitted play and an increase in the amount of unpermitted, walk-on play as some groups try to find a way around paying the higher fees. Most organized groups have a set game or practice schedule, however, and therefore need to ensure dedicated field time is available. These groups are unlikely to wager on the availability of unpermitted fields. This change in fee structure will hopefully encourage users to release or not request a permit for fields they do not need, which would both reduce their overall cost and free up those fields for other groups' use.

Should some groups decide to forego the permitting of fields and take their chances with walk-on use, there may be an increase in user-user conflicts (as unpermitted groups vie for open fields) and user-neighbor conflicts. As we know, unpermitted use is more difficult to control and requires greater resources to manage. This would need to be closely tracked and monitored by park staff, park police and park rangers.

As noted above, fees for the general public to participate in programs offered by our user groups may rise as groups pass the fee increase on to their participants. This could impact the

level of participation in programs offered by these groups, which could in turn impact the total number of fields needed.

The above factors may result in a decrease in the total number of hours booked in which case revenue would likely be lower than projections based on historical use patterns indicate.

Outreach and Public Notification Process

In July and August 2008, staff shared this proposal with stakeholders including Community Use of Public Facilities (CUPF), the Montgomery County Recreation Department (MCRD), and the Countywide Recreation Advisory Board.

A letter informing existing permit users of the proposed fee change was mailed with the Fall Permit Application in mid-August.

In late August this proposal was posted on www.ParkPermits.org and a public notice was mailed to past and current permit holders to notify them of the Planning Board date, direct them to www.ParkPermits.org to view the proposal, and instruct them on how to sign up to testify.

This version of the hourly athletic field fee proposal has been amended to reflect input from the stakeholders mentioned above as well as feedback received from several of our user groups. We wish to thank those who reached out to us in advance of this hearing; their valuable comments helped us frame our proposal to better serve our public while still achieving our objectives.

Staff Recommendations

Staff recommends:

- 1. Approval of the attached athletic field fee schedule (Table 1.2) effective for the 2009 Spring/Summer season. (Planning Board approval requested.)**
2. Return of the 15 local park fields currently being permitted by CUPF to the Park Permit Office effective December 1, 2008. (Already agreed to by CUPF.)
3. Creation of a special revenue fund to support the care and maintenance of park athletic fields. (To be discussed internally upon approval of the hourly field fee schedule.)

Regional Fee Comparison

As of April 2008

Table 1.1

Jurisdiction	Fee Charged	Comments
Fairfax County, VA	\$40/hour grass fields \$90/hour synthetic fields	Same fees are charged for rectangular and diamond fields.
Howard County, MD	\$24/hour for adult seasonal use (all fields) \$14/hour for youth seasonal use (multipurpose fields) \$8/hour for youth seasonal use (diamonds) \$30/hour for youth and adult seasonal use of lit fields \$40/hour for one time use of grass fields \$75/hour for one time use of synthetic turf fields \$100/season per unlit field per day of the week \$220/season per lit field per day of the week \$40/tournament per unlit field per day \$75/tournament per lit field per day \$10/four hours of public use for unlit fields \$25/four hours of public use for lit fields \$50/hour for lit fields \$30/hour for unlit fields \$85-100/hour for lit synthetic turf fields	\$100 security deposit required for each field requested.
Frederick County, MD		
Arlington County, VA		Same fees are charged for rectangular and diamond fields.
Anne Arundel County, MD	\$350/10 week season (10 games) for league use of softball fields \$750/10 week season (20 games) for league use of softball fields \$120/game for single game college softball \$85/game for in-county college baseball \$160/game for out of county college baseball \$75/game for in-county high school baseball \$130/game for out of county high school baseball \$80/game for in-county adult baseball \$120/game for out of county adult baseball \$45/hour for multipurpose fields \$48/season (local fields)	League fees are the equivalent of \$35/game.
Montgomery County, MD (Montgomery County Department of Parks)	\$25/game for 12+ groups, all sports (regional/recreational fields) \$40/game for 13+ groups for soccer, softball or football \$50/game for 19+ groups for baseball	\$48 is an administrative fee for issuing the permit. Groups can permit up to four days on a single field for an entire season for one permit fee. Game fees cover 1 ½ - 3 hours of playing time and equal on average a \$15/hour fee.

Table 1.2

Montgomery Parks, M-NCPPC
Athletic Field Fee Schedule
Effective as of the 2009 Spring/Summer Season

Permit Fees	Effective 1/1/08
Local Park Fields	\$3 per hour for games (two hour minimum) \$3 per hour for practices (one hour maximum)
Regional and Recreational Park Fields	\$15 per hour for youth (17 and under), all sports, unlit fields \$30 per hour for youth (17 and under), all sports, lit fields \$20 per hour for adults (18 and up), all sports, unlit fields \$35 per hour for adults (18 and up), all sports, lit fields
One Time Use	Follow separate fee schedule for special events and tournaments
Camps and Clinics	Follow separate fee schedule for camps/clinics/classes

NOTES:

- The lit field fee will be charged at the following times:
April – September 7:00 p.m. – 11:00 p.m.
October-November 5:00 p.m. – 11:00 p.m.
- A reduction in fees will be negotiated on an annual basis with the Recreation Department to ensure program fees remain affordable.



COMMUNITY USE OF PUBLIC FACILITIES

Isiah Leggett
County Executive

Ginny Gong
Director

September 2, 2008

Chairman Royce Hanson
Montgomery County Planning Board
8787 Georgia Avenue
Silver Spring, MD 20910

Dear Chairman Hanson:

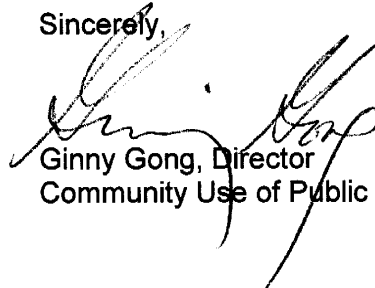
Thank you for the opportunity to comment on our support for the Parks Department's Proposal for Implementation of Hourly Athletic Field Fees in lieu of seasonal permits. Increased use of public land continues to accelerate deterioration of fields and increase maintenance needs. These upkeep costs are shared by all taxpayers alike regardless of their field use and the proposed fees would require field users to bear a more proportional share of the expense. Hourly fees would enhance investment in field maintenance, contributing to the availability of safe and quality fields for community use.

From our own experience, we know a tremendous variation exists in the number of field use hours covered by a permit, ranging from a one-time use of one hour to a team or league permitting a field for an entire season. There are a number of groups who "overbook" to facilitate scheduling flexibility in case they need more time, to minimize wear and tear on their assigned field, or to protect their "historical use" for a field they might need in the future. Also, at present no incentive exists for a group to "return" unneeded time.

The ICB plans to implement a comparable fee for elementary and middle school fields since the size, available amenities and uses of local park recreational fields are comparable to school fields. Charging hourly fees will not only increase the availability of field time for more users but will also create a more equitable rate per hour of use. We also anticipate an improvement in our ability to track who the field is actually being used by as vacant fields are frequently used by un-permitted groups causing difficulty in following-up with complaints by neighbors or with litter problems. As a last point, an hourly fee would help address CUPF denying permits to some groups due to unavailability, who later complain that the field is regularly vacant.

We continue to welcome opportunities for collaboration that will benefit the community and appreciate the opportunity to comment on the proposal.

Sincerely,



Ginny Gong, Director
Community Use of Public Facilities

Montgomery County Department of Parks
FY09 Initiatives

Division: Facility Management**Fund:** Park Fund**Program Element:** Field Sports**Initiative Name:** Improving Athletic Field Quality and Playability

Initiative Description: This pilot initiative will improve playing surfaces and turf cover on park athletic fields through an enhanced maintenance and renovation program. This initiative will continue to refine our maintenance and renovation standards for different types of parks, expand contractual maintenance practices to park fields, and provide a cost/benefit analysis of in-house vs. contractual maintenance services for athletic fields.

Resources Needed: \$500,000

This initiative requires 0.5 WY to upgrade an existing 0.5 WY position into a 1.0 WY full-time turf management specialist position (\$34,300), and \$465,700 for contractual maintenance services.

Goals: This initiative will improve overall field quality and playability of the park's 296 athletic fields.

Background: An Iowa State University study of field use in the United States reported that the maximum number of games or uses per year that would allow a field to fully recover was 64. The average maximum number of uses that lead to permanent damage was set at 79. In Montgomery County, more than 70% of our athletic fields see more than 80 uses per year, and 27% see more than 200 uses per year. Usage of our athletic fields continues to rise. Current levels of maintenance are not able to keep up with these demands. Field renovations are limited to a finite number (average 10 fields annually) because only so many fields can be closed at one time. Without the benefit of frequent closures, turf and field conditions deteriorate beyond the capacity of the routine maintenance program. Dedicated ballfield maintenance staff will be better positioned to manage field closures and renovations based on need, to address drainage issues and respond to vandalism.

Benefits: This initiative will result in: 1) Reduction in injuries sustained by users; 2) increased turf cover on park athletic fields; 3) centralized system for managing closures and renovations; 4) further refinement of maintenance and renovation standards; and 5) cost/benefit analysis of in-house vs. contractual maintenance services to guide future investment of resources.

Consequences if not Funded: Turf and field conditions continue to deteriorate due to overuse and insufficient maintenance, increasing the risk of injury to patrons and limiting the playability of park fields. Continued complaints regarding poor field quality.

FY09 PARKS BUDGET BY PROGRAM ELEMENT

Program		PARK SERVICES																
Sub Program		Organized Sports					Regional Attractions								Meeting & C			
Program Element		Baseball & Softball (6)	Field Sports (7)	Multi-Use Courts (8)	Tennis (9)	Adventure Sports (10)	Total Regional Attractions	Boating (11)	Camping (12)	Equestrian Ctrs (13)	Golf (14)	Ice Skating (15)	Min. Golf, Splash Playgrd (16)	Trains, Carousels (17)	Total Gathering Places	Maintained Open Space (18)	Picnic Shelters (19)	Playgrounds (20)
Org Unit																		
Commissioners' Office																		
Parks Comm.		0.3	0.2	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.0	0.0	0.0
Comm Outreach, Media Rel		0.3	0.2	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.0	0.0	0.0
Tot. Comm's Off		0.6	0.4	0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.0
Parks Dept		0.0																
Director's Office		3.3	1.5	1.3	0.1	0.4	1.8	0.1	0.3	1.1	0.0	0.1	0.1	0.1	4.1	0.0	1.4	0.1
Management Services		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Facilities Management		3.7	1.4	1.3	0.5	0.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	0.0	0.5	0.5
Park Planning & Stewardship		0.3	0.0	0.0	0.0	0.0	0.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0
Park Development		2.0	0.0	0.0	1.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Horticulture Division		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.3	0.0	0.0	2.3
Park Police		16.7	5.3	10.1	0.0	1.0	11.8	0.4	1.2	1.3	4.0	3.3	0.7	0.9	36.2	5.3	4.6	4.3
Central Maintenance		9.0	3.6	2.3	0.5	2.6	0.0	18.8	0.5	3.4	1.8	2.9	6.4	3.0	43.6	13.0	1.3	4.0
Northern Region		25.4	13.2	9.4	0.9	1.6	0.3	5.1	1.8	1.7	0.4	0.0	0.0	1.2	0.0	44.0	32.9	3.1
Southern Region		40.9	19.1	13.9	3.6	4.3	0.0	3.8	0.0	0.4	1.2	0.0	0.1	0.0	71.1	35.4	3.2	13.8
Enterprise		13.3	0.0	0.1	0.1	13.1	0.0	56.8	4.1	4.6	0.0	0.1	39.7	3.6	4.7	16.8	0.0	0.0
Total Parks Dept		114.6	44.1	38.4	6.7	24.5	0.9	96.1	6.9	11.8	5.8	7.0	49.8	8.6	8.8	225.3	86.6	14.1
		0.0																
Planning Dept		0.0																
Res & Tech		2.0	0.4	0.4	0.4	0.8	0.0	2.4	0.0	0.4	0.0	0.0	0.9	0.6	0.5	1.7	0.9	0.2
		0.0																
CAS (tbd)		1.0	0.5	0.0	0.5	0.0	0.0	0.5	0.0	0.0	0.0	0.5	0.0	0.0	0.5	0.0	0.0	0.0
(Across All Divisions)																		
FY09 Gross TOTAL Workyears		118.2	45.4	39.0	7.6	25.3	0.9	101.0	6.9	12.0	5.8	7.0	51.0	9.2	9.1	227.8	87.5	14.3
Normal Salary Lapse @7.5%		8.9	3.4	2.9	0.6	1.9	0.1	7.6	0.5	0.9	0.4	0.5	3.8	0.7	0.7	17.1	6.6	1.1
TOTAL (Net of Lapse)		109.3	42.0	36.1	7.0	23.4	0.8	93.4	6.4	11.1	5.4	6.5	47.2	8.5	8.4	210.7	80.9	13.2
FY08 Approved Workyears			44.1	40.6	7.0	25.5			7.9	9.3	4.5	4.7	50.4	6.1	9.8		99.4	14.0
Total WY Park Fund			44.50	38.70	7.00	12.20	0.90		2.80	7.40	5.80	6.90	10.80	5.60	4.40		87.49	14.30
Avg Sal																		
Personnel Services		9,712,882	3,730,667	3,204,758	624,517	2,078,984	73,956	8,299,502	566,996	986,079	476,605	575,213	4,190,837	755,994	747,777	18,720,717	7,189,341	1,175,078
Supplies & Materials		596,211	232,657	238,860	33,355	86,366	3,973	393,402	16,514	69,916	43,234	64,843	117,346	54,479	27,070	1,408,978	455,330	91,135
Other Services & Charges		1,326,608	754,392	481,347	28,340	60,481	2,048	263,843	19,146	50,991	32,889	33,563	69,819	36,243	21,192	884,676	172,350	53,697
Capital Outlay		122,529	80,525	38,894		854	2,256	28,575	1,342	2,854	1,110	3,415	2,903	1,683	15,268	167,346	104,181	33,713
Total All Funds		11,757,230	4,798,241	3,963,859	686,212	2,226,685	82,233	8,985,322	603,998	1,109,840	553,838	677,034	4,380,905	848,399	811,307	21,181,717	7,921,202	1,353,623
Total All Funds (ROUND)			4,798,300	3,963,900	686,200	2,226,700	82,200		604,000	1,109,800	553,800	677,000	4,380,900	848,400	811,300		7,921,200	1,353,600
Avg Sal																		
Personnel Services		0	3,656,711	3,180,106	575,213	1,002,514	73,956	0	230,085	606,082	476,605	566,996	887,471	460,170	361,562	0	7,189,341	1,175,078
Supplies & Materials		596,211	232,657	238,860	33,355	86,366	3,973	393,402	16,514	69,916	43,234	64,843	117,346	54,479	27,070	1,408,978	455,330	91,135
Other Services & Charges		1,326,608	754,392	481,347	28,340	60,481	2,048	263,843	19,146	50,991	32,889	33,563	69,819	36,243	21,192	884,676	172,350	53,697
Capital Outlay		122,529	80,525	38,894		854	2,256	28,575	1,342	2,854	1,110	3,415	2,903	1,683	15,268	167,346	104,181	33,713
Total Park Fund		2,044,348	4,724,285	3,939,207	636,908	1,150,215	82,233	685,820	267,087	731,843	553,838	668,817	1,077,539	562,575	425,092	2,461,000	7,921,202	1,353,623
Total Park Fund (ROUND)			4,724,300	3,939,200	636,900	1,150,200	82,200		267,100	731,900	553,800	668,800	1,077,500	562,600	425,100		7,921,200	1,353,600
Enterprise Fund		1,092,905	0	8,217	8,217	1,076,470	0	4,667,442	336,910	377,997	0	8,217	3,262,279	295,824	386,214	1,380,511	0	0
Total Enterprise Fund																		
(ROUND)			0	8,200	8,200	1,076,500	0		336,900	378,000	0	8,200	3,262,300	295,800	386,200		0	0
Admin Fund (CAS & Commissioner's Office)		131,477	73,956	16,435	41,087	0	0	41,087	0	0	0	0	41,087	0	0	73,956	0	0
Total Admin Fund			74,000	16,400	41,100	0	0		0	0	0	0	41,100	0	0		0	0

Stookey, Kate

From: Richard Anderson [richard@cqiassociates.com]
Sent: Wednesday, July 23, 2008 12:02 PM
To: Richard Anderson; Giddens, Gene
Cc: Stookey, Kate; Venzke, MaryEllen; Astorga, Alvaro; Ramsammy, Arnold; Jennie Anderson
Subject: RE: Contract/Ballfield Lights
Attachments: MNCPPC - Athletic Field Light Data, July 23, 2008.xls

The data from 07-08 for Athletic Field Lighting is attached for your review.

The cost per hour for the larger field complexes runs from \$23.10 to \$28.06 per hour. *

Review and call on next steps.

Richard Anderson
CQI Associates
PO Box 825
Columbia, MD 21044
Direct: 443-864-7293
Fax 410-740-3271

From: Richard Anderson
Sent: Monday, July 07, 2008 8:05 PM
To: 'Giddens, Gene'
Cc: Stookey, Kate; Venzke, MaryEllen; Astorga, Alvaro; 'Ramsammy, Arnold'; Jennie Anderson
Subject: RE: Contract/Ballfield Lights

Thanks for the contract update

We conducted a similar cost study for the Athletic Field light costs for Mary Ellen Venzke a few years ago.

Real quick summary:

-- Cabin John Field lights annual cost was \$35,003 last year. If the lights burn an estimated 1,230 hours per year, the cost to operate is \$28.46 per hour

-- Wheaton Field lights annual cost was \$25,970 last year. If the lights burn an estimated 1,230 hours per year, the cost to operate is \$21.11 per hour

-- Olney Field lights annual cost was \$34,402 last year. If the lights burn an estimated 1,230 hours per year, the cost to operate is \$27.97 per hour

Energy costs this year are up 14% and next year may be 18% higher. \$35.00 per hour is a realistic figure to cover the costs per hour for energy. *

When the final FY 2008 data is posted we can generate actual data as on June 30, 2008

We will look at the costs and report back within the week.

Richard Anderson
CQI Associates
PO Box 825
Columbia, MD 2104
Direct: 443-864-7293

Cabin John RP - Athletic Area / MC-M24 / Area not reported

Fiscal Year	Unit/An	01 (Jul)	02 (Aug)	03 (Sep)	04 (Oct)	05 (Nov)	06 (Dec)	07 (Jan)	08 (Feb)	09 (Mar)	10 (Apr)	11 (May)	12 (Jun)	YTD Total	Hours	Cost Per Hr.
Potomac Electric Power Company																
202749060 Cabin John RP - Athletic Area / MC-M24 / Cabin John RP - Athletic Area / ELECTRIC / 25-269100																
FY: 2008	KWH	8,320	4,800	28,800	0	8,240	0	2,320	2,240	1,680	1,680	12,880	8,720	79,680		
	Amt	1,435.65	1,098.29	4,462.73	0.00	1,430.28	0.00	452.40	393.98	356.91	354.40	1,648.43	1,498.58	\$13,131.65	1,230.00	\$ 10.68
	KWH	8,480	4,320	13,440	13,840	8,640	1,840	2,080	1,680	1,760	6,320	10,640	10,320	83,360		
FY: 2007	Amt	1,425.26	963.53	2,009.06	2,047.99	1,147.20	260.62	287.98	242.90	254.11	891.04	1,387.76	1,668.75	\$12,586.20	1,230.00	\$ 10.23
	KWH	7,120	4,560	8,800	10,720	0	14,080	0	1,920	2,080	5,120	5,360	15,440	75,200		
FY: 2006	Amt	1,081.28	871.59	1,231.59	1,396.58	2,265.00	-372.60	0.00	0.00	227.38	593.26	651.12	2,656.41	\$10,601.61	1,230.00	\$ 8.62
260017701 Cabin John Athletic Area / MC-M24 / Cabin John RP - Athletic Area / ELECTRIC / 25-269100																
FY: 2008	KWH	31,600	16,720	63,360	0	26,240	0	10,960	11,760	9,520	45,680	0	24,160	240,000		
	Amt	4,589.80	3,015.79	9,607.17	0.00	4,028.16	0.00	1,543.76	1,780.69	1,422.30	6,039.62	0.00	3,721.53	\$35,748.82	1,230.00	\$ 29.06
	KWH	26,160	19,200	25,360	33,760	19,040	9,760	11,120	11,520	11,760	25,680	30,240	30,880	254,480		
FY: 2007	Amt	3,807.71	3,047.70	3,794.22	4,774.37	2,470.41	1,206.61	1,358.43	1,406.94	1,609.50	3,242.84	3,791.41	4,493.70	\$35,003.84	1,230.00	\$ 28.46
	KWH	24,480	21,200	23,760	28,160	18,000	8,960	8,400	10,480	11,520	18,880	27,520	29,760	231,120		
FY: 2006	Amt	3,035.99	2,617.84	2,899.60	3,257.09	1,775.45	848.96	912.99	1,204.84	1,322.69	1,827.96	2,678.99	5,567.07	\$27,949.47	1,230.00	\$ 22.72

Olney Manor Recreational Pk / MC-H05 / Area not reported**Potomac Electric Power Company**

281653011 Olney Manor Recreational Park / MC-H05 / Olney Manor Recreational Pk / ELECTRIC / 25-269100																
FY: 2008	KWH	23,600	12,960	37,600	38,800	20,480	14,480	10,400	11,120	13,200	10,400	30,880	0	223,920		
	Amt	4,117.61	2,794.89	6,105.52	5,185.09	3,047.36	1,951.35	1,486.04	1,633.64	2,072.76	1,854.78	5,143.80	0.00	\$35,392.84	1,230.00	\$ 28.77
	KWH	28,800	0	0	0	0	147,360	0	0	0	0	25,520	26,320	228,000		
FY: 2007	Amt	4,630.62	1,115.50	5,833.31	5,072.37	5,700.26	1,288.56	1,000.96	1,333.28	0.00	0.00	3,864.41	4,562.80	\$34,402.07	1,230.00	\$ 27.97
	KWH	30,000	13,920	42,720	43,440	18,000	12,240	7,680	10,080	8,400	13,440	30,240	29,040	259,200		
FY: 2006	Amt	4,135.69	2,364.32	5,267.32	4,224.33	2,037.81	1,152.41	758.87	957.26	959.10	1,544.47	5,028.74	4,807.61	\$33,237.93	1,230.00	\$ 27.02
281653301 Olney Manor Recreational Park / MC-H05 / Olney Manor Recreational Pk / ELECTRIC / 25-269100																
FY: 2008	KWH	8,676	9,684	11,592	10,296	12,168	13,392	10,800	10,332	12,456	10,152	10,080	0	119,628		
	Amt	1,150.73	1,306.45	1,549.59	1,314.10	1,530.87	1,660.35	1,368.27	1,315.28	1,546.45	1,284.24	1,329.89	0.00	\$15,356.22	1,230.00	\$ 12.48
	KWH	5,364	5,328	6,732	8,172	9,540	10,692	11,916	10,296	8,748	9,936	9,468	9,288	105,480		
FY: 2007	Amt	705.90	707.57	874.73	991.46	1,149.23	1,282.70	1,424.79	1,251.46	1,074.45	1,212.50	1,246.58	1,233.77	\$13,155.14	1,230.00	\$ 10.70
	KWH	4,500	6,156	6,444	7,524	9,612	7,956	8,100	9,540	7,200	5,292	7,380	7,056	86,760		
FY: 2006	Amt	491.14	690.11	695.86	745.73	955.29	791.36	769.67	873.60	619.74	511.04	820.51	935.02	\$8,899.07	1,230.00	\$ 7.24

WSSC

Wheaton Regional Park MY / MC-M27 / 13,706 SF**Potomac Electric Power Company**

201119090 Wheaton Regional Park / MC-M27 / Wheaton Regional Park MY / ELECTRIC / 25-269100

KWH	11,520	9,960	11,160	8,400	8,520	14,640	12,840	10,560	9,600	7,440	7,080	0	111,720			
Amt	1,479.09	1,336.88	1,480.99	1,092.54	1,109.39	1,813.62	1,620.40	1,355.22	1,221.69	969.22	943.43	0.00	\$14,422.47	1,230.00	\$	11.73
KWH	11,400	10,680	9,480	9,720	10,200	12,120	11,640	0	24,000	8,160	0	19,320	126,720			
Amt	1,426.55	1,340.50	1,190.86	1,164.97	1,224.64	1,442.04	1,395.72	1,537.38	1,364.84	999.01	1,343.19	1,172.45	\$15,602.15	1,230.00	\$	12.68
KWH	10,200	9,480	9,240	9,000	8,400	12,360	9,480	10,080	9,000	7,920	9,000	10,800	114,960			
Amt	1,103.72	1,051.73	975.53	870.87	831.47	1,213.74	900.54	932.22	758.50	723.94	1,095.41	1,334.69	\$11,792.36	1,230.00	\$	9.59
KWH	0	0	0	0	0	0	0	0	0	0	0	9,240	9,240			
Amt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	990.58	\$990.58			

South Germantown Recreation Park / MC-G11 / Area not reported**Potomac Electric Power Company**

202838450 South Germantown Recreation Park / MC-G11 / South Germantown Recreation Park / ELECTRIC / 25-284504

KWH	39,840	37,440	22,480	0	0	0	77,680	0	0	16,640	18,880	0	212,960			
Amt	5,017.34	5,026.28	3,161.38	1,707.92	2,121.50	2,408.46	2,253.98	2,270.72	0.00	2,019.64	2,430.25	0.00	\$28,417.47	1,230.00	\$	23.10
KWH	47,840	35,200	19,520	14,400	15,200	16,240	16,640	18,560	16,960	15,040	26,320	50,240	292,160			
Amt	5,837.21	4,447.08	2,545.58	1,717.11	1,810.99	1,932.21	1,981.79	2,224.05	2,043.25	1,829.50	3,520.80	6,303.22	\$36,192.79	1,230.00	\$	29.43
KWH	39,680	39,600	15,440	8,240	0	7,680	33,120	0	33,200	15,840	26,640	38,640	258,080			
Amt	3,775.79	3,833.06	1,605.94	802.34	0.00	706.87	2,943.29	0.00	2,894.05	1,427.78	3,849.88	4,809.88	\$26,648.88	1,230.00	\$	21.67
KWH	0	0	0	0	0	0	0	0	0	0	0	41,840	41,840			
Amt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,946.85	\$3,946.85			

FROM : ROXBROUGH

PHONE NO. : 703 876 0563

Sep. 02 2008 10:18PM P2

445-9346

Page 1 of 2

jack roxbrough

From: "Mike Oleykowski" <moleykowski@fisherandson.com>
To: "Jerry Schoonmaker" <jschoonmaker@fisherandson.com>
Cc: <whaley@fisherandson.com>; <butterworth@fisherandson.com>;
<bseltzer@fisherandson.com>; <brobinson@fisherandson.com>; <dhunley@fisherandson.com>;
<dyoung@fisherandson.com>; <dcrothers@fisherandson.com>; <hfindley@fisherandson.com>;
<jroxbrough@fisherandson.com>; "Kim Bohn" <kbohn@fisherandson.com>;
<mcmaman@fisherandson.com>; <mfisher@fisherandson.com>; <nider@fisherandson.com>;
<tmaht@fisherandson.com>; <tdefino@fisherandson.com>; "Tom Currie"
<tcurrie@fisherandson.com>
Sent: Tuesday, August 19, 2008 8:17 PM
Subject: RE: Rising Prices

Sales, Jerry had a request for a letter as such. Feel free to use this as you see fit.

To whom it may concern,

Gone are the days of inexpensive fertilizers, as you are aware, inflation is all around us with fuel affecting many of our products. We know about oil and fuel, we can imagine the impact on transportation to deliver products to markets. Increases are all around. The impact is even greater when it comes to fertilizers. Fertilizer technology and production rely on oil and natural gas. The growing middle class across the globe in the BRIC nations (Brazil, Russia, India, and China) and other developing countries all compete for oil and also for raw materials. Add to that the misguided approach to corn ethanol and the demand for fertilizers is impacted yet again. The push for more corn acres has impacted grass seed pricing as well as grass seed growers find corn and wheat more lucrative than grass seed, therefore reducing grass seed acres and pushing supply down. Business consolidation, mergers and acquisition has also had its impact on pricing. The outlook is not good for price stabilization.

On the supply side of the fertilizer and grass seed business we have been victimized by increased material cost based on the global demand and oil. And on the management of business, add the impact of inflation on health care costs for employees, fuel and freight and also normal infrastructure costs. You can understand why turf and ornamental supplies have taken such a huge leap.

As an example of increases, urea has more than doubled in the last year. Phosphorus materials have tripled. Potassium is also at an all time high. The outlook is for continued price increases. The impact on pesticides is also severe. Many raw materials rely on petroleum products. Additionally global demand has created shortages in raw materials and process ingredients. It is indicated that chlorothalonil for instance will see strong increases into the double digits. Some herbicide manufacturers are ready to or recently announced double digit price increases also.

Fertilizers budgets should be increased 30 to 40% maybe more, pesticide budgets should increase potentially 20%, seed budgets should increase 10 to 15%. Of course don't leave out the adjustment to the fuel budget and also labor it is wise in these times to keep the best staff.

We would hope that the situation would level out and correct itself to reasonable pricing. However, in the meantime, we will do our best to identify and offer the best of values, and work with your facility managers to help create reasonable and economical approaches to good turf and horticultural strategies.

M. OLEY, ...
Mike Oleykowski
Fisher and Son Co., Inc.
120 Summit Drive Eden, PA 19341
800-262-2127
(o) 484-879-2536
(f) 610-363-0563
c 609-410-0409
www.fisherandson.com

8/19/2008

Athletic Field Inspection and Evaluation Program (AFIE)

The Department has developed the Athletic Field Inspection and Evaluation Program (AFIE) to measure our level of success in managing our highly used athletic fields. The program is outlined below. The department plans to implement the AFIE program in September 2008.

AFIE's inspection component initially focuses our inspection work on the rectangular fields in our local parks which are our most heavily used fields and biggest "hot spots." Future work will include expansion of the inspection component of this program to include diamond fields as well as fields in our regional and recreational parks.

A second component of the program is the customer satisfaction survey. This will measure user satisfaction with field quality and the overall permitting experience, and identify areas where greater effort is still needed.

Field Inspection Methodology

The AFIE program proposes regular, standardized inspection of all fields returning to play from the annual turf renovation program. After renovation these fields should be in the best condition possible and will therefore provide a solid baseline against which to measure the rest of our inventory. Each field will be evaluated at the time it is closed (prior to renovation) for comparison purposes, and then regular inspections begin the following year when the field is returned to play.

Typically, 10-12 of our local fields are closed for renovation each year and then returned to full use at the end of that one year period. The proposed new athletic field use policy (still in review with user groups) recommends that during the year after renovation these fields be limited to only 50% of their previous year's use. We hope this return to limited use will increase the "life expectancy" of these fields while avoiding total displacement of regular users for a second year.

Field inspections and data collection will be performed on a regular basis by the Ballfield Coordinator and other trained staff. Inspections will be performed in September when the fields are returned to play, and then again in November, April, June and August.

In the first year, AFIE will monitor the ten fields emerging from the renovation program. In the second year, there will be twenty: the ten previously renovated fields (now entering their second limited-use year) and the ten fields just emerging from the most recent renovation program. In the third year, the ten original fields will revert back to regular use and drop out of the AFIE program and ten new fields will be added. After the initial year, there will be twenty fields in the AFIE program on an annual basis.

Inspections will be a combination of visual inspection, mechanical measurements and photographic cataloging. Visual inspections will evaluate turf coverage, wear patterns and depressions that create drainage problems. A penetrometer will be utilized to measure soil compaction which speaks to both turf health and the hardness of the field. Each field will be photographed at the time of inspection providing a permanent visual record of the field conditions for future reference and comparison.

A field inspection sheet (of which a draft has been provided) will be used to capture the data from each field visit. This sheet captures the annual data for each field so the change in conditions from one inspection to the next can be easily reviewed.

The data captured on these sheets will be collected and entered into a database to facilitate monitoring and reporting. A web-based database will be created so data can be entered simultaneously by inspection staff in different geographic locations and automatically merged. Data in spreadsheet form and reports would be available anytime after the completion of the first year of inspections.

User Satisfaction Survey Methodology

A customer satisfaction survey card has been developed to regularly gauge our users' level of satisfaction with field quality and conditions, permitting procedures, and the customer service provided (a draft copy has been provided). These are simple, easy-to-complete, two-sided cards that fit into a regular business envelope.

These satisfaction cards will be sent with a pre-paid envelope in the regular biannual mailings our users currently receive to avoid additional postage fees. For the first year, league organizers will be sent multiple copies of the cards to distribute to all of the coaches in their leagues. Our application forms are in the process of being updated to capture the coaches' contact information so future survey mailings can be sent directly to them.

Data from the returned survey forms will be entered into a database as they are received, and reviewed regularly.

FIELD EVALUATION SHEET

Inspector name: _____

Field name/#: _____

Field location: _____

		Field Ranking			
	Date of Inspections	Turf Coverage	Goals & Center Field	Soil Compaction	Other Observations
1.					
2.					
3.					
4.					
5.					
6.					
	Average Ranking:				

Ranking Key

Turf Coverage

- 4 = full turf coverage
- 3 = some wear at goal mouths/center field
- 2 = goal areas/center field bare of all turf
- 1 = center 1/3 of field from goal to goal showing extreme wear or barren

Goals/Center Field

- 4 = full/partial turf coverage
- 3 = without turf, not depressed
- 2 = without turf, holding water but draining
- 1 = without turf, holding excessive water

Soil Compaction

- 3 = 0-200psi (ideal)
- 2 = 201-300psi (acceptable)
- 1 = 301+psi (compacted)

Closed Ballfields FY08							
SUB AREA	PARK NAME	FIELD TYPE	FIELD #	CLOSED	REASON	RETURN TO PLAY	
ROCK CREEK	Flower Valley Local Park	Soccer	#1	SEPT. '07	Renovation	SEPT '08	complete
BLACK HILL	Gunners Lake Local Park	Soccer	#2	SEPT '07	Renovation	SEPT '08	complete
SHADY GROVE	Durfief Local Park	Soccer	#1	SEPT '07	Renovation	April '09	EXTENDED CLOSURE
MLK	MLK Rec. Park	Soccer	#3	APRIL '08	Renovation	SEPT '08/APRIL '09	POSTPONED
	MLK Rec. Park	football	#4	April '07	Renovation	SEPT '08	complete
CABIN JOHN	Bradley Local Park	soccer	#1 & #2	SEPT '07	Renovation	SEPT '08	complete
OLNEY MANOR	Southeast Olney Local Park	soccer	#1	SEPT '07	Renovation	SEPT '08	complete
	Blake High School Track field	Soccer			school use only	NEVER	
	Fairland Rec. Park	Soccer	#5		Renovation	Unknown	ongoing
WHEATON AREA	Pleasant View Local Park	soccer	#1	SEPT '07	Renovation	SEPT '08	complete
	Glenfield Local Park	soccer	#2	SEPT '07	Renovation	SEPT '08	complete
	Blair practice field	Soccer			school use only	NEVER	
MEADOWBROOK	Nolte Local Park	soccer	#3	SEPT '07	Renovation/ correction	April '08	complete
	Jessup Blair Local Park	soccer	#1	SEPT '07	Renovation	SEPT '08	complete
LITTLE BENNETT	no closures for this cycle						

Closed Ballfields FY09							
SUB AREA	PARK NAME	FIELD TYPE	FIELD #	CLOSED	BOOKINGS	REASON	RETURN TO PLAY
ROCK CREEK	no closures for this cycle						
BLACK HILL	Leahman LP	soccer	#1	Sept. '08	261	Renovation	Sept. '09
SHADY GROVE	Blueberry Hill LP	soccer	#2	Sept. '08	159	Renovation	Sept. '09
OLNEY MANOR	Layhill LP	soccer	#6 (A)	Sept. '08	112	Renovation	Sept. '09
LITTLE BENNETT	Damascus RP	soccer	#7	Sept. '08	311	Renovation	Sept. '09
MLK	MLK Rec. Park	soccer	#3	April '09	172	Renovation	April '10
	Cannon Road LP	soccer	#3	Sept. '08	???	Renovation	Sept. '09 overlay
	Calverton Gateway LP	soccer	#4	Sept. '08	???	Renovation	Sept. '09
CABIN JOHN	Avenel	soccer	#4	Sept. '08	420	Renovation	Sept. '09
	Little Falls SVU #2	soccer	#1	Sept. '08	420	Renovation	Sept. '09
WHEATON AREA	Saddlebrook LP	soccer	#1	Sept. '08	85	Renovation	Sept. '09
	Stoneybrook LP	soccer	#3	Sept. '08	???	Renovation	Sept. '09 overlay
MEADOWBROOK	Sligo Creek SVU #3	soccer	#1	Sept. '08	331	Renovation	Sept. '09
	Rock Creek Hills LP	soccer	#1	Sept. '08	405	Renovation	Sept. '09
	Rock Creek Hills LP	soccer	#2	Sept. '08	208	Renovation	Sept. '09

Montgomery County Department of Parks, M-NCPPC

Athletic Field Use Permit Policy

Policy Statement

The purpose of this policy is to establish an orderly and fair procedure for the reservation of athletic fields for the purposes of practices, games and tournaments or special events. It is the intent of this policy to balance the increase in demand for such organized uses with the maintenance, renovation, and rest necessary to protect the long-term playability of our fields and ensure user safety.

Most regional and recreational park fields require a permit for use¹. Regional and recreational fields may be permitted for official league games only; no practices are allowed on these fields. Permits are required at all times for regional/recreational fields and other fields marked "by permit only."

When no permit has been issued, local park fields may be used on a first-come, first-served basis, unless otherwise posted, or prohibited in this policy. Non-permitted users must cede the field to designated permit holders at all times. Play is strictly prohibited during field work, renovations and inclement weather, or when posted signs prohibit use.

All user groups must adhere to all rules and regulations outlined in this policy and comply with all M-NCPPC Rules & Regulations and Park Permit Office Conditions of Use.

Criteria

Permit requests for games are given priority over practice requests. Permits for practices will not be issued until all scheduled games are permitted. Youth practices will be given priority over other practices. Field allocation for leagues will be based on prior use (i.e., the previous year's game schedules).² Allocation of athletic fields for games is determined by the following priority system:

- FIRST PRIORITY: Montgomery County Department of Recreation Programs, City of Takoma Park Recreation Programs, Adopt-a-Field groups, public/private partnerships or other contractual agreements, and special event/tournament requests.
- SECOND PRIORITY³: Montgomery or Prince George's County community-based leagues and schools, including organized youth leagues.

Permit Application Schedule

Season

Spring/Summer (April 1 – August 15)

Fall/Winter (September 1 – November 30)

Application Window

December 15 – February 1*

June 1 – July 1*

** Please note: First and second priority user groups must submit their requests by December 1 for the Spring/Summer season and May 1 for the Fall/Winter season or their first priority status will be forfeited for that season.*

Holiday Use Regulations

Local Parks: This includes athletic fields in local, neighborhood and stream valley parks. These fields may be reserved by permit or used on a first-come, first-served basis, unless otherwise posted. Permit holders have priority.

Regional/Recreational Parks: Permits will not be issued for some regional or recreational fields on Memorial Day weekend, Labor Day weekend, or on other established M-NCPPC holidays.

¹ All athletic fields at Ovid Hazen Wells Recreational Park are available on a first-come, first-served basis. Some fields at Damascus, Fairland, Martin Luther King, and South Germantown Recreational Parks are also available on a first-come, first-served basis. Contact the Park Permit Office for more information. When posted, fields are available by permit only.

² An appeal process is available to users denied the fields or dates of their choosing to ensure allocation remains balanced.

³ Organizations must be based in Montgomery or Prince George's County and individual team membership must be at least two-thirds Montgomery or Prince George's County residents. Membership rosters will be required for verification.

Off-Season Use Regulations

All organized, league or team play is prohibited on all athletic fields during the following periods: December 1 – March 31 and August 15 – August 31. These periods are established to allow for rest and seasonal maintenance. Exceptions include Blair and Blake High School fields and contractual partnership agreements.

Field Renovation Guidelines

Fields designated for the annual turf renovation program will be closed for one year, from September to September. All play is prohibited on these fields during this time and these fields will be posted. Use of all fields rotating out of the turf renovation program will be limited to 50% of the last full year's hours of use for that field for one full year after the renovation is complete, from September to September. This includes all park fields.

General Guidelines for Field Use

All field users are expected to adhere to the following guidelines to help keep our fields in an acceptable condition for public use. Violation of these guidelines may result in fines or the loss of future permitting or use privileges:

- All unlit fields must be vacated by dark.
- The permit must be on site in the possession of the permitted group or individual during the permitted time. (A game schedule or a photocopy of the permit will serve as a permit for the Department of Recreation or leagues once verified by Park staff or Park Police.)
- The permit is for the sole use of the team named on the permit contract and is not transferable.
- Loud music, bands, or excessive noise which disturbs the peace are prohibited.
- Permit holders are required to see that players and spectators adhere to all park regulations, including:
 - No beer or alcohol allowed;
 - No urinating or changing clothes in public;
 - No loud noises permitted (boom boxes, horns, car alarms);
 - No littering. All trash must be picked up and placed in the nearest receptacle or carried away for proper disposal. All recyclables must be picked up and placed in the nearest recycling receptacle or carried away for proper disposal;
 - Removal or repositioning of goals installed by authorized M-NCPPC staff or contractors on park fields is not allowed;
 - The use of tobacco products is not permitted on the benches, playing areas, and those areas in proximity to the playing field (this includes cigarettes, cigars, chewing tobacco, and snuff);
 - No selling of food, beverages or merchandise on park property without an approved concession permit;
 - Carpooling is encouraged, and parking is allowed in designated parking areas only.
- Use of an athletic field is prohibited when:
 - It is closed for renovation or repair;
 - Water is standing on the field;
 - Soil is frozen;
 - The soil is wet and "spongy";
 - Steady rain is falling;
 - A lightning/electrical storm is occurring;
 - The field is deemed unplayable by Park staff or Park Police.
- If unsure about whether a field can be used, please call the appropriate rain-out number listed below:

Blair HS: 301-670-8105
Cabin John Area: 301-299-1975
Fairland/Olney Manor Area: 301-774-6611
Meadowbrook Area: 301-650-2622
S. Germantown/Black Hill: 301-601-4404
Wheaton: 301-649-3633

Blake HS: 301-774-6611
Damascus/ Ridge Road Area: 301-972-0723
MLK Area: 301-622-4018
Rock Creek Area: 301-963-2506
Shady Grove Area: 301-670-8196

Permit Denial and Revocation

Any users found to be in violation of the guidelines outlined in this policy will be subject to all applicable fines and penalties, including loss of future permitting and use privileges. A permit may be denied or revoked if the permit holder or any member of the permitted user group:

- Violates the guidelines stated in this policy;
- Does not comply with M-NCPPC Rules & Regulations and Park Permit Office Conditions of Use;
- Fails to use permitted field;
- Removes posted signs or markers, or removes or repositions goals installed by authorized M-NCPPC staff or contractors on park fields;
- Uses a field that is closed due to weather or undergoing renovations or repairs;
- Does not comply with league application procedures;

The Department of Parks reserves the right to revoke or deny a permit as necessary if a field needs to be closed for immediate repair. In all such cases, permit holders will be given as much notice as is possible.

Application Procedures

An official Athletic Field Permit Application Form must be submitted to reserve an athletic field for practices or games. Application instructions and forms are available at our Silver Spring and Germantown Permit Office locations and online at www.ParkPermits.org. Completed application forms may be submitted in one of three ways:

1. In person at either of our Permit Office locations:

Parkside Headquarters
Park Permit Office
9500 Brunett Avenue
Silver Spring, MD 20901

OPEN:
Monday – Friday 8:30am-5pm

Northern Region Headquarters
Park Permit Office
12900 Middlebrook Road
Germantown, MD 20874

OPEN:
Monday – Friday 8:30am-4:30pm

2. Online at www.ParkPermits.org or
3. By faxing or mailing a written request, and a self-addressed, stamped envelope to:

Montgomery County Department of Parks, M-NCPPC
Park Permit Office
9500 Brunett Avenue
Silver Spring, MD 20901

FAX: 301-495-2484

When processing permit applications, the M-NCPPC makes every effort to provide each qualifying organization with a permit for at least some of the field time requested.

FEE SCHEDULE

Athletic Field fees follow the [M-NCPPC User Fee Schedule](#), as approved by the Montgomery County Planning Board. A copy of the current approved fee schedule can be viewed at www.ParkPermits.org or at either Park Permit Office location. Additional fees will be charged for any change made to a permit once payment has been made (e.g., change of date or location). A charge will be assessed for returned checks. These fees are subject to change without notice.

ADOPT-A-FIELD AGREEMENT

This Agreement is between the Maryland-National Capital Park and Planning Commission, 9500 Brunett Avenue, Silver Spring, Maryland ("Commission"), and the _____, MD ("Organization").

WHEREAS, the Commission has determined there is a need to improve playing fields ("Fields") located in Montgomery County that are operated by the Commission; and

WHEREAS, the Commission has determined that there are limited public funds for maintenance and improvement of Fields; and

WHEREAS, the Commission has determined that it is in the public interest to allow an organization to perform some regular maintenance on Fields to improve the quality of the Fields, under the Adopt-A-Field Program ("Program"); and

WHEREAS all Fields under the Program will remain multi-purpose and gender neutral to ensure that Fields may be used for all types of sport activities; and

WHEREAS the purpose of the Program is to provide regular, non-publicly funded maintenance and certain improvements on Fields to improve the quality of the Fields for the mutual benefit of the Commission and the users; and

WHEREAS the Organization desires to donate labor and materials for improvements and maintenance of a certain field in exchange for use.

THEREFORE, the Commission and Organization agree as follows:

1. **Recitals.** The above recitals and the Policy Guidelines and Enforcement Procedures for the Adopt-A- Field Program are incorporated herein by reference.
2. **Eligibility.** Organization represents that: (a) the membership of the Organization is comprised of at least two-thirds Montgomery County residents, and (b) the Organization meets the eligibility requirements of the Program.
3. **Adopted Field.** The Organization has adopted Field(s) # __, ("Adopted Field") in _____ Park, Site Map, Attachment A, attached hereto and incorporated herein.
4. **Term.** The term of this Agreement is for one (1) year from the date of execution by the Executive Director of the Commission.
5. **Field Maintenance and Renovation Requirements.** The Organization shall provide maintenance and renovation of the Fields during the entire

year during the term of this Agreement. The Organization must meet on site with the Park Manager to determine the existing condition of the Fields, and to agree upon the maintenance and renovation requirements. The Park Manager shall list these requirements on Maintenance and Renovation Requirements, Attachment B, attached hereto and incorporate herein. The Commission may require the Organization to use a licensed contractor familiar with the type of work. The Organization must submit a proposed work proposal to the Park Manager. The Park Manager must approve the work proposal, with any changes, and send the approved work proposal to the Organization. The Organization must commence the work in accordance with the approved work proposal. The Organization in the performance of the work must comply with the Requirements for Field Renovation and Maintenance, Attachment C, attached hereto and incorporated herein.

6. **Field Use.** The Commission shall in consideration of the Organization providing regular maintenance of the Fields, issue permits to the Organization for exclusive use of the Fields during the Little League season as follows:

- list weekdays (e.g., Mondays 4:00PM to 6:00PM)
- list weekend days (e.g., Saturdays 9:00AM to 4:00PM)

7. **Additional Permits.** The Commission may issue permits to other persons for use of the Fields at other times in accordance with the Commission's scheduling guidelines. The Commission may issue additional permits to the Organization if other persons have not requested permits for the Fields. The Commission shall not deny use to other persons nor cancel permits issued to other persons to provide the Organization with more permits than expressly stated in paragraph 6. If the Organization requests additional permits that exceed the days allocated to the Organization in paragraph 6, the Commission shall consider those requests in accordance with Commission's scheduling guidelines.

8. **Fees.** The permit fees for the permits issued under paragraph 6 are waived. The Organization must pay the Commission any applicable permit fees for permits issued in excess of those issued under paragraph 6.

9. **Agency Review.** The Commission may submit this Agreement to Montgomery County, Maryland and the Board of Education of Montgomery County prior to its approval to ensure that any priority use granted herein will not intrude on reasonable school and public recreation programs.

10. **Organization.** The term “Organization” includes all of its officials, officers, members, employees, agents, and representatives, unless otherwise stated.
11. **Independent Contractor.** The Organization is an independent contractor and not an officer, employee, agent and representative of the Commission.
12. **Non-Discrimination.** The Organization shall not discriminate against any person or employee because of age, sex, race, creed, color, disability, or national origin. If the Organization is determined by a final decision of an administrative agency or a court to be in violation of any nondiscrimination provisions, including employment provisions, of Federal, State, or local laws and regulations, the Commission may terminate or suspend this Agreement in whole or in part, and the Commission may declare the Organization ineligible for any future Agreements with the Commission.
13. **Reports.** The Organization must complete and submit to the Park Manager by the 15th of the month following the reporting period the Monthly Athletic Field Maintenance Report, Attachment D, attached hereto and incorporated herein. The Organization must complete and submit to the Park Manager by the 15th of the month following the reporting period the Quarterly Athletic Field Maintenance Report, Attachment E, attached hereto and incorporated herein.
14. **Compliance with Laws and Regulations.** The Organization shall comply with all Commission, State, Federal, and local laws and regulations relating to the subject matter of this Agreement and performance under this Agreement.
15. **Insurance.** The Organization shall obtain and maintain comprehensive general liability insurance and other types of insurance as specified by the Commission’s Office of Risk Management. The Organization shall furnish to the Commission an insurance certificate provided by the contractor before the contractor performs any work on the Fields. The certificate of insurance shall name the Commission as an additional insured and shall require 45 calendar days advance written notice to the Commission in the event of termination, cancellation or modification of coverage.
16. **Indemnification.** The Organization shall indemnify and save harmless the Commission from and against all legal actions, liability, claims, damages, costs or expenses of any kind which may be brought against the Commission due to Organization’s or its officials, officers, members, employees, agents, and representatives negligence, wrongful conduct, negligent performance or failure to perform any of the obligations under this Agreement. Indemnification shall commence on the date of execution of this Agreement by the Commission and shall survive the expiration or termination of this Agreement.

17. **Requirements.** The Organization must (a) remove all trash and refuse after use of the Fields, (b) comply with the Park Rules and Regulations of the Commission effective on March 21, 200_, (c) not install any structures, temporary or permanent, without prior written approval of the Commission.
18. **Inclement Weather.** The Organization shall not use the Field when any of the following conditions exist: (a) the Commission's inclement weather recording states that the Field is not playable; (b) steady rain is falling; (c) water is standing on the Field; (c) one-half inch of rain or more has fallen within the previous 24 hours; (d) the ground is muddy and soil clumps or clings to shoes; (e) the ground feels "spongy, (f) the soil is frozen; and (g) there is lightning or an electrical storm.
19. **Modifications.** The Organizations must obtain prior written approval from the Commission for any modifications to the Fields.
20. **Review and Reevaluation.** The Commission shall review and evaluate all work performed by the Organization not less than once a year.
21. **Termination for Convenience.** The Commission may terminate this Agreement upon 15 days prior written notice to the Organization.
22. **Termination for Default.** The Commission may terminate this Agreement when the Commission determines that the Organization: (a) has defaulted in performance of this Agreement, or (b) is not complying with any provision of this Agreement. Prior to termination, the Commission shall provide the Organization with written notice specifying the default or failure. The notice shall provide that Organization has a period of not less than 15 days from the date of the notice, to cure the default or failure, or to make progress satisfactory to the Commission in curing the default or failure. Upon expiration of the period specified in the cure notice, the Commission may issue a written notice of termination effective immediately, unless the Commission determines that the default or failure has been cured or that progress satisfactory to the Commission has been made in curing the default or failure. The Organization shall be liable to the Commission for all of the Commission's costs, expenses and damages of any kind caused by the Organization's default or failure to comply with the provisions of this Agreement and for permit fees.
23. **Appeal.** The Organization may appeal a termination for default under any appeal procedure then existing in the Adopt-A-Field Program.
24. **Notice.** The Organization shall complete the information below identifying the person, who shall administer this Agreement for the Organization. The Organization must keep this information current. The Organization shall send any notices or communications to the Park Manager.

Name:
Title:
Address:
Telephone:
Facsimile:
Email:

25. **Applicable Law.** This Agreement shall be interpreted and construed in accordance with the laws of the State of Maryland and enforced in a court of competent jurisdiction in Montgomery County, Maryland.
26. **Assignment.** The Organization shall not assign or transfer any right, interest, or obligation under this Agreement without the prior written consent of the Commission.
27. **Entire Agreement.** This Agreement contains the entire agreement between the parties and may not be modified except by written modification signed by both parties.
28. **Severability.** The invalidity or illegality of any provision of this Agreement shall not affect the remainder of this Agreement or any other provision contained therein.
29. **Waiver.** The failure of the Commission to enforce any part of this Agreement shall not be deemed as a waiver thereof.

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the Organization and the Commission executed this Agreement on the dates written below.

(Organization)

Date: _____

By: _____

(Signature)

Typed Name: _____

Title: _____

Address: _____

Telephone: _____

Facsimile: _____

Email: _____

CERTIFICATION

I hereby certify that the person signing this Agreement on behalf of the Organization is duly authorized to sign this Agreement and to bind the Organization.

Date: _____

By: _____

(Signature)

Typed Name: _____

Title: _____

Address: _____

Telephone: _____

Facsimile: _____

Email: _____

**MARYLAND-NATIONAL CAPITAL
PARK AND PLANNING COMMISSION**

Date: _____

By: _____

Oscar S. Rodriguez
Executive Director

ATTEST

Date: _____

Patricia Colihan Barney
Secretary-Treasurer

ATTACHMENT A
(Site Map of _____ Park)

ATTACHMENT B
MAINTENANCE AND RENOVATION REQUIREMENTS

PARK _____ FIELD _____

ORGANIZATION _____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Program Coordinator for Organization

Date

Park Manager

Date

ATTACHMENT C
Field Maintenance and Renovation Requirements

A. **General**

1. The Organization must perform all work in accordance with the Requirements for Field Renovation and Maintenance. The Organization must maintain the Field according to the specifications outlined below. The Organization must perform maintenance during the entire year for the full term of the Agreement. The Organization must have all maintenance approved in advance by the Park Manager.
2. The Park Manager shall monitor and evaluate the work.
3. The Organization shall perform maintenance between the hours of 7:00 a.m. until sunset unless otherwise designated.
4. The Park Manager must approve the work performed by the Organization.
5. The Organization must respond within 24 hours to correct problems or deficiencies in the work.

B. **Fences and Equipment**

The Organization must perform the following:

1. Repair, replace, or install hooded backstop, player protection fences (unless player benches are located behind the backstop), outfield fencing (if deemed necessary for safety), and other fencing to protect adjacent properties. Inspect condition of all existing fencing poles and fabric. Repair or replace as necessary.
2. Player benches- inspect and repair or replace as necessary.
3. Goals- repair or replace, as necessary.

C. **Turf Areas (general)**

1. Treat for broad leaf weed control only as necessary. The Organization may only use pesticide applicators licensed by the Maryland, Department of Agriculture, Pesticide Regulation Section. Pesticide treatments must be approved in advance by the Park Manager.
2. Weed control chemicals may not be applied without prior written approval of the Park Manager.
3. Fill in holes and depressions with topsoil.

4. Particular attention must be focused on areas in front of goals and in other field areas where wear is prevalent.

D. Mowing

1. Mow from April 1st through November 30th annually.
2. Remove trash and debris from site before mowing.
3. Mow all turf areas: 2 1/2 to 3 inches so as not to remove more than 1/2 of the leaf blade. An approximate rotation of 7 to 10 days in the spring and fall will be observed. Any resulting clumps shall be dispersed.
4. Mow 25 times per year.
5. All grass and weeds adjacent to vertical surfaces, such as buildings, walls, fences, and trees will be maintained using a line trimmer.
6. Adjacent walkways and court areas should be cleared after mowing.

E. Fertilizing

1. Fertilizer shall be applied at a rate of 1.5 pounds of Nitrogen per 1000 square feet. The fertilizer used will have a general nutrient ration of 3-4-2, and be a minimum of 25% slow release.
2. Application shall be made between September 1 and October 15.
3. Any over spread of fertilizer onto paved areas will be removed.
4. If broadcasting granular, a rotary style spreader will be used.
5. Spring fertilizer shall be applied at a rate of .5 pounds of nitrogen per 1000 square feet. Fertilizer will have a general ratio of 2-1-1 and be a minimum of 25% slow release. Application will take place between April 15 and May 15.

F. Aerating

1. Fall Aerating shall be performed between August 20 and October 1st.
2. Solid tine or core aeration may be used but the method must be alternated in each consecutive year.
3. The maximum hole diameter must be 1" and spacing be a maximum of 6."
4. Spring aerating shall be performed between April 1 and May 1.

G. **Seeding**

1. Seeding shall be performed one (1) time in the fall between August 20 and October 1.
2. Overseed with 8 pounds/1000 square feet of Maryland certified, turf-type tall fescue for renovations and 4 pounds/1000 square feet for routine maintenance.
3. The seeding must be performed by mechanical means and slicing is preferred.
4. The seeding rate shall be at 6 pounds per 1000 square feet over the worst two thirds of the field area.
5. Top dress with "compro"(or approved equal) 1/8"-1/4."

H. **Infield Maintenance**

1. **Infield mix-** Baseball infield mix shall be free of any stones over 1/4" in any dimension. It shall contain no organic matter and meet the following mechanical analysis:

Sand (2.0-0.05mm)	60% - 75%
Silt (0.05-0.002mm)	15% - 30%
Clay (less than 0.002mm)	0% - 10%

"Home Run" Infield Baseball Mix is recommended

2. **Weekly Maintenance** - 40 times per year

Scarifying - The top 1/2" to 1" to loosen this portion of the "dirt." This can be done with a "nail drag," and should be done in alternating directions every other week, clockwise then counter clockwise. When scarifying the operator should stay 6" away from the grass edge with the machine and drag, so as not to build up a "lip" of infield dirt along the edge. This 6" area is to be done by hand with a rake.

Mat/Fine dragging - This is to be done immediately after scarification. This must be done with a drag designed for fine dragging of infields. This is also to be done in alternating directions every other week. The combination of scarifying and fine dragging will enable the smoothing of the infield to within 1/2" over 10'.

Mound and home plate repair - The mound and home plate areas will show signs of wear, with holes as much as several inches deep. These areas are to be scarified and re-filled with soil from the surrounding area and then tamped firm.

Chalking foul (fair) lines - Foul (fair) lines are to be lined each week after dragging. These lines shall be no less than 2" but no greater than 3" wide and true (straight) within ½" over 10' of length. Lines are to extend a minimum of 100' into the grass outfield area.

3. **Monthly Maintenance**- 9 times per year, April through December

Edging - Edging of all grass/skinned areas is to be done monthly. This is to be done to crisply define the skinned portion of the field. Any resulting grass or debris is to be disposed of. A string line is to be used to ensure straight edging and a true radius.

Weeding - Weeding of the skinned area is to be done monthly. With weekly dragging, it is inevitable that some grass and or weeds will germinate in the infield area. They will be removed either manually or with approved herbicides (Round-up Pro or other approved rapid drying non-selective herbicide). Spraying must be coordinated with the Commission representative and must be posted according to Maryland Department of Agriculture guidelines.

4. **Annual Maintenance** - Repairs are to be made between December 2008 and March 2009.

Repairs - The "lip" area (the edge between the dirt and the grass) is to be removed and repaired, so as to create a smooth transition between the infield and the outfield. This may entail removing up to 3' of sod regarding "lip" area and replacing the sod. The mound and home plate areas will require new clay material that will be properly applied and tamped (up to 300 lbs.). The infield is to be worked up to a depth of 2", new materials incorporated, dragged smooth (within ½" over 10') and rolled tight. In addition, a new home plate and pitching rubber is to be installed.

ATTACHMENT D
MONTHLY ATHLETIC FIELD MAINTENANCE REPORT

MONTH _____ YEAR _____

PARK _____ FIELD _____

ORGANIZATION _____

DATE	LIME	SEED	INFIELD MIX	FERTILIZER	AREATION	OTHER REPAIRS

ATTACHMENT E
QUARTERLY ATHLETIC FIELD MAINTENANCE REPORT

Park /Field: _____

Organization: _____

A. Specify the status of renovations or other tasks identified during the initial field inspection prior to execution of the adopt a field agreement. (e.g., grading, 100 tons of infield mix, backstop, etc.)

B.	<u>Date</u>	<u>Maintenance Task Performed</u>	<u>Weather/Conditions</u>
----	-------------	-----------------------------------	---------------------------

C. Maintenance Standards Not Met

By signing below the Commission and the Organization acknowledge that the maintenance and renovation performed by the Organization is in accordance with Commission standards except as indicated. Attached are the Monthly Athletic Field Maintenance Reports.

Program Coordinator for Organization





Date

Park Manager

Date

April 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Sunrise: 6:53am Sunset: 7:30pm Moonrise: 10:49am Moonset: 1:36am	2  Sunrise: 6:51am Sunset: 7:31pm Moonrise: 11:58am Moonset: 2:32am First Qtr: 9:34am	3 Sunrise: 6:49am Sunset: 7:32pm Moonrise: 1:11pm Moonset: 3:18am	4 Sunrise: 6:48am Sunset: 7:33pm Moonrise: 2:24pm Moonset: 3:57am
5 Sunrise: 6:46am Sunset: 7:34pm Moonrise: 3:36pm Moonset: 4:29am	6 Sunrise: 6:45am Sunset: 7:35pm Moonrise: 4:45pm Moonset: 4:57am	7 Sunrise: 6:43am Sunset: 7:36pm Moonrise: 5:53pm Moonset: 5:23am	8 Sunrise: 6:42am Sunset: 7:37pm Moonrise: 7:01pm Moonset: 5:49am	9  Sunrise: 6:40am Sunset: 7:38pm Moonrise: 8:07pm Moonset: 6:15am Full Moon: 9:56am	10 Sunrise: 6:39am Sunset: 7:39pm Moonrise: 9:14pm Moonset: 6:44am	11 Sunrise: 6:37am Sunset: 7:40pm Moonrise: 10:19pm Moonset: 7:16am
12 Sunrise: 6:36am Sunset: 7:41pm Moonrise: 11:21pm Moonset: 7:53am	13 Sunrise: 6:34am Sunset: 7:42pm Moonrise: none Moonset: 8:36am	14 Sunrise: 6:33am Sunset: 7:43pm Moonrise: 12:18am Moonset: 9:25am	15 Sunrise: 6:31am Sunset: 7:44pm Moonrise: 1:08am Moonset: 10:19am	16 Sunrise: 6:30am Sunset: 7:45pm Moonrise: 1:51am Moonset: 11:17am	17  Sunrise: 6:29am Sunset: 7:46pm Moonrise: 2:28am Moonset: 12:16pm Last Qtr: 8:37am	18 Sunrise: 6:27am Sunset: 7:47pm Moonrise: 2:59am Moonset: 1:17pm
19 Sunrise: 6:26am Sunset: 7:48pm Moonrise: 3:27am Moonset: 2:18pm	20 Sunrise: 6:24am Sunset: 7:49pm Moonrise: 3:52am Moonset: 3:20pm	21 Sunrise: 6:23am Sunset: 7:50pm Moonrise: 4:16am Moonset: 4:24pm	22 Sunrise: 6:22am Sunset: 7:51pm Moonrise: 4:41am Moonset: 5:29pm	23 Sunrise: 6:20am Sunset: 7:52pm Moonrise: 5:06am Moonset: 6:37pm	24  Sunrise: 6:19am Sunset: 7:53pm Moonrise: 5:35am Moonset: 7:49pm New Moon: 10:23pm	25 Sunrise: 6:18am Sunset: 7:54pm Moonrise: 6:09am Moonset: 9:03pm
26 Sunrise: 6:16am Sunset: 7:55pm Moonrise: 6:50am Moonset: 10:16pm	27 Sunrise: 6:15am Sunset: 7:55pm Moonrise: 7:40am Moonset: 11:25pm	28 Sunrise: 6:14am Sunset: 7:56pm Moonrise: 8:40am Moonset: none	29 Sunrise: 6:12am Sunset: 7:57pm Moonrise: 9:49am Moonset: 12:26am	30 Sunrise: 6:11am Sunset: 7:58pm Moonrise: 11:02am Moonset: 1:17am		




Daylight Saving/Summer Time is in effect for the entire month.

Courtesy of www.sunrisesunset.com

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May 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 	2 Sunrise: 6:09am Sunset: 8:00pm Moonrise: 1:27pm Moonset: 2:32am
3 Sunrise: 6:08am Sunset: 8:01pm Moonrise: 2:37pm Moonset: 3:01am	4 Sunrise: 6:06am Sunset: 8:02pm Moonrise: 3:44pm Moonset: 3:27am	5 Sunrise: 6:05am Sunset: 8:03pm Moonrise: 4:49pm Moonset: 3:52am	6 Sunrise: 6:04am Sunset: 8:04pm Moonrise: 5:55pm Moonset: 4:18am	7 Sunrise: 6:03am Sunset: 8:05pm Moonrise: 7:00pm Moonset: 4:45am	8  Sunrise: 6:02am Sunset: 8:06pm Moonrise: 8:05pm Moonset: 5:15am Full Moon: 11:02pm	9 Sunrise: 6:01am Sunset: 8:07pm Moonrise: 9:08pm Moonset: 5:50am
10 Sunrise: 6:00am Sunset: 8:08pm Moonrise: 10:07pm Moonset: 6:31am	11 Sunrise: 5:59am Sunset: 8:09pm Moonrise: 11:01pm Moonset: 7:18am	12 Sunrise: 5:58am Sunset: 8:10pm Moonrise: 11:47pm Moonset: 8:10am	13 Sunrise: 5:57am Sunset: 8:11pm Moonrise: none Moonset: 9:07am	14 Sunrise: 5:56am Sunset: 8:12pm Moonrise: 12:26am Moonset: 10:06am	15 Sunrise: 5:55am Sunset: 8:13pm Moonrise: 12:59am Moonset: 11:06am	16 Sunrise: 5:54am Sunset: 8:13pm Moonrise: 1:27am Moonset: 12:06pm
17  Sunrise: 5:53am Sunset: 8:14pm Moonrise: 1:53am Moonset: 1:06pm Last Qtr: 2:27am	18 Sunrise: 5:53am Sunset: 8:15pm Moonrise: 2:17am Moonset: 2:07pm	19 Sunrise: 5:52am Sunset: 8:16pm Moonrise: 2:41am Moonset: 3:10pm	20 Sunrise: 5:51am Sunset: 8:17pm Moonrise: 3:05am Moonset: 4:16pm	21 Sunrise: 5:50am Sunset: 8:18pm Moonrise: 3:32am Moonset: 5:25pm	22 Sunrise: 5:50am Sunset: 8:19pm Moonrise: 4:03am Moonset: 6:38pm	23 Sunrise: 5:49am Sunset: 8:20pm Moonrise: 4:41am Moonset: 7:53pm
24  Sunrise: 5:48am Sunset: 8:20pm Moonrise: 5:28am Moonset: 9:06pm New Moon: 7:12am	25 Sunrise: 5:48am Sunset: 8:21pm Moonrise: 6:25am Moonset: 10:13pm	26 Sunrise: 5:47am Sunset: 8:22pm Moonrise: 7:33am Moonset: 11:09pm	27 Sunrise: 5:46am Sunset: 8:23pm Moonrise: 8:47am Moonset: 11:55pm	28 Sunrise: 5:46am Sunset: 8:24pm Moonrise: 10:03am Moonset: none	29 Sunrise: 5:45am Sunset: 8:24pm Moonrise: 11:18am Moonset: 12:33am	30  Sunrise: 5:45am Sunset: 8:25pm Moonrise: 12:29pm Moonset: 1:04am First Qtr: 10:23pm
31 Sunrise: 5:45am Sunset: 8:26pm Moonrise: 1:37pm Moonset: 1:32am						

Daylight Saving/Summer Time is in effect for the entire month.

Courtesy of www.sunrisesunset.com

Copyright © 2001-2006 Steve Edwards

June 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Sunrise: 5:44am Sunset: 8:26pm Moonrise: 2:43pm Moonset: 1:57am	2 Sunrise: 5:44am Sunset: 8:27pm Moonrise: 3:48pm Moonset: 2:22am	3 Sunrise: 5:43am Sunset: 8:28pm Moonrise: 4:53pm Moonset: 2:49am	4 Sunrise: 5:43am Sunset: 8:29pm Moonrise: 5:57pm Moonset: 3:17am	5 Sunrise: 5:43am Sunset: 8:29pm Moonrise: 7:00pm Moonset: 3:50am	6 Sunrise: 5:42am Sunset: 8:30pm Moonrise: 8:00pm Moonset: 4:28am
7 Sunrise: 5:42am Sunset: 8:30pm Moonrise: 8:55pm Moonset: 5:13am Full Moon: 1:12pm	8 Sunrise: 5:42am Sunset: 8:31pm Moonrise: 9:43pm Moonset: 6:04am	9 Sunrise: 5:42am Sunset: 8:31pm Moonrise: 10:24pm Moonset: 6:59am	10 Sunrise: 5:42am Sunset: 8:32pm Moonrise: 10:59pm Moonset: 7:58am	11 Sunrise: 5:42am Sunset: 8:33pm Moonrise: 11:29pm Moonset: 8:58am	12 Sunrise: 5:42am Sunset: 8:33pm Moonrise: 11:56pm Moonset: 9:57am	13 Sunrise: 5:42am Sunset: 8:33pm Moonrise: none Moonset: 10:57am
14 Sunrise: 5:42am Sunset: 8:34pm Moonrise: 12:20am Moonset: 11:56am	15 Sunrise: 5:42am Sunset: 8:34pm Moonrise: 12:43am Moonset: 12:57pm Last Qtr: 5:15pm	16 Sunrise: 5:42am Sunset: 8:35pm Moonrise: 1:06am Moonset: 1:59pm	17 Sunrise: 5:42am Sunset: 8:35pm Moonrise: 1:31am Moonset: 3:05pm	18 Sunrise: 5:42am Sunset: 8:35pm Moonrise: 1:59am Moonset: 4:14pm	19 Sunrise: 5:42am Sunset: 8:36pm Moonrise: 2:33am Moonset: 5:27pm	20 Sunrise: 5:42am Sunset: 8:36pm Moonrise: 3:14am Moonset: 6:41pm
21 Sunrise: 5:42am Sunset: 8:36pm Moonrise: 4:06am Moonset: 7:51pm	22 Sunrise: 5:43am Sunset: 8:36pm Moonrise: 5:10am Moonset: 8:54pm New Moon: 2:36pm	23 Sunrise: 5:43am Sunset: 8:37pm Moonrise: 6:23am Moonset: 9:46pm	24 Sunrise: 5:43am Sunset: 8:37pm Moonrise: 7:41am Moonset: 10:29pm	25 Sunrise: 5:43am Sunset: 8:37pm Moonrise: 8:59am Moonset: 11:04pm	26 Sunrise: 5:44am Sunset: 8:37pm Moonrise: 10:14am Moonset: 11:34pm	27 Sunrise: 5:44am Sunset: 8:37pm Moonrise: 11:26am Moonset: none
28 Sunrise: 5:44am Sunset: 8:37pm Moonrise: 12:35pm Moonset: 12:01am	29 Sunrise: 5:45am Sunset: 8:37pm Moonrise: 1:41pm Moonset: 12:26am First Qtr: 6:29am	30 Sunrise: 5:45am Sunset: 8:37pm Moonrise: 2:46pm Moonset: 12:53am				





Daylight Saving/Summer Time is in effect for the entire month.

Courtesy of www.sunrisesunset.com

Copyright © 2001-2006 Steve Edwards

July 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Sunrise: 5:46am Sunset: 8:37pm Moonrise: 3:51pm Moonset: 1:20am	2 Sunrise: 5:46am Sunset: 8:37pm Moonrise: 4:54pm Moonset: 1:52am	3 Sunrise: 5:47am Sunset: 8:37pm Moonrise: 5:54pm Moonset: 2:28am	4 Sunrise: 5:47am Sunset: 8:36pm Moonrise: 6:50pm Moonset: 3:10am
5 Sunrise: 5:48am Sunset: 8:36pm Moonrise: 7:40pm Moonset: 3:59am	6 Sunrise: 5:48am Sunset: 8:36pm Moonrise: 8:24pm Moonset: 4:53am	7  Sunrise: 5:49am Sunset: 8:36pm Moonrise: 9:01pm Moonset: 5:51am Full Moon: 4:22am	8 Sunrise: 5:50am Sunset: 8:36pm Moonrise: 9:32pm Moonset: 6:50am	9 Sunrise: 5:50am Sunset: 8:35pm Moonrise: 10:00pm Moonset: 7:50am	10 Sunrise: 5:51am Sunset: 8:35pm Moonrise: 10:24pm Moonset: 8:50am	11 Sunrise: 5:52am Sunset: 8:34pm Moonrise: 10:47pm Moonset: 9:50am
12 Sunrise: 5:52am Sunset: 8:34pm Moonrise: 11:10pm Moonset: 10:49am	13 Sunrise: 5:53am Sunset: 8:34pm Moonrise: 11:34pm Moonset: 11:50am	14 Sunrise: 5:54am Sunset: 8:33pm Moonrise: 12:00pm Moonset: 12:53pm	15  Sunrise: 5:54am Sunset: 8:33pm Moonrise: none Moonset: 1:58pm Last Qtr: 4:54am	16 Sunrise: 5:55am Sunset: 8:32pm Moonrise: 12:30am Moonset: 3:07pm	17 Sunrise: 5:56am Sunset: 8:31pm Moonrise: 1:06am Moonset: 4:19pm	18 Sunrise: 5:57am Sunset: 8:31pm Moonrise: 1:51am Moonset: 5:29pm
19 Sunrise: 5:57am Sunset: 8:30pm Moonrise: 2:48am Moonset: 6:35pm	20 Sunrise: 5:58am Sunset: 8:30pm Moonrise: 3:55am Moonset: 7:32pm	21  Sunrise: 5:59am Sunset: 8:29pm Moonrise: 5:11am Moonset: 8:19pm New Moon: 9:35pm	22 Sunrise: 6:00am Sunset: 8:28pm Moonrise: 6:31am Moonset: 8:58pm	23 Sunrise: 6:01am Sunset: 8:27pm Moonrise: 7:49am Moonset: 9:31pm	24 Sunrise: 6:01am Sunset: 8:27pm Moonrise: 9:05am Moonset: 10:01pm	25 Sunrise: 6:02am Sunset: 8:26pm Moonrise: 10:17am Moonset: 10:28pm
26 Sunrise: 6:03am Sunset: 8:25pm Moonrise: 11:27am Moonset: 10:55pm	27 Sunrise: 6:04am Sunset: 8:24pm Moonrise: 12:35pm Moonset: 11:23pm	28  Sunrise: 6:05am Sunset: 8:23pm Moonrise: 1:41pm Moonset: 11:53pm First Qtr: 5:00pm	29 Sunrise: 6:06am Sunset: 8:22pm Moonrise: 2:46pm Moonset: none	30 Sunrise: 6:07am Sunset: 8:21pm Moonrise: 3:48pm Moonset: 12:28am	31 Sunrise: 6:07am Sunset: 8:20pm Moonrise: 4:46pm Moonset: 1:09am	

Daylight Saving/Summer Time is in effect for the entire month.

Courtesy of www.sunrisesunset.com

Copyright © 2001-2006 Steve Edwards

August 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Sunrise: 6:08am Sunset: 8:19pm Moonrise: 5:38pm Moonset: 1:55am
2 Sunrise: 6:09am Sunset: 8:18pm Moonrise: 6:23pm Moonset: 2:47am	3 Sunrise: 6:10am Sunset: 8:17pm Moonrise: 7:02pm Moonset: 3:44am	4 Sunrise: 6:11am Sunset: 8:16pm Moonrise: 7:35pm Moonset: 4:43am	5 Sunrise: 6:12am Sunset: 8:15pm Moonrise: 8:04pm Moonset: 5:43am Full Moon: 7:55pm	6 Sunrise: 6:13am Sunset: 8:14pm Moonrise: 8:29pm Moonset: 6:43am	7 Sunrise: 6:14am Sunset: 8:13pm Moonrise: 8:53pm Moonset: 7:43am	8 Sunrise: 6:15am Sunset: 8:12pm Moonrise: 9:16pm Moonset: 8:43am
9 Sunrise: 6:15am Sunset: 8:11pm Moonrise: 9:39pm Moonset: 9:44am	10 Sunrise: 6:16am Sunset: 8:10pm Moonrise: 10:04pm Moonset: 10:45am	11 Sunrise: 6:17am Sunset: 8:08pm Moonrise: 10:32pm Moonset: 11:49am	12 Sunrise: 6:18am Sunset: 8:07pm Moonrise: 11:05pm Moonset: 12:56pm	13 Sunrise: 6:19am Sunset: 8:06pm Moonrise: 11:45pm Moonset: 2:04pm Last Qtr: 1:56pm	14 Sunrise: 6:20am Sunset: 8:05pm Moonrise: none Moonset: 3:13pm	15 Sunrise: 6:21am Sunset: 8:03pm Moonrise: 12:35am Moonset: 4:19pm
16 Sunrise: 6:22am Sunset: 8:02pm Moonrise: 1:35am Moonset: 5:18pm	17 Sunrise: 6:23am Sunset: 8:01pm Moonrise: 2:46am Moonset: 6:08pm	18 Sunrise: 6:24am Sunset: 7:59pm Moonrise: 4:02am Moonset: 6:50pm	19 Sunrise: 6:24am Sunset: 7:58pm Moonrise: 5:20am Moonset: 7:26pm	20 Sunrise: 6:25am Sunset: 7:57pm Moonrise: 6:37am Moonset: 7:57pm New Moon: 5:02am	21 Sunrise: 6:26am Sunset: 7:55pm Moonrise: 7:52am Moonset: 8:26pm	22 Sunrise: 6:27am Sunset: 7:54pm Moonrise: 9:04am Moonset: 8:54pm
23 Sunrise: 6:28am Sunset: 7:52pm Moonrise: 10:15am Moonset: 9:22pm	24 Sunrise: 6:29am Sunset: 7:51pm Moonrise: 11:24am Moonset: 9:53pm	25 Sunrise: 6:30am Sunset: 7:49pm Moonrise: 12:32pm Moonset: 10:27pm	26 Sunrise: 6:31am Sunset: 7:48pm Moonrise: 1:37pm Moonset: 11:06pm	27 Sunrise: 6:32am Sunset: 7:47pm Moonrise: 2:38pm Moonset: 11:51pm First Qtr: 6:42am	28 Sunrise: 6:33am Sunset: 7:45pm Moonrise: 3:32pm Moonset: none	29 Sunrise: 6:34am Sunset: 7:44pm Moonrise: 4:20pm Moonset: 12:42am
30 Sunrise: 6:34am Sunset: 7:42pm Moonrise: 5:01pm Moonset: 1:37am	31 Sunrise: 6:35am Sunset: 7:41pm Moonrise: 5:36pm Moonset: 2:35am					





Daylight Saving/Summer Time is in effect for the entire month.

Courtesy of www.sunrisesunset.com

Copyright © 2001-2006 Steve Edwards

September 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Sunrise: 6:36am Sunset: 7:39pm Moonrise: 6:07pm Moonset: 3:35am	2 Sunrise: 6:37am Sunset: 7:38pm Moonrise: 6:33pm Moonset: 4:35am	3 Sunrise: 6:38am Sunset: 7:36pm Moonrise: 6:58pm Moonset: 5:35am	4  Sunrise: 6:39am Sunset: 7:34pm Moonrise: 7:21pm Moonset: 6:35am Full Moon: 11:03am	5 Sunrise: 6:40am Sunset: 7:33pm Moonrise: 7:44pm Moonset: 7:36am
6 Sunrise: 6:41am Sunset: 7:31pm Moonrise: 8:09pm Moonset: 8:38am	7 Sunrise: 6:42am Sunset: 7:30pm Moonrise: 8:36pm Moonset: 9:42am	8 Sunrise: 6:42am Sunset: 7:28pm Moonrise: 9:08pm Moonset: 10:48am	9 Sunrise: 6:43am Sunset: 7:27pm Moonrise: 9:45pm Moonset: 11:56am	10 Sunrise: 6:44am Sunset: 7:25pm Moonrise: 10:31pm Moonset: 1:04pm	11  Sunrise: 6:45am Sunset: 7:23pm Moonrise: 11:26pm Moonset: 2:09pm Last Qtr: 9:16pm	12 Sunrise: 6:46am Sunset: 7:22pm Moonrise: none Moonset: 3:09pm
13 Sunrise: 6:47am Sunset: 7:20pm Moonrise: 12:31am Moonset: 4:01pm	14 Sunrise: 6:48am Sunset: 7:19pm Moonrise: 1:42am Moonset: 4:45pm	15 Sunrise: 6:49am Sunset: 7:17pm Moonrise: 2:57am Moonset: 5:22pm	16 Sunrise: 6:50am Sunset: 7:15pm Moonrise: 4:12am Moonset: 5:54pm	17 Sunrise: 6:50am Sunset: 7:14pm Moonrise: 5:27am Moonset: 6:23pm	18  Sunrise: 6:51am Sunset: 7:12pm Moonrise: 6:39am Moonset: 6:51pm New Moon: 1:45pm	19 Sunrise: 6:52am Sunset: 7:11pm Moonrise: 7:51am Moonset: 7:20pm
20 Sunrise: 6:53am Sunset: 7:09pm Moonrise: 9:02am Moonset: 7:50pm	21 Sunrise: 6:54am Sunset: 7:07pm Moonrise: 10:11am Moonset: 8:23pm	22 Sunrise: 6:55am Sunset: 7:06pm Moonrise: 11:19am Moonset: 9:01pm	23 Sunrise: 6:56am Sunset: 7:04pm Moonrise: 12:23pm Moonset: 9:45pm	24 Sunrise: 6:57am Sunset: 7:03pm Moonrise: 1:22pm Moonset: 10:34pm	25  Sunrise: 6:58am Sunset: 7:01pm Moonrise: 2:14pm Moonset: 11:28pm First Qtr: 11:50pm	26 Sunrise: 6:59am Sunset: 6:59pm Moonrise: 2:58pm Moonset: none
27 Sunrise: 6:59am Sunset: 6:58pm Moonrise: 3:35pm Moonset: 12:26am	28 Sunrise: 7:00am Sunset: 6:56pm Moonrise: 4:07pm Moonset: 1:25am	29 Sunrise: 7:01am Sunset: 6:55pm Moonrise: 4:35pm Moonset: 2:25am	30 Sunrise: 7:02am Sunset: 6:53pm Moonrise: 5:00pm Moonset: 3:25am			

Daylight Saving/Summer Time is in effect for the entire month.

Courtesy of www.sunrisesunset.com

Copyright © 2001-2006 Steve Edwards

October 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Sunrise: 7:03am Sunset: 6:51pm Moonrise: 5:24pm Moonset: 4:24am	2 Sunrise: 7:04am Sunset: 6:50pm Moonrise: 5:48pm Moonset: 5:25am	3 Sunrise: 7:05am Sunset: 6:48pm Moonrise: 6:12pm Moonset: 6:27am
4 ○ Sunrise: 7:06am Sunset: 6:47pm Moonrise: 6:39pm Moonset: 7:31am Full Moon: 1:11am	5 Sunrise: 7:07am Sunset: 6:45pm Moonrise: 7:10pm Moonset: 8:37am	6 Sunrise: 7:08am Sunset: 6:44pm Moonrise: 7:46pm Moonset: 9:45am	7 Sunrise: 7:09am Sunset: 6:42pm Moonrise: 8:29pm Moonset: 10:54am	8 Sunrise: 7:10am Sunset: 6:41pm Moonrise: 9:22pm Moonset: 12:01pm	9 Sunrise: 7:11am Sunset: 6:39pm Moonrise: 10:24pm Moonset: 1:03pm	10 Sunrise: 7:12am Sunset: 6:37pm Moonrise: 11:32pm Moonset: 1:57pm
11 ● Sunrise: 7:13am Sunset: 6:36pm Moonrise: Moonset: 2:42pm Last Qtr: 3:56am	12 Sunrise: 7:14am Sunset: 6:34pm Moonrise: 12:45am Moonset: 3:21pm	13 Sunrise: 7:15am Sunset: 6:33pm Moonrise: 1:58am Moonset: 3:53pm	14 Sunrise: 7:16am Sunset: 6:32pm Moonrise: 3:10am Moonset: 4:23pm	15 Sunrise: 7:17am Sunset: 6:30pm Moonrise: 4:21am Moonset: 4:51pm	16 Sunrise: 7:18am Sunset: 6:29pm Moonrise: 5:31am Moonset: 5:18pm	17 Sunrise: 7:19am Sunset: 6:27pm Moonrise: 6:41am Moonset: 5:47pm
18 ● Sunrise: 7:20am Sunset: 6:26pm Moonrise: 7:50am Moonset: 6:19pm New Moon: 12:34am	19 Sunrise: 7:21am Sunset: 6:24pm Moonrise: 8:59am Moonset: 6:55pm	20 Sunrise: 7:22am Sunset: 6:23pm Moonrise: 10:06am Moonset: 7:37pm	21 Sunrise: 7:23am Sunset: 6:22pm Moonrise: 11:08am Moonset: 8:25pm	22 Sunrise: 7:24am Sunset: 6:20pm Moonrise: 12:03pm Moonset: 9:18pm	23 Sunrise: 7:25am Sunset: 6:19pm Moonrise: 12:51pm Moonset: 10:15pm	24 Sunrise: 7:26am Sunset: 6:18pm Moonrise: 1:32pm Moonset: 11:14pm
25 ● Sunrise: 7:27am Sunset: 6:16pm Moonrise: 2:06pm Moonset: none First Qtr: 7:43pm	26 Sunrise: 7:28am Sunset: 6:15pm Moonrise: 2:35pm Moonset: 12:14am	27 Sunrise: 7:29am Sunset: 6:14pm Moonrise: 3:01pm Moonset: 1:13am	28 Sunrise: 7:30am Sunset: 6:13pm Moonrise: 3:26pm Moonset: 2:12am	29 Sunrise: 7:31am Sunset: 6:11pm Moonrise: 3:49pm Moonset: 3:11am	30 Sunrise: 7:32am Sunset: 6:10pm Moonrise: 4:13pm Moonset: 4:12am	31 Sunrise: 7:33am Sunset: 6:09pm Moonrise: 4:39pm Moonset: 5:15am

Daylight Saving/Summer Time is in effect for the entire month.

Courtesy of www.sunrisesunset.com

Copyright © 2001-2006 Steve Edwards

November 2009

Washington, D.C.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 DST Ends Sunrise: 6:34am Sunset: 5:08pm Moonrise: 4:08pm Moonset: 5:20am	2 ☾ Sunrise: 6:36am Sunset: 5:07pm Moonrise: 4:43pm Moonset: 6:29am Full Moon: 2:14pm	3 Sunrise: 6:37am Sunset: 5:06pm Moonrise: 5:25pm Moonset: 7:39am	4 Sunrise: 6:38am Sunset: 5:04pm Moonrise: 6:15pm Moonset: 8:49am	5 Sunrise: 6:39am Sunset: 5:03pm Moonrise: 7:16pm Moonset: 9:54am	6 Sunrise: 6:40am Sunset: 5:02pm Moonrise: 8:24pm Moonset: 10:52am	7 Sunrise: 6:41am Sunset: 5:01pm Moonrise: 9:36pm Moonset: 11:41am
8 Sunrise: 6:42am Sunset: 5:00pm Moonrise: 10:49pm Moonset: 12:22pm	9 ☾ Sunrise: 6:43am Sunset: 4:59pm Moonrise: none Moonset: 12:56pm Last Qtr: 10:56am	10 Sunrise: 6:44am Sunset: 4:58pm Moonrise: 12:01am Moonset: 1:26pm	11 Sunrise: 6:45am Sunset: 4:58pm Moonrise: 1:11am Moonset: 1:53pm	12 Sunrise: 6:47am Sunset: 4:57pm Moonrise: 2:20am Moonset: 2:20pm	13 Sunrise: 6:48am Sunset: 4:56pm Moonrise: 3:28am Moonset: 2:48pm	14 Sunrise: 6:49am Sunset: 4:55pm Moonrise: 4:35am Moonset: 3:18pm
15 Sunrise: 6:50am Sunset: 4:54pm Moonrise: 5:43am Moonset: 3:52pm	16 ☾ Sunrise: 6:51am Sunset: 4:53pm Moonrise: 6:50am Moonset: 4:31pm New Moon: 2:14pm	17 Sunrise: 6:52am Sunset: 4:53pm Moonrise: 7:54am Moonset: 5:16pm	18 Sunrise: 6:53am Sunset: 4:52pm Moonrise: 8:52am Moonset: 6:07pm	19 Sunrise: 6:54am Sunset: 4:51pm Moonrise: 9:43am Moonset: 7:03pm	20 Sunrise: 6:55am Sunset: 4:51pm Moonrise: 10:27am Moonset: 8:02pm	21 Sunrise: 6:56am Sunset: 4:50pm Moonrise: 11:03am Moonset: 9:02pm
22 Sunrise: 6:58am Sunset: 4:50pm Moonrise: 11:35am Moonset: 10:01pm	23 Sunrise: 6:59am Sunset: 4:49pm Moonrise: 12:02pm Moonset: 11:00pm	24 ☾ Sunrise: 7:00am Sunset: 4:49pm Moonrise: 12:26pm Moonset: 11:58pm First Qtr: 4:40pm	25 Sunrise: 7:01am Sunset: 4:48pm Moonrise: 12:50pm Moonset: none	26 Sunrise: 7:02am Sunset: 4:48pm Moonrise: 1:13pm Moonset: 12:57am	27 Sunrise: 7:03am Sunset: 4:47pm Moonrise: 1:38pm Moonset: 1:58am	28 Sunrise: 7:04am Sunset: 4:47pm Moonrise: 2:05pm Moonset: 3:01am
29 Sunrise: 7:05am Sunset: 4:47pm Moonrise: 2:37pm Moonset: 4:08am	30 Sunrise: 7:06am Sunset: 4:46pm Moonrise: 3:15pm Moonset: 5:17am					

Standard/Winter Time for entire month.

Courtesy of www.sunrisesunset.com

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Stookey, Kate

From: D'Orazio, Peter [peter.d'orazio@thermofisher.com]
Sent: Wednesday, August 27, 2008 1:02 PM
To: Bradford, Mary; Albornoz, Gabriel; peter.d'orazio@thermofisher.com
Cc: Allen, Mark; Woodward, Brian; Gillette, William; Stookey, Kate; Giddens, Gene; Tucker, Tiffany
Subject: RE: Wheaton Regional Park Maintenance Issue/ Playground and Field usage

Mrs. Bradford,

I appreciate your attention to these matters.

Of course the most important issue lies in the safety of our parks. Thankfully my son is a tough little guy and was fortunate to receive very minor injuries. We look forward to returning to the park soon and playing after the landing areas have been fixed. We are greatly appreciative! If they need further info as to the location of the problem, please let me know. It is in the large playground area at the top of the hill in the same area as the carousel..

I also understand the need to increase field fees. I do not understand the differential in fees for adults and youth programs, as well as the prohibition for permitting adult practices. I personally would pull 10 permits per year to practice. Meanwhile, little used fields like Wheaton #6 sit unused. I unfortunately can not make the hearing so please submit my correspondence as testimony.

Thanks again for your time and our great parks!

Pete

From: Bradford, Mary [mailto:mary.bradford@montgomeryparks.org]
Sent: Wednesday, August 27, 2008 12:51 PM
To: Albornoz, Gabriel; peter.d'orazio@thermofisher.com
Cc: Allen, Mark; Woodward, Brian; Gillette, William; Stookey, Kate; Giddens, Gene; Tucker, Tiffany
Subject: RE: Wheaton Regional Park Maintenance Issue/ Playground and Field usage

Thank you, Gabe.

Mr. D'Orazio:

I am the Director of Parks for Montgomery County and am the contact you probably were seeking at the Maryland-National Capital Park and Planning Commission. We manage the parks, playgrounds, and ballfields.

The incident that happened with your child at the Wheaton Regional Park playground is simply not acceptable, and by copy of this email, I am forwarding your message to both the Park Manager for Wheaton Regional Park as well as our new playground safety inspector team. With around 300 playgrounds in the Montgomery park system, we truly appreciate it when users bring problems to our attention so we can fix them. Thank you.

With respect to the proposed increase in field fees, we share your distress at facing permit increases, but we really had little choice in the matter this year. Our FY 2009 budget for the Department of Parks, as approved by the Montgomery County Council, specifically expects us to make up budget shortfalls this year through increased user fees, and gave us clear direction and a target to meet. Therefore, we surveyed other jurisdictions and found their park fees varied widely and were developed on both an hourly and seasonal basis. Our park fees were very low compared to others. I cannot speak to other school field charges. Our draft fee proposal is intended to increase fees somewhere in the mid-range of what we surveyed and make sure they are fairly and evenly applied.

We welcome your views on the matter and urge you to testify before the Montgomery County Planning Board regarding your concerns at their hearing on September 15, currently scheduled for around 7 – 7:30 p.m. If you cannot attend, a copy of your communication below will be placed in the record of testimony for the hearing.

I appreciate both of you bringing these matters to my attention.

Regards,

Mary R. Bradford

Director, Montgomery County Department of Parks
The Maryland-National Capital Park and Planning Commission
9500 Brunett Avenue, Silver Spring MD 20901
301-495-2500
www.montgomeryparks.org

From: Albornoz, Gabriel [mailto:Gabriel.Albornoz@montgomerycountymd.gov]
Sent: Wednesday, August 27, 2008 12:15 PM
To: Bradford, Mary
Subject: FW: Wheaton Regional Park Maintenance Issue/ Playground and Field usage

Mary,

I responded and let this gentleman know that you guys were the Department he needed to contact. I told him that I would forward you the e-mail.

Gabe

Gabriel Albornoz
Director
Department of Recreation
Montgomery County, Maryland
Phone: (240) 777-6800
Fax: (240) 777-6803
Cell: (240) 832-1407
E-mail: gabriel.albornoz@montgomerycountymd.gov

-----Original Message-----

From: DOrazio, Peter [mailto:peter.d'orazio@thermofisher.com]
Sent: Wednesday, August 27, 2008 9:42 AM
To: Albornoz, Gabriel
Subject: Wheaton Regional Park Maintenance Issue/ Playground and Field usage

Hello Sir,

I am a lifelong Montgomery County and would like to discuss two separate issues.

First, I was playing with my toddler last night at the Wheaton Regional park playground. My son went down one of the slides and fell off when getting to the bottom of the slide. It did not look like a difficult fall, but he instantly started crying loudly. We went to his aid and realized that the landing area was completely worn down at least 6 inches. There was no mulch there and the bedrock was exposed. He hit his head on an exposed rock and bruised/scratched his head. He is ok, but we got lucky as there was a pointed rock sticking up that just missed his face... Some of the areas have rubber landing areas and some don't. I assume these are more for toddlers, but the playground area needs immediate attention. Most slide areas need to be filled in with dirt and covered with mulch. This slide, on a unit in the middle area w/ covered red slide, needs the rock dug/broken out as well as the dirt will just wear away shortly.. I pushed as much mulch into the area as I could, but that will not last long...

Secondly, I have become aware that there is a meeting on 15SEP08 to increase the field usage fee by more than 100%. There would be a higher fee for adult teams. I have played amateur baseball on Montgomery fields since 1982 in the old MCBA and now I manage the teams in the MSBL. I fear that the increased fee will steer the MSBL away from MD games, as they get VA high school fields free of charge. I understand that the utility costs have gone up and will continue to raise, but a more than 100% increase is unjustified. There are other means to raise funds. For example, you do not allow permitting for "adult" practices or scrimmages on your fields. I have tried to permit Wheaton #6 for a scrimmage/practice and would in the future on a weekly basis starting in February if you would allow it. Wheaton and Olney fields sit unused at these times (mornings on weekends in springtime). There are no lighting charges incurred. We don't need the field lined. You would just be taking in free money. The practice of permitting for "youth" practices and not adult ones is discriminatory as the same adults that pay for the youth permits play in the adult leagues and pay the taxes. The youth leagues constantly over-permit the fields, thereby decreasing our ability to use the fields as they sit unused. They have no field shortfall, especially in early springtime... Please reconsider such a large increase in fees and also consider allowing permits for adult practices during certain times of the year when the fields have less usage...

I would appreciate a response to these issues. We love our county facilities and make great use of them. Regarding the field issue, is there a MD park and Planning office to contact about this?

Thanks, Pete

Please Note our New Email Address peter.d'orazio@thermofisher.com

Peter D'Orazio RPh.

Pharmacist

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