

Canfield, Ohio
February 8, 2016

The Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, February 8, 2016, at the MetroParks Farm. 1st Vice-President John Ragan welcomed guests and staff.

The meeting opened at 6 p.m. with recitation of The Pledge of Allegiance. Roll Call was as follows: Germaine Bennett, absent, Bob Durick, present; John Ragan, present; Scott Schulick, present; and Mikel Senchak, present.

This being the second meeting of 2016, and their bonds having been duly provided, the election of officers in accordance with Section I-b of the By-Laws of the Board of Park Commissioners was commenced. Aaron Young, Secretary of the Board, acted as temporary chairman and asked for a motion for the election of officers for 2016

Bob Durick moved that John Ragan be elected President for 2016. The motion was seconded by Scott Schulick and passed. John Ragan moved that Scott Schulick be elected 1st Vice President. The motion was seconded by Mike Senchak and passed. John Ragan moved that Bob Durick be elected 2nd Vice President. The motion was seconded by Mike Senchak and the vote taken resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak
Voting Nay: None

Mr. Young returned control of the meeting to the Board President, John Ragan

John Ragan presented the Minutes of the Meeting of January 11, 2016, and asked that they be approved. Scott Schulick motioned they be approved. The motion was seconded by Mike Senchak and passed, and the vote taken resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak
Voting Nay: None

Kevin Smith, Treasurer/Administrative Services Director, presented the Treasurer's Report. After discussion, Mike Senchak moved, the funds having been certified as on hand and duly appropriated, that disbursements #69648 – #69825 be approved. The motion was seconded by Bob Durick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak
Voting Nay: None

Kevin Smith presented the following resolution for approval.

R-16-01
RESOLUTION REQUESTING AUTHORIZATION
TO MAKE TAX ADVANCE REQUESTS TO
THE MAHONING COUNTY AUDITOR ON BEHALF OF THE BOARD
AS THEY BECOME AVAILABLE THROUGHOUT 2016

WHEREAS, per ORC 321.34, the Mahoning County Auditor has procedures available to request Real Property Tax Collection advances for Mill Creek MetroParks, and

WHEREAS, the Treasurer of the MetroParks will request advances on the dates listed below:
February 19, 2016 (if sufficient taxes are collected)

February 26, 2016

March 4, 2016

March 11, 2016 (if settlement is not completed by this date)

and,

WHEREAS, the Board of Park Commissioners of Mill Creek MetroParks authorizes the Treasurer to make this request, and

WHEREAS, the Treasurer of the MetroParks will provide the Mahoning County Auditor a copy of this resolution by noon the Monday before the advance is scheduled.

After discussion, Bob Durick motioned that the resolution be approved. The motion was seconded by Scott Schulick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak

Voting Nay: None

Kevin Smith presented the 2016 Budget for approval. After discussion, Mike Senchak complimented the staff for being good stewards of funds. Scott Schulick motioned that the budget be approved. The motion was seconded by Mike Senchak and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak

Voting Nay: None

Aaron Young, Executive Director, announced that Stacie Butler, Assistant Golf Director, has been awarded National Girls Golf Coach of the Year.

Aaron also presented a letter from Dennis Rosko, who has left our employment, thanking the Commissioners for his time with the MetroParks.

Aaron announced that the Farm Lease Agreement has been renewed with Less and Less Farms for 3 years.

Aaron Young presented a draft of a revised Rental Facility Discount Policy:

Rental Facility Discount Policy

Adopted by the Board of Park Commissioners

February 8, 2016

In order to be economically feasible and to equitably deal with requests for use of MetroParks rental facilities, the Board of Park Commissioners hereby adopts the following Rental Facility Discount Policy; this policy replaces all previously adopted rental facility discounts.

1. User fees including facility rental rates will be set on a yearly basis by the Board of Park Commissioners. These rates will be in the form of a Regular Rate and Resident Rate.
2. The Resident Rate will be a discounted rate and available for all residents and businesses of Mahoning County.
 - a. In order to receive the Resident Rate, the individual or business issuing payment for the facility rental must provide proof of residency as part of the reservation request.

3. All IRS-designated 501(c)(3) non-profit agencies, governmental agencies, and schools will receive an additional (10%) discount from the Resident Rate.
 - a. In order to receive the additional discount, non-profit agencies must provide the MetroParks with current documentation from the IRS identifying the organization as a registered 501(c)(3) agency as part of the reservation request.
4. MetroParks lead and conducted meetings, events, and programs are exempt from fees and will take precedence in the scheduling of all facilities.
5. The Rental Facility Discount Policy does not apply to nor does it negate any previously documented agreements between any organization and the Board of Park Commissioners of Mill Creek MetroParks.

After discussion, Mike Senchak motioned that the policy be approved, effective immediately. The motion was seconded by Scott Schulick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak
Voting Nay: None

Aaron Young requests that the Board approve the elimination of the Seasonal and Part-Time wage step increases, and to set the 2016 Seasonal Rate at the federal minimum wage rate of \$8.10 per hour, and to maintain 2016 part-time rates at their current levels. After discussion, Bob Durick motioned that the request be approved. The motion was seconded by Scott Schulick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak
Voting Nay: None

Justin Rogers, Planning Manager presented the Ort Property, and requested that the MetroParks hold the Environmental Covenant, and that the MetroParks be authorized to accept the donated 3-acre parcel. After discussion, Mike Senchak motioned that the request be approved. The motion was seconded by Scott Schulick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak
Voting Nay: None

Carol Vigorito, Recreation and Education Manager, presented the following special event requests for approval:

Second Sole Run Ytown 10 miler fundraiser, Sunday, April 17, 2016, East Golf Hike/Bike Trail, Newport area

Change of Date for the Fitness Together 5k fundraiser to Saturday May 21, 2016, Wick Recreation Area

Youngstown YMCA, Memorial 5 mile fundraiser, Saturday, May 28, 2016, Lake Glacier area

Scott Schulick motioned that the requests be approved. The motion was seconded by Bob Durick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak
Voting Nay: None

Public comments:

Robert Stanger of Boardman spoke regarding the condition of the wildlife in the Lily Pond.
Ron Lough had a question regarding the Seasonal Wage Rates

John Ragan announced that the next Regular Board Meeting has been scheduled for Monday, March 14, 2016, at 6 p.m. at the MetroParks Farm.

Scott Schulick moved the Board meet in Executive Session for the following reasons:

To consider the appointment, employment, discipline, or compensation of public employees.

The motion was seconded by Bob Durick and the vote taken resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak

Voting Nay: None

The motion was passed, and the Board met in Executive Session at 6:30 p.m.

Mike Senchak motioned to return to Regular Session. Bob Durick seconded the motion and the Board returned from Executive Session at 7:10 p.m. The vote taken resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak

Voting Nay: None

Mike Senchak motioned that the Executive Director's job description be revised as indicated effective February 8, 2016. Scott Schulick seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak

Voting Nay: None

There being no further business, Scott Schulick moved to adjourn the meeting. Bob Durick seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Ragan, Schulick, Senchak

Voting Nay: None

The meeting adjourned at 7:15 p.m.

Addendum A approved at the MetroParks Board Meeting of May 16, 2016

2016 Budget - Income & Expense Summary Sheet

Finance Department
 Last updated: February 1, 2016
 Prepared by: Kevin W. Smith



	100 General Fund	701 Replacement Reserve	702 Law Enforce. Asst. Fund	Total All Funds
Carryover				
Unencumbered Cash Balance	\$ 1,668,373.29	\$ 339,802.26	\$ 4,647.39	\$ 2,012,822.94
Prior Year Encumbrances	513,089.17	825,360.87	0.00	1,338,450.04
Estimated Revenues				
General Property Tax	\$ 6,598,038.00			\$ 6,598,038.00
Local Government Fund	315,000.00			315,000.00
Park Activities	2,155,771.85			2,211,271.85
ODOT - Fed Trans Grant		51,500.00		11,910.77
ODOT - Road Tax Allocation		11,910.77		108,800.00
FHWA Grant		108,800.00		562,148.28
Insurance Settlement		562,148.28		115,722.94
Clean Ohio Fund		115,722.94		141,858.65
Ohio EPA		141,858.65		123,600.00
Friends of Fellows Riverside Gardens		123,600.00		75,000.00
Mill Creek Park Foundation		75,000.00		113,846.02
Total Estimated Revenue	\$ 25,000.00	88,846.02		113,846.02
	\$ 9,093,809.85	1,279,386.66	\$ 4,000.00	\$ 10,377,196.51
Total Carryover & Estimated Revenues	\$ 11,275,272.31	\$ 2,444,549.79	\$ 8,647.39	\$ 13,728,469.49
Appropriations				
Park Operations-Mat. & Supplies	\$ 3,094,632.47			\$ 3,099,632.47
Park Operations-Salaries & Wages	6,344,117.13			6,344,117.13
Capital Improvements	0.00	1,421,911.85	5,000.00	1,421,911.85
Total 2016 Appropriations	\$ 9,438,749.60	\$ 1,421,911.85	\$ 5,000.00	\$ 10,865,661.45
Outstanding Purchase Orders (2015)	513,089.17	825,360.87	0.00	1,338,450.04
Total Expenditures	\$ 9,951,838.77	\$ 2,247,272.72	\$ 5,000.00	\$ 12,204,111.49
Projected Ending Fund Balance	\$ 1,323,433.54	\$ 197,277.07	\$ 3,647.39	

2016 Budget	\$ 9,438,749.60
2015 Budget	\$ 9,626,621.00
2016 vs. 2015 Budget \$	(187,871.40)
2016 vs. 2015 Budget %	-1.95%