

# Michigan Relay Service: Overview

Hamilton Relay provides telecommunications relay services for the state of Michigan including TTY, Voice Carry Over (VCO), Hearing Carry Over (HCO), Speech-to-Speech (STS), Spanish and CapTel®.

When you connect with Michigan Relay, a Communication Assistant (CA) will connect on the phone with you. Simply give the CA the number you wish to call and your call will be processed promptly, professionally and accurately.

## How To Connect – Dial 711

**Dial 711 to use Hamilton Relay in Michigan.**

If you are traveling out of State or you are in a State that is not served by Hamilton Relay, you can place interstate calls by calling:

- TTY: [800-833-5833](tel:800-833-5833) (toll-free)
- Voice: [800-833-7833](tel:800-833-7833) (toll-free)

**PUBLIC NOTICE OF ELECTRONIC MEETING OF THE VILLAGE OF SHELBY PARKS, RECREATION, & BUILDINGS COMMITTEE  
MEETING – AUGUST 3, 2020**

Pursuant to the provisions of Executive Order No. 2020-154 issued by Governor Gretchen Whitmer on July 17, 2020 notice is hereby given that the **Shelby Village PARKS, RECREATION, & BUILDINGS COMMITTEE will hold an electronic public meeting on August 3, 2020 beginning at 4:00 P.M.** This meeting is a regularly scheduled Council meeting with will be conducted electronically.

The reasons for holding an electronic public meeting are to limit the spread of COVID-19 (novel coronavirus) and to remain in compliance with Governor Whitmer's Executive Order 2020-110, which prohibits indoor social gatherings and events of more than 10 people.

**The electronic public meeting will be held via Zoom. Please click the link to join the Zoom meeting online: <https://tinyurl.com/PRB0803>. The public may also participate in the electronic public meeting by calling +1 312 626 6799 and entering the Meeting ID: 810 0584 0258 and Password: 174835 when prompted.**

The public will be able to listen to all discussion by Council members and will be permitted to speak for **up to 3 minutes** during the public comment section of the agenda.

Members of the public, whether or not they are joining the electronic public meeting, may submit written comments and questions regarding any matter, including items of business that will come before the Village Council. Written comments and questions may be submitted at any time.

- Those submitted prior to 12:00 noon on Friday, July 31, 2020 will be copied and included in the agenda packet for the meeting.
- Those submitted subsequent to 12:00 noon on Friday, July 31, 2020 but prior to the citizen comments portion of the agenda will be read aloud during the public comment portion of the agenda.
- Those submitted subsequent to the public comment portion of the agenda will be read aloud during the communications and committee reports section of the agenda.
- The Village reserves the right to summarize long written comments and questions rather than reading them aloud but will provide Village Council members the full text of these comments subsequent to the meeting.

To be considered for inclusion in the agenda packet or to be read aloud during the meeting, public comments and questions must include the name and home address of the person submitting them and must not include language that would be considered vulgar or be interpreted as hate speech or fighting words. The comments and questions should also indicate the date of the electronic public meeting for which they are being submitted. **Written comments and questions should be submitted to [administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com).**

Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the Village at the earliest opportunity by emailing [administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com) or by calling 231.861.4401 prior to 4:00 P.M. on Monday, August 3, 2020.

You may also utilize Michigan Relay Service which provides telecommunications relay services for the state of Michigan including TTY, Voice Carry Over (VCO), Hearing Carry Over (HCO), Speech-to-Speech (STS), Spanish and CapTel®. Dial 711 to use Michigan Relay Service or visit [hamiltonrelay.com/michigan](http://hamiltonrelay.com/michigan).

*Phone: 231.861.4400 | Fax: 231.861.7449 | [www.shelbyvillage.com](http://www.shelbyvillage.com)*

*218 N. Michigan Ave | Shelby, MI 49455*



## Procedure for Virtual Public Meeting

Governor Whitmer issued Executive Order Number 2020-154 on Friday, July 17, 2020 to allow local government bodies (including their boards and commissions) to conduct remote meetings and expressly suspended compliance with section 3 of the Open Meetings Act to alleviate physical presence requirements in recognition of the threat imposed by the COVID-19 virus. In order to comply with Executive Order 2020-154 and to best meet the intent of the Open Meetings Act, the Village of Shelby shall:

- Continue with regularly scheduled Council Meetings, as deemed essential, via Zoom videoconferencing and teleconferencing.
- The Village is committed to staying as accessible as possible. Due to the limitations of technology, Village staff encourages residents to send an email with your comments to [administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com) that will be read into the public record. This will decrease the demand on our virtual meeting infrastructure. Thank you in advance for your understanding.
- For those who prefer to use a telephone to participate, you will need to call +1 312 626 6799 and enter the Meeting ID Number and Password (information posted below). When prompted, enter a participant number or just touch the # key. **During the call, use \*9 to “raise hand” and you will be called on by the last 4-digits of your phone number.** (For example, my last digits are 8296. Callers will be asked to speak by referencing the last 4-digits of their phone number.) Note: Telephone participants will have their phone numbers masked, to protect their privacy.
- Please remain patient as staff will do our best to assist everyone but be advised for virtual meetings there will be a strict three (3) minute limit for public comments.
- Zoom is available: as an app on Mobile and Tablet; as an app on PC/Mac laptops and desktops with audio and video capabilities; or dial-in via phone.
- **Participants or “public” will be muted during the meeting and must “raise hand” to be called on, during the public comment period.**
  - If you are participating via telephone dial-in, use \*9 to “raise hand” and you will be called on by the last 4-digits of your phone number.
  - If you are participating via the Zoom app, simply click “raise hand” and you will be called on by the meeting host.

For assistance or questions for accessing and/or making public comment during the meeting, please reach out to Rob Widigan at 231-861-4401 or by email: [administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com).

The Village again thanks everyone in advance for your patience and cooperation during this very unique time.

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*Phone: 231.861.4400 | Fax: 231.861.7449 | [www.shelbyvillage.com](http://www.shelbyvillage.com)*

*218 N. Michigan Ave | Shelby, MI 49455*

**Information for the Monday, August 3, 2020 4:00 PM Parks, Recreation, & Buildings Committee Meeting**

Village of Shelby is inviting you to a scheduled Zoom meeting.

**Join from a PC, Mac, iPad, iPhone or Android device:**

Please click this URL to join:

<https://us02web.zoom.us/j/81005840258?pwd=NkJjME1UYXdTQ1pJMXp0czFSdWtUUT09>

Meeting ID: 810 0584 0258

Passcode: 174835

**Or join by phone:**

Dial (for higher quality, dial a number based on your current location):

+1 929 205 6099 US (New York)

+1 312 626 6799 US (Chicago)

Meeting ID: 810 0584 0258

Passcode: 174835

Find your local number: <https://us02web.zoom.us/u/keJlcwtnH>



# AGENDA

Parks, Recreation, and Buildings Committee  
Monday, August 3, 2020  
Committee Meeting – 4:00 P.M.



**\*VIA ZOOM ONLY\***

## Agenda Topics:

1. Call to Order:
2. Roll Call:
3. Pledge of Allegiance:
4. Review minutes of the previous meeting:
  - a) Monday, February 24, 2020 **AR**
5. Additions to Agenda:
6. Public Participation (Public Participation Process is below):
7. Old Business:
8. New Business:
  - a) Getty Park – Tennis Courts & Pickleball **D**
  - b) Getty Park Grant Applications Status **D**
  - c) West Michigan Disability Network Proposal **AR**
  - d) Getty Park Directional Signs **D**
  - e) Safety Policies – Getty Field & Inspection Report **D**
  - f) Fall 2020 Park Permit – Getty Field **D**
  - g) IGA Outstanding Action Items **D**
  - h) Update & Discuss The Streetscape For The Downtown **D**
9. Adjournment:

**R-Action Requested  
D-Discussion Item**

## Zoom Public Participation Process

1. Each citizen may speak for a maximum of three (3) minutes during the Public Participation or Public Hearing period.

The electronic public meeting will be held via Zoom. Please click the link to join the Zoom meeting online:

<https://tinyurl.com/PRB0803>. The public may also participate in the electronic public meeting by calling +1 312 626 6799 and entering the Meeting ID: 810 0584 0258 and Password: 174835 when prompted.

2. **Participants or “public” will be muted during the meeting and must “raise hand” to be called on, during the public comment period.**
  - a. If you are participating via telephone dial-in, use \*9 to “raise hand” and you will be called on by the last 4-digits of your phone number.
  - b. If you are participating via the Zoom app, simply click “raise hand” and you will be called on by the meeting host.
3. Citizens will be acknowledged by the Zoom meeting host and will address all comments to the Council.
  - a. Citizen speakers will address the Council and will begin their remarks by stating their name and address.
  - a. Discussions between citizen speakers and members of the audience will not be allowed.
  - b. Citizens who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks with the Village Clerk for inclusion in the Council minutes.
  - c. Citizen speakers are to express their own views, rather than speak for others.
  - d. Citizen speakers are to address Council, on the agenda or policy in question, not on personalities of the Village Officials or other members of the public. Challenge ideas, not people.
4. Avoid talking while others are speaking.
5. Respect agreements about time.
6. The Zoom meeting host will exercise his/her right to cut off discussions that are too personal, too loud, or too crude.

**VILLAGE OF SHELBY  
PARKS, RECREATION, AND BUILDINGS COMMITTEE MEETING  
MONDAY, FEBRUARY 24, 2019  
COMMITTEE PROCEEDINGS**



**1. CALL TO ORDER:** The Parks, Recreation and Buildings Committee meeting of the Village of Shelby was called to order by the Committee Chair Andy Near at 5:35 P.M.

**2. ROLL CALL:**

Answering the roll call: Andy Near, John Sutton, and Paul Inglis.

Staff present: Village Administrator Robert Widigan, Village Clerk/Treasurer Crystal Budde, and Parks and Recreation Consultant, John Wilson.

**3. PLEDGE OF ALLEGIANCE:** All stood for the Pledge.

**4. MINUTES:**

a.) January 6, 2020

Paul Inglis moved to approve the minutes of the Parks, Recreation, and Buildings Committee meeting as corrected.

Seconded by: John Sutton.

Voice Vote: All in favor.

Motion Carried.

**5. CITIZEN PARTICIPATION:** No Citizen Participation.

**6. Public Hearing:**

a.) Proposed Master Development Concept Plan for Getty Park

Andy Near opened the Public Hearing at 5:37 P.M.

VA Widigan and Parks Consultant John Wilson presented the proposed master development concept plan for the Getty Park project. The new plan does eliminate the splash pad and skate park for the time being. The plan will include installing plumbing for the splash pad so that if the Council chooses to, they may add the splash pad and the skate park in the future. The total estimated cost for the Getty Park plan is \$646,000.00; the Village's match would be an estimated \$326,000.00. The Village will be able to lower that match cost by obtaining donations from local businesses and residents. Mr. Wilson had the draft concept plan reviewed by the Disability Network for Special Needs Requirements; the plan does meet all requirements. The deadline for the application is April 1, 2020.

Michelle Comstock inquired if the Village was given a list of negative points from the MDNR of the last Getty Park grant application. John Wilson stated that the MDNR did give feedback and suggestions on what could improve the Village's overall grant application score. Mr. Wilson is confident that the Village's score will be improved from last year's grant application.

Andy Near closed the Public Hearing at 5:56 P.M.

**7. OLD BUSINESS:**

**8. NEW BUSINESS:**

**9. ADJOURNMENT:** Paul Inglis moved to adjourn the meeting at 5:57 P.M.  
Seconded by: John Sutton.

Voice Vote: All in favor.

Motion Carried.

Committee minutes are not official until approved at the next Committee meeting.

Approved

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Minutes Respectfully Submitted by Crystal Budde, Village Clerk

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Date

**From:** [Robert Widigan](#)  
**To:** [John Wilson](#)  
**Cc:** [John Sutton](#); [Andy Near](#); [John Wilson](#)  
**Subject:** Pickleball Idea  
**Date:** Wednesday, July 29, 2020 11:52:00 AM

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Please see below. RW.

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

From: Robert Widigan  
Sent: Wednesday, July 29, 2020 11:50 AM  
To: Rick Zoulek <[rick.zoulek@gmail.com](mailto:rick.zoulek@gmail.com)>  
Cc: 'Paul Inglis' <[peinglis1@gmail.com](mailto:peinglis1@gmail.com)>  
Subject: RE: FW: DHD #10 COVID-19 Daily Update- 7/23/2020

Hey Rick,

Just wanted to let you know we have placed your Pickleball idea on the Monday, August 3 4:00PM Parks, Recreation, and Buildings Committee Agenda so that all committee members are up to speed on your great idea, Rick!

All the best,  
Rob

From: Paul Inglis <[peinglis1@gmail.com](mailto:peinglis1@gmail.com)>  
Sent: Friday, July 24, 2020 1:48 PM  
To: Robert Widigan <[administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com)>; Rick Zoulek <[rick.zoulek@gmail.com](mailto:rick.zoulek@gmail.com)>  
Subject: Re: FW: DHD #10 COVID-19 Daily Update- 7/23/2020

I am glad you whipper snappers can make the pickleball courts a viable project while we wait on the DNR to consider and (hopefully) approve our application for funds to develop Getty Park into an attractive place for our community and visitors to the Village. P.

On Fri, Jul 24, 2020 at 10:34 AM Robert Widigan [administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com) wrote:  
FYI

From: Rick Zoulek <[rick.zoulek@gmail.com](mailto:rick.zoulek@gmail.com)>  
Sent: Friday, July 24, 2020 10:31 AM  
To: Robert Widigan [administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com)  
Subject: Re: DHD #10 COVID-19 Daily Update- 7/23/2020

Thank you. I don't think we will need any barriers. It will probably dry pretty quick. Best wishes.

Rick

On Fri, Jul 24, 2020 at 9:42 AM Robert Widigan <[administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com)> wrote:

I think that is a WONDERFUL idea! I see no issue with it either – do you need our DPW to put up barricades or cones while the paint dries? Thank you, I appreciate it. It is with mixed emotions that I leave Shelby – I will miss you guys as well. I'll be sure to visit the great OGC! RW.

From: Rick Zoulek <[rick.zoulek@gmail.com](mailto:rick.zoulek@gmail.com)>  
Sent: Thursday, July 23, 2020 6:42 PM  
To: Robert Widigan <[administrator@shelbyvillage.com](mailto:administrator@shelbyvillage.com)>  
Subject: Re: DHD #10 COVID-19 Daily Update- 7/23/2020

Hey Rob. This is Rick Zoulek. I was wondering if I could paint 2 pickleball courts on the cement pad up at Getty Park? I measured it and we could squeeze 3 but I think 2 would fit nicely. I thought about taping it but the tape doesn't stay. Someone tried to tape the tennis courts and it came off the next day. Paul Inglis said he liked the idea but I needed to go through you. Please let me know if this is possible. We have been playing down in New Era and up in Hart. Thanks. Congratulations on the new job by the way. We have mixed emotions. We will miss you.

# Memorandum

19124 Wildwood Avenue  
Lansing, Illinois 60438  
[john@snodawg.net](mailto:john@snodawg.net)  
847-609-4053

**To:** Parks, Recreation & Buildings Committee  
**CC:**  
**From:** John W. Wilson  
**Date:** July 28, 2020  
**Re:** Committee Report

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**Important:** This message is intended only for the use of the individual or entity to which it is addressed and may contain information, which is privileged, confidential, and exempt from disclosure under applicable law. If the reader of the message is not the intended recipient, or the employee, or agent of the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you received this communication in error, please notify us immediately by telephone.

**1) *Status of the Getty Park grant applications and pending presentation in October at the Trust Fund Board:*** To date we have not received any information on the scores of the Trust Fund nor the LWCF grant applications. When we do hear from the DNR we will have to make a choice on one of the applications going forward. Based upon my very unofficial scoring a few weeks back...it looked like the LWCF applications could be the one going forward.

Prior to the meeting I will be in contact with our project manager at DNR to discuss the October Trust Fund Board meeting. We will be on the agenda to present our Getty Park project to the Trust Fund Board. I will see the best practice approach for this meeting relating to our presentation.

I would suggest that Andy, Michelle, and I get together in the very near future to discuss the presentation and to set the script. I attended (ZOOM) the last meeting of the Trust Fund Board to get an idea of the protocol of the meeting and presentations by various municipal agencies seeking grant funds. Please mark in your calendars August 19, 9am EST for the next Trust Fund Board meeting. I believe it will be a zoom meeting and I will provide you the contact info to join the meeting. It will be a good idea for Andy and Michelle to at least listen to a few of the presentations.

**2) *Act upon the contract for the west Michigan Disability Network:*** The proposal from west Michigan Disability Network is included in your packet for review. This proposal was already before the Committee some months back and was approved; but has not appeared on the Council agenda. I am not aware of the financial and



or budgetary position of the Village relating to this proposal. I would recommend that the proposal be forward to the Council for action. More than ever, DEI (Diversity, Equity & Inclusion) is an important issue for all municipalities; Shelby included with your diverse population. Your parks are not accessible and that needs to be addressed sooner than later. Back in the 90's it was mandated by the DOJ that all municipalities conduct an accessible audit on buildings, parks, and other facilities owned and managed by the municipality and from that audit develop an accessible plan. I am confident Shelby did not do that but going through the meeting minutes of the 90's...the Council did appoint an Inclusion Officer.

This proposal would audit all parks within the village and provide an accessibility evaluation of each park and recreation facility owned and operated by the village of Shelby based on The 2010 Standards of Accessible Design and the United States Access Board's guidelines on Recreational Facilities and Outdoor Developed Areas.

Throughout our grant applications I mentioned our working relationship with the West Michigan Disability Network and pending plan; eventually I believe it is important that what was written in the grant applications...is true. Also, approving this proposal will satisfy a working goal in our recently approved Parks & Recreation Five Year Plan.

Again, my recommendation is to forward this proposal to the Council for action at the next meeting.

3) ***Directional signs made and erected for Getty Park:*** In your packet is a map of the Village suggesting locations of directional signs for Getty Park. Again, throughout our grant applications I mentioned the ease of locating Getty Park; once again, I believe it is important that what was written in the grant applications...is true. I do not think. With the present environmental concerns, the DNR staff will be doing on-site inspections. But when they do and they will, I want them to walk away from the village knowing what was in our grant applications was all true, exact, and honest.

I would suggest that Greg be authorized to purchase 6 directional signs, no bigger than a no parking sign and place them in the locations as specified on the map in your packet. We can discuss this further at the meeting.

4) ***Safety Policies – Getty Field & Inspection Report:*** You will have a lot of reading to do. Included in your packet are several policies and I am proposing for your risk management practices. A few weeks back Greg and I met with your insurance rep regarding risk management issues. What I am proposing is enforced by your insurance carrier and if a solid risk management program is incorporated on all levels of your operation, I believe rates will go down and there will be an added level of protection for the

village to prevent lawsuits. Note -rates going down maybe a little difficult at this time due to a former workers' comp claim...but anything will help to show your desire to be a safe operation for your employees and Stakeholders.

I am not going to speak for Greg...but from our meeting he was on board to spearhead a risk management program for the parks...which I believe the public works department could be added into that program. I am asking that you review these policies attached and we can discuss further on August 3 with the idea they will be moved on to the Council for action after I review the policies with your insurance rep for their input.

You will note that two safety inspections were conducted on April 16. I performed these inspections to give the Village a baseline on the current condition of Getty Field and its amenities. It also should serve as a to do list for projects for public works. Just a note...performing these inspections should not be considered just another report to do and then put the results on the shelf. Once completed and submitted to the VA or whoever in the Village - your agency is on notice that all is well...or all is not well, and work needs to be performed. If you fail to perform that work (repair)...it may not be good for your insurance rates or your fund balance.

5) ***Fall 2020 Park Permit-Getty Field:*** As report at the last Council meeting, I have received the school's permit request to use Getty Field. As of this writing I will be reviewing the information on July 29 and sending Chuck a note on anything missing with the application. Right now, I can tell you the COI was not included with the current application. Based upon my inspection of the soccer field in April 2020, I noticed that the north end of the field has a tad more wear and tear on the turf. I have asked Chuck that the practices be split more equally on the south side of the field compared to the north. He had no problem with that request.

Once the permit application is processed and approve, Getty Field will be open for other organizations to use...provided rules and regulations are followed.

6) ***IGA Outstanding Action Items Status:*** I will say this one time...I am not here to cause any trouble between the school and Village. As a former special district administrator...I believe all government bodies should honor their agreements...it is a simple concept. To date, based upon my information,

a) the village will finally get around to fertilizing the field. The RFP to do this work was approved a few weeks back and Greg is working with Tru Green to get the fertilization and grub control going. Due to the lateness of the RFP, the 1<sup>st</sup> application due at the end of May was

not included in the 2020 pricing but included in the 2021 & 2022 pricing.

*b)* Through the efforts of Greg, the Village is watering Getty Field. It started out as a manual operation but now it is automatic since the school repaired the system. Greg can provide additional information and answer any of your questions at the meeting

*c)* Concrete Building at the southwest corner of Getty Field - since I have not been told different, the school has not provided the Village a key for the building nor have they removed all of their non-athletic equipment from the building as per the IGA. It would be beneficial for all the school property to be removed, as per the IGA, so we could get in the building and do a thorough inspection of the building. In the plans for Getty Park that building will become a storage facility for the Village, School (athletic equipment only) and youth sport organizations. Need direction/blessing from the Committee to proceed to have this matter resolved as per the IGA.

*d)* Per the IGA - Getty Field proper is to be maintained by the Village. In exchange the School will pay the Village a Usage Fee of \$1,600 annually, based upon an itemized invoice given to the School at the Village's Fiscal Year-End. As of the Effective Date of the IGA -the control and operation of the irrigation system at Getty Field shall be turned over to the Village (did not happen until July 2020), in exchange for the first year's Usage Fee being waived. I was not involved with your negotiating meetings with the school...so what is the definition of "itemized invoice"? I will also assume the first billing will be at the end of the village's 2021-2022 fiscal year. Need direction/blessing from the Committee to proceed to have this matter resolved as per the IGA.

*7) Update & discuss the streetscape for the downtown:* I was asked about benches, receptacles and bike racks for the downtown area. Included in the packet are examples of those amenities and their pricing. This is what I will say about this project. 1) Do not go cheap. You have spent time on your blight ordinance to clean up Shelby...stay the course with this program. 2) Share the idea with the Chamber and or business organization in the Village. 3) Get buy in from the businesses, 4) Developed a donation program for the items that would cover 100% of the cost to purchase and install the amenity; or to cover costs that you feel comfortable for your community, and 5) Develop your streetscape plan over a period of time, adding to the program each year...make a budget commitment.

COOPERATION BETWEEN  
THE VILLAGE OF SHELBY  
AND  
DISABILITY NETWORK WEST MICHIGAN

Disability Network West Michigan  
27 E. Clay Ave.  
Muskegon, MI 49442  
231.722.0088

Village of Shelby Parks

**Statement of Purpose**

The Village of Shelby and Disability Network West Michigan (DNWM) are committed to upholding the intent and spirit along with the letter of the Americans with Disabilities Act (ADA) and the Michigan Barrier Free Design Rules as incorporated in the Michigan Construction Code and to continue the discussion about and inclusion of Universal Design concepts. With growing recognition that community infrastructure- both public and private- has influence on the quality of life and health of citizens, efforts are increasing to determine accessibility ratings and report cards. Through this cooperative agreement, Disability Network will help the Village and its customers (a) to meet the minimum requirements identified by the MDNR manual and compared to the 2010 ADA Standards for Accessible Design and (b) to help describe how the community intends to address ADA compliance. This will be accomplished by continuing to provide training and technical assistance to Village staff and volunteers. All of this work is aimed at increasing the inclusiveness and accessibility of our built environment and realizing the ultimate vision of access for all, regardless of ability. This project will allow the Village of Shelby to establish baseline measures to document areas of need and progress made.

**Scope of Work**

Disability Network West Michigan agrees to perform the following services:

1. Provide an accessibility evaluation of each park and recreation facility owned and operated by the Village of Shelby based on The 2010 Standards

of Accessible Design and the United States Access Board's guidelines on Recreational Facilities and Outdoor Developed Areas. The specificity of this project is to be dictated by the Village of Shelby and can be either of the following options.

- a. Giving each park/facility a Likert scale score from 1-5, where 1=none of the site elements meet 2010 ADA Standards for Accessible Design, 2=some of the site elements meet 2010 ADA Standards, 3=most of the site elements meet 2010 ADA Standards, 4=all of the site elements meet 2010 ADA Standards and 5=the facility meets the Principles of Universal Design.
  - b. A full review of each facility that identifies the barriers present, the standards that applies to those barriers, as well as proposed solutions on how to remove each barrier. The standards used will depend of the facility type.
2. Provide follow up technical assistance and guidance throughout the process of designing and renovating each park/facility.

### **Cost & Reporting**

Not to exceed \$2750

Accessibility Reviews of village owned buildings/parks will be billed at \$35 per hour. All time to review buildings, parks, create reports and travel time, will be billed at the \$35 an hour rate. The invoice will include a description of the service provided, e.g. technical assistance, on-site review, or training, along with a report on the work completed and its outcome. The invoices will be sent no more than monthly and the level of detail on these reports will be agreed to by village staff.

### **Schedule**

Start date and deadline to be decided between DNWM staff and the Village of Shelby.

Start Date:

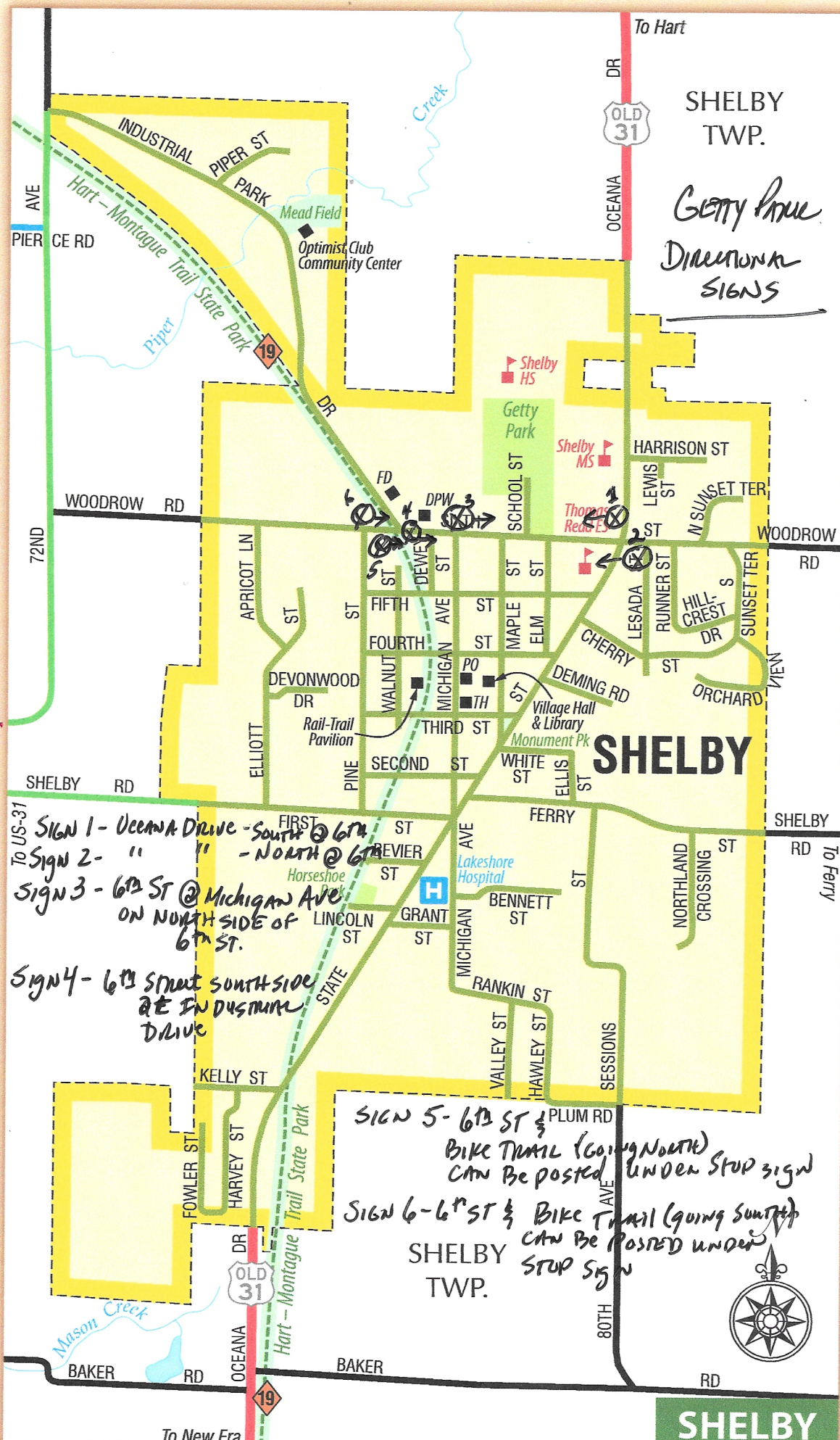
Completion Date:

**Signature section**

Village of Shelby Staff: \_\_\_\_\_ Position: \_\_\_\_\_

Disability Network Staff: \_\_\_\_\_ Position: \_\_\_\_\_





SHELBY TWP.

*Getty Lane*  
 Directional Signs

To US-31  
 Sign 1 - Oceana Drive - South @ 6th St  
 Sign 2 - " " - North @ 6th St  
 Sign 3 - 6th St @ Michigan Ave ON NORTH SIDE OF 6th St.  
 Sign 4 - 6th Street south side @ INDUSTRIAL Drive

Sign 5 - 6th St & Plum Rd Bike Trail (going North) can be posted under stop sign  
 Sign 6 - 6th St & Plum Rd Bike Trail (going South) can be posted under stop sign

SHELBY TWP.



SHELBY



**VILLAGE OF SHELBY**  
**Parks Building Inspection Form**

Park Getty

Building Getty Field Concession & Announcer booth Concrete Bldg.

(OK=OK / NI=Needs Improvement)

Common Hazards	OK	NI
<b>Housekeeping:</b> Any areas inside or out where housekeeping is unsatisfactory (please list). <u>Ruts by door entrance, tripping hazard. Hooks on Bldg sides</u> <u>HAZARD</u> <u>Concrete Bldg mural - need to be updated - paint peeling</u> <u>Bldgs could use a coat of paint. Getty Field</u>	_____	X
<b>Electrical</b> <b>Main Electrical Panels:</b> <ul style="list-style-type: none"> <li>• Are doors to this room locked?</li> <li>• Are electric panel doors closed?</li> <li>• Are breaker switches labeled/readable?</li> <li>• Are panels cool to the touch?</li> <li>• Is room free of combustibles? (3' all directions)</li> <li>• Are all light fixtures working throughout building?</li> </ul> <p align="right"><i>No Keys, Access to bldgs could NOT inspect</i></p>	_____	_____
<b>Other Electrical:</b> <ul style="list-style-type: none"> <li>• Any inappropriate use of extension cords?</li> <li>• Surge protection in place for computers and checked?</li> <li>• Security lighting working properly.</li> <li>• Is there proper clearance around the electrical panel, at least 3 feet?</li> </ul>	_____	_____
<b>HVAC</b> <ul style="list-style-type: none"> <li>• Inspected, cleaned, filters changed on schedule?                Last maintenance _____                Next scheduled _____</li> <li>• Use of portable heaters OK relative to condition, thermostat controls, location to combustibles, unplugged at end of day?</li> </ul> <p align="right"><i>Pray No HVAC in bldgs on Soccer field Concrete Bldg - yes but no access to Bldg.</i></p>	_____	_____
<b>Smoking</b> <ul style="list-style-type: none"> <li>• Any evidence of smoking in non-smoking areas?</li> </ul> <p align="center"><i>NA</i></p>	_____	_____
Special Hazards	OK	NI
<ul style="list-style-type: none"> <li>• All flammable liquids/aerosols properly stored? <i>HAD NO ACCESS TO Bldgs</i></li> <li>• All other chemical storage appropriate? (i.e., no mixed storage of reactive chemicals - acids/caustics?) <i>HAD NO ACCESS TO Bldgs</i></li> <li>• Storage rooms clean, cleaning products and other chemical products stored properly? <i>HAD NO ACCESS TO Bldgs.</i></li> <li>• MSDS Booklet available and up to date? <i>HAD NO ACCESS TO Bldgs</i></li> </ul>	_____	_____
Private Protection	OK	NI
<b>Fire extinguishers</b> <ul style="list-style-type: none"> <li>• Appropriate number and type, charged, accessible? <i>HAD NO ACCESS TO Bldgs</i></li> </ul>	_____	_____

<ul style="list-style-type: none"> <li>Annually inspected and tagged? Last serviced _____ Next service date _____</li> </ul>	_____	_____
<b>Bathroom(s)</b> <ul style="list-style-type: none"> <li>Are all exterior door &amp; locks working properly? <i>There is a bathroom in concrete Bldg - this we know</i></li> <li>Floors clean and no trip hazards</li> <li>Walls in good condition?</li> <li>Partitions doors and walls in proper working order, no graffiti</li> <li>All bathroom fixtures in good condition &amp; working properly, no water leaks <i>But again into no access to the Bldgs</i></li> </ul>	_____	_____
<b>Public Protection</b>		
<ul style="list-style-type: none"> <li>Is walkway to building clear from debris, snow, ice, etc.?</li> </ul>	OK	NI
<b>Windstorm</b>		
<ul style="list-style-type: none"> <li>Are there any loose exterior building items, subject to wind damage? (i.e., gutters, shingles, flashing, vents, lights, downspouts, etc.)</li> <li>Any overhanging vegetation that could cause building damage? <i>SEE NOTE</i></li> </ul>	OK	NI
<b>Other</b>		
<ul style="list-style-type: none"> <li>Emergency lighting checked.</li> <li>Emergency call numbers available in key areas of the non-public areas of the building?</li> <li>First aid kit maintained.</li> <li>Check condition of AED unit.</li> <li>Is building free of any graffiti</li> <li>Locks functioning on doors properly</li> </ul>	_____	_____
<b>Recommendations and Comments:</b> <i>Village needs to secure all keys to Bldgs on Village Property, i.e. Getty Park</i>		
<b>Recommendation follow-up and correction:</b>		
Inspected by: <u>JOHN WILSON</u> Date: <u>4/16/2020</u>		
Reviewed by: _____ Date: _____		

More Detail notes on Inspection: *Public Protections - high step to doors*  
*Stairway to top of Announcer's Bldg - is just ridiculous, dangerous*  
*should NOT be used prior to a true safety inspection.*  
*Have Pics of Bldgs.*  
*Concrete Bldg has tree on side of Bldg growing along & over Bldg roof top.*



**Village of Shelby**  
**SOCCER FIELD AUDIT/INSPECTION FORM**

Park Site Getty Field(s) Getty Field Date 4/16/2020 Time 11:30 AM EST  
 Inspector John Wilson Weather Conditions Cold, Sunny 41 degrees

Soccer fields should be thoroughly audited prior to the activity season. Frequent in-season inspections for each of the following areas will depend on the use of the facility. Although it is designed to be used for a comprehensive audit, this form can also be used for in-season or post-season inspection.

Check each box "NI" if repairs are necessary. Write a comment about each problem area in the "Comments" space provided at the end of the inspection categories. All boxes checked "NI" should be scheduled for repair and dated after the repair is made. This form should only be used once, on the date listed at the top.

NI = Needs Improvement    OK = Satisfactory    NA = Not Applicable

Checked	PLAYING SURFACE	Repair Date
OK <input type="checkbox"/> NI <input type="checkbox"/> NA <input checked="" type="checkbox"/>	Maintenance equipment such as rakes, hoses, etc. have been left on the field.	
OK <input type="checkbox"/> NI <input checked="" type="checkbox"/> NA <input checked="" type="checkbox"/> See Note	Irrigation System. Is system operating properly. Regular preventive maintenance being performed?	
OK <input type="checkbox"/> NI <input checked="" type="checkbox"/> See Note NA <input type="checkbox"/>	Sprinkler heads, drainage grates, valve boxes, etc. in the field, are above grade or have sharp edges or unsafe protrusions.	
OK <input type="checkbox"/> NI <input checked="" type="checkbox"/>	Are the goal box areas bare; are there bare areas in the penalty box areas	
OK <input type="checkbox"/> NI <input checked="" type="checkbox"/> See Note	Buffer zones are not adequate to keep players from running into surrounding objects such as fencing, light posts, bleachers, etc.	
OK <input checked="" type="checkbox"/> NI <input type="checkbox"/>	The field meets design specifications for intended use	
Checked	GOALS <del>***</del> See Note	Repair Date
OK <input type="checkbox"/> NI <input type="checkbox"/>	Any open hooks which are to attach nets have been removed. Are the nets secured to goals.	
OK <input type="checkbox"/> NI <input type="checkbox"/>	Rusted or weak areas on the posts or crossbar /welds are cracked?	
OK <input type="checkbox"/> NI <input type="checkbox"/>	Jagged or sharp points or edges on the posts? Connecting hardware, such as nuts and bolts, out of place or not secure?	
OK <input type="checkbox"/> NI <input type="checkbox"/>	All soccer goals are properly secured and anchored so they will not fall over when excessive weight is applied to the crossbar (i.e. players hanging on the crossbar).	
OK <input type="checkbox"/> NI <input type="checkbox"/>	Safety/warning labels are clearly visible eye level.	
OK <input type="checkbox"/> NI <input type="checkbox"/>	Are the goals on a level surface?	

Not on field to inspect  
Non Stored on field

*Removed to another location - Have no idea how they were stored*

OK__ NI__ NA <input checked="" type="checkbox"/>	All goals not presently in use are stored safely in such a manner that they can't be moved or tipped over and pose no immediate danger.	
<b>Checked</b>	<b>TURF</b>	<b>Repair Date</b>
OK <input checked="" type="checkbox"/> NI__ <i>or field</i>	Gopher/woodchucks – There are animal mounds and holes in the turf area. <i>See note</i>	
OK__ NI <input checked="" type="checkbox"/>	Tire ruts – There are hazardous tire ruts in turf. <i>SEE NOTE</i>	
OK__ NI <input checked="" type="checkbox"/> <i>See Note</i>	Small holes/divots in turf within the turf – both on the field area and grass area surrounding the playing field	
OK__ NI <input checked="" type="checkbox"/> <i>See Note</i> NA__	The playing area shows bare spots, disease areas or there are portions of the playing surface that appear more worn than others area (outside of the penalty boxes)	
<b>Checked</b>	<b>BLEACHERS - SEE NOTES - <i>Amefis</i></b>	<b>Repair Date</b>
OK__ NI <input checked="" type="checkbox"/>	Nuts and bolts – On the bleachers seats and walkway planks are loose or missing or protruding.	
OK__ NI <input checked="" type="checkbox"/> NA__	Walking surface in front of bleachers– Is the ground level and free of obstructions? Low areas with ponding water and muddy areas	
OK__ NI <input checked="" type="checkbox"/> NA__	Wooden seat & walking planks are free from splintering, wood rot, wood plank cracked/broken, needs repair attention including painting, presents a possible danger, etc.	
OK <input checked="" type="checkbox"/> NI__ NA__	Bleacher units – Are gaps between adjacent units. Are there any possible pinch points and or gaps that could cause injury or tripping hazards	
OK <input checked="" type="checkbox"/> NI__	Bleacher units – Do adjacent units match in size.	
OK__ NI <input checked="" type="checkbox"/>	Clean, no garbage & debris from under bleachers	
OK <input checked="" type="checkbox"/> NI <input checked="" type="checkbox"/> <i>See Recommendation</i>	Under bleacher supports. Are they in good condition, any rust, corrosion, missing braces, missing nuts, bolts, etc.	
OK__ NI__	Other – Are there hazardous protrusions, edges, pinch Points or possible areas of liability exposure not covered with this inspection form	
<b>Checked</b>	<b>MISCELLANEOUS</b>	<b>Repair Date</b>
OK__ NI <input checked="" type="checkbox"/> NA	Security Fencing – is it in good repair? Are gates operable?	
OK__ NI__ NA <input checked="" type="checkbox"/>	Sport Lighting – Are all light fixtures working? Are there any exposed electrical wires? Are lenses on all lights? The control box secured?	
OK__ NI__ NA	Security Lighting – Are all secure lighting fixtures working properly? Are all lights in good repair? If on timers – is timer set correctly? Is timer control in secure location	
OK <input checked="" type="checkbox"/> NI__	Litter and unsafe debris are scattered around the field and player/spectator areas.	



Comments:

PLAYING SURFACE:

- 1) NO OPERATING MANUAL, non training from School as per IGA to date
- 2) NO " " " " " " " " " " " " NOX MAP showing sprinkler heads from School
- 3) Consideration for placing Pinos on Scoreboard posts - NORTH END of Field

GOALS:

- 1) Goals have been removed from field; understandable due to COVID-19  
However, school removed goals after Fall season - VIOLATED IGA.  
NO soccer goals should be removed from field w/o Village Approval or Village removes them.

TURF:

5) HOLES present outside of field area on west side

- 1) TIRE RUTS - NOT REAL RUTS AT THIS TIME. MORE OF WELL WORN PATH OF CONSTANT DRIVING VEHICLES ON Field Area BY High School employees PICTURES WERE TAKEN. Heavy vehicles need to stay off field for normal maintenance tasks.
- 2) Small holes left by High School employees who removed goal posts. They are small - put a tripping hazard in a key area of field.
- \* 3) NORTH END of Field shows more wear on turf than South END. This area should "hit" with a lot more fertilizer. Also School & groups using Field should be INSTRUCTED to ALTERNATE PRACTICES from North end to South end on daily basis to prevent this wearing condition on the NORTH END.

BLEACHERS: BAD IMAGE!

- 1) There are some bolts longer than others - cut off & file bolt smooth
- 2) Wrecking surface in front of bleachers - filled w/ tree roots, tripping hazard, non-accessible.
- 3) NO ~~COMPLIANCE~~ COMPLIANCE SEATING
- 4) Several SEATING & Wrecking planks need to be replaced. Pics taken
- 5) LEAVES, garbage under bleachers
- \* 6) RECOMMENDATION: I would confirm if bleachers are even used. If they are used somewhat - I would remove 5 of the ~~worst~~ worst sets, maybe 7; leaving the 2 best bleachers. Of the bleachers removed - strip the wood from 2 paint frames, replace both bleachers w/ new wood & STAIN ALL wood. Then replace in area to properly place the bleachers making them accessible. We can discuss further.

MISC:

- 1) FENCING in NW corner needs repaired - BAD IMAGE
- 2) SPORTS LIGHTING - could not test - NO ACCESS, no idea where control box is, NO KEYS to Bldgs to INVESTIGATE.
- \* 3) Security Light AN ENTRANCE (NE) corner - still broken/ not replaced

# VILLAGE OF SHELBY

## SOCCER GOAL SAFETY AND EDUCATION POLICY

### I. INTRODUCTION AND IDENTIFICATION OF ACT

This Soccer Goal Safety and Education Policy (“Policy”) creates a Policy to specifically address the safety issues associated with movable soccer goals.

### II. DEFINITIONS

The following words shall have the following meanings when used in this Policy.

“Authorized Personnel” means Permitted Users and all Village employees who have responsibility for or contact with Movable Soccer Goals.

“Council” means the Village of Shelby Council.

“Village” means Village of Shelby

“Movable Soccer Goal(s)” means a freestanding structure consisting of at least 2 upright posts, a crossbar, and support bars that is designed: (1) to be used for the purposes of a soccer goal; (2) to be used without any other form of support or restraint other than pegs, stakes, augers, counter-weights, or other types of temporary anchoring devices; and (3) to be able to be moved to different locations.

“Organization” means any unit of local government other than the Village, and any school district, sporting club, soccer organization, religious organization, business, or other similar organization.

“Permitted User(s)” means an Organization and all its employees, agents, coaches and volunteers that use property for Soccer-Related Activities.

“Policy” means this Soccer Goal Safety and Education Policy.

“Property” means real property owned or leased by the Village where Movable Soccer Goals are used.

“Safety Guidelines” mean the Guidelines for Safely Securing Movable Soccer Goals attached to this Policy as Attachment 1.

“Soccer-Related Activity” means use of Movable Soccer Goals on Property, including without limitation, soccer games, scrimmages, practices and the like.

### III. MOVING AND SECURING MOVABLE SOCCER GOALS; WARNING LABELS

Prior to the commencement of the soccer season each year, the Village will inspect all Movable Soccer Goals on its Property in accordance with the Safety Guidelines. Authorize users of any Village Parks will secure permission from the Village to place, install, and or move any Movable Soccer Goal onto any Village owned property.

Thereafter, if a Movable Soccer Goal becomes unanchored or improperly secured, only the Permitted User shall be permitted to re-secure it in accordance with the Safety

Guidelines.

A warning label such as the following shall be posted on all Movable Soccer Goals:

**ONLY AUTHORIZED PERSONNEL MAY MOVE AND ANCHOR THIS GOAL. IF THIS GOAL IS NOT ANCHORED DOWN, DO NOT USE IT AND CONTACT THE VILLAGE OF SHELBY AT 231-861-4400. SERIOUS INJURY INCLUDING DEATH CAN OCCUR IF IT TIPS OVER.**

#### **IV. ROUTINE INSPECTIONS BY VILLAGE**

The Village shall routinely inspect all Movable Soccer Goals that have been authorized to be installed or placed onto its Property to verify that they are properly secured and document such inspection in writing.

#### **V. PERMITTED USER INSPECTIONS, PLACEMENT IN NON-USE POSITION AND NOTICE TO PLAYERS**

As a condition of the use of Property, before and after any Soccer-Related Activity, Permitted Users shall make a physical inspection of each Movable Soccer Goal to assure that the goal is secure in accordance with the Safety Guidelines. If any Movable Soccer Goal is not properly secured, the Permitted User shall secure the goal in accordance with the Safety Guidelines. If the Permitted User does not have the necessary equipment to secure the goal in accordance with the Safety Guidelines, the Permitted User shall place the goal in a non-use position by laying it forward onto its front bars and crossbar and shall immediately notify the Village of the location of the goal.

As a condition of the use of Property and prior to the commencement of the soccer season each year, each Organization shall advise their players and the players' parents and guardians, that Movable Soccer Goals may not be moved and that any use of a Movable Soccer Goal that is inconsistent with Soccer-Related Activity is strictly prohibited, including without limitation, playing, climbing, or hanging on any part of the Movable Soccer Goal. According to the U.S. Consumer Product Safety Commission, these activities can result in serious injury, including death.

#### **VI. USE OF VILLAGE PROPERTY BY PERMITTED USERS**

A copy of this Policy shall be provided to all Organizations using the Property for Soccer-Related Activity. Prior to using Property for Soccer-Related Activity, each Organization shall provide each of its Permitted Users with a copy of this Policy and shall require that each of its Permitted Users comply with all applicable provisions of this Policy.

#### **VII. REMOVAL**

At the conclusion of each soccer season, the Village and or Permitted User will either remove all Movable Soccer Goals that it has installed or otherwise placed on its Property and store such goals at a secure location or otherwise secure such goals on its Property by placing the goal frames face to face (front posts and crossbars facing toward each other) and securing them at each goalpost with a lock and chain; or locking and chaining



the goals to a suitable fixed structure such as a permanent fence; or locking unused portable goals in a secure storage room after each use; or fully disassembling the goals for season storage.

### **VIII. ACQUISITION OF TIP-RESISTANT MOVABLE SOCCER GOALS**

After the effective date of this Policy, the District will not purchase any Movable Soccer Goal unless it is tip resistant. A Movable Soccer Goal whose inside measurements are 6.5 to 8 feet high and 18 to 24 feet wide is not tip-resistant unless it conforms to the American Society for Testing and Materials (ASTM) standard F2673-08 for tip-resistant Movable Soccer Goals or is otherwise equipped with another design-feature approved by the U.S. Consumer Product Safety Commission. Notwithstanding the foregoing provisions, the District may continue to use its existing goals in a manner consistent with this Policy.

### **IX. APPLICABILITY**

This Policy shall not create any new liability or increase any existing liability of the Village, or any of its officers, employees, or agents. Nor shall this Policy alter, diminish, restrict, cancel, or waive any defense or immunity of the Village or any of its officers, employees, or agents, which exists under any law.

### **X. AVAILABILITY OF POLICY**

All Village employees who have responsibility for or contact with Movable Soccer Goals shall be advised of this Policy.

A copy of the Policy is available to all other employees and any member of the public by requesting a copy from: Village of Shelby, 218 N Michigan Avenue, Shelby, MI 60438. Phone number: 231-861-4400 / Fax number: 231-861-7449

### **XI. AMENDMENTS**

This Policy may be amended by the Village at any time.

### **XII. EFFECTIVE DATE**

The Effective Date of this Policy is \_\_\_\_\_, 20\_\_\_\_

# ATTACHMENT 1

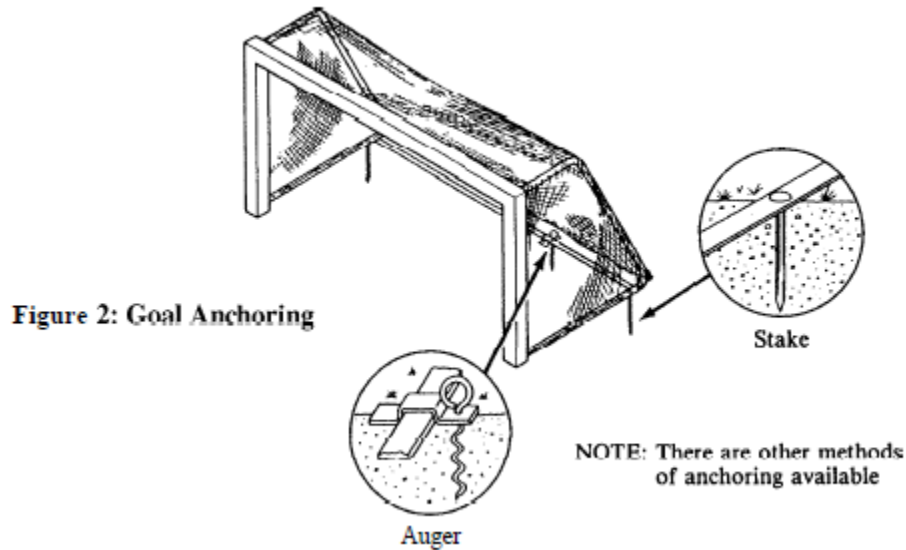
## GUIDELINES FOR SAFELY SECURING MOVABLE SOCCER GOALS

According to the U.S. Consumer Product Safety Commission (CPSC), a properly anchored / counter-weighted movable soccer goal is much less likely to tip over. Accordingly, it is **IMPERATIVE** that ALL movable soccer goals are always anchored properly (e.g., see Figure 2 below) and that they are secured to the ground (preferably at the rear of the goal), making sure the anchors are flush with the ground and clearly visible.

There are several different ways to secure a Movable Soccer Goal. The number and type of anchors to be used will depend on a number of factors, such as soil type, soil moisture content, and total goal weight. Each goal shall be secured in accordance with the appropriate anchoring system as set forth below.

In addition, warning labels required by the Village's Soccer Goal Safety and Education Policy will be attached to each goal. Nets shall be secured to posts, crossbars, and backdrops with tape or Velcro straps at intervals of no less than one every four feet.

### Illustrations and Recommendations according to the U.S. Consumer Product Safety Commission



# ATTACHMENT 1 - CONTINUED

## Anchor Types

### 1. Auger style

This style anchor is “helical” shaped and is screwed into the ground. A flange is positioned over the ground shoes (bar) and rear ground shoe (bar) to secure them to the ground. A minimum of two auger-style anchors (one on each side of the goal) are recommended. More may be required, depending on the manufacturer’s specifications, the weight of the goal, and soil conditions.

Figure 3.1: Auger Style Anchor



### 2. Semi-permanent

This anchor type is usually comprised of two or more functional components. The main support requires a permanently secured base that is buried underground. One type (3.2a) of semi-permanent anchor connects the underground base to the soccer goal by means of 2 tethers. Another design (3.2b) utilizes a buried anchor tube with a threaded opening at ground level. The goal is positioned over the buried tube and the bolt is passed through the goal ground shoes (bar) and rear ground shoe (bar) and screwed into the threaded hole of the buried tube.

Figure 3.2a: Semipermanent Anchor

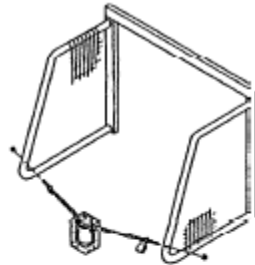
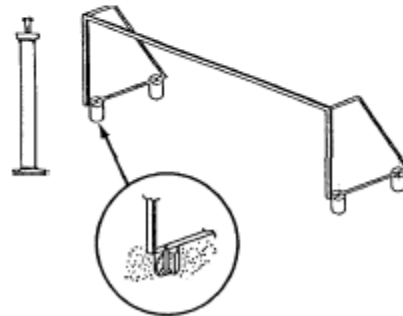


Figure 3.2b: Semipermanent Anchor



### 3. Peg or Stake style (varying lengths) Anchor

Typically, two to four pegs or stakes are used per goal (more for heavier goals) (Figure 3.3). The normal length of a peg or stake is approximately 10 inches (250mm). Care

should be taken when installing pegs or stakes. Pegs or stakes should be driven into the ground with a sledgehammer as far as possible and at an angle if possible, through available holes in the ground shoes (bar) and rear ground shoe (bar) to secure them to the ground. If the peg or stake is not flush with the ground, it should be clearly visible to persons playing near the soccer goal. Stakes with larger diameters or textured surfaces have greater holding capacity.

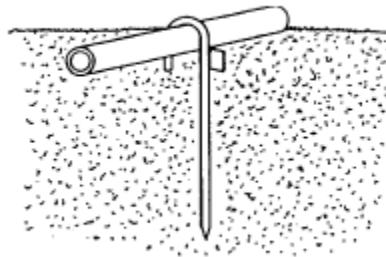
**Figure 3.3: Peg or Stake Style Anchor**



#### **4. J-Hook Shaped Stake style**

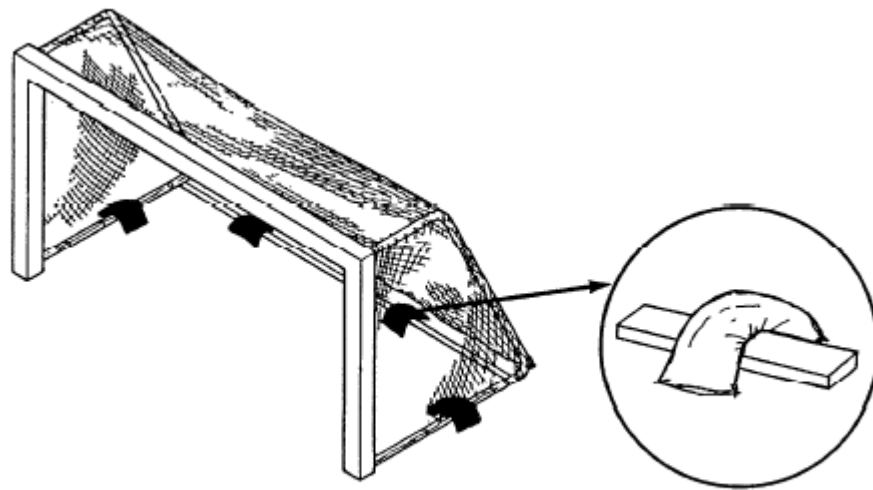
This style is used when holes are not pre-drilled into the ground shoes (bars) or rear ground shoe (bar) of the goal. Similar to the peg or stake style, this anchor is hammered, at an angle if possible, directly into the earth. The curved (top) position of this anchor fits over the goal member to secure it to the ground (Figure 3.4). Typically, two to four stakes of this type are recommended (per goal), depending on stake structure, manufacturers specifications, weight of goal, and soil conditions. Stakes with larger diameters or textured surfaces have greater holding capacity.

**Figure 3.4: J-Hook Anchor**



#### **5. Sandbags/Counterweights**

Sandbags or other counterweights could be an effective alternative on hard surfaces, such as artificial turf, where the surface cannot be penetrated by a conventional anchor (i. e., an indoor practice facility) (Figure 3.5). The number of bags or weights needed will vary and must be adequate for the size and total weight of the goal being supported.

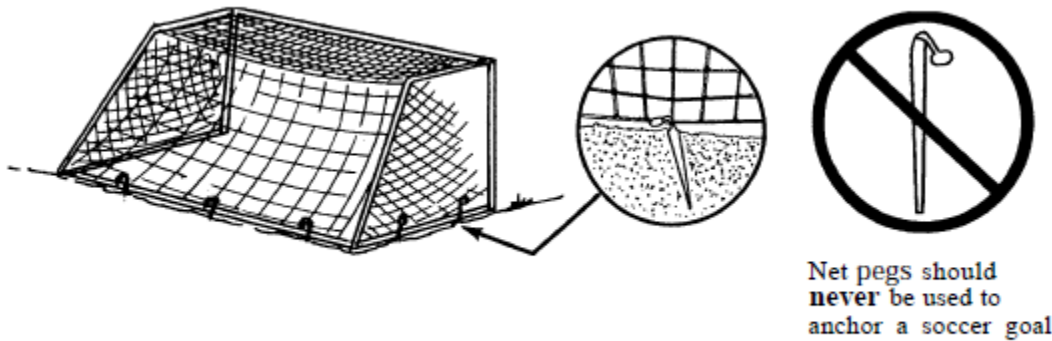


**Figure 3.5: Sandbag Method of Anchoring**

(Rear) Ground Bar/Shoe

## 6. Net Pegs

These tapered, metal stakes should be used to secure only the NET to the ground (Figure 3.6). Net pegs should NOT be used to anchor the movable soccer goal.



**Figure 3.6: Net Pegs**

Net pegs should **never** be used to anchor a soccer goal

**ONLY AUTHORIZED PERSONNEL MAY MOVE AND ANCHOR THIS GOAL. IF THIS GOAL IS NOT ANCHORED DOWN, DO NOT USE IT AND CONTACT THE VILLAGE OF SHELBY AT 231-861-4400. SERIOUS INJURY INCLUDING DEATH CAN OCCUR IF IT TIPS OVER.**

NEED to translate label into Spanish for posting also

# **Village of Shelby Severe Weather and Lightning Policy**

## **Definition:**

Tornadoes typically strike during the late afternoon or early evening, and in most cases, there may be only minutes of warning time to take cover. Because of the limited response time, the safety of employees, patrons, and the protection of property are crucial.

Lightning is a violent act of nature and causes approximately 10 deaths per year in Illinois alone. In most instances, people are injured by lightning are not directly hit. These non-direct hit injuries are caused by transients, currents that flow through people in the vicinity of strikes to the ground. Lightning strikes occur most frequently during the spring and summer months when thunderstorms are prevalent. It is the policy of the Village of Shelby that all persons supervising outdoor activities are aware that when lightning or thunder is observed or heard, outdoor activities should be suspended, and everyone should seek appropriate shelter.

## **General Policy:**

A NOAA Weather Radio (National Oceanic and Atmospheric Administration) is located\_\_\_\_\_. It should be turned on when the weather is inclement. It will notify us of any tornado or thunderstorm watches or warnings and update us to current weather forecasts in the vicinity. A tornado or thunderstorm watch means that the weather conditions are right for a tornado or thunderstorm to develop. A tornado or severe thunderstorm warning means that a tornado or thunderstorm has been sighted in the area by radar or a spotter. In the event of a tornado or thunderstorm warning, shelter should be sought immediately. If lightning is observed, or thunder is audible, all outdoor activities should be suspended for a minimum of 30 minutes after the last sign of lightning or thunder is noted. The following procedure should be followed in the event of a tornado, severe thunderstorm warning or lightning:

### **A. Outdoor Programs:**

Organizational leaders using Village Property should listen to current weather forecasts the morning of any outdoor planned activities so that participants can be alerted to changing weather conditions.

1. Monitor weather conditions as they appear on the horizon.
2. Monitor weather radios when possible.
3. Designate buildings that can be used when severe weather occurs.
4. Whenever lightning is observed or thunder is audible, all outdoor activities should be suspended for a minimum of 30 minutes after the last sign of lightning or thunder is noted. Organizational leaders or employee and or agents of the Village of Shelby will promptly stop the program or activity taking place, and direct the people present to seek appropriate shelter.

### **When Outside:**

1. Avoid areas that are higher than the surrounding landscape



2. Do not use a tree for shelter
3. Shelter should be sought by individuals at the lowest point of the park area, and if available, the park shelters restroom area. Once shelter is found individuals should proceed to laying flat (if at lowest point in park area), face down, with hands behind head to protect ears and face. If able to access restrooms area in shelter, proceed to be seated, have their head between knees, and hands clasped behind head
4. Keep away from metal objects, including bicycles, umbrellas, etc.
5. Avoid standing near tall or metal objects such as fences, light poles, or power lines
6. If you feel your skin tingle or your hair stand on end, squat low to the ground on the balls of your feet. Place your hands on your knees with your head between them. Make yourself as small as possible target and minimize your contact with the ground.

Adults, and children who are in the care and custody of a parent or guardian, may choose to leave the park and find their own means of safety if necessary.

Effective Date: \_\_\_\_\_, 20\_\_



Coffee Mug \$819.49



Pizza \$744.28



Read Book \$862.47



Bike Bike Rack \$543.00



Mad Biker \$1,172.91



French Press \$672.29



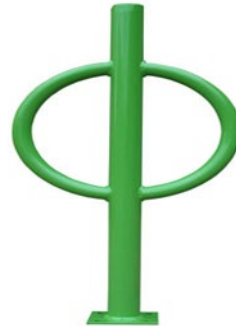
Beach Cruiser \$1,172.91



Hoop Rack \$164.00



Round Rack \$264.00



Bike Hitch \$151.00



Jackson Style Bench - \$864.00

Trash Receptacle -\$763.00

