

MINUTES OF THE MEETING OF THE BOARD OF PARK COMMISSIONERS OF MILL CREEK
METROPARKS HELD MONDAY, JANUARY 9, 2023.

A Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, January 9, 2023.

The meeting opened at 6:00 p.m., with recitation of The Pledge of Allegiance.

Lee Frey, Board President welcomed staff and guests.

Roll Call was as follows:

Germaine Bennett;	Present
Lee Frey;	Present
Tom Frost,	Absent
Jeff Harvey;	Present
Paul Olivier;	Present

The Board was presented with the Minutes of the Regular Meeting of December 12, 2022. Lee Frey accepted the minutes into the record as written.

Kevin Smith, Finance Director/Treasurer presented the Department Report for Finance and requested that disbursements #88755 - #88922 for a total of \$1,245,010.06 be approved. Lee Frey moved, at the request of the Finance Director, the funds having been certified as on hand and duly appropriated, that disbursements #88755 - #88922 for a total of \$1,245,010.06. The motion was seconded by Jeff Harvey after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye:	Bennett, Frey, Harvey, Olivier
Voting Nay:	None

Nick Morchak, Staff Accountant presented the Quarterly Credit Card Report. No Board action was needed.

Lee Frey moved to exit regular session at 6:03 pm and go into executive session for the purpose of to consider the appointment, employment, discipline, or compensation of public employees. The motion was seconded by Germaine Bennett after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye:	Bennett, Frey, Harvey, Olivier
Voting Nay:	None

Lee Frey moved to exit executive session at 6:45 pm and return to regular session. The motion was seconded by Germaine Bennett after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye:	Bennett, Frey, Harvey, Olivier
Voting Nay:	None

Aaron Young, Executive Director provided an update on the Mill Creek MetroParks Foundation's review of their organizational status. The Foundation is currently considering recommending to the Board that it consider a change from a Trust Agreement to an Incorporated Non-Profit. This change will make it easier for the MetroParks to conduct fundraising activities on a broader scale.

Lee Frey, President moved, at the recommendation of the MetroParks Foundation, to appoint Jamie B. Dietz to the MetroParks Foundation Board for a three-year term beginning March 1, 2023. The motion

was seconded by Jeff Harvey after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Megan Hanley, HR & Administrative Services Director recommended the appointment of Ryan Jackson to the MetroParks Natural Resource Citizens Advisory Committee. Lee Frey moved, at the request of the HR & Administrative Services Director, that Ryan Jackson be appointed to the MetroParks Natural Resource Citizens Advisory Committee. The motion was seconded by Paul Olivier after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Megan Hanley, HR & Administrative Services Director presented the 2023 Employee Pass for approval. Lee Frey moved, at the request of the HR & Administrative Services Director, that the 2023 Employee Pass be approved. The motion was seconded by Germaine Bennett after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Aaron Young, Executive Director presented Resolution R-23-01 Acknowledgement of Grants, Donations & Trusts for the period of October 1, 2022 to December 31, 2022 for approval. Lee Frey moved, at the request of the Executive Director, to approve Resolution R-23-01 Acknowledgement of Grants, Donations & Trusts for the period of October 1, 2022 to December 31, 2022. The motion was seconded by Paul Olivier after discussion, the roll being called upon its adoption, the vote resulted as follows:

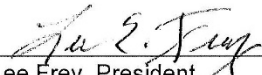
Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Resolution R-23-01

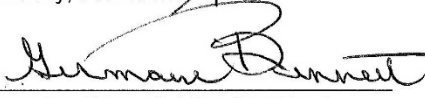
ACKNOWLEDGEMENT OF GRANTS, DONATIONS, OR TRUSTS

BE IT RESOLVED by the Board of Park Commissioners of Mill Creek Metropolitan Park District that we deem it necessary and in the best public interest to acknowledge the grants, donations or trusts submitted to the Park District for the period of October 1, 2022, through December 31, 2022 as detailed on the summary marked Exhibit A, and authorize legal counsel to make application to the Probate Court pursuant to Ohio Revised Code 1545.11 for approval and to secure Journal Entry of the Probate Court.

IN WITNESS THEREOF, We, the Board of Park Commissioners hereunto set our hand this 7th day of JANUARY, 2023.



Lee Frey, President



Germaine Bennett, Vice President

Tom Frost, Commissioner



Jeff Harvey, Commissioner



Paul Olivier, Commissioner

Date	Donor	Amount	Fund
10/1/2022	Thomas Shipka	\$ 100.00	General Endowment
10/20/2022	AJGA Foundation	\$ 4,475.00	Golf Endowment
9/20/2022	Gloria Choinacki	\$ 25.00	Rose Garden Endowment
9/25/2022	Delores Pernotto	\$ 25.00	General Endowment
10/19/2022	Farmers Trust	\$ 20,000.00	Ford Nature Center Campaign
10/28/2022	Laura Beeghly	\$ 21,127.76	Short-Term Trail Fund
10/14/2022	Sharon Hackett	\$ 800.00	Bench & Memorial Fund
11/1/2022	Thomas Shipka	\$ 100.00	General Endowment
11/23/2022	PNC Bank	\$ 1,670.61	Children's Garden Campaign
11/23/2022	PNC Bank	\$ 721.92	Children's Garden Campaign
11/23/2022	PNC Bank	\$ 2,391.06	Children's Garden Campaign
11/22/2022	Gregory Bustle	\$ 100.00	Children's Garden Campaign
11/18/2022	Schwab Charitable	\$ 10,000.00	Children's Garden Campaign
11/28/2022	Donna Gerlach	\$ 25.00	Children's Garden Campaign
11/27/2022	Carol Banisaukas	\$ 100.00	Children's Garden Campaign
10/28/2022	Patricia Pieron	\$ 200.00	Children's Garden Campaign
9/1/2022	Marianne Klien	\$ 100.00	Children's Garden Campaign
11/25/2022	Gary Orosz	\$ 10.00	Children's Garden Campaign
10/20/2022	Huntington National Bank	\$ 50,000.00	Ford Nature Center Campaign
10/20/2022	Huntington National Bank	\$ 60,000.00	Ford Nature Center Campaign
10/31/2022	Premier Wealth	\$ 8,333.00	Ford Nature Center Campaign
12/1/2022	Thomas Shipka	\$ 100.00	General Endowment
12/21/2022	David & Debbie Seifert	\$ 50.00	General Endowment
12/22/2022	Thomas Shipka	\$ 600.00	General Endowment
12/17/2022	Noble Creature Cask House, LLC	\$ 500.00	Short-Term Trail Fund
12/22/2022	Theodore Schmidt	\$ 250.00	Children's Garden Campaign
12/7/2022	Ogiv, Inc.	\$ 99.55	Children's Garden Campaign
11/30/2022	Premier Wealth	\$ 1,000.00	Children's Garden Campaign
11/30/2022	Premier Wealth	\$ 1,000.00	Children's Garden Campaign
12/20/2022	Steven Krill	\$ 100.00	Children's Garden Campaign
12/28/2022	Kenneth F. Giba	\$ 500.00	Children's Garden Campaign
12/11/2022	Paul & Laura Olivier	\$ 500.00	Children's Garden Campaign
11/28/2022	Inez G. Heal	\$ 100.00	Children's Garden Campaign
12/1/2022	J.R. & D.R. Phillips	\$ 50.00	Children's Garden Campaign
11/28/2022	Susan & John Houghton	\$ 50.00	Children's Garden Campaign
	Total	\$ 185,203.90	

Randy Campana, Police Chief presented the law enforcement assistance fund account activity summary. The fund is a component of the 2023 Permanent Budget. The total balance is currently at \$19,111.50. No Board action was needed.

Justin Rogers, Planning & Operations Director gave a presentation on the proposed 2023 Capital Improvement Projects. All projects are currently included for in the 2023 Annual Budget.

Kevin Smith, Finance Director/Treasurer presented and requested approval of the proposed 2023 Permanent Budget. Paul Olivier requested that the proposed 2023 Permanent Budget be amended to include an additional three (3%) merit increase for the Executive Director. Lee Frey moved, that the 2023 Permanent Budget be approved as amended. The motion was seconded by Jeff Harvey after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

2023 Budget - Income & Expense Summary Sheet

Finance Department

Last updated: January 9, 2023

Prepared by: Kevin W. Smith, Finance Director/Treasurer



	100 General Fund	200 Unclaimed Funds	701 Replacement Reserve	702 Law Enforce. Asst. Fund	809 Ford Center Redevelopment	Total All Funds
Carryover						
Unencumbered Cash Balance	\$ 4,015,015.73	\$ 3,507.19	\$ 81,941.13	\$ 19,111.50	\$ -	\$ 4,119,575.55
Prior Year Encumbrances	1,803,184.11	0.00	914,865.12	0.00	0.00	2,718,049.23
Estimated Revenues						
General Property Tax	\$ 7,430,394.00	63%				\$ 7,430,394.00 44%
Intergovernmental Revenues	830,400.00	7%				830,400.00 5%
Local Government Fund	421,000.00	4%				421,000.00 2%
Park Activities	2,754,609.00	24%		1,850.00		2,756,359.00 16%
Gas Well Income			140,000.00			140,000.00 1%
Bikeway Phase III Grant - Construction			3,423,900.00			3,423,900.00 20%
Grant Revenues			365,814.23			365,814.23 2%
						0.00 0%
Transfer from General Fund			700,000.00			700,000.00 4%
Third Party Funding	283,500.00	2%	217,647.00		\$ 470,214.52	971,361.52 6%
Total Estimated Revenue	\$ 11,719,903.00	100%	\$ 4,847,361.23	\$ 1,850.00	\$ 470,214.52	\$ 17,039,228.75 100%
Total Carryover & Estimated Revenues	\$ 17,538,102.84	\$ 3,607.19	\$ 5,844,167.48	\$ 20,761.50	\$ 470,214.52	\$ 23,876,853.53
Appropriations						
Transfer to Fund 701 - Replace. Resrv.	\$ 700,000.00	4%				700,000.00 3%
Park Operations-Mat. & Supplies	4,290,260.00	26%		0.00	470,214.52	4,760,474.52 21%
Park Operations-Salaries & Wages	6,612,437.09	40%				6,612,437.09 29%
Capital Equipment	644,994.00	4%				644,994.00 3%
Capital Improvements	2,491,895.00	15%	4,696,448.00		0.00	7,188,343.00 32%
Total 2023 Appropriations	\$ 14,739,586.09	\$ -	\$ 4,696,448.00	\$ -	\$ 470,214.52	\$ 19,906,248.61
Outstanding Purchase Orders (2022)	1,803,184.11	11%	914,865.12	0.00	0.00	2,718,049.23 12%
Total Expenditures	\$ 16,542,770.20	100%	\$ 5,611,313.12	\$ -	\$ 470,214.52	\$ 22,624,297.84 100%
Projected Ending Fund Balance	\$ 995,332.64	\$ 3,607.19	\$ 232,854.36	\$ 20,761.50	\$ -	

Brian Tolnar, PGA Director of Golf & Recreation presented and requested approval of the following special events;

1. Greatest Golfer of the Valley 2023 on 08-11-23 @ North & South Course.
2. Chaney Alumni Outing on 08-19-23 @ North & South Course

Aaron Young, Executive Director supplemented the request with the following additional special events:

3. Glacier Sports Night at the Races on 02-25-23 @ Fellows Riverside Gardens
4. Boardman High School Softball Night at the Races on 03-25-23 @ McMahon Hall

Lee Frey moved, at the request of the PGA Director of Golf & Recreation and the Executive Director, that the special events be approved. The motion was seconded by Paul Olivier after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Chris Litton, Development Director presented the MetroParks Foundation deposit report for the period of December 1-31, 2022 at a total of \$4,899.55. Lee Frey moved at the request of the Director of Development to accept the deposit report for the period of December 1-31, 2022 at a total of \$4,899.55. The motion was seconded by Jeff Harvey, after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Public Comments to the Board: (see sign-in sheet)

- None

Commissioners Comments:

- Lee shared that the committee structure will be reviewed in February.
- Jaime Yohman, Community Engagement Director introduced Cindy Fernback, Education Manager for MCMP.
- Paul noted that today was National Law Enforcement Appreciation Day and he acknowledged Chief Campana.

The next meeting is scheduled for Monday, February 13, 2023, at 6:00 p.m., in McMahon Hall at the MetroParks Farm.

There being no further business, the meeting adjourned at approximately 7:21 p.m.

Presiding Officer

Secretary