

**Huron Joint Recreation District  
Regular Board Meeting- Minutes  
Monday, February 5, 2007 at 7:30pm  
Huron Boat Basin Marina Bldg, Huron, OH**

**Members present:** Tim Golling, Tom Solberg, Jr., Chuck Thompson, Don Ritzenthaler, Scott Slocum. Present from HPRD: Doug Steinwart, Chris Basting

**Members absent:** Dave Dreffer, Terry Graham, Steve Hohler, Wayne Foster

**Visitors to this meeting:** None

First order of business was the approval of minutes from the January 8, 2007 meeting. All were in favor. Minutes approved.

**Audience Comments:** None

***OLD BUSINESS:***

**A. Parks and Recreation Staffing Update-Doug Steinwart**

The Program Coordinator position has been posted. The application deadline is Friday, March 2, 2007. The hiring date goal is April 1, 2007. Ads have been placed in the Register, Hometown News, HPRD & OPRA websites, and Cleveland.com site. The position will also be posted at the OPRA conference next week.

Program Coordinator position is a FT/PT position, \$12hour/\$25,000yr, no benefits.

Mr. Golling expressed his concern regarding the fact that no benefits are being offered with this position. He discussed how we went from the Recreation Manager salary of \$37,000 with benefits, to a Program Coordinator position of \$25,000 with benefits and now the position offers \$25,000 with no benefits. He expressed his concern over quality of candidates and/or interest. He asked if a good match were found, would benefits be able to be negotiated? Mr. Steinwart stated that this would not be an option. However, perhaps an hourly change in the future could be discussed. Presently a salary range does not exist.

Mr. Steinwart stated that most likely a recent college graduate or someone who has coverage under a spouses plan would be interested. Mr. Steinwart explained that health benefits currently cost \$18,000/yr for family coverage per employee. Parks, Recreation and Boat Basin budgets are each responsible for that amount.

Currently the Administrative Assistant job description has been updated, as well as the hourly rate and hours. He went on to say that it is the goal of HPRD to secure Full

Time w/ benefits positions for: Program Coordinator, Administrative Assistant and eventually a Director position.

**B. Boat Show Update-Doug Steinwart**

Boat Show went well, attendance was good. New contacts were established. The goal was to get new groups interested in visiting the marina. In fact, a new group booked an outing for September. Transient sales were good. Currently the marina has four (4) 20' slips and five (5) 24' slips open.

While at the boat show, HBB was issued an award for being a Clean Marina and an article in the Hometown News brought in some good publicity.

The Boat Basin Brochures are in. This year Wilmot Printing was used. While the brochures look good, some aspects were not up to the standard we have had in the past. This was brought to Wilmot's attention and they have agreed to reprint 12,000 brochures.

HJRD members inquired about Boat Basin Sponsors for 2007. Mr. Steinwart discussed the levels of sponsorship within the brochure. This year Coke and Buckeye Cablesystem are the two large contributors. Barnes Nursery sponsors the fireworks. Mr. Steinwart was asked when these sponsor letters are mailed. He explained that letters go out in early fall. Mr. Golling suggested that next year if members are made aware that these letters are being mailed or if new sponsors need to be sought out, that perhaps HJRD members could lend support.

***NEW BUSINESS:***

**A. OPRA Conference-Doug Steinwart**

Doug and Chris Basting will be attending the OPRA Conference in Cleveland February 7 & 9<sup>th</sup>. They will return on Friday, February 9. While at the conference, they will also be posting the Program Coordinator ad.

**B. Recreation Sponsorship Letters-Chris Basting**

Chris explained that the Recreation Department is seeking new sponsors this year for our Sports Camps. He contacted the following businesses and followed up with introductory sponsorship letters: Lear Corp, District Petroleum, Glidden, Firelands Regional Medical Center, Cedar Point and Sawmill Creek Resort.

The introductory letters offered a range of sponsorship levels to choose from. The levels were as follows: \$1500, \$750, \$500 and \$250. Letters asked for a response by February 16, 2007. Mr. Basting will be placing follow up calls to all.

Mr. Steinwart added that First Federal Savings was also contacted and mailed a sponsorship letter for the Main Street Market program.

Mr. Ritzenthaler suggested that we keep Kalahari Resort in mind as a sponsor as well.

Mr. Golling inquired about Steve Schuster with Perkins/Max & Erma's. Mr. Steinwart stated that Nikki Zachel contacted Mr. Schuster on several occasions regarding sponsorship of advertising signs. Mr. Schuster did not want to consider a partnership with HPRD until all avenues with businesses in Huron were exhausted.

Mr. Golling suggested NOMS, (Northern Ohio Medical Specialists). He stated that HPRD should contact the CEO. If we did decide to do this, Mr. Golling would like to be notified and would also like a copy of the introductory sponsor letter.

Other suggestions/inquiries discussed by HJRD members were: Artino Ford and BGSU Firelands. Mr. Steinwart discussed that in the past both have been contacted, however, nothing ever came of it. Mr. Tann, Gary Packan, Pete O'Brien & Nikki Zachel have all made attempts to secure the use of the BGSU Facility with no success. Perhaps this is an area for Andy White to initiate

Mr. Steinwart added that the HPRD contract with Coke will end this year. This was a 10-year contract. During that time, scoreboards at Fabens Park and the Boppin on the Basin sponsorship were acquired. In the fall, renegotiations will begin.

HPRD wanted to stress that sponsors are a large part of the budget. Each year it is imperative to strive to keep current sponsors and search for new prospects. One local business has always been more than generous and eager to partner with HPRD. That business is Domino's Pizza-Mike Wilde. Mr. Wilde sponsors the Dawg Daze Tournament each year and this year has agreed to also sponsor the new "The Blitz" Tournament. Mr. Steinwart encouraged all HJRD members to thank Mr. Wilde-Domino's Pizza for their continued support.

### **C. Cedar Point Tickets-Doug Steinwart**

HPRD is looking into purchasing discount Cedar Point tickets with the main intent to be sales to our tournament participants. These teams are coming from NY, MI, PA and elsewhere. If we could offer them Cedar Point tickets at a discounted rate, we are sure they would be interested.

Cedar Point will be charging \$41.95 at the gate this year. The discount program would allow us to purchase tickets at \$33/each. A 100 ticket minimum order is required, however, Cedar Point is willing to waive that to get us started. Cedar Point will allow a mark up of up to \$1.00 per ticket.

HPRD would like to try this for 2007 by purchasing 100 tickets and marketing them to the registered teams. Last year, the Recreation Department offered a pre-sale discount of \$2 on a shirt/pin combination to these teams and \$1700 was collected. Therefore, by offering a discount of \$7.95 per ticket, we believe this will be successful. Whatever HPRD can do to make the experience here more convenient can only draw more interested teams. Tickets could also be sold out of the HPRD & Boat Basin offices.

Mr. Ritzenthaler inquired about the idea of also looking into Kalahari discount tickets. He offered to look into that prospect.

### **CHAIRMAN'S COMMENTS- Tim Golling**

Mr. Golling reminded everyone that election of members needs to be discussed. However, since not all members were in attendance, this matter can be discussed at next meeting. Mr. Golling will contact all members by phone prior to this meeting.

## **MANAGERS' REPORT**

### **A. PARKS- Chris Basting**

Weekly meetings continue with the Water & Street Departments. These meetings allow discussion of work schedules and promote teamwork within the City. Recently the Parks Department has received help from Water & Streets on projects. Two employees from Water Distribution spent three days at Nickel Plate Beach using backhoes to take care of the dunes. A Street Department employee helped with a painting project at HPRD offices. Even though budget wise we were not able to reorganize officially, we are moving in the direction of working together. The Service Department as a whole is participating in a time study now. Every employee of the Service Department is responsible for completing daily time study sheets.

As spring/summer approaches, the Parks Department will have seasonal employees returning for the summer/fall months.

Recently, the Parks department donated some old lumber to EHOVE. HPRD has worked with EHOVE in the past and we would like this relationship to continue. While at EHOVE, HPRD was asked to help with their job-shadowing program. Last week, Mr. Basting had an EHOVE student spend the day with him. He explained what HPRD does and took him to the Service Department as well.

The City Wide Clean Up Day has been set for Saturday, April 21<sup>st</sup>. The Chamber and HLM will be involved again. Mr. Basting asked that HJRD members get the word out to groups, teams, and individuals to help with this program. He explained this is a general clean up of parks and main areas of town. Garbage bags and gloves are provided to volunteers and they are assigned areas to clean. The clean up is from 10am-12pm and breakfast is offered beforehand. Volunteers meet at the HPRD garage, enjoy some breakfast and head out to assigned areas. Groups/Individuals need to contact HPRD to let us know how many are coming so we can have an idea for the breakfast.

Since this is also Earth Day, maybe we could incorporate tree planting or some other activity to expand upon this program.

Mr. Ritzenthaler offered the use of equipment for this day if needed.

Mr. Basting discussed that Parks is presently working with Sharon Barnes-Barnes Nursery about purchasing 5 tons of dirt per field at Fabens Park. As soon as Barnes can deliver, Mr. Basting would like to get this done while the ground is still frozen. Also, Parks is discussing purchasing bulk mulch from Barnes.

Mr. Golling suggested Smith Brothers out of Medina for a quote on mulch as well. Garrick is another company that was mentioned.

Mr. Slocum mentioned that he hear the Rotary may be selling their concession trailer and thought this may be something to look at for Nickel Plate. Mr. Basting explained that we are looking at an independent vendor for Nickel Plate to run a stand. Parks would collect the vendor commission from this.

### **B. RECREATION-**

N/A

**C. BOAT BASIN- Doug Steinwart**

On February 22 the City will be meeting with ODNR Wildlife regarding the southern portion of the ConAgra property. Hopefully discussion will be regarding a timeline for the boat ramp project.

A recent article in the Register brought some good publicity for HPRD and Huron City Schools and the Township. Article talked about how sharing use of facilities is working for all.

Mr. Solberg inquired about having an In-Water Boat Show. Mr. Steinwart explained that this is something he would definitely want to do. It would take some planning and effort but could be done possibly next year. Mr. Steinwart would like to work with the other Huron marinas on this event.

**OTHER MATTERS-**

Mr. Steinwart and Mr. Basting thanked Christine Gibboney for the extra time and effort during the last year and at the present period of restructuring. Mr. Steinwart explained that her efforts and professionalism are well recognized within the department and he wanted to let the HJRD board know of the extra steps taken by Mrs. Gibboney helping out each aspect of the Parks and Recreation Department.

Mr. Thompson and Rizenthaler thanked Doug Steinwart and Chris Basting for their extra time and effort as well.

Next meeting is Monday, March 5, 2007. The meeting was adjourned by an approved board vote at 8:30pm.

Respectfully submitted by,

Christine M. Gibboney  
Administrative Assistant, HPRD