



Planning & Operations Dept.

Justin Rogers

Director of Planning & Operations

Last Edited: 10.12.21

millcreekmetroparks.org

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- Mission Statement
- Strategic Master Plan
- Department Budget
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Mission Statement

The mission of Mill Creek MetroParks is to provide park, recreational, educational and open space facilities of regional significance.

In fulfilling this mission our objectives are:

- To be responsive to community needs
- To be environmentally sound
- To be adaptable
- To be economically feasible

Link to Mission Statement:

<http://www.millcreekmetroparks.org/contact/about/mission-statement/>

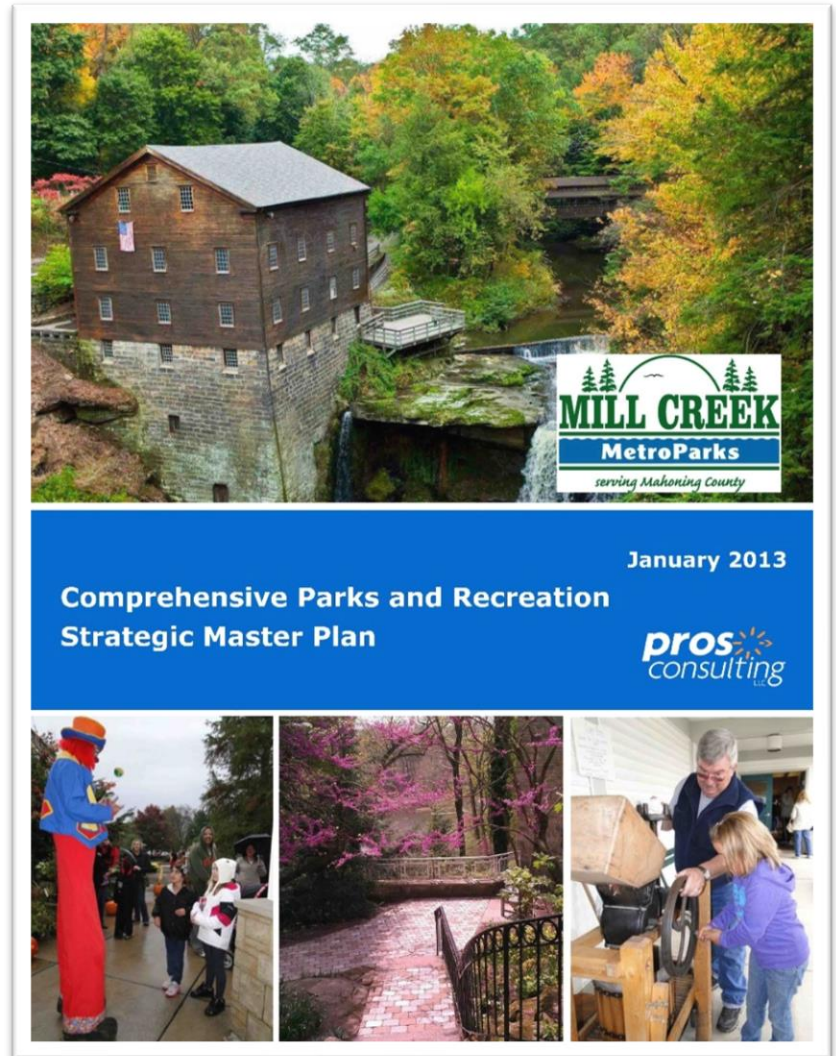


Planning & Operations Dept.

Strategic Master Plan

- Chapter 7: Implementation Plan
 - Infrastructure

GOAL: “Create an effective capital improvement and maintenance plan to preserve the historic aspects of Mill Creek MetroParks as well as provide a safe and enjoyable experience.”



Planning & Operations Dept.

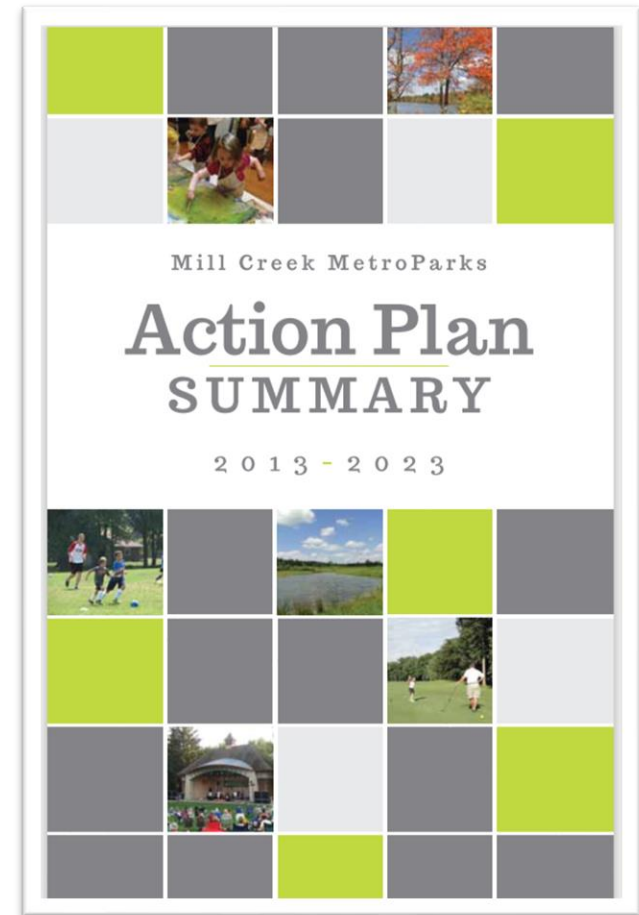
Strategic Master Plan

- Chapter 7: Implementation Plan
 - Natural Resources

GOAL: “Enhance Mill Creek MetroParks’ management of natural resources through improved access of developed trails, opening new parks in the underserved areas of the County, and incorporation of a natural resources management plan.”

Link to Strategic Master Plan:

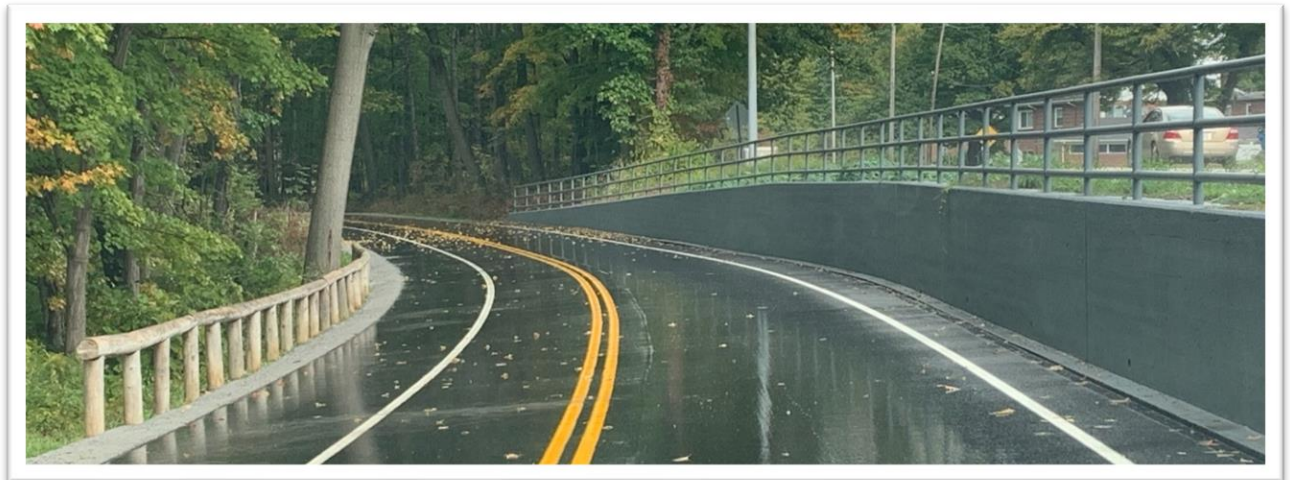
<http://www.millcreekmetroparks.org/wp-content/uploads/2013/11/Mill-Creek-MetroParks-Strategic-Master-Plan-FINAL.pdf>



Planning & Operations Dept.

Department Mission

Strive for excellence in all aspects of our work, with thorough attention to aesthetic, environmental, historical and economic considerations, through collaborative efforts, to produce highly successful and tangible results for current and future MetroParks' guests."

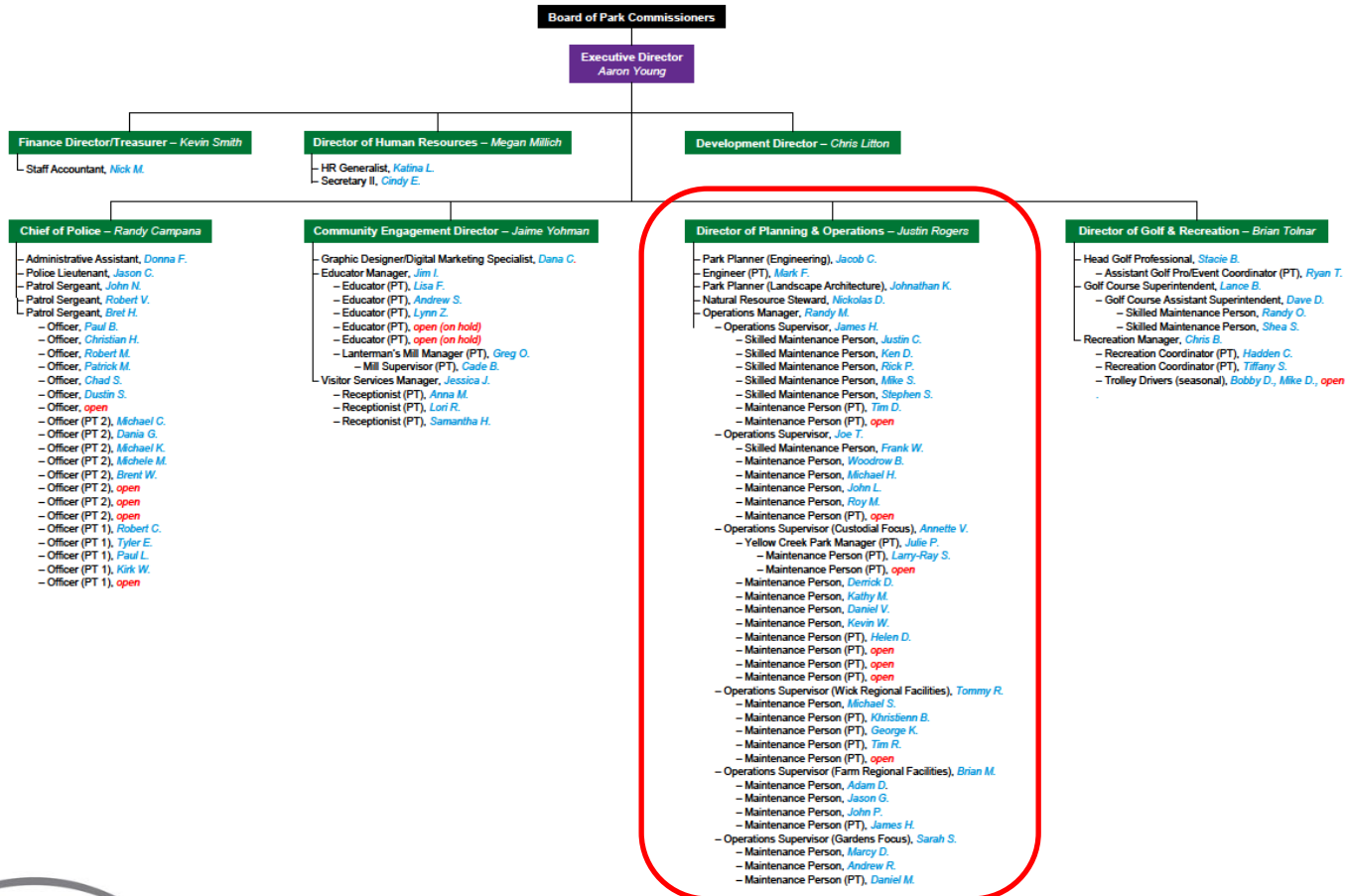


Department Budget

- Planning
 - Salaries and Wages = \$420,325.92 or 7.23% of the total budget
 - Materials & Supplies = \$463,300.00 or 12.28% of the total budget
- Operations
 - Salaries and Wages = \$1,859,449.78 or 32.00% of the total budget
 - Materials & Supplies = \$607,092.75 or 16.09% of the total budget
- Total
 - Salaries and Wages:
 - \$2,279,775.7 or 39.23% of the total budget equaling \$5,810,979.53
 - Materials & Supplies:
 - \$1,070,392.75 or 28.37% of the total budget equaling \$3,772,387.69

Department Organization

Mill Creek MetroParks Organization Chart



Planning & Operations Dept.

Department Organization

Planning & Operations Department Organization Chart

- Total # of Full and Part Time Employees: 44
- Numerous Seasonal and Intern Positions

Department Director :

Managers & Professional Staff :

Operations Supervisors :

Operations Personnel :



Department Organization

Planning & Operations Director: **Justin Rogers**



Managers and Professional Staff:



Operations
Manager:
**Randy
Malleske**



Natural
Resources
Steward:
Nick Derico



Professional
Engineer (PT):
Mark Fisher



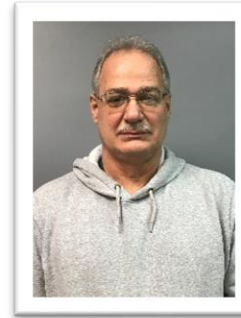
Engineer-in-
Training:
Jacob Crawford



Park Planner
(Landscape
Architecture):
John Kleshinski

Department Organization

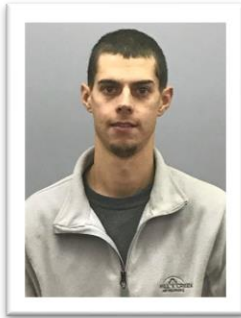
Operations Manager: **Randy Malleske**



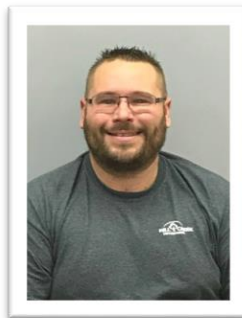
Operations Supervisors (w/ Area of Focus):



Custodial:
**Annette
Vasko**



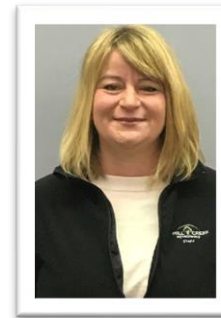
MetroParks
Farm and
Regional
Facilities:
Brian Moff



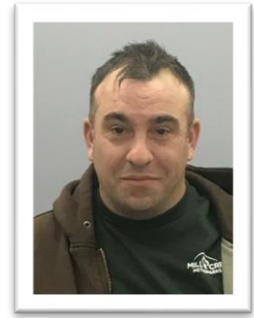
Skilled
Maint.:
**James
Hunt**



Landscape
Lawn and
Forestry:
Joe Tucker



Fellows
Riverside
Gardens:
**Sarah
Spetsios**

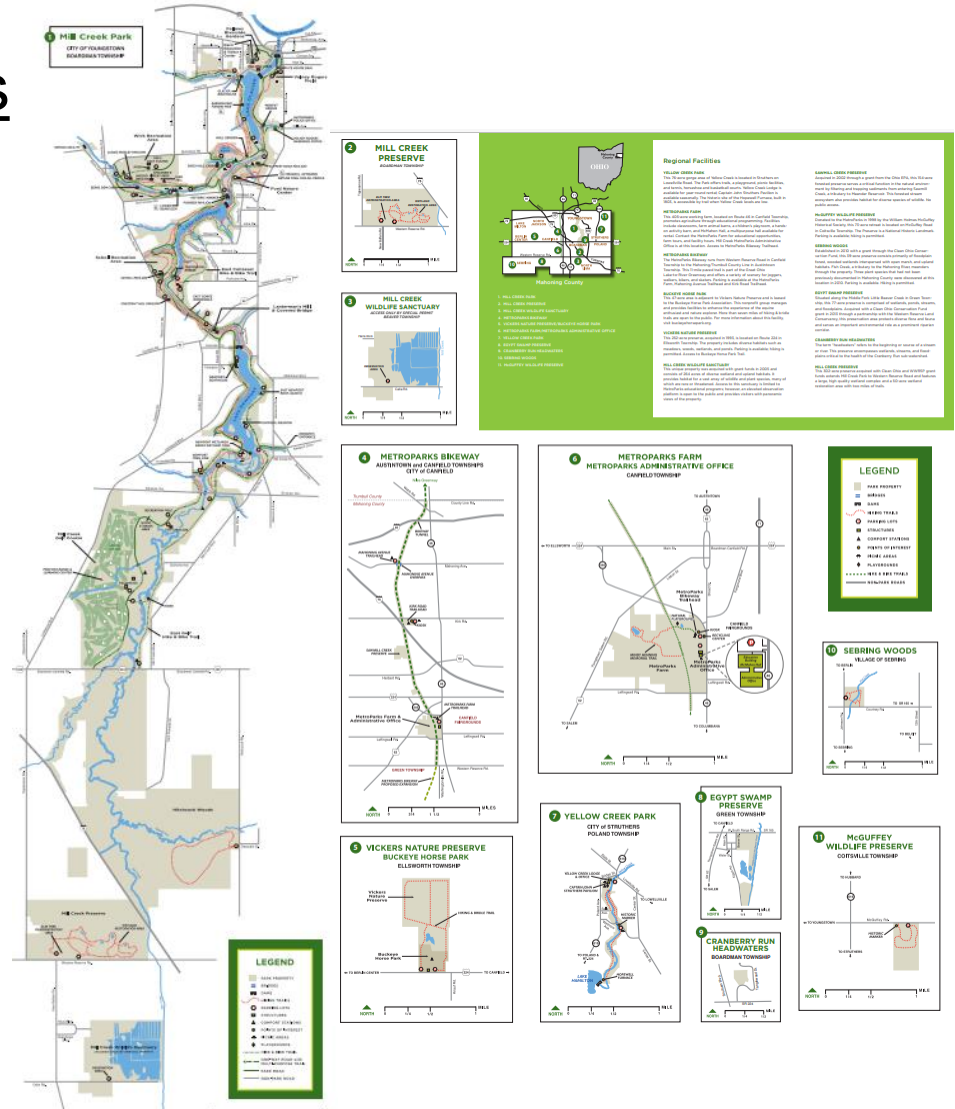


Wick Rec.
Area and
Recreational
Facilities:
Tommy Ross

Department Responsibilities

Planning Natural Resources Operations

- Operation, Management, Maintenance and Improvements regarding:
- 13 MCMP facilities (nearly 5000 acres)
- 20+ miles of drives
- 47+ trail miles
- 18 Vehicular Bridges
- 7 Pedestrian Bridges
- 20+ acres of parking lots
- 226,000 SF of structures
- 3 lakes/dams; ponds



Planning & Operations Dept.

Planning Natural Resources Operations

- 
- MILL CREEK**
METROPARKS

Planning & Operations Dept.

Department Responsibilities

Planning Natural Resources Operations

- Budget preparation and mgmt
- Purchasing materials and supplies
- Hiring, training, coaching, mentoring, evaluating and scheduling of employees
- Requesting/Preparing quotes, bidding and hiring contractors
- Project management
- Best management practices
- Ensuring safety of staff and visitors
- Public correspondence
- Volunteer coordination

CURRENT PROJECTS	PM	%	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	CURRENT MONTH NOTES
P&O Dept Board Presentation	JR	5%													October Presentation
Contracted Design															
Annual Road Improvement Design	JCMF	15%													E. Glasper - awaiting report from CTF
Wick Rec Area Warm. House CA	JR	100%													DLR Group proposal approved
General Projects/Responsibilities															
Gen. Property Acquisition & Improvements	JR/JK	50%													Coord. w/ Land Bank, new prop. clean-up
Capital Improvement Projects - Webpage	JR/JK	100%													Complete
Vickers (2-year phased const)	JR/JK	15%													CD Proposal Approved
Clean & Organize Bears Den Service Yard	RM	50%													Organize, create storage, imp surface & access
Bears Den Maint Fac - Upgrade Fuel Tank	RM	100%													Complete
Service Facility Improvements	RM	5%													Building Improvements (paint, floor, roof, insect)
Wood Lot Clean-up / Log Removal	RM	15%													In Progress
Judge Money Pavilion Improvements	RM	100%													Complete
Admin Office Conference Room	RM	100%													Complete
McGuffey Interpretive Sign	JR	50%													Continue design with CE/Graphics
MCMP Regional Fac. Rules/Regs Signage	JR/JK	0%													Standardize, design, order, install new signs
East Golf HLB Trail Neigh. Entrances	JR/JK	20%													On Hold: install signage, improve surfacing
Parking Lot Pavement Markings	JR	50%													Starting 9/14
Parking Lot Preventive Maintenance	JR	50%													Starting 9/14
MetroParks Farm Master Plan	JR/JK	50%													Coord with Exec Dir
GXT Priority List	JR/JK	20%													
PRG Outdoor Ed Bldg Haz Mat	ND	100%													Complete
Farm Back Pond	ND	60%													Starting 9/27
Ponds - Fish Stocking	ND	100%													Complete
Property Acquisition Priority List	ND/JR	10%													Establish criteria
Oil & Gas Well Inspections & Reporting	ND	50%													Coord. w/ owners on improvements
Geese Management	ND	100%													USDA report received
Facility Management Plans	ND	75%													Preserve, Farm, Vickers, Sanc. Exp., Springfield
Lily Pond-Treatment/Invasive Species Cont.	ND	70%													Treatment ongoing
Healthy Stream Initiative	ND	55%													Starting 9/14
NPDES Phase II Coordination	ND	100%													Complete
Scout Projects	ND	10%													
Sanctuary Raccoon Monitoring	ND	95%													Presentation on 9/20
Mill Creek Preserve Prairie - Management	ND	90%													Final application pending
Mill Creek Preserve - Hillside Trail Const.	ND/JK	50%													Starting 9/27
YFSU Reforestation Partnership - Preserve	ND	65%													Planting scheduled for mid-Nov
The Nature Cons. Partnership - Sanctuary	ND	40%													Coordination of title work
Rotary Operation Pollination	ND	60%													Mill Pl. plantings completed
USDA Deer Survey	ND	100%													Complete
Hemlock Woolly Adefid	ND	60%													TNC fall treatment pending
Newport Dam EAP / Classification Study	MF	50%													
Annual Bridge Inspections - ODOT	MF	0%													To be completed this month
Annual Bridge Inspections - MetroParks	MF	0%													To be completed this month
Annual Dam Inspections - ODNR	MF	0%													
West Golf Drive Stormwater Drainage	MF	50%													Coordinate with Golf
Annual Roadside Agg. Shoulders	MF	0%													Assess drive shoulders for needed aggregate
Bridge Inventory - AssetWise	MF/JC	95%													Inspect 9 bridges and upload to AssetWise
Office and Computer Organization	ALL	70%													Organize files, archive, network structure, offices
PENDING PROJECTS	Staff	%	2021	2022	2023	BEYOND	NOTES								

Note: Projects denoted with an asterisk (*) are carry-over projects from 2020.



Planning & Operations Dept.

millcreekmetroparks.org

Department Responsibilities

Planning Natural Resources Operations

- Prepare and administer Annual Plan of Operation (APO)
- Ensuring organizational policy, procedure and safety adherence
- Assist MCMP Departments
- Adherence to MCMP Mission and Strategic Master Plan Goals and Vision



2021 Supplemental Projects & Responsibilities
Planning & Operations Department
Updated: October 8, 2021
Prepared by: Justin Rogers, Planning & Operations Department

Lead / Responsible Party

Justin Nick Mark John Jacob All

Newly Added Project Completed Project

2020 Projects (Close-Out)

Parking Lot Improvements	Contract Management	Justin
Bikeway Improvements	Contract Management	Justin
Cart Paths	Contract Management	Justin/Mark
Wick Maintenance Facility	Contract Management	Justin
NatureWorks Projects (2)	Grant Docs and Reimbursement	Jacob
Wayfinding Signage	Install remaining 2020 order	Randy

Location	Category	Lead	Description
MCP	Cap Imp	Mark	Covered Bridge Rehabilitation
McGuffey	Trails	Nick	Improve existing trails; establish new trails
Preserve	NRM	Nick	Prescribed burn at prairie (early 2022)
MCP	General	Justin	MCMP – North Trail Connection/Facility Concept (BY SEPT)
MCP	General	Mark/Randy	Dividing Sycamore roadside and gabions
MCP	General	All	Kreider's Entrance
MCP	General	Justin	Newport Boathouse Stormwater/Trial Erosion
MCP	General	Jacob	Robinson Hill Drive Bridge Drain
MCP	General	Randy	Lanternman's Falls Observation Deck Repair
MCP	Cap Imp	All	Mirror Pond/Frog Pond Rehab (dredging permit and work; forestry work; trail improvements; observation area; improved picnic area; Orchard Meadow; sanitary bridge; contract work)
Bikeway	General	John	Signage replacement
MCP	General	John	Wick Rec Center Exterior Rendering
Bikeway	General	Randy	Removal of dead trees; "roadside" work
MCP	General	Nick/Randy	224/W. Golf Dr. "roadside" work
MCP	General	Nick/Randy	Vegetation treatment around Price/Tod...work with FRG
MCP	General	John	Tod Ave/Price Road MCP sign planting plan, order, install
Bikeway	Cap Imp	Justin	Kirk Road Lower Pavilion Redevelopment
Sebring	NRM	Nick	Treat invasive vegetation around parking lot
McGuffey	NRM	Nick	Treat invasive vegetation around parking lot
MCP	General	Randy	Remove logs from active/visual areas/high traffic drives
McGuffey	General	Nick	Milkweed plantings (WHMHS coord)
Preserve	Cap Imp	Nick	Grade, seed and mulch hillside trail
Preserve	Cap Imp	Nick	New Trail Const. – North Parcel (in-house and contract work)
Preserve	Trails	Nick/John	Establish trail system; install trail markers

Planning & Operations Dept.

Department Organization: Planning

Planning & Operations Director – Justin Rogers, RLA

- Registered Landscape Architect
- Employed since 2002



Direct Reports (Professional Staff): 5

- Mark Fisher, PE, (Part-Time Professional Engineer)
 - Employed since 1995
- Jacob Crawford, Park Planner (Engineer-in-Training)
 - Employed since 2021
- John Kleshinski, Park Planner (Landscape Architecture)
 - Employed since 2021
- Nickolas Derico, Natural Resources Steward
 - Employed since 2018
- Randy Malleske, Operations Manager
 - Employed since 2002

Department Organization: Planning

Planning & Operations Director – Justin Rogers



Qualifications, Education, Skills, Certifications, Training etc.:

- Landscape Architecture
- Civil Engineering
- ODOT Prequalifications:
 - Roadway Design, Bridge Design, Bridge Condition Inspection, Bridge Painting Inspection, Construction Project Management, Construction Project Inspection
- Plan development, cost estimates, specifications
- Construction administration and project management
- Bridge and dam inspection and rehabilitation plans; structural design
- Developing engineering studies and reports
- Proficiency in technical skills (AutoCAD, surveying, design software)

Department Organization: Planning

Planning & Operations Director – Justin Rogers



Responsibilities:

- Identification and implementation of short and long term planning, operation, maintenance, construction, and NRM related activities of all MCMP properties/facilities
 - Assist with development of 5-year capital improvement project list
- Develop and adhere to annual plan of operations (APO) and budget
- Develop a capital improvement schedule and cost benefit for each
- Ensure regulatory agency compliance (ODNR, OEPA, ADA, ODOT, SHPO, Health Dept., Eastgate, etc.)
- Ensure compliance with laws regarding public involvement projects, bid process, prevailing wages, Ohio Revised Code, auditing, etc.
- Administers the consultant identification and selection process
- Oversees preparation of project programming documents construction plan development, cost estimates, contract documents and specifications

Department Organization: Planning

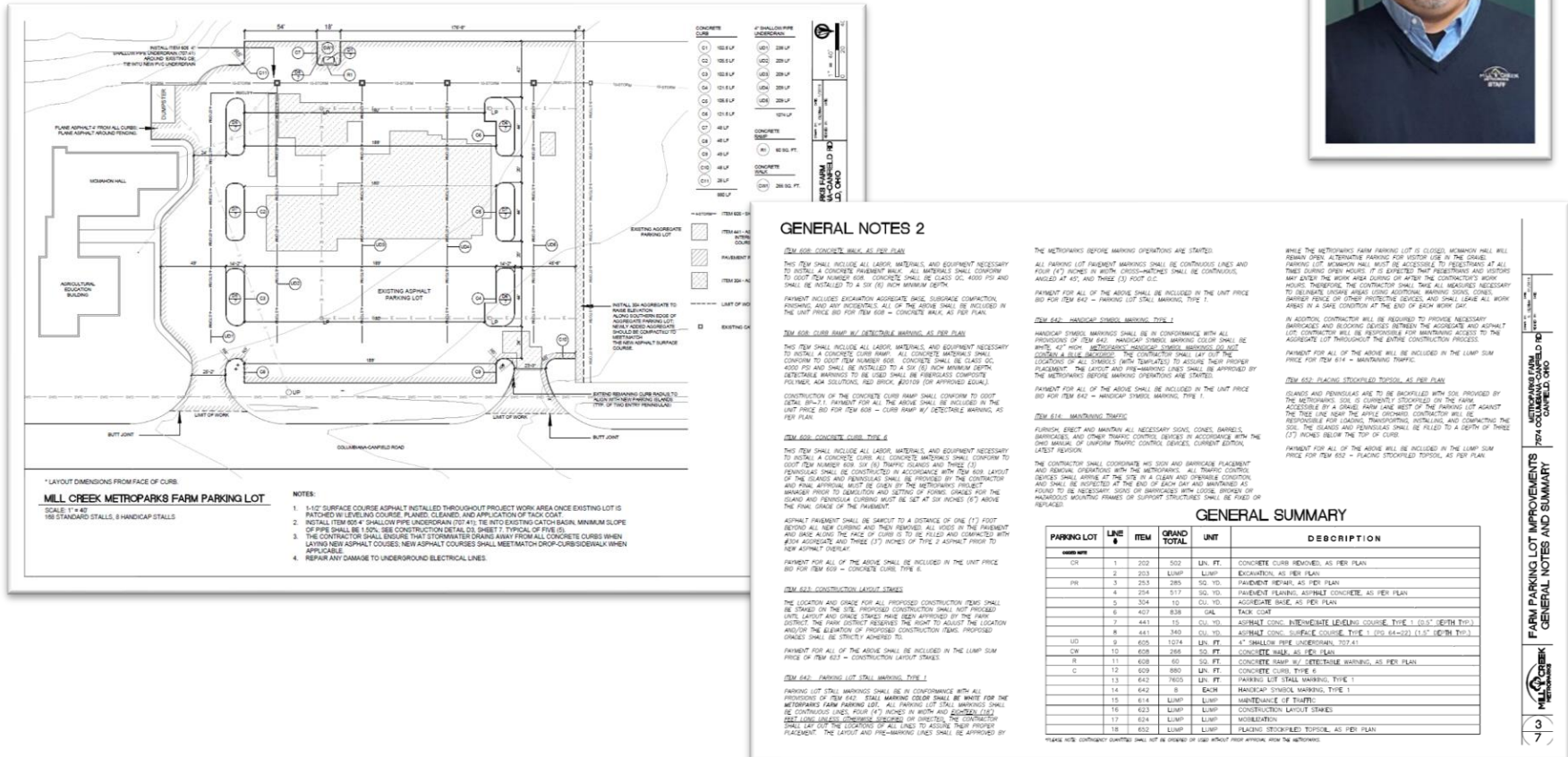
Planning & Operations Director – Justin Rogers



Responsibilities:

- Master planning
- Construction administration
- Project management
- Pay app and invoicing review and processing
- Bridge and dam inspection and rehabilitation plans
- Engineering studies and reports
- Land acquisition
- Grant writing and preparation of funding applications
- Inventorying infrastructure
- Maintenance of historic, project, and contract-related plan sets and contract documents
- Prepare and conduct public presentations; fulfil public records requests
- Maintain commitment to sustainability and best management practices

Planning & Operations Director – Justin Rogers



Planning & Operations Director – Justin Rogers



MILL CREEK METROPARKS -- TABULATION OF BIDS

2019 DRIVE IMPROVEMENTS

BIDS DUE: June 28, 2019 @ 12:00pm


no	ODOT Item Number	Description of Item of Construction	Estimated Quantity	Units	Estimate Unit Price Bid	Total Amount	Fourth Construction Unit Price Bid	Total Amount	S.E.T. Inc. Unit Price Bid	Total Amount
1	201	Cleaning and Grubbing	1	Lump Sum	8,000.00	8000.00	2,000.00	2,000.00	10,500.00	10,500.00
2	201	Stump Removed, as per plan	20	Each	250.00	5000.00	200.00	4,000.00	300.00	6,000.00
3	202	Curb Removed	397	Foot	7.00	2779.00	5.00	1,985.00	5.00	1,985.00
4	202	Boiler Removed for Salvage	8	Each	200.00	1600.00	50.00	400.00	345.00	2,760.00
5	202	Bench Removed for Salvage	2	Each	200.00	400.00	100.00	200.00	250.00	500.00
6	202	Concrete Slab, Base, Pavers Removed	261	Sq Yd	30.00	7830.00	10.00	2,610.00	12.50	3,262.50
7	202	Metal Pole and Base Removed	1	Each	200.00	200.00	150.00	150.00	650.00	650.00
8	202	Asphalt Pavement and Base Removed	556	Sq Yd	25.00	13900.00	10.00	5,560.00	6.50	3,614.00
9	202	Walk Removed	172	Sq Ft	7.00	1204.00	3.00	860.00	3.20	550.40
10	202	Catch Basin Removed, as per plan	3	Each	400.00	1200.00	150.00	450.00	1,200.00	3,600.00
11	202	Edge Stones Removed and Relocated, as directed	156	Cu Ft	25.00	3900.00	5.00	600.00	30.00	4,800.00
12	202	Fence Removed	340	Foot	7.00	2380.00	8.00	2,720.00	3.00	1,020.00
13	203	Embankment, as per plan	261	Cu Yd	25.00	6525.00	25.00	6,525.00	8.00	2,088.00
14	203	Linear Embankment, as per plan	14	Station	400.00	5600.00	400.00	5,600.00	900.00	12,600.00
15	203	Trail Excavation, as per plan	1	Lump Sum	10,000.00	10000.00	15,000.00	15,000.00	6,000.00	6,000.00
16	203	Trail Embankment, as per plan	1	Lump Sum	10,000.00	10000.00	15,000.00	15,000.00	4,000.00	4,000.00
17	203	Path Excavation, as per plan	1	Lump Sum	7,500.00	7500.00	15,000.00	15,000.00	3,500.00	3,500.00
18	203	Path Embankment, as per plan	1	Lump Sum	7,500.00	7500.00	15,000.00	15,000.00	5,000.00	5,000.00
19	204	Subgrade Compaction	982	Sq Yd	2.50	2455.00	2.00	1,964.00	2.50	2,455.00
20	204	Granular Embankment, as per plan	42	Cu Yd	70.00	2940.00	75.00	3,150.00	5.00	2,100.00
21	204	Geotextile Fabric, Type D	794	Sq Yd	4.00	3176.00	3.00	2,370.00	1.75	1,389.50
22	209	Linear Grading, as per plan	4.75	Station	500.00	2375.00	400.00	1,900.00	950.00	4,512.50
23	254	Pavement Planning, Asphalt Concrete	12,792	Sq Yd	2.75	35178.00	3.00	38,376.00	3.00	38,376.00
24	304	Aggregate Base	184	Cu Yd	70.00	12880.00	70.00	12,880.00	70.00	12,880.00
25	407	Tack Coat	1,949	Gal	2.50	4872.50	2.00	3,898.00	2.30	4,482.70
26	424	Fine Graded Polymer Asphalt Concrete, Type B	200	Station	71,400.00	14,280.00	82,110.00	24,633.00	55,680.00	11,136.00
27	441	Asphalt Concrete Intermediate Course, Type 1 (445)	549	Cu Yd	175.00	96075.00	150.00	82,350.00	184.00	101,016.00
28	441	Asphalt Concrete Intermediate Course, Type 2 (445)	38	Cu Yd	175.00	6650.00	300.00	11,400.00	242.00	9,196.00
29	441	Asphalt Concrete Surface Course, Type 1 (445)	25	Cu Yd	175.00	4375.00	500.00	12,500.00	335.00	8,375.00
30	601	Rock Channel Protection, Type A, as per plan	4	Cu Yd	200.00	800.00	100.00	400.00	120.00	480.00
31	606	Concrete Walk	2	Sq Ft	10.00	20220.00	6.50	13,140.00	8.00	16,176.00

CONTRACT DOCUMENTS

For Furnishing Labor, Material and Equipment For

METROPARKS BIKEWAY IMPROVEMENTS

Aaron Young
Executive Director
Mill Creek Metropolitan Park District
7574 Columbia-Camfield Road
Columbus, Ohio 43060
P. 330-702-3000
F. 330-702-3010
www.millcreekmetroparks.org



CONTRACT DOCUMENTS

For Furnishing Labor, Material and Equipment For:

METROPARKS BIKEWAY IMPROVEMENTS

Aaron Young
Executive Director
Mill Creek Metropark Park District
7574 Columbian-Carfield Road
Canfield, Ohio 44406
P: 330-752-3000
F: 330-752-3010
www.millcreekmetroparks.org

General Instructions

In order to properly prepare and submit an accurate and complete bid for this project, all bidders must:

1. Read General Terms and Conditions, Section 2
2. Read Construction Notes, Section 6
3. Review Miscellaneous Attachments, Section 8
4. Fill out Proposal, Section 3
5. Furnish Attachments with Bid, as required
 - 100% Bid Security
 - Bureau of Workers Compensation Certificate of Coverage
 - Material, Equipment or Form of Construction Substitution Statement and Documentation
 - Signed/Dated Addenda
 - ODOT Certificate of Qualification
 - Drug-Free Workplace Program Documentation
 - Direct Deposit of Payment Statement

All applicable pages of the Proposal, Section 3 must be fully completed in ink or typed, removed from this bag, and submitted in duplicate. Bidders shall submit the remainder of the Contract Documents for their records. A copy of the Proposal will be returned to the successful bidder.

Please double check your bid before submission. Errors or omissions could result in your bid being declared informal or irregular and possibly rejected.

The intent of the contract is to provide for the construction and completion in every detail of the work described. The Contractor shall perform all items of work covered and stipulated in the Contract Documents and perform, afford and extra work, furnish all labor, materials, equipment, tools, ~~transportation~~ and supplies required to complete the work in accordance with the Contract Documents and terms of the contract. Should any misunderstanding arise as to the intent or meaning of the plans, specifications, special provisions or Proposal, or any discrepancy appear, the decision of the Project Manager shall be final and conclusive.

ENCOURAGING DIVERSITY, GROWTH AND EQUITY (EDGE) REQUIREMENTS: Pursuant to Ohio Revised Code 123.152, the percentage indicated on the front cover of this bid is the percent of the awarded Contractor's bid which must be subcontracted to certified EDGE firms. EDGE certified firms are those who have been certified by the Ohio ODOT of Administrative Services. The Contractor must use its best efforts to solicit quotes from and to utilize EDGE subcontractors/suppliers on this project.

EOOE PARTICIPATION GOAL: _____ 0% _____

Rev: 1/14

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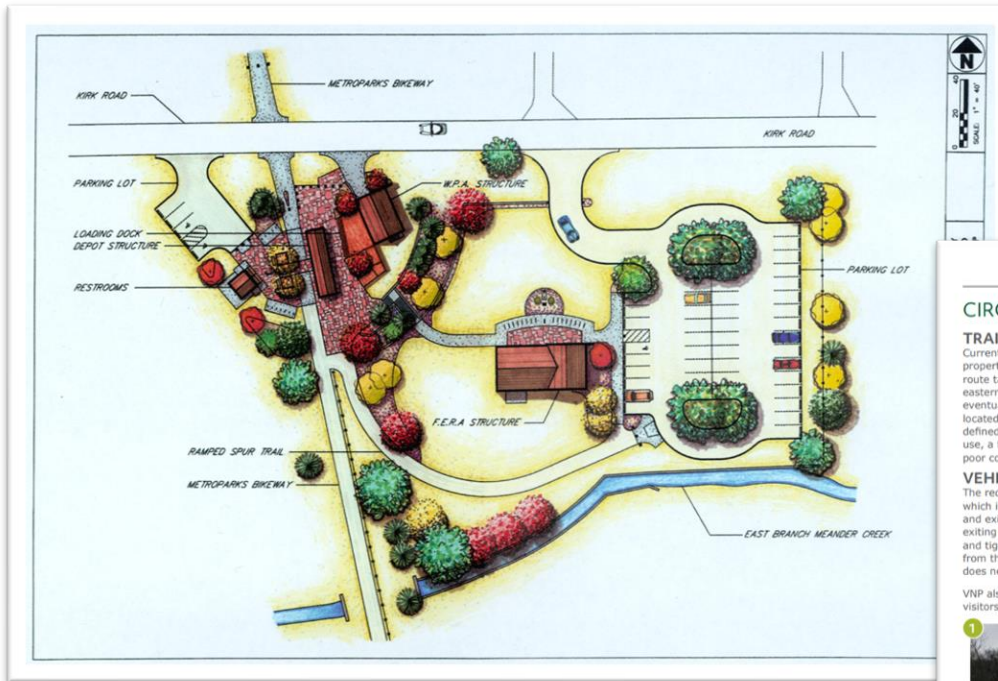
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Planning & Operations Dept.

Department Organization: Planning

Planning & Operations Director – Justin Rogers



CIRCULATION & TRAIL ANALYSIS MAP

TRAILS

Current equestrian trails total approximately 5 miles throughout the property and two main trailheads at the front of the park. The northern route takes visitors past the pond and through the utility easement. The eastern trail routes visitors over the stream and to the existing meadow; eventually connecting north to the rest of the trails. Trail markers are located along the main segments while some of the trails are not well defined and rely on flagging to define the route. Due to heavy equestrian use, a few of the stream crossings and low-points along the trails are in poor condition.

VEHICLE CIRCULATION

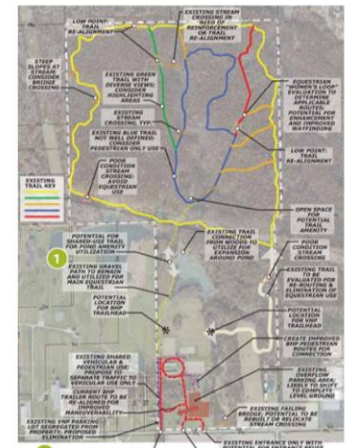
The red dashed line represents the current site's vehicular circulation which includes towing trailers. Currently, there is a designated entrance and exit to the park. The exit is located to provide visual clearance for exiting the park in both directions. There is no clear flow for vehicles and tight turns make it difficult to maneuver in the stable area. The loop from the stables is located in close proximity to the property line which does not offer much privacy for the adjacent residential neighbors.

VNP also contains a separate entrance and parking area for general park visitors located along the west property line.



The park trails offer challenging hikes and unique experiences.

INVENTORY & SITE ANALYSIS



For larger map see Appendix, page A.1

GPD GROUP | 2.2

Department Organization: Planning

Planning & Operations Director – Justin Rogers



Planning & Operations Dept.

Department Organization: Planning

Planning & Operations Director – Justin Rogers



Department Organization: Natural Resources

Natural Resources Steward – Nick Derico



Direct Reports: 2

- Two (2) Natural Resources Interns
- Environmental Studies/Natural Resources Mgmt./Biology

Qualifications, Education, Skills, Certifications, Training etc.:

- Background in Environmental Studies with a Concentration in Wildlife & Fisheries, Commercial Pesticide Applicator License in Aquatics, Forestry, and Ornamental Landscapes, Working towards ISA Certified Arborist license, Working towards Certified Natural Resources Professional

Department Organization: **Natural Resources**

Natural Resources Steward – Nick Derico



Responsibilities:

- Natural resources project planning/management
- Development of policies and procedures for natural resource, environmental, wildlife and land management activities for all MetroParks owned/managed properties
- Environmental oversight
- Land management
- Lake and pond management
- Invasive species control
- Wildlife management
- Develop/Implement facility-based natural resources management plans utilizing sustainability and best management practices
- New trail design, construction, and mapping

Department Organization: Natural Resources

Natural Resources Steward – Nick Derico



Responsibilities:

- Environmental Permitting
 - ODOT Environmental Process Adherence
 - Regulatory agency adherence including EPA, USACE, ODNR, ODOT, Health Dept.
- Coordinate and conduct wetland delineations, stream surveys and ecological site assessments
- Prepare reports and coordinate mitigation/restoration projects
- Coordinate Healthy Streams Initiative and water quality testing
- Coordinate and implement safe and proper application of herbicides, pesticides and other chemicals for mgmt. of invasive/nuisance species
- Conduct various wildlife population surveys for site NRM plan develop.
- Staff Liaison/Chair for the Natural Resources Citizen Advisory Committee

Department Organization: Natural Resources

Natural Resources Steward – Nick Derico



Responsibilities:

- Oversee and coordinate Scout and/or volunteer activities related to natural resource, wildlife and environ. mgmt.
- Prepare and administer RFP projects
- Develop recommendations, research, and assist in implementation of future natural resource projects
- Use GIS programming to develop and maintain database of MCMP properties, facilities and natural resources
- Maintain conservation easement records
- Ensure adherence to PPE and safety standards

Department Organization: Natural Resources

Natural Resources Steward – Nick Derico



Date of Last Revision
3/11/19

Mill Creek MetroParks
7574 Columbiana Canfield Rd.
Canfield, OH 44406



Infrastructure: Water Control Structures

In addition to the several structures previously mentioned, the previous fish hatchery operation left behind an extensive pond infrastructure system in the form of adjustable water control structures. These structures allow the water levels in each pond, as well as the flow from one pond to another, to be manipulated and adjusted as desired. These control structures are a vital tool in achieving the overall management goals of the Sanctuary. Locations of control structures and direction of flow can be seen below in figure (6).

FIGURE (6). Water Control Infrastructure and Direction of Flow



Water Control Infrastructure and Flow Direction
Mill Creek Wildlife Sanctuary
Beaver Township
Mahoning County, Ohio



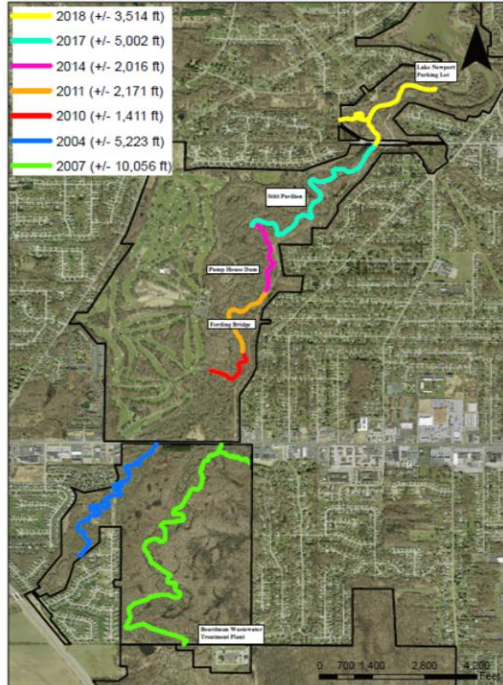
Planning & Operations Dept.

Department Organization: Natural Resources

Natural Resources Steward – Nick Derico



Natural Resources Steward – Nick Derico



Current Healthy Streams Initiative Progress (2018)



Planning & Operations Dept.

Department Organization: Natural Resources

Natural Resources Steward – Nick Derico



MAH-East Park Hike and Bike Trail Phase II (PID #112585)
Mill Creek Park, City of Youngstown, Mahoning County, Ohio
Photographic Log – January 2021



8. View to the north, along the preferred alignment as the trail exits the wooded corridor and continues along the mowed transition area directly adjacent to East Park Drive. Along this section of trail, a horizontal and vertical buffer will exist between the drive curb and the edge of trail. Existing topography will set the trail several feet above the roadway. The trail centerline alignment will be 20'-25' off the edge of roadway.

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OHIO DEPARTMENT OF TRANSPORTATION
PUBLIC COMMENT FORM
MAH-East Park Hike & Bike Phase II - PID #112585

Name: _____
Mailing address (or nearest cross streets): _____
Email address: _____ Phone: _____
Address of impacted property (or nearest cross streets): _____
Contact information is not required but will ensure you receive a response.

Type of property: ☐ Residence ☐ Business ☐ Property ownership: ☐ Own ☐ Rent
How did you hear about this meeting? (Select all that apply)
☐ Newspaper ☐ Mailed letter ☐ TV or radio ☐ Church ☐ Word-of-mouth
☐ ODOT website ☐ Social media ☐ Email ☐ Other: _____

What is your interest in the proposed project? (Select all that apply)
☐ I am an area resident ☐ I am an area business owner or employee ☐ I am a commuter
Other: _____

How often do you travel in the project area?
☐ Daily ☐ A few times per week ☐ Once a month ☐ Other: _____

How do you usually travel through the project area? (Select all that apply)
☐ Automobile ☐ Bicycle ☐ Walk ☐ Other: _____

What are your thoughts on the project alternatives provided?

General comments:

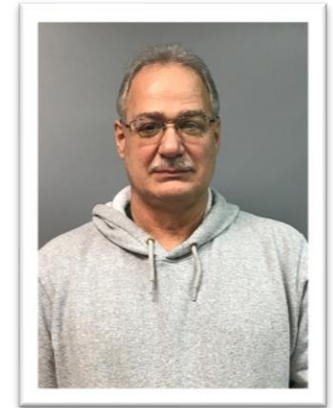
Additional comments may be attached to this document using a separate piece of paper.

COMMENTS DUE BY
1/28/2021

Comments may be submitted:
• Verbally or in writing after the Virtual Open House
• By email at adonovan@millcreekmetroparks.org
• By telephone at 330.792.3000, Extension 136
• Online at www.millcreekmetroparks.org/estpark
• By mail at the address on the back of this page

Department Organization: Operations

Operations Manager – Randy Malleske

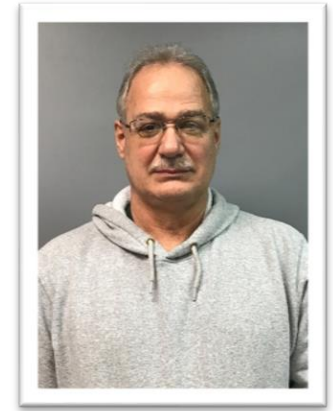


Direct Reports (Supervisors): 6

- Annette Vasko, Custodial Focus (2008)
 - 19 years with MCMP in various roles (recreation)
- Brian Moff, Farm and Regional Facilities Focus (2017)
 - Bachelors in Parks, Recreation, and Tourism
 - Experience at ODNr and USDA Wildlife Services
- James Hunt, Skilled Maintenance Focus, (2004)
 - Hired as mechanic
- Joe Tucker, Landscape, Lawn, and Forestry Focus (2021)
- Sarah Spetsios, Fellows Riverside Gardens Focus (2018)
 - Bachelors in Arts, Biology
 - 27 years experience in greenhouse, landscape and public gardens
- Tommy Ross, Wick Recreation Area and Reg. Fac. Focus (2013)
 - Hired as Farm Manager

Department Organization: Operations

Operations Manager – Randy Malleske

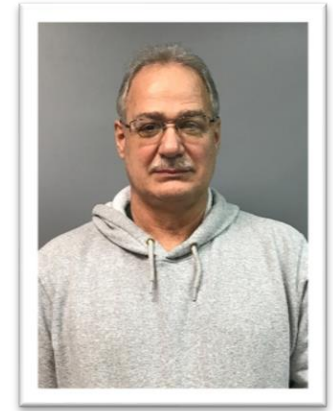


Responsibilities:

- Daily management and upkeep of MCMP facilities, roads, infrastructure, and natural areas totaling nearly 5000 ac.
- Ensure safety of park patrons and personnel
 - Address present and potential hazards and safety concerns
 - Ensures policies, procedures and safety practices are followed including current labor agreements
 - Establish and document onsite safety meetings and work zone identification
- Ensure proper care and maintenance of all materials, tools, equipment and vehicles
- Perform routine inspections on buildings, trails, facilities, public areas and bridges for proper maintenance, cleanliness, etc.
- Assist with capital improvement projects

Department Organization: Operations

Operations Manager – Randy Malleske

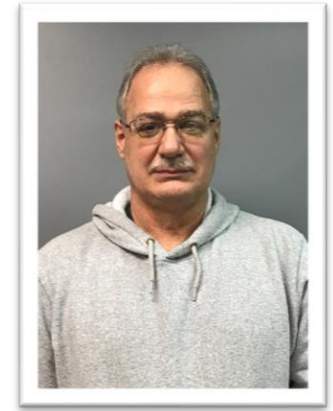


Responsibilities:

- Clean pavilions
- Maintain service facility and yard
- Catch basin and drain clean-out
- Water meter installation; turn on/off water
- Pothole patching
- Restroom maintenance
- Coordinate testing of fire extinguishers, boilers, dam gates, backflow preventers
- Road and parking lot sweeping; leaf blowing
- Clean and install pedal boats, pontoon boat
- Coordinate road striping
- Clean park signs
- Install playground mulch

Department Organization: Operations

Operations Manager – Randy Malleske



Responsibilities:

- Roadside maintenance and clean-up
- Forestry work including removal of dead trees, pruning, planting new trees, opening vista, Fair demonstration, manage wood lot
- Snow removal
- Landscape bed maintenance; planting
- Spraying invasives
- Lawn cutting and brush-hogging
- EMERGENCY call outs and clean up
- Maintaining property boundaries; adjacent property damage
- Equipment and fleet maintenance
- Assist with set up and tear down of MCMP and community events

Department Organization: Operations

Custodial Focus – Annette Vasko



Direct Reports: 6

- Julie Pantelas
 - Larry-Ray Stankorb
 - Ted Conway
- Kathy Monteleone
- Kevin Wegendt
- Helen Dolak
- Derrick Dubois
- Daniel Vitullo

Qualifications, Education, Skills, Certifications, Training etc.:

- Public Communication, Horticulture, Playground Inspection, Ohio Certified Volunteer Naturalist

Department Organization: Operations

Custodial Focus – Annette Vasko

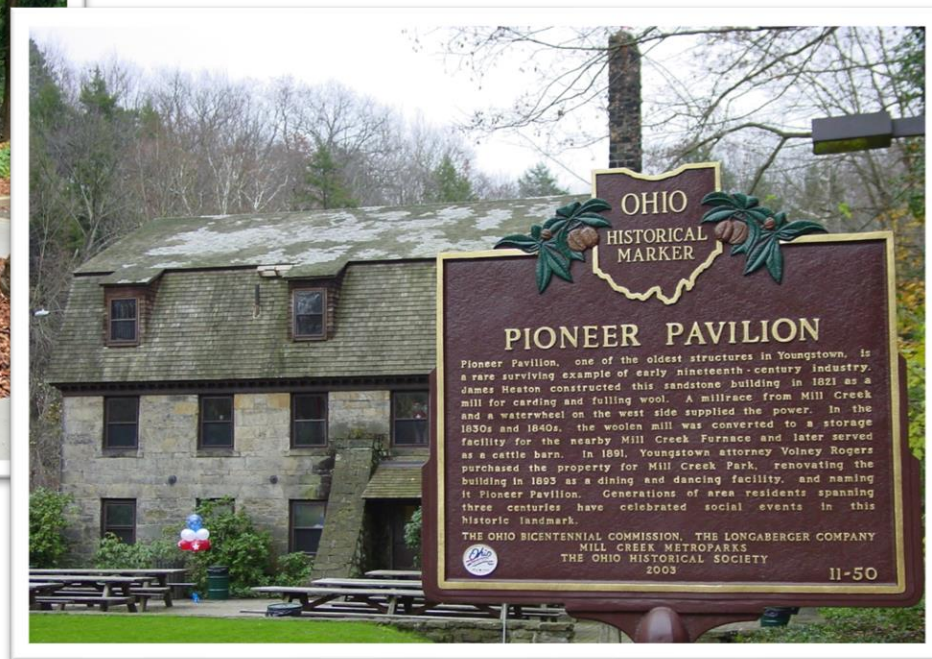
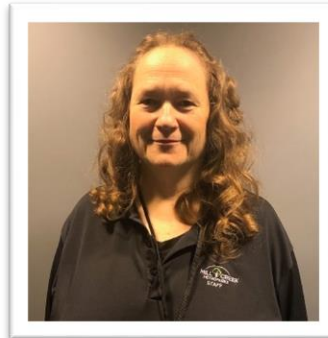


Responsibilities:

- Scheduling, preparation and maintenance (set up and cleaning) of 13 rental facilities
- Regularly maintain 22 public restrooms throughout the park
- Trash management at facilities, picnic areas, and roadsides
- Upkeep of doggie stations
- Supply and inventory management
- Public communication
- McGuffey Wildlife Preserve management/maintenance
- Yellow Creek Park Management
 - Leaf management and snow removal
 - Playground inspection and management
 - Prepare Lodge for scheduled events
 - Maintain landscape beds, lawns and park facilities

Department Organization: Operations

Custodial Focus – Annette Vasko



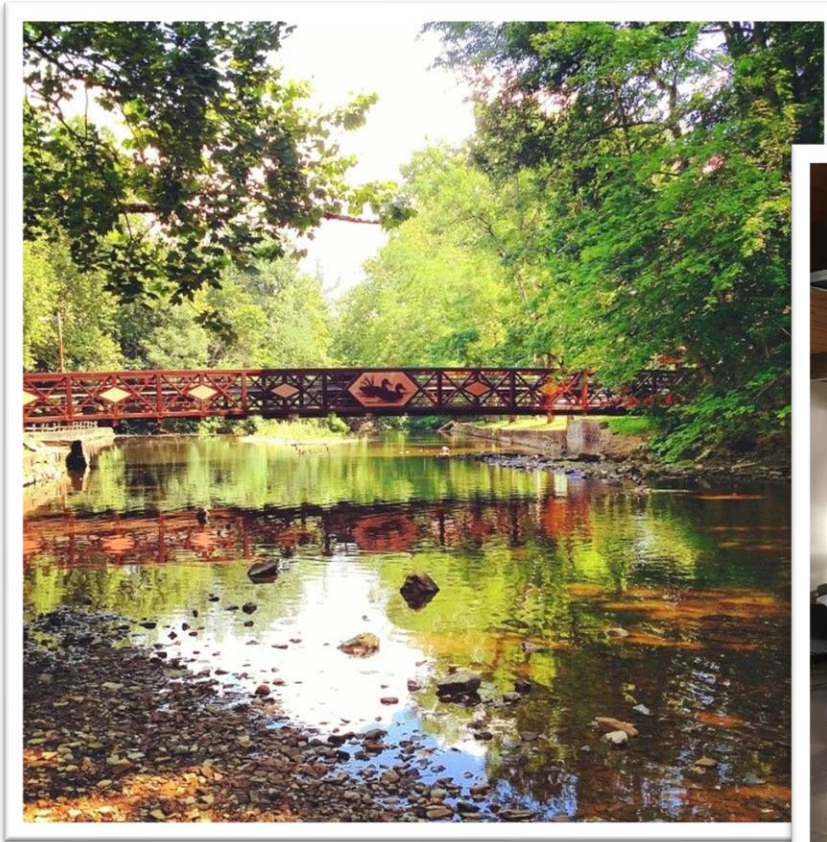
Department Organization: Operations

Custodial Focus – Annette Vasko



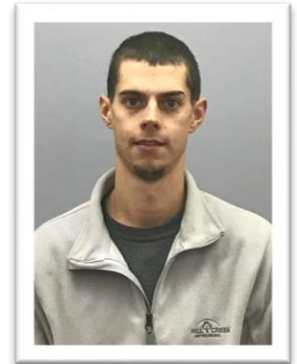
Department Organization: Operations

Custodial Focus – Annette Vasko



Department Organization: Operations

MetroParks Farm & Regional Areas – Brian Moff



Direct Reports: 4

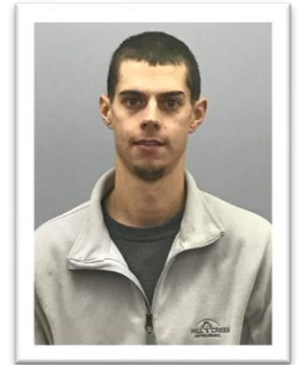
- Adam Deeter
- James Hunter
- Jason Garver
- John Phillis

Qualifications, Education, Skills, Certifications, Training etc.:

- Agricultural Expertise, Equestrian Knowledge, Cleaning and Care of Farm Animals, General Maintenance including carpentry, drywall, painting, electrical, forestry, mechanic, welding, excavation, and masonry

Department Organization: Operations

MetroParks Farm & Regional Areas – Brian Moff

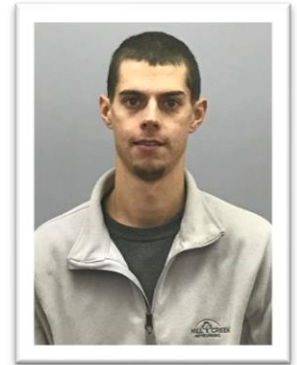


Responsibilities:

- Operation and management of the MetroParks Farm, Collier (Mill Creek) Preserve, Mill Creek Wildlife Sanctuary, Sawmill Creek Preserve, Sebring Woods, Calla Road Property, Egypt Swamp Preserve, MetroParks Bikeway including Trailheads at Kirk Road, Mahoning Avenue and Farm, Vickers Nature Preserve
- Building and grounds maintenance including carpentry, drywall, painting, electrical, forestry, mechanic, welding, excavation, masonry, landscaping, janitorial, snow removal, pest management, equipment operation and maintenance
- Cleaning and care of farm animals
- MetroParks Bikeway maintenance including landscape upkeep, trash removal, asphalt repair, sign cleaning, and graffiti removal

Department Organization: Operations

MetroParks Farm & Regional Areas – Brian Moff

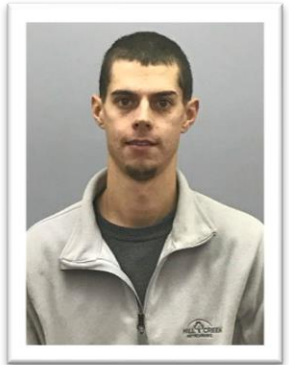


Responsibilities (continued):

- Trail building and regular maintenance
- Upkeep of the MetroParks' disc golf courses
- Design, implementation, and upkeep of the Farm's Corn Maze
- Work with contractors on capital improvement projects
- Coordinate with Less and Less Farms on Farm field leasing

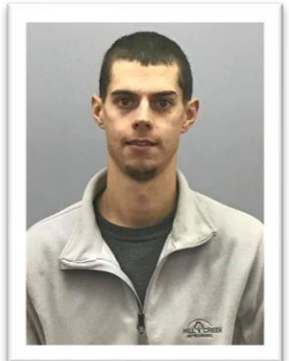
Department Organization: Operations

MetroParks Farm & Regional Areas – Brian Moff



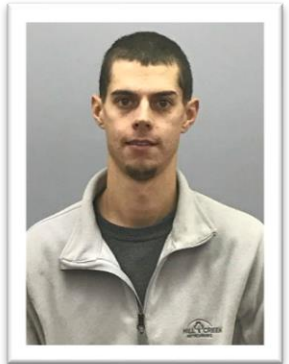
Department Organization: Operations

MetroParks Farm & Regional Areas – Brian Moff



Department Organization: Operations

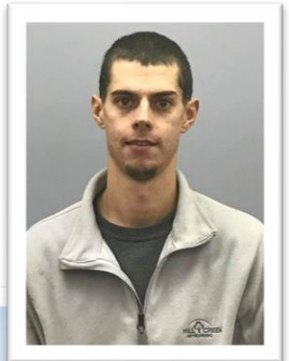
MetroParks Farm & Regional Areas – Brian Moff



Planning & Operations Dept.

Department Organization: Operations

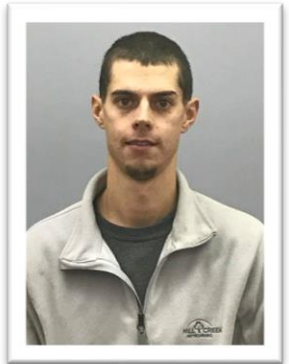
MetroParks Farm & Regional Areas – Brian Moff



Planning & Operations Dept.

Department Organization: Operations

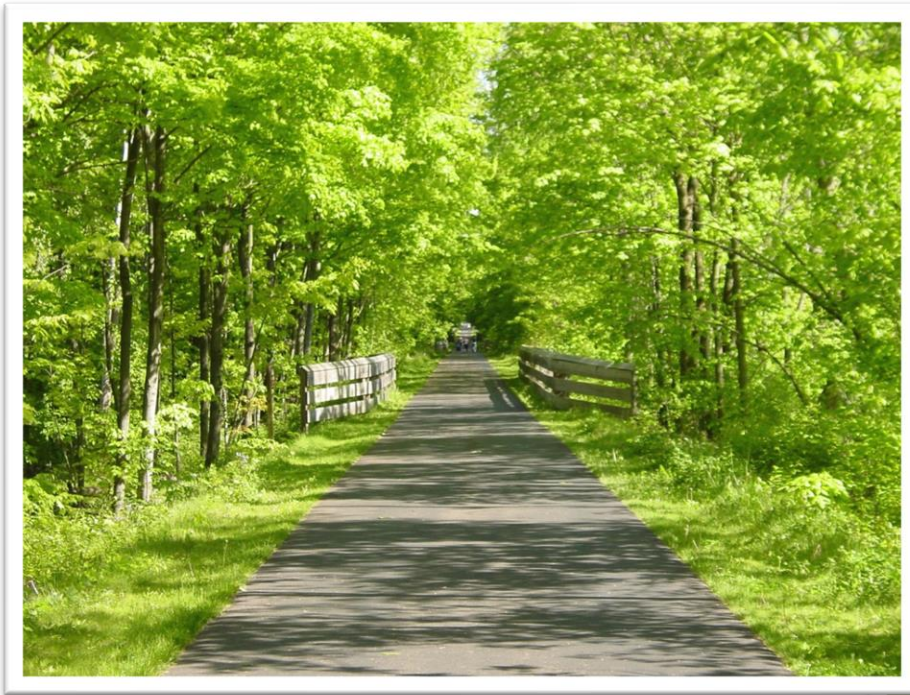
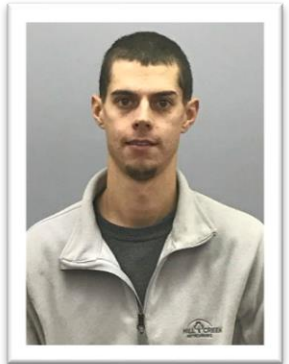
MetroParks Farm & Regional Areas – Brian Moff



Planning & Operations Dept.

Department Organization: Operations

MetroParks Farm & Regional Areas – Brian Moff



Department Organization: Operations

Skilled Maintenance Focus – James Hunt



Direct Reports: 6

- Justin Coburn
- Kenneth Dow
- Michael Schlosser
- Stephen Suverison
- Timothy D'Amico
- Warren Pike

Qualifications, Education, Skills, Certifications, Training etc.:

- Automotive and Small Engine/Equipment Repair and Maintenance, Utility Work including Electrical, Plumbing, Water, Stormwater, Gas, Communications, etc., Painting, Carpentry, Drywall, Flooring, Construction Equipment Operation

Department Organization: Operations

Skilled Maintenance Focus – James Hunt

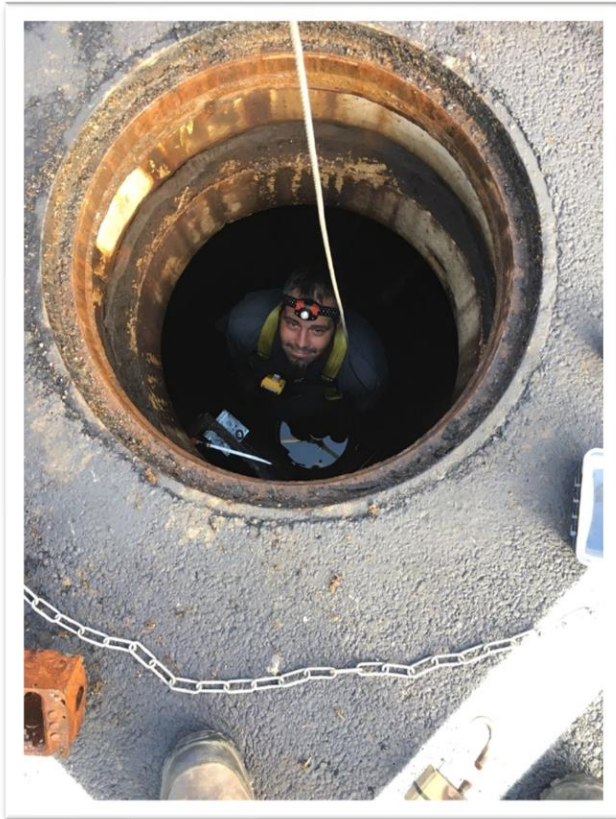


Responsibilities:

- MCP infrastructure-related tasks
 - Maintenance, repair, new construction
- Utility installation, maintenance and repair
 - Electrical, plumbing, water, stormwater, gas, etc.
- Vehicle management & maintenance
 - MetroParks fleet inc. police vehicles and trolley
 - Pontoon and paddle boats
- Equipment and small engine maintenance and repair
- Construction equipment operation
- Carpentry
- Painting and Staining
- Historic infrastructure maintenance, cleaning and repair
- Snow plowing and removal

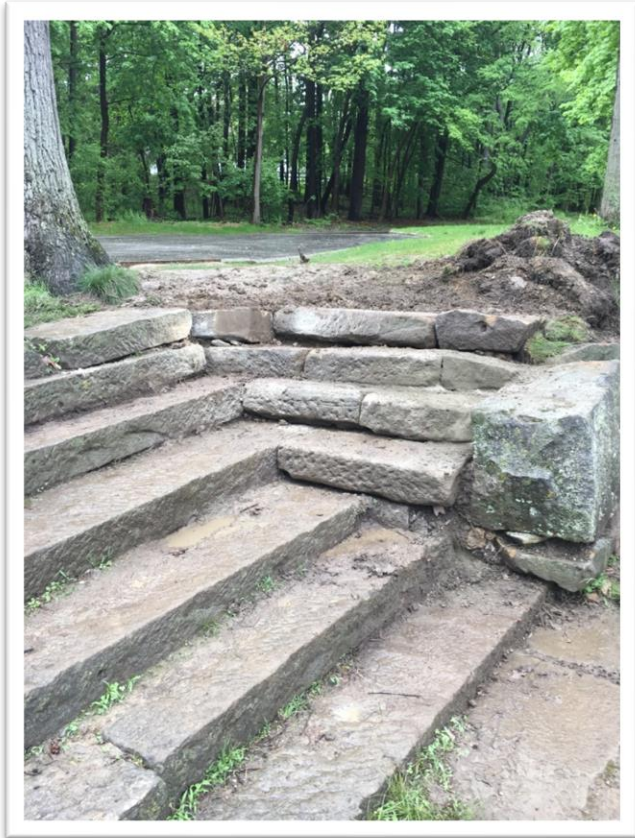
Department Organization: Operations

Skilled Maintenance Focus – James Hunt



Department Organization: Operations

Skilled Maintenance Focus – James Hunt



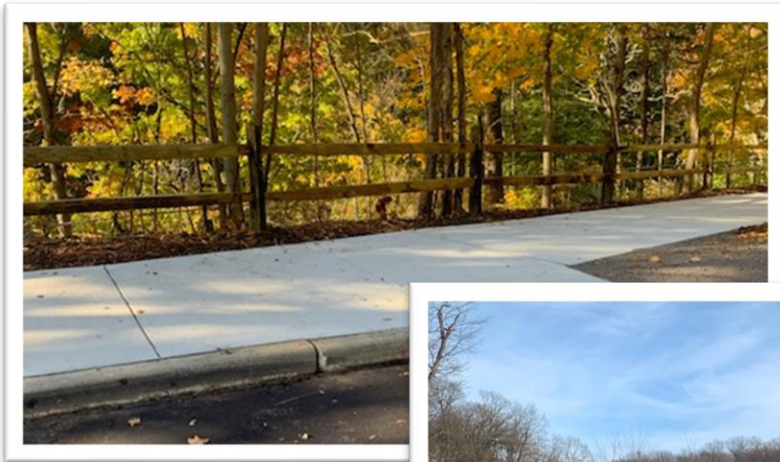
Department Organization: Operations

Skilled Maintenance Focus – James Hunt



Department Organization: Operations

Skilled Maintenance Focus – James Hunt



Department Organization: Operations

Skilled Maintenance Focus – James Hunt



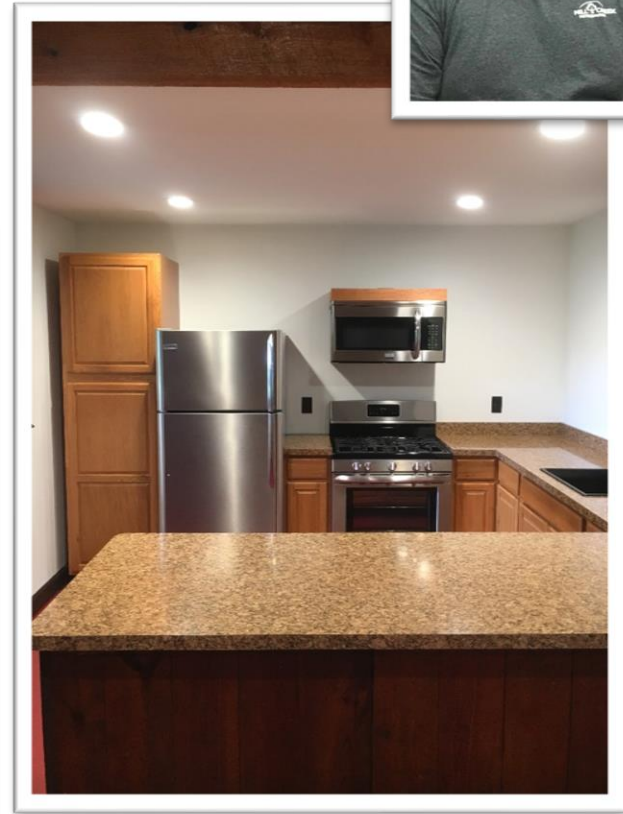
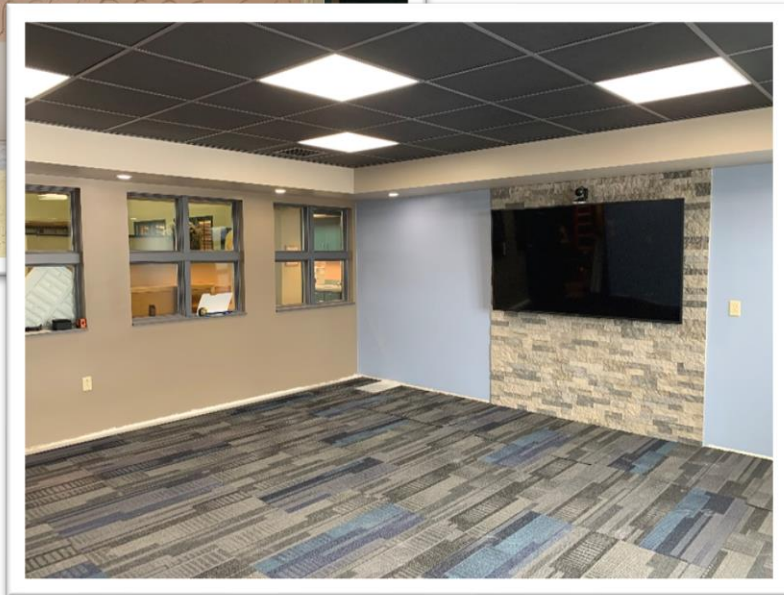
Department Organization: Operations

Skilled Maintenance Focus – James Hunt



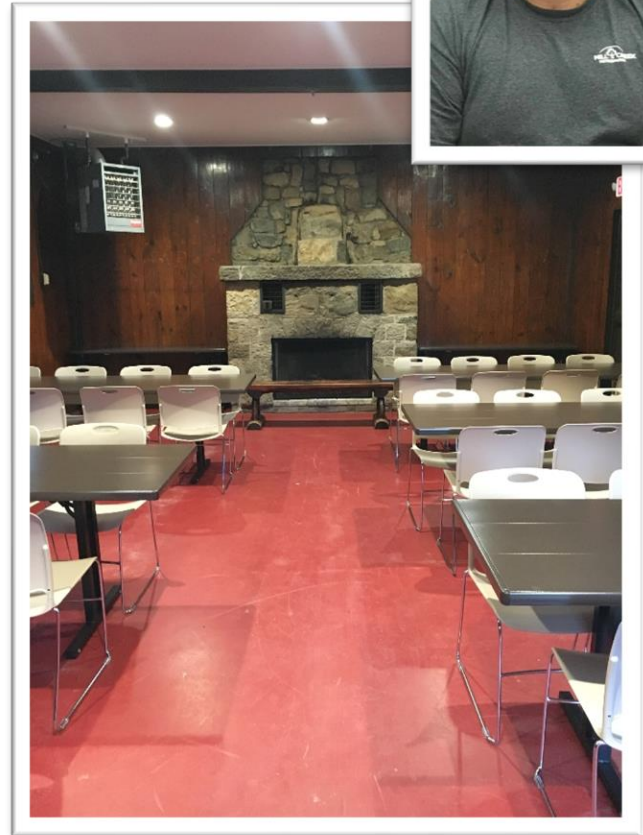
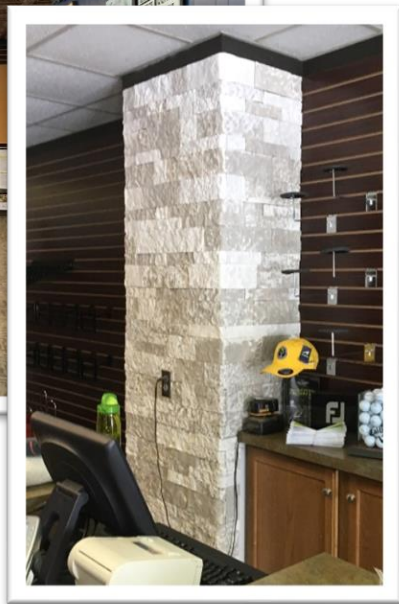
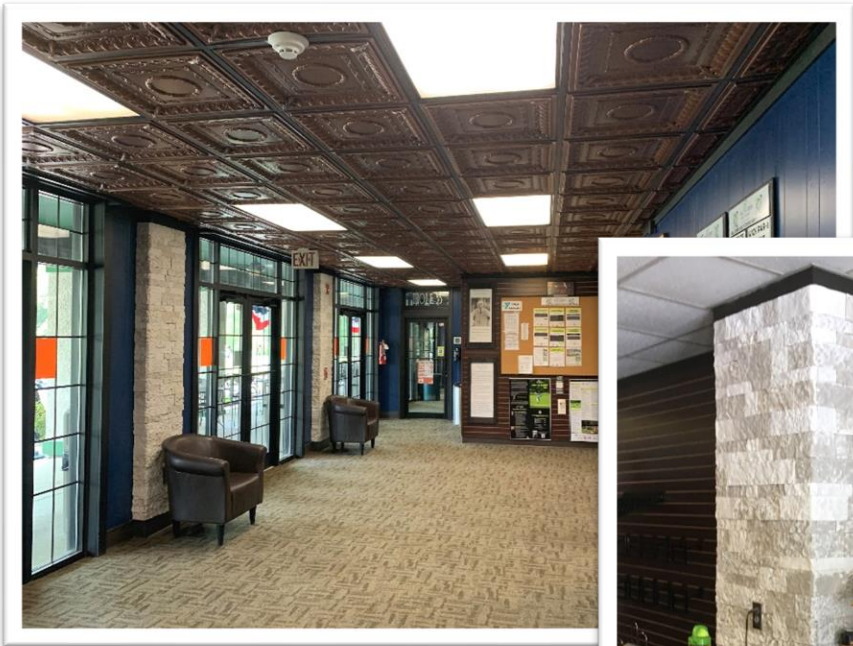
Department Organization: Operations

Skilled Maintenance Focus – James Hunt



Department Organization: Operations

Skilled Maintenance Focus – James Hunt



Department Organization: Operations

Landscape, Lawn and Forestry Focus – Joe Tucker



Direct Reports: 5

- Frank Waldo
- John Larsen
- Michael Hrehor
- Roy Merrill
- Woodrow Booth

Qualifications, Education, Skills, Certifications, Training etc.:

- Carpentry, Certified Arborists, Commercial Pesticide Applicator Licensing, Plant Identification

Department Organization – Operations

Landscape, Lawn and Forestry Focus – Joe Tucker

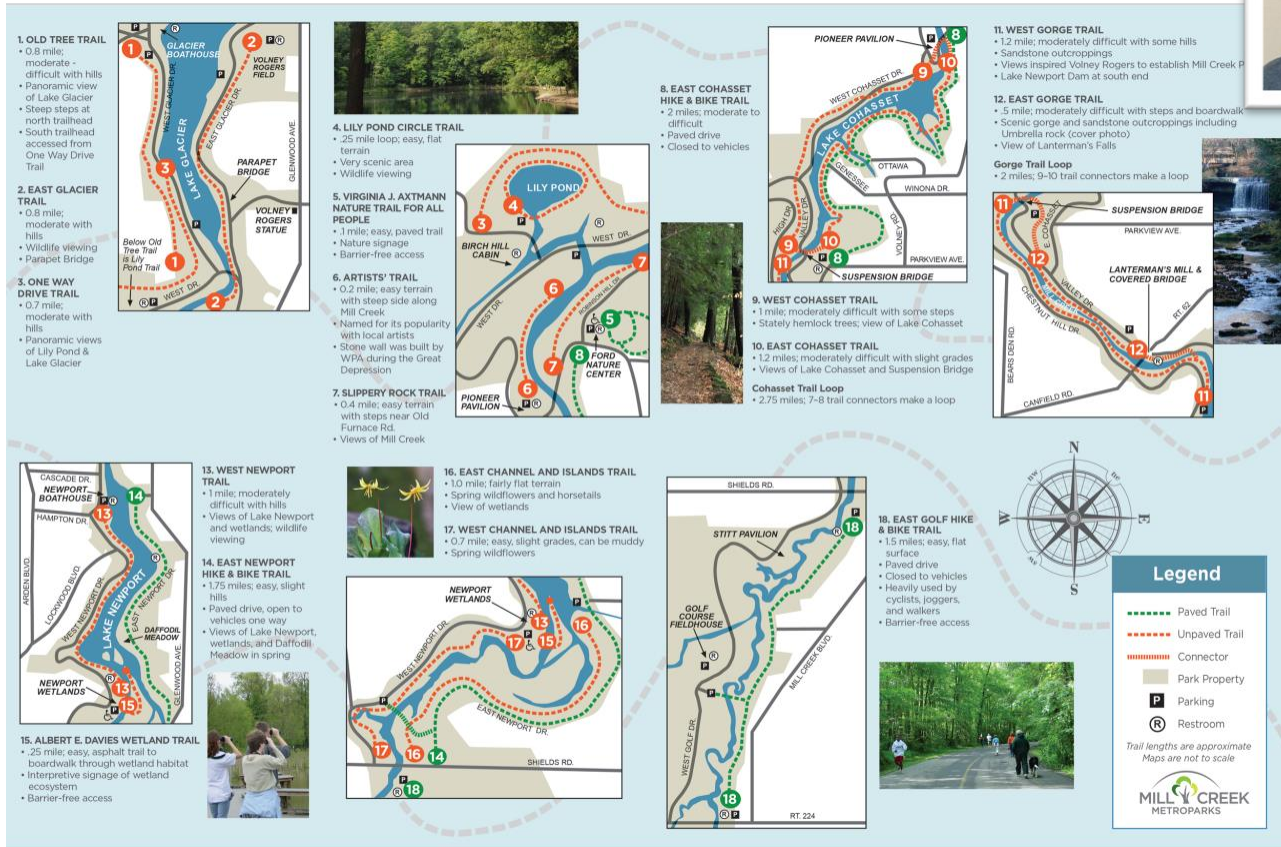


Responsibilities:

- Tree cutting and planting
- Roadside maintenance
- Installation and maintenance of landscape beds
- Invasive plant removal
- Trail construction, repair and maintenance
- Turf mowing
- Carpentry
- Janitorial duties
- Upkeep of sheer rock wall on West Drive
- Pedestrian bridge building, installation, and repair

Department Organization – Operations

Landscape, Lawn and Forestry Focus – Joe Tucker



Department Organization – Operations

Landscape, Lawn and Forestry Focus – Joe Tucker



Planning & Operations Dept.

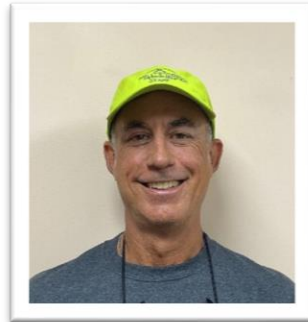
Department Organization – Operations

Landscape, Lawn and Forestry Focus – Joe Tucker



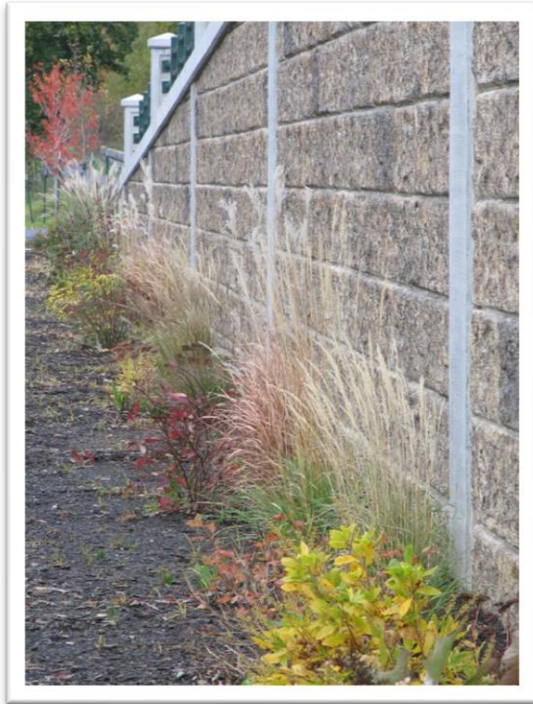
Department Organization – Operations

Landscape, Lawn and Forestry Focus – Joe Tucker



Department Organization – Operations

Landscape, Lawn and Forestry Focus – Joe Tucker



Planning & Operations Dept.

Department Organization: Operations

Fellows Riverside Gardens Focus – Sarah Spetsios



Direct Reports: 6

- Albert Toth
- Andrew Russell
- Daniel McElroy
- Emily Elam
- Marcia Dubec
- Vera Retter

Qualifications, Education, Skills, Certifications, Training etc.:

- Horticulture, Biology, Business Administration, Art History, Commercial Pesticide Applicator Licensing, OSHA Training, Plant and Plant Disease ID, Maintenance of fountains, irrigation, vehicles and equipment, Pursuing ISA Certification

Department Organization: Operations

Fellows Riverside Gardens Focus – Sarah Spetsios



Responsibilities:

- Maintain indoor and outdoor plant collections
- Greenhouse management
- Recording and labeling plants
- Plant production
- Maintain outdoor structures, service facility, walkways and parking lot
- Grounds management including mowing, planting, weeding, watering
- Volunteer organization
- Budget and inventory management
- Commercial pesticide applications
- Seasonal display coordination and implementation
- Plant disease identification
- Fountain and irrigation maintenance

Department Organization: Operations

Fellows Riverside Gardens Focus – Sarah Spetsios

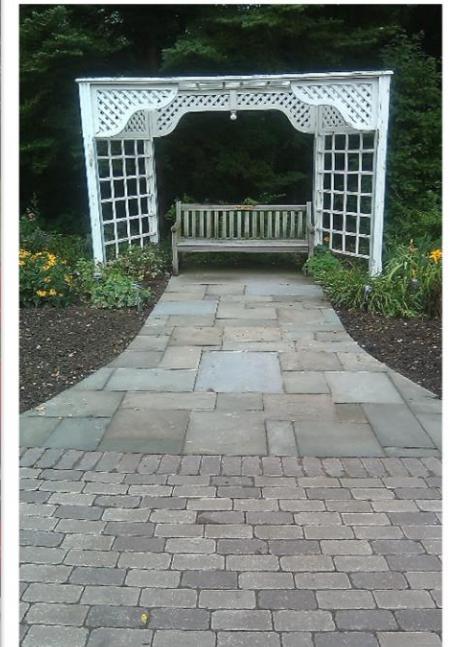


Responsibilities (continued):

- Equipment and restroom maintenance
- Vegetation pruning, fertilization, and watering
- Bulb plantings
- Snow removal
- Chemical inventory
- Facilitate and assist with special events including:
 - Pumpkin Walk: carving, placing and lighting pumpkins, growing and planting mums
 - Winter Celebration – outdoor decorations, placing and maintaining 60 fir trees, ordering and maintaining poinsettias
 - Orchid Show
 - Garden Party

Department Organization: Operations

Fellows Riverside Gardens Focus – Sarah Spetsios



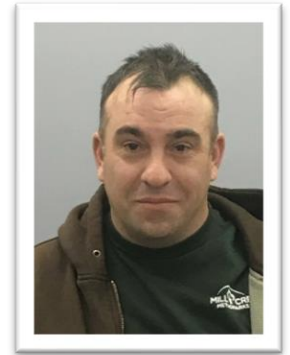
Department Organization: Operations

Fellows Riverside Gardens Focus – Sarah Spetsios



Department Organization: Operations

Wick Recreation Area and Recreational Facilities – Tommy Ross



Direct Reports: 4

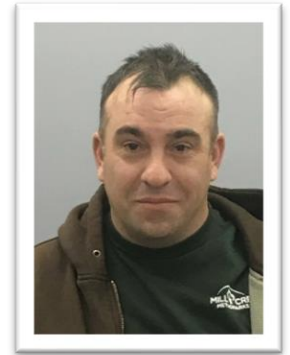
- George Kanos
- Khristienn Bryant
- Michael Sprake
- Tim Remias

Qualifications, Education, Skills, Certifications, Training etc.:

- Electrical, Plumbing, Stormwater Drainage, Irrigation, Carpentry, Painting, Vehicle and Equipment Maintenance, Commercial Pesticide Applicator Licensing, Turf Management

Department Organization: Operations

Wick Recreation Area and Recreational Facilities – Tommy Ross

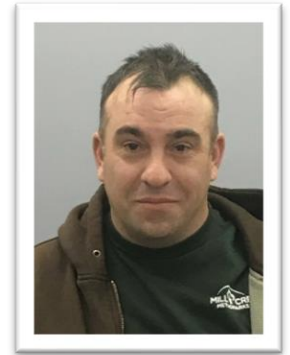


Responsibilities:

- Facility management of Wick Recreation Area, Scholl Recreation Area and Volney Rogers Field
- Par 3 golf course management including irrigation system management
- Sport field (baseball, softball, soccer, football) preparation, layout, and set up for games, practices, and events
- Landscape, and grounds upkeep
- Splash pad operation and maintenance
- Maintenance of playgrounds, deck hockey rink, tennis courts, etc.
- Judge Morley Performing Arts Pavilion and Robinson maple grove/sugar house area management
- Electrical, plumbing, drainage, irrigation, carpentry, and painting tasks
- Vehicle and equipment maintenance
- Pavilion (Bresko) cleaning and preparation for rentals

Department Organization: Operations

Wick Recreation Area and Recreational Facilities – Tommy Ross

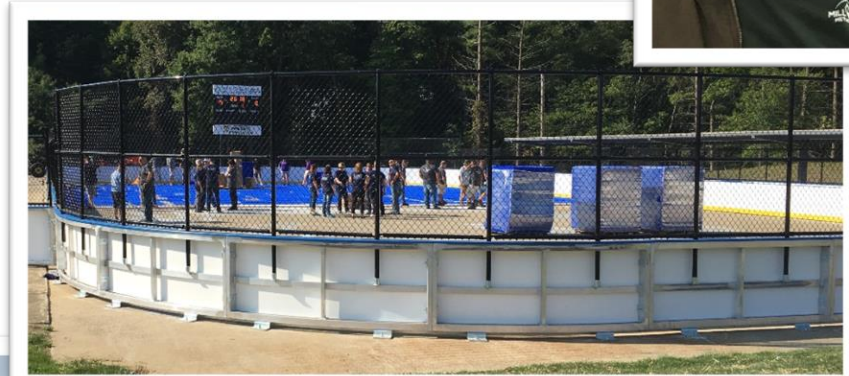
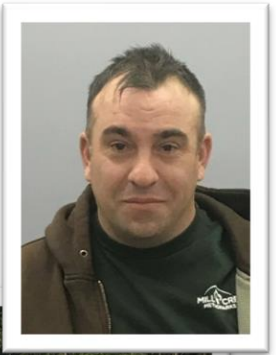


Responsibilities (continued):

- Sledding hill set up, safety and operation
- Tree-trimming and pruning
- Commercial pesticide applications and recording
- Maintain all-season restrooms
- Daily trash and litter removal
- Grading, seeding, mulching, edging, and weed control projects/tasks
- Ballfield infield improvements/maintenance
- Operate and maintain new service facility

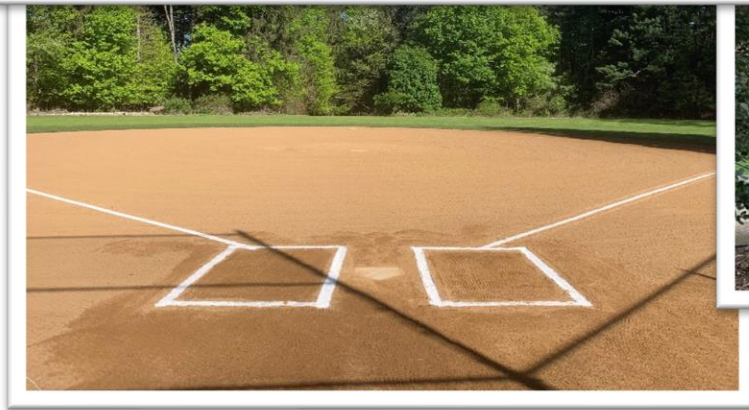
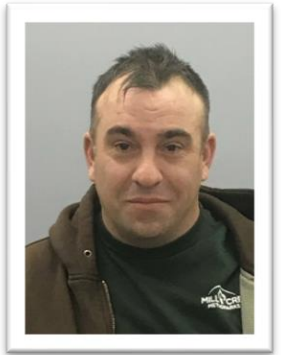
Department Organization: Operations

Wick Recreation Area and Recreational Facilities – Tommy Ross



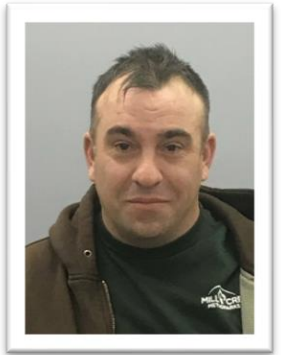
Department Organization: Operations

Wick Recreation Area and Recreational Facilities – Tommy Ross



Department Organization: Operations

Wick Recreation Area and Recreational Facilities – Tommy Ross



Comments or Questions?



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