



Hancock Park District

HANCOCK PARK DISTRICT BOARD OF PARK COMMISSIONERS Public Meeting Notice and Agenda

Date: Tuesday, July 12, 2022
Location: Brugeman Lodge at Riverbend Recreation Area
Time: 3:30 p.m.

Roll Call

Approval of Minutes

1. Approval of Board Meeting Minutes dated June 14, 2022

Financial Status

1. Review of the Financial Statement dated June 30, 2022, presented by Hancock Park District Business Manager Vicky Stozich

Old Business

New Business

1. Request to approve the granting of an easement and temporary easement to City of Findlay for the construction of the Blanchard River Greenway Trail along the frontage of Vogelsong Conservation Area and to authorize the director of the Hancock Park District to execute the required documents
2. Request to approve Resolution 2022-7 regarding additional appropriation within the Auditor's certification and Park Commissioners to appropriate in the general fund in the amount of \$269,352.07 for three new waterless restroom facilities at Riverbend Recreation Area
3. Hunting with Permission Game Management Program for 2022-2023

Discussion

1. Hancock Park District Report:
 - Director – Gary Pruitt
 - Park Operations Manager – Tyler Fredritz
 - Naturalist – Michelle Rumschlag

Public Input

Adjournment

Next Meeting: Tuesday, August 9, 2022 at 3:30 p.m. in Brugeman Lodge at Riverbend Recreation Area

HANCOCK PARK DISTRICT BOARD OF PARK COMMISSIONERS
Staff Report / Agenda Supplement
November 8, 2022

Request to approve the 2022 Property & Casualty Insurance Renewal: Ryan Pessell from Hitchings Insurance Agency will be at the meeting to present the plan and entertain questions from the Board (see Letter and Ohio Plan Package Proposal).

Request to approve the 2022 Community Park Improvement Program grants in the amount of \$123,347.61: A total of 20 projects were submitted for grant funding from 11 villages, City of Findlay, and City of Fostoria in the amount of \$199,085.26, including 12 (1st Priority) projects in the amount of \$113,847.61. As usual, the grant budget for 2022 is \$96,000.00.

This was not a typical year in terms of grant requests and the grant program as a whole: 1) The Village of Bluffton submitted a grant request (\$10,000.00), which it rarely does, 2) The average grant request was \$9,487.30, which is higher than usual – the average grant request in 2020 and 2021 was \$7,868.78, 3) There is no appropriate pathway to stay within budget, and 4) There is money remaining in another account that can be used to help fund all (1st Priority) projects in the amount of \$113,847.61, a convenience not usually afforded. Therefore, the recommendation is to approve all requested (1st Priority) projects in the amount of \$113,847.00; \$96,000.00 from the Community Parks Account and \$17,847.61 from the General Parks Reserve Account.

However, the City of Fostoria has a project in mind, but did not submit a grant application. It is possible that the grant application could still be submitted. Therefore, to prepare for that, the recommendation is to approve up to \$9,500.00 for the City of Fostoria. As a result, the revised recommendation becomes \$123,347.61; \$96,000.00 from the Community Parks Account and \$27,347.61 from the General Parks Reserve Account (see 2022 Grant Requests and Email Correspondence involving City of Fostoria).

Restricted Appraisal Report for land west of and adjacent to Vogelsong Conservation Area: The 13.194 acres is zoned R-1 (Single Family Residential). It has been appraised at \$265,000.00; \$20,000.00 per acre (see Restricted Appraisal Report).

Hancock Park District's Proposed 2023 Budget: The 2023 budget proposes income and expenses in the amount of \$1,685,445.76. Approval of the budget will occur at the December meeting following a 30-day public review period (see 2023 Budget).

Request to approve Resolution 2022-12 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$10,000.00 for the Materials Account: Page 1 of the 2022 Income & Expense Breakdown shows the fuel account over budget. The additional appropriation in the amount of \$10,000.00 was chosen to address the overage in the amount of \$7,000.00 and prepare for the next fuel purchase in the amount of \$3,000.00. All other subaccounts have stayed within budget (see Resolution 2022-12).

Request to approve Resolution 2022-13 by the Hancock Park District Board of Park Commissioners to authorize the acceptance of the Capital Improvement Community Park, Recreation/Conservation Project Pass-Through Grant Agreement between ODNR and Hancock Park District and the signing of the Officer's Execution for the Litzenberg Memorial Woods Improvement Project: Resolution 2022-13 is a necessary step as part of the \$498,000.00 state grant for improvements at Litzenberg Memorial Woods. Following Board approval, the agreement will be submitted to the State Controlling Board for approval. After that, an executed copy of the agreement will be sent to the Hancock Park District (see Resolution 2022-13 and Capital Improvement Community Park, Recreation/Conservation Project Pass-Through Grant Agreement).

Request to approve Resolution 2022-14 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$40,300.00 for Surveying and Schematic Design Services for the Litzenberg Memorial Woods Improvement Project: The design/development schedule envisions schematic design (fall 2022), construction design (winter 2022-2023), bidding (spring 2023), and construction (mid-summer 2023). Litzenberg Memorial Woods will be closed for construction beginning June 1, 2023. Project completion is expected in October or November 2023 (see Resolution 2022-14 and Proposal for Surveying and Schematic Design Services).

HANCOCK PARK DISTRICT BOARD OF PARK COMMISSIONERS
Meeting Minutes for July 12, 2022

The July 12, 2022 meeting of the Hancock Park District Board of Park Commissioners was held at Riverbend Recreation Area's Brugeman Lodge.

Park Commissioners Present: Gary Hirschfeld, Scott Younger, Ed Ingold
HPD Staff Present: Gary Pruitt, Tyler Fredritz, Vicky Stozich, Michelle Rumschlag, Chad Carroll
Guests Present: Sara Arthurs

The meeting was called to order by Gary Hirschfeld at 3:27 p.m.

APPROVAL OF MINUTES

A motion was made by Scott Younger with a second by Ed Ingold to approve Meeting Minutes dated June 14, 2022. Motion carried by a unanimous vote.

FINANCIAL STATUS

Income and expense reports year to date June 30, 2022 were reviewed by the Board.

OLD BUSINESS

NEW BUSINESS

Request to approve the granting of an easement and temporary easement to City of Findlay for the construction of the Blanchard River Greenway Trail along the frontage of Vogelsong Conservation Area and to authorize the director of the Hancock Park District to execute the required documents: A motion was made by Scott Younger with a second by Ed Ingold to provide conditional approval of an easement and a temporary easement to City of Findlay. Motion carried by a unanimous vote.

Request to approve Resolution 2022-7 regarding additional appropriation within the Auditor's certification and Park Commissioners to appropriate in the General Fund in the amount of \$269,352.07 for three new waterless restroom facilities at Riverbend Recreation Area: A motion was made by Scott Younger with a second by Ed Ingold to approve Resolution 2022-7. Motion carried by a unanimous vote.

Hunting with Permission Game Management Program for 2022-2023: A motion was made by Gary Hirschfeld with a second by Scott Younger authorizing the Hancock Park District to conduct the Hunting with Permission Game Management Program as presented. Motion carried by a unanimous vote.

DISCUSSION

Hancock Park District Report:

Litzenberg Memorial Woods (north of U.S. Highway 224 West) will be closed for construction beginning June 1, 2023. An inquiry was made about how Brugeman Lodge got its name followed by a suggestion that information should be on display at the facility. A motion was made by Ed Ingold with a second by

Gary Hirschfeld to authorize a display informing visitors about Brugeman Lodge. Motion carried by a unanimous vote.

**Hancock Park District Board of Park Commissioners
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Vegetation has been removed from the shore of Giertz Lake. A stump grinder attachment will be rented to remove stumps. The purchase of a stump grinder may follow. Park Manager East Stevie Brooks resigned. She accepted a higher paying job in the private sector.

The Program Department is busy with summer programs. Fall program ideas have been submitted and are under review. The fall program listing will be publicized in August. School teachers are requesting programs for the fall.

PUBLIC INPUT

ADJOURNMENT

The meeting was adjourned at 3:45 p.m.

Meeting Minutes approved:

Gary E. Hirschfeld, Chairperson

Gary E. Pruitt, Director/Secretary

Date

Date