

# February

2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 6:15 pm Technology & Communications Committee – canceled 7:00 pm City Council	3	4	5	6	7
8	9 Electric Comm. - canceled 6:00 pm BOPA 6:00 pm Water & Sewer Comm. 6:00 pm Water Rate Review Comm. 6:30 pm Muni Properties	10 4:30 pm BZA - canceled 5:00 pm Planning Commission -canceled	11	12	13	14
15	16 6:00 pm Tree Commission 6:00 pm Parks & Rec Committee - canceled 7:00 pm City Council	17	18	19	20	21
22	23 6:30 pm Finance & Budget Comm.- canceled 7:00 pm Safety & Human Resources Comm	24 4:30 pm Civil Service Comm.-canceled	25 6:30 pm Parks & Rec Board	26	27	28



# *City of Napoleon, Ohio*

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## *Memorandum*

**To:** Finance and Budget Committee  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Ann Harper, Clerk  
**Date:** February 20, 2026  
**Subject:** Finance & Budget-Canceled

The regularly scheduled meeting of the Finance & Budget Committee for Monday, February 23, 2026, at 6:30 pm has been **CANCELED** due to lack of agenda items.

**City of Napoleon, Ohio**  
**Safety and Human Resources Committee**  
**With**  
**Freedom, Napoleon & Harrison Townships**  
**Henry County South Joint Ambulance District**  
**And the Village of Florida**  
**Special Joint Meeting Agenda**  
**Monday, February 23, 2026, at 7:00 PM**

**Location: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio**

- 1) Approval of Minutes: November 24, 2025 (in the absence of any objections or corrections, the minutes shall stand approved).
- 2) 2026 Contracts and Review of the EMS Costs and Revenues
- 3) Any Other Matters to Come Before the Committee
- 4) Adjournment

  
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Ann Harper, Clerk

**City of Napoleon, Ohio**  
**Safety & Human Resources Committee**  
**Monday, November 24, 2025, at 6:00 pm**

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**Present**

Council Members	Jordan McBride-Chair, Robert Weitzel, Brittany Schwab
City Manager	Lori Siclair
Clerk of Council	Ann Harper
City Staff	Brittany Roof – HR Director, David Bowen – Fire Chief, Kevin Garringer – Finance Director
Others	News Media
Absent	

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**Call to Order**

McBride called the Safety and Human Resources Committee meeting to order at 6:00 pm.

**Approval of Minutes**

In the absence of any objections or corrections, the minutes from the October 27, 2025, meeting were approved as presented.

**Review of the 2025 Expenses**

Bowen said in front of you there are a bunch of papers with a bunch of numbers. These are informational it just goes over the incidents from January 1<sup>st</sup> through October 31<sup>st</sup> and then there's the snapshot from the same time frame just like I give you guys every month. Then it breaks down where those calls are at, busiest times of the day, busiest days of the week. As you can see middle of the week seems to be our busiest time with a time frame of seven to seven more or less. Just some information there on where our calls are and how we're comparing it up to the same time frame from last year. We are down a little bit, but as you can see on that first page in the graph you can have a short month and then you can have a big month and then they can go right back up. We plan on being right around that same 1700 – 1800 calls this year just like we did last year. We'll start off with Expenses and Approved Budget for 2025 and then we'll go into 2026 that will be this paperwork here. The 100 Account is all our fire expenses. We have made some changes throughout this. Throughout the year I've met with Garringer multiple times and through the process of purchasing that new engine we were going to take it from all the contract entities, but there are entities that contract us for EMS services and didn't feel that the firetruck should be purchased out of that money, which I agree with. But in going through everything we did notice some spots where a call from the Fire side is eating 100% of the cost and the EMS side is not eating any of that. So, for instance, like funeral expenses, this all comes out of the 100 side and none of it was coming out of that 210 side. When you pay your percentages, you're paying off the 100 and the 210 side. First off, Scott Brugemeyer is no longer with the South Joint Ambulance District so his replacement here, I'll have him stand up and introduce himself. My name is John Parson I took over for Scott as of December 1<sup>st</sup>. I've worked for the district for a few years, but I've also been working full time in the area. I've been on a lot of committees I'm just starting to realize how many there are. I know a few of the departments but this is my first time sitting for this, so thanks for the invite. Bowen said the important part of this one is the part of Flat Rock Township that you cover north of the river, it is a long haul and that's why we ended up in this agreement to begin with. That percentage that your entity pays along with the Village of Florida just comes out of this fund, EMS expense. And going through that we realize that fuel's a big expense, so we got Crist involved who works under Garringer and she runs all our fuel expenses, so she's able to break down what those ambulances use for fuel. So, it's not going to be the entire fleet's fuel that you're paying a percentage on, it's just

going to be off of those three ambulances. We feel that's a fairer way to do it. Radios was another one. Radios are becoming more and more expensive and 100% of that money came from that 100 Account and none of it was coming out of that 210 Account. So, we took what radios we had in those units, and we basically made that a 70/30 split between the fire and EMS side. So, there are some changes here and that's why you'll see on the bottom right hand corner that the fire side did drop quite a bit. But we also decreased our fuel cost quite a bit and we decreased our radio cost by a substantial amount by splitting that up. So, on the flip side of the 210 side you're going to see that went up quite a bit more. But that's for a couple of reasons. One I'll speak about in a little bit when we start talking about that fire truck account. But with this one we did add \$12,860.00 in that account with a portion of the radios and there's another \$7,000.00 I was going to add that in for the fuel for those ambulances. This did not increase the overall amount. So, for you folks that pay into both expenses, we didn't increase anything, we just took a portion out of that top line and brought it down to that bottom line. So, there's not an increase in the total amount. Our fuel cost we trended and brought those down a little bit again this year. As you can see, fire side dropped and EMS side obviously went up. One of the big places it went up was the 53520 Account which is part of our Services and Fees Account and the main reason for that is the stuff we pulled out of that 242 Account. We talked about that all of 2024 and we're going to process to try and purchase that engine and things that were coming out of that account that we could probably put in other areas and not come out of that Equipment Account. Next page goes into that 242 Account. Now you see that it's a large number there for 2025, \$627,155.00. Originally, we budgeted \$250,000.00 for the down payment on that engine. Through these means we decided to put another \$100,000.00 on to that to make it \$350,000.00 for the downpayment to make everybody's payments smaller. This is added to what you folks already put in, so \$184,000.00 that you guys put in of your payment upfront went into part of that as well. I'll explain that more in a little bit, so you have a better understanding of that. But that's why that number's so high from where we started in the year, because this does exceed that \$184,000.00 that you guys collected and put it in towards that. Next line is the 400 Capital Improvement. So, through the process of the budget side this is the only big ask we're going for this year is that additional \$37,500.00 which is to replace that HVAC unit on top of the station. That unit is from 1996 when it was installed. We finally found the information on it, and we found the serial number, and it states it is a 1996 model. So, when that's put in remember when there was one solid room and since then it's been divided down into four rooms with a thermostat in the hallway. Problem being the captain's room catches all of the summer sun so that room is always super-hot, so they dial it way down and everybody else freezes. So, this is to put a mini split up there which is one unit, but each room would have its own thermostat and control their own HVAC for that room. I think it will be a lot more cost effective because you're not trying to heat and cool and open and close doors. And we just had an efficiency study done last week and they're going to come back with maybe some more recommendations but that was the quote we got for putting in the mini split in that area. Now with the 242, we talked about not spending much money there. You do see that in the 242 the \$82,000.00 for the payment of the engine, which comes out of our portion of what we input into that account. That \$30,554.00 that is just a placeholder. We applied for the Marks Radio Grant this year. I have budgeted on both the Fire and EMS side but it's a reimbursement grant they pay a portion of it, so we'd have to buy the radios outright and they'd reimburse us. The money set in there would be to purchase the radios, it's basically an in and out, and then we would refund that money right back there. But we have to have it budgeted otherwise it stays a lot more difficult to do a budget adjustment should we get the grant. If we don't get the grant, we won't be purchasing radios this year. So, the next operating budget that just breaks it down, the 100 210 400. I sometimes keep the 242 out

of there because if you look at the budget as a whole and look at what we spent last year on the purchase of that truck and try to compare that to this year, it looks like our budget has dropped substantially. That 242 is basically a savings account, I don't really count that in, you can see it below what that adds up to. It shows that we would have had almost a 37% reduction in our budget. When really the operating budget was at a 9.85% increase. So, as you can see there the very last thing compared to last year is about a \$59,000.00/\$60,000.00 increase in the budget, but with that being said we moved a lot of stuff a lot out of that 242 and put into the normal operating budget so our budget is actually really close to where we were last year. I'll explain that in little more on the next page. That 242 restructured. We talked a lot about that in 2024. There's a couple of different spots where there was some redundancy. In that account there's \$16,000.00 allotted for equipment, \$23,500.00 allotted per year. If you go in the 400 Account, or the Capital Replacement Account, there's another \$10,000.00 for equipment, \$25,000.00 per year. So, between the two accounts there's \$74,500.00 there. We removed it out of 242, kept it in the 400 and added a little bit to it. So, we were spending \$35,000.00 out of that 400. Of that \$74,500.00 of what we combined we dropped that to \$50,000.00 just for general replacement of equipment in a year. I think we're at a good spot right now to where we have people we have never had an incompliant year. Our full-time members are starting to cycle through the second set just because they do work 24-hour shifts. If they catch a fire or nasty accident at the beginning of their shift, they will have to wear that gear for the duration of their shift and have a backup set. We're getting on a five-year cycle, they're good for ten. Every five years we replace their gear that way they will always have a compliant set to fall back on. So, by doing that we ended up taking a 32% almost a 33% reduction just in equipment and turn out gear. That additional \$15,000.00 now shows up as part of our overall increase of the year. The next line was for Pagers. There was \$10,000.00 coming out of the 242 for that. We split that between the Fire and EMS side and we're only doing \$8,250.00 so we reduced it down to kind of offset some of the hit that's going to that account. The next one, so we were up to replace our LUCAS devices which are our automated CPR devices this year. In the process of doing that the company we do it through they identify that we had low systems that needed replaced, we had cots that needed replaced, we had stair chairs that were end of service life. So, we entered into a service plan, a contract with them. It's a five-year plan and they take those costs and break them down over that time frame. We had \$48,000.00 budgeted for 2025 to replace those LUCAS's. Our initial payment for entering that service fund was only \$29,000.00 but the flip side to that the next four years that's \$59,000.00 a year. So that comes out of that 242, where it was taken out of, we're now taking that out of the 210 account or the EMS account. That's why you see such a large increase in that 210 because of that service fee. Overall, if we were to buy each one of those items individually, what we saved by doing this is right around \$70,000.00 at the end of the day. If you add all that up there's \$109,000.00 coming out of that 242 basically on an annual basis to replace all of that stuff. We were able to switch it into the other accounts, cut it back and make that impact of \$63,000.00 is the increase to the Fire and EMS accounts. That's a difference of \$45,000.00 or over 40% reduction. So, we see a \$6,500.00 increase in the 100 side, a \$42,000.00 increase on the EMS side and \$15,000.00 on the Capital side with a total of \$62,000.00. Overall, in the 100 side we saved \$25,000.00 compared to 2025 and 2026's budget. \$6,500.00 of that is what we added to the 242 so in all reality we cut \$32,000.00 out of the Fire side budget this year. Now, that's not an overall savings because we did move some of that stuff, okay, so don't think it's going to be that much less, it's just on that side for moving things that was our overall deduction or reduction in the Fire side of it. The 210 seen a \$43,000.00 increase. \$42,000.00 of that was initially from that 242 that we put in there. So, we really only seen a \$1,600.00 increase for the year for the budget in 2026 or just shy of 3/4 of a percent. Where we saw on the very last

page then, it breaks everything down. Anywhere we see an increase on anyone of those line items it shows it here. And it shows us how we absorb that cost before we came up with the reason for that cost. So, a lot of services and stuff I just took our monthly average and added a few percentage points to it going into 2026. Vehicle maintenance is one where we did, we are having an engine fleet. We all know that, so we added a little bit to the repair and maintenance with that, same with the station. Insurance and bonding, that went up quite a bit. This is done by Finance; this goes off of the replacement value of our fleet. What we figured out through the process of making a purchase of an engine it costs a heck of a lot more to replace things than what we have in the past. Garringer made contact with them and they recommended that we increase that. Garringer said our insurance replaces 100% of the true value, so if the EMS gets in an accident, it's not like we get a reduced value of a truck, like you would if you or I car got damaged, it's gets replaced 100% of that replacement value. Bowen said yeah, so like our 811 which is a 2007 vehicle, we paid \$365,000.00 for that, if it were to get in an accident and totaled, we would get a replacement of \$1.1 million. EMS explanation on the increases as you can see it has gas and Marks fees in there. And then again it reiterates that was submitted for the Marks grant for that 242 Account and then machinery and equipment from that 400 fund has an explanation there. Any questions over that? I know it's a lot to digest. If you have questions, think about it and ask them now. If you think of something down the road, you all know how to get ahold of me. Someone asked in that 400 Account with that increase of 40% can you explain that a little bit. Bowen said that's because of the increase of the HVAC unit. So, generally we increase, we have \$5,000.00 put in there for station improvements and now we're adding \$32,500.00 for the cost of that HVAC unit. That's the big one. It was the smallest of the ones we wanted to replace the apron this year but with the Operations Department going to remove our fuel tanks out front, we didn't want to replace the apron and then take the chance of them getting torn up when they do that. It came down to between that and re-paving the parking lot and I'd rather the guys to be comfortable, we can live with the parking lot for a few more years. I'd rather them be comfortable and when it's time for them to get some rest. Someone said I hope it's more than one mini split, is there not that much just for each room. Bowen said yes there will be four total, it's one unit but they can run up to four off of it. Someone said that's a lot of money for one. Bowen said yes, it is but in the grand scheme of things when you're talking about replacing an entire HVAC system I know that's what the court did and it's worth \$160,000.00 estimated cost, so I felt this would be a lot more energy efficient because if one person is hot and another person is cold, they can set it. It seems like a lot of information but if you guys need help with any of it you can let me know, you can let Garringer know, and if we don't have the answer for you right away which we should. I know I've looked at numbers a lot for the last couple months, but our overall increase was right around 9%, 9.85% in that Operating budget. Someone said so do you anticipate each township payments will be this year. These numbers here are figured for today, I ran all these today. What you run into the questionable stuff is anything that I have encumbered for a purchase order right now I use it as an expense. It doesn't mean we're going to spend 100%. So, since you guys are built off of the previous years expenses, we won't have that until the next meeting when the books are closed because we still have some pretty large PO's out there. Some of them we'll use some of them we won't. There's some items that will be going back to the 242 as well because we did budget for the year out of there this year. We're going to put roughly \$21,706.00 will go back in there, we'll close those PO's out. One thing I will say for this year we have had some unexpected costs that we had to do zero budget adjustments to where we had to go to council and ask for more on the operating side. We had one of the main cylinders go out on the ladder. I was able to move some money around within the budget. I took that into consideration when we were doing this. I'm not saying next year's going

to be the same because there's not as much fluff built in there. On our training side we cut some if we're not using it, and I cut it back a little bit, but we did see some increases on the maintenance side of it because of that. The ladder did get a pump testing last week but it's a primer issue, it's not a pump issue. I just got word on that late this afternoon. I have a guy coming tomorrow that's going to diagnose the problem with the primer. It's not the pump itself, it's just the priming unit for drafting and it should be a minimal fix. Won't be anything like the 811 last year where we had a budget adjustment over \$30,000.00 for the transfers case, which went up again. Someone asked, so, have you folks had your runs have they gone up in price too, per run or how are you doing that? Bowen said that's set with our billing company. I will say that our revenue is much higher, I shouldn't say much higher but we're collecting more per run by using this company. It's not that we're billing more they're doing a better job of collecting from people. I think when I looked today off those numbers, we're right around the 470 some mark for EMS revenue for this year, and I would compare that to years we were running 150 – 200 lines of transports. Someone said just do it for your frequent flyers though. Bowen said oh for sure, yeah. Someone asked how will you get rid of that? Bowen said you won't, and our transports are actually down as well. So, I had a meeting with the hospital a couple weeks ago and the number of transports were actually going down so that tells me the billing accountant is doing a very good job with our revenues are exceeding what they have. Someone asked if you guys see a portion of that. Is that a percentage of collections? Garringer said I would say yes, the collection agency that we use does a very good job of going after people and we've also been turning things over to the Attorney General. The Attorney General has the ability to collect off of people. One of the ways they're able to do it is through tax returns. That's been a very major plus for us in that when somebody gets a large return it gets taken from the AG and then we get paid back from that. So that's been a great move for us. We used to use a company by Weltman and we still use them but using the AG has helped our collection. You're still going to have people that can't, but if they get a tax refund the State of Ohio, it's Federal, it will be removed. And the Attorney General is able to do that. Bowen said yeah \$465,000.00 was the report I ran today. Garringer said and last year's 2024 receipts was \$464,000.00 so we've got another month yet. So, we'll surpass last year's with potentially you can see there what 48 runs less our transports are down because we do have a lot of lift assist. But some of those do take up time and the manpower to do it obviously. I think that's a good thing. Someone asked if the runs down a little bit? Bowen said the runs are down by 48, it's the same point last year but our revenue is higher in the same point last year. Someone asked if there is a dollar increase that would make up for that. Bowen said I have not heard of a dollar increase, but I have not heard of a per run increase. Someone said it's probably the percentage of collections. Bowen said I would know for sure if we went back, I don't even know if that would tell what we paid down because we pay them a percentage of off of what we collect but if we're collecting. I can find that information out, I can call Claudia and see if there were any major changes. Someone asked if you have any dialogue about charging for fire? Bowen said, no, not right now after it being not a popular topic what I've been doing is going through data collection mode. So, when we go out and figure out who these people are, if they're residents or non-residents things like that and they can compile that a little bit better and then we can go off more recent stuff and say in 2025 we could have done this or the first quarter of 2026 we could have potentially generated this kind of revenue. I think that it will be a lot better than trying to pull it along just see if it sticks. I think anytime you can prove it with data it's going to go a lot better. And I know there are places doing it but we have collected a lot more and the guys have been a lot more diligent about any time we put any sort of absorbent down on any spill, it's technically anytime a drop hits the ground its considered HAZMAT so we have been billing from that side of that and we have collected a little bit. We've

got quite a few out right now that I know of for sure because I handed some in a week or so ago. But we're over \$9,000.00 with that right now. Someone said typically like on an accident like that say there's a couple trucks that bill from Napoleon Fire and Rescue that would go to the trucking company's insurance and it's not coming out of resident and if there's injuries that would come out of medical. Bowen said correct. Someone said so no one is paying for it except for the insurance company. Bowen said correct. And we already have that set with our hazardous material response. That's currently in the city charter now we can bill so much per person that's out there we can bill so much per apparatus that's out there, and replacement cost of any consumables that we use and then any damaged equipment. And that's worked very well for us. The only time I know that we really did anything outside of that is when we went to Triple Diamond in Liberty when they had a fire and they had a bunch of guys had their gear in hydraulic oil and we submitted that claim to their insurance and we got paid for that to replace the gear. Now, me being the not so bright guy I was at the time I depreciated gear before I sent it and didn't do a replacement cost so we didn't see 100% of that back but I learned a quick lesson on that. So, we're trying to exhaust any avenue we can to be a little more self-efficient and not be such a draw. Someone said okay. Is there any more talk on how the city is going to pay for there share. Bowen said so if you look on this page, and Garringer can speak a little more on this, but in the 242 there's a 2200 59650 so that is a separate account that it is set for the payment of the truck. Someone asked but will they still put their share in the 242 account. Bowen said so this will come out of the shared and it will go into the 242 and it will be our portion that goes in so let's say we're putting \$100,000.00 in it will be \$1000,000.00 less the payment of the engine, correct? Garringer so there's also additional coming out of our Capital Fund, so our 400 Fund goes into the payment of the fund that we set up for the payment of the truck. So that's where we can keep it separate too. The Capital Fund is out of a different revenue source, so it doesn't get mixed into what you guys are paying. Someone said but you guys are still putting your fair share into the 242 account. Garringer said that is correct, yes so the payment portion, most of that goes out of the 400 Fund. Because our payments, I just added them up is around \$81,000.00 /\$82,000.00 a year so we make sure that we pay our portion of that because what you guys have already paid then that way it's ours to pay. Bowen asked if anyone had any questions on that one. Last paper is just that 242 account so it's filled out through 2046 for a replacement schedule. None of this is set in stone, none of it is gospel, it is just as we're set right now trying to get us into a more definitive rotation. We used to be a rotation where we'd replace fire engines every eleven years. This backs it off a little bit. This has everything that you're going to need here at some point in time. As you can see after 2026 that \$30,554.00 if we don't get the grant that doesn't get used but if it gets used it gets put back in there with the money that's budgeted. But all those ancillary items have been removed. Now in my research that I have been doing over that account, back in January of 2014 under Dr. Bischer and Chief Bennet that's around the time that stuff got linked to that account. So, like air packs and bunker gear. Those were impacted. Just so you guys know some of that other stuff I can't find anything of when that was put in. But I do know that bunker gear and air packs were put in their back in January of 2014 because he talked about the replacement cycle of them. And they even talked about something major having to happen before 2027 or the ladders were slated to be replaced. If you guys want a copy of the meeting minutes I can email them to you. McBride said any other questions, we good Chief? Bowen said I'm good I was just giving them time to digest it and see if they had any questions. McBride said I don't want to rush it. Very thorough, I appreciate that. Bowen said like I said from day one, everything I do is a public record I try putting as much out there as I can and if anybody has any questions, I will gladly entertain them and get the answer you need.

#### **Adjournment**

Motion: Weitzel

Second: Schwab

To adjourn the Safety and Human Resources Committee meeting at 6:33 pm

Roll call on vote on the above motion:

Yea- McBride, Schwab, Weitzel

Nay-

**Yeas- 3, Nays- 0. Motion passed.**

**Approved**

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Jordan McBride - Chair

DRAFT

**2026 CONTRACT FOR FIRE/EMS**

**2026 FIRE & EMS PROJECTED SERVICE CONTRACT COSTS WITH CONTRACTED ENTITIES  
USING - 2025 ACTUAL EXPENSES & REVENUES & 2026 BUDGETED EXPENSES & REVENUES**

Working Draft

<u>FUND</u>	<u>DEPT</u>	<u>ACCT</u>		<u>2025</u> <u>ACTUAL</u> <u>EXPENSES</u>	<u>2026</u> <u>APPROVED</u> <u>BUDGET</u>
			No/CO = No Prior Year Carryover In Totals->		
<b><u>2200 FIRE &amp; EMS/SAFETY SERVICES</u></b>					
<b><u>Personal Services:</u></b>					
100.	2200.	51100	Salary-Non Bargaining	210,108.92	199,727.00
100.	2200.	51101	Salary-Non Bargaining-Overtime	0.00	0.00
100.	2200.	51400	Salary-Fire Fulltime	645,302.57	668,476.00
100.	2200.	51401	Salary-Fire Fulltime-Overtime	22,773.45	30,000.00
100.	2200.	51410	Salary-Fire Parttime	454,997.96	375,000.00
100.	2200.	51411	Salary-Fire Fulltime-Overtime-Training	3,035.10	10,000.00
100.	2200.	51412	Salary -Adjunct	0.00	4,000.00
100.	2200.	51413	SALARY - FIRE PARTTIME-OVERTIM - Fire Part Time	16,279.54	15,000.00
100.	2200.	51500	PERS	2,268.07	4,155.00
100.	2200.	51540	Fire Pension	204,892.20	218,929.00
100.	2200.	51560	Social Security	29,453.10	24,304.00
100.	2200.	51600	Worker's Compensation	26,933.98	26,678.00
100.	2200.	51700	Medicare-City Share	18,926.23	19,341.00
100.	2200.	51710	Hospitalization Insurance	202,974.22	245,224.00
100.	2200.	51750	Life Insurance	511.09	770.00
100.	2200.	51900	Unemployment Compensation	0.00	0.00
<b>Total Personal Services</b>				<b>1,838,456.43</b>	<b>1,841,604.00</b>
<b><u>Other:</u></b>					
100.	2200.	52000	Travel, Training and Education	6,457.89	11,000.00
100.	2200.	52010	Memberships and Dues	704.99	1,000.00
100.	2200.	53110	Utilities-Electric	22,314.98	24,600.00
100.	2200.	53111	Utilities-Natural Gas	648.00	1,000.00
100.	2200.	53113	Utilities-Water and Sewer	7,165.83	7,250.00
100.	2200.	53114	Utilities-Telephone	8,313.60	8,970.00
100.	2200.	53115	Utilities-Cable Modem	1,194.22	1,300.00
100.	2200.	53200	Service Contracts-Communications	95.62	2,500.00
100.	2200.	53300	Service Fees-Professional	19,680.78	28,870.00
100.	2200.	53510	Contract Maintenance-Vehicles	19,283.51	17,000.00
100.	2200.	53520	Contract Maintenance-Equipment	17,901.22	17,200.00
100.	2200.	53610	Contract Maintenance-Buildings & Structures	16,761.32	17,500.00
100.	2200.	53700	Insurance and Bonding	40,720.25	44,020.00
100.	2200.	53710	Insurance Claims-Deductible	2,500.00	1,000.00
100.	2200.	54100	Supplies-Office	980.50	1,000.00
100.	2200.	54110	Supplies-Postage and Delivery Charges	219.96	200.00
100.	2200.	54200	Supplies-Operating Materials	2,885.36	3,120.00
100.	2200.	54220	Supplies-Fire Prevention	484.00	2,750.00
100.	2200.	54230	Supplies-Gasoline & Diesel Fuels	17,605.60	15,000.00
100.	2200.	54240	Supplies-Chemicals	6,327.06	9,500.00
100.	2200.	54300	Supplies-Vehicle Parts & Supplies	4,447.02	7,500.00
100.	2200.	54500	Supplies-Other Equipment	10,695.46	5,500.00
100.	2200.	54700	Supplies-Small Tools	1,388.92	3,000.00
100.	2200.	54800	Supplies-Uniforms	9,069.00	13,440.00
100.	2200.	57000	Machinery and Equipment	0.00	0.00
100.	2200.	57050	MARCS Radios Equipment and Fees	44,030.16	23,090.00
210.	2200.	52000	Travel, Training and Education	13,886.93	15,200.00
210.	2200.	53300	Service Fees-Professional	58,172.59	63,725.00
210.	2200.	53430	Contracts-Townships EMS Revenues	66,134.35	67,000.00
210.	2200.	53510	Contract Maintenance-Vehicles	8,686.32	5,000.00
210.	2200.	53520	Contract Maintenance-Equipment	18,991.50	60,556.00
210.	2200.	54200	Supplies-Operating	34,859.55	40,000.00
210.	2200.	54225	Supplies-EMS Durable Equipment	6,500.00	6,500.00
210.	2200.	54300	Supplies-Vehicle Parts & Supplies	998.71	2,000.00
210.	2200.	59000	Refunds- Miscellaneous	2,504.57	0.00
100.	9800.	59130	Reimburse-Shared Expense (Township Contracts)	10,000.00	10,000.00
<b>Sub-Total Other</b>				<b>482,609.77</b>	<b>537,291.00</b>
<b>Total Operating Expenses</b>				<b>2,321,066.20</b>	<b>2,378,895.00</b>

**2026 CONTRACT FOR FIRE/EMS**

**2026 FIRE & EMS PROJECTED SERVICE CONTRACT COSTS WITH CONTRACTED ENTITIES  
USING - 2025 ACTUAL EXPENSES & REVENUES & 2026 BUDGETED EXPENSES & REVENUES**

Working Draft

<u>FUND</u>	<u>DEPT</u>	<u>ACCT</u>		2025 <u>ACTUAL</u>	2026 <u>APPROVED</u>
			<u>No/CO = No Prior Year Carryover In Totals-&gt;</u>	<u>EXPENSES</u>	<u>BUDGET</u>
<b><u>Major Large Equipment Capital Items:</u></b>					
<b><u>(Part of Annual Fixed Allocation):</u></b>					
242.	2200.	57000	Machinery and Equipment (Major Capital Items)	534,783.12	0.00
242.	2200.	43000	Less: Rev.Offset - Grants, Donations, Etc.	0.00	0.00
			Net Machinery & Equipment Costs-Major Capital Items	534,783.12	0.00
<b><u>Other Capital Items-Not Part of Major Large Equipment:</u></b>					
210.	2200.	57000	Machinery and Equipment	8,228.07	8,700.00
242.	2200.	57000	Machinery and Equipment	93,361.62	30,554.00
242.	2200.	57200	Buildings and Improvements	0.00	0.00
400.	2200.	57000	Machinery and Equipment	29,848.97	70,000.00
400.	2200.	57200	Buildings and Improvements	5,000.00	37,500.00
			<b>Total Capital Imp.(Less Grants on Major Items)</b>	671,221.78	146,754.00
			<b>Total-2200 Fire &amp; EMS/Safety Services (All Operating and Capital Expenditures)</b>	<b>2,992,287.98</b>	<b>2,525,649.00</b>
<b><u>EXPENDITURE ADJUSTMENTS:</u></b>					
242.	2200.	57000	LESS: Net Major Cap.Exp.By Year in 242 Fd.(Large Eq.)	(534,783.12)	0.00
210.	2200.	53430	LESS: Township EMS Revenue Payments	(66,134.35)	(67,000.00)
			LESS: Non-EMS Adjustments		
			ADD: Annualized Capital Fixed Amt.(Large Equip.)	120,000.00	125,000.00
			<b>Sub-Total Expense Adjustments</b>	<b>(480,917.47)</b>	<b>58,000.00</b>
			<b>Net Allocated Expenses Per Contract</b>	<b>2,511,370.51</b>	<b>2,583,649.00</b>
<b><u>REVENUE ADJUSTMENTS (Not Previously Listed):</u></b>					
100.	2200.	44350	LESS: Donations in 100 General Fund	0.00	(500.00)
100.	2200.	44400	LESS: Training Facility Fee -Fire/Safety Services	(240.00)	(1,200.00)
100.	2200.	47010	LESS: Misc.Fire Revenue in 100 General Fund	(7,112.86)	(7,500.00)
100.	0000.	49650	LESS: Reimb.Fire 180 kWh Tax Fd.to 100 Gen.Fd.	(63,894.42)	(87,750.00)
210.	2200.	43010	LESS: Federal CARES Act Receipts	0.00	0.00
210.	2200.	43100	LESS: State Grants in 210 EMS Transport Fund	0.00	(2,500.00)
210.	2200.	44350	LESS: Donations in 210 EMS Transport Fund	0.00	0.00
210.	2200.	45600	LESS: Court-Collections Cost Recovery	0.00	0.00
242.	2200.	43100	LESS: State Grants in 242 Fire Equip.Fund	0.00	(16,000.00)
242.	2200.	44350	LESS: Donations in 242 Fire Equip.Fund	(162.50)	(3,000.00)
242.	0000.	47200	LESS: Interest Posted to the 242 Fire Equip.Fund	(14,146.90)	(12,000.00)
242.	0000.	49000	LESS: Sale of Assets in the 242 Fire Equip.Fund	0.00	0.00
400.	2200.	43100	LESS: BWC Grant for Power Cots	0.00	0.00
400.	2200.	44351	LESS: Donations in 400 CIP Fund	0.00	0.00
400.	2200.	47010	LESS: Misc.Fire Revenue in 400 CIP Fund	0.00	0.00
			<b>Sub-Total Revenue Adjustments</b>	<b>(85,556.68)</b>	<b>(130,450.00)</b>
			<b>* NET FIRE &amp; EMS EXPENDITURES for CONTRACT BILLING</b>	<b>2,425,813.83</b>	<b>2,453,199.00</b>

**2026 CONTRACT FOR FIRE/EMS**

**2026 FIRE & EMS PROJECTED SERVICE CONTRACT COSTS WITH CONTRACTED ENTITIES  
USING - 2025 ACTUAL EXPENSES & REVENUES & 2026 BUDGETED EXPENSES & REVENUES**

Working Draft

<u>FUND DEPT</u>	<u>ACCT</u>	<u>No/CO = No Prior Year Carryover In Totals-&gt;</u>	<u>2025 ACTUAL EXPENSES</u>	<u>2026 APPROVED BUDGET</u>
<b>DIST% ALLOCATED COSTS BY ENTITY</b>				
			<b><u>44.18%</u></b>	<b><u>44.18%</u></b>
100.00%	<b>FIRE COSTS ALLOCATED AT (44.18%)</b>		<b>1,071,724.55</b>	<b>1,083,823.32</b>
75.68%	City of Napoleon		811,081.15	820,237.49
1.68%	Freedom Township		18,004.97	18,208.23
13.15%	Napoleon Township (w/Sec.30 & 31)		140,931.78	142,522.77
9.49%	Harrison Township		101,706.66	102,854.83
			<b><u>55.82%</u></b>	<b><u>55.82%</u></b>
100.00%	<b>EMS COSTS ALLOCATED AT (55.82%)</b>		<b>1,354,089.28</b>	<b>1,369,375.68</b>
77.52%	City of Napoleon		1,049,690.01	1,061,540.03
1.41%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)		19,092.66	19,308.20
1.61%	Freedom Township		21,800.84	22,046.95
11.72%	Napoleon Township (w/Sec.30 & 31)		158,699.26	160,490.83
5.72%	Harrison Township		77,453.91	78,328.29
2.02%	Florida Village		27,352.60	27,661.39
	<b>NET - TOTAL SHARED COST OVERALL (100.00%)</b>		<b>2,425,813.83</b>	<b>2,453,199.00</b>
76.7071%	City of Napoleon (Includes Henry Co. Hospital)		<b>1,860,771.16</b>	<b>1,881,777.52</b>
	Net Shared Costs Allocated to Contracts->		<b><u>565,042.67</u></b>	<b><u>571,421.48</u></b>
0.7871%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)		19,092.66	19,308.20
1.6409%	Freedom Township		39,805.81	40,255.18
12.3518%	Napoleon Township (w/Sec.30 & 31)		299,631.04	303,013.60
7.3856%	Harrison Township		179,160.57	181,183.12
1.1276%	Florida Village		27,352.60	27,661.39

<b>CAPITAL REVENUE ALLOCATION FOR TOWNSHIPS</b>		<b>(in total payment listed above)</b>	
Total Annual Capital Per Agreement		<b>125,000.00</b>	<b>130,000.00</b>
80.00%	City Share of Annual Capital Per Agreement	100,000.00	104,000.00
20.00%	Net Township Share of Annual Capital Per Agreement	25,000.00	26,000.00
<b>TOWNSHIP ALLOCATION OF NET CAPITAL</b>		<b>25,000.00</b>	<b>26,000.00</b>
<b>(Based on % Of Net Shared Cost to Township)</b>			
3.3800%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	<b>845.00</b>	<b>878.80</b>
7.0400%	Freedom Township	<b>1,760.00</b>	<b>1,830.40</b>
53.0300%	Napoleon Township	<b>13,257.50</b>	<b>13,787.80</b>
31.7100%	Harrison Township	<b>7,927.50</b>	<b>8,244.60</b>
4.8400%	Florida Village	<b>1,210.00</b>	<b>1,258.40</b>
100.00%	(Revenue Amount Allocated to 242 Fire Eq. Fund)	<b>25,000.00</b>	<b>26,000.00</b>
		=====	=====

		<b>2025 Projected Quarterly*</b>	<b>2026 Projected Quarterly**</b>
0.7871%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	4,773.17	4,827.05
1.6409%	Freedom Township	9,951.45	10,063.80
12.3518%	Napoleon Township (w/Sec.30 & 31)	74,907.76	75,753.40
7.3856%	Harrison Township	44,790.14	45,295.78
1.1276%	Florida Village	6,838.15	6,915.35

\*Used 2025 Actual for 2026 Projected  
\*\* Used 2026 Budget for 2027 Projected



# *City of Napoleon, Ohio*

*255 West Riverview Avenue, P.O. Box 151  
Napoleon, OH 43545  
Telephone: (419) 592-4010 Fax: (419) 599-8393  
www.napoleonohio.com*

## *Memorandum*

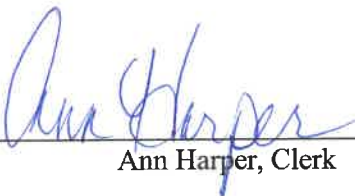
**To:** Civil Service Commission  
**cc:** Mayor and City Council, City Manager,  
City Finance Director, Law Director,  
Department Supervisors, News Media  
**From:** Ann Harper, Clerk  
**Date:** February 20, 2026  
**Subject:** Civil Service Commission -Canceled

The regularly scheduled meeting of the Civil Service Commission for Tuesday, February 24, 2026, at 4:30 pm has been **CANCELED** due to lack of agenda items.

**City of Napoleon, Ohio  
Parks and Recreation Board  
Meeting Agenda  
Wednesday, February 25, 2026, at 6:30 PM**

**Location: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio**

- 1) Organization of Board Members
- 2) Approval of Minutes: October 29, 2025 (in the absence of any objections or corrections, the minutes shall stand approved).
- 3) Discussion and/or Action on Napoleon Baseball Commission Request
- 4) Update on Department Projects and Programs
- 5) Discussion and/or Action on the Parks and Recreation Service Award
- 6) Miscellaneous
- 7) Adjournment

  
\_\_\_\_\_  
Ann Harper, Clerk

**City of Napoleon, Ohio**  
**Parks and Recreation Board**  
**Wednesday, October 29, 2025, at 6:30 pm**

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**Present**

Board Members	Ryan Funchion – Chair, Peg Funchion – Pro Tem, Dan Baer, Chad Richardson, Mike Sanholtz
Clerk of Council	Ann Harper
City Staff	Lori Siclair – City Manager, Tony Cotter – Parks and Recreation Director, Connor Small - Facility Manager / Recreation Program Coordinator, Brittany Schwab
Absent	Ryan Miller, Jon Knepley
Others	News Media

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**Call to Order**

Ryan Funchion called the Parks and Recreation Board meeting to order at 6:30 pm.

**Approval of Minutes**

In the absence of any objections or corrections, the minutes from the September 24, 2025, meeting were approved as presented.

**2026 Budget Requests**

Cotter said, as you recall last month, I brought to you the Capital Improvement Program and we went over all those items. We'll get to that as well but that's included in the overall budget that we normally look at, review and hopefully recommend to City Council after I go over all of this. Starting with Revenue, I guess in general our Revenue estimates across the board show a modest growth over 2024. I mentioned last month that the golf course was doing well again this year. It continues to show record numbers. If you look on that first page of the Revenue, you can see where I have estimated to land at the end of this year. All these revenue figures of course are conservative in nature. The actuals in 2024, that's an actual figure. I believe we're going to fall right around just over \$390,000.00 this year that compares to just under \$360,000.00 for 2024. I guess I'm overwhelmed with the amount of play that we're getting, I believe there're several factors that contribute to that. I think one of the main factors is the condition of our golf course. Our staff is doing a wonderful job. Tom Schwab, he works really hard and is very committed, puts in long hours and he's very knowledgeable about growing grass. He also has a very good staff that is also very committed. That combination along with some better business practices that we are following a course and really just the popularity of golf. The resurgence of it is all factored in. What we're seeing a lot of, as I mentioned last month, is we're seeing a lot of popularity in our corporate membership, which is good. When we first implemented that about ten years ago, it started slow, and we did that to try to bring more golfers to the golf course, we looked at it as a loss leader. Meaning if we brought players to the golf course, corporate membership is for greens fees only. That would generate more revenue for cart rentals and then concessions etcetera, and it's taken off. We did implement a fairly modest increase this year and ended up with more corporate members this year than last. We're just tickled with that. Looking back where we were right before Covid. 2019 Covid year, when everything basically shut down, our final revenue number was \$136,000.00. It bounced back in 2020 to just under \$200,000.00 but it steadily increased. It went from \$235,000.00 in 2021, \$265,000.00 in 2022, \$326,000.00 in 2023 and \$359,000.00 for 2024 and just under \$400,000.00 this year. We've doubled revenue out there so it's a good thing. Obviously, it costs more money to be able to put one out there but we're very pleased with the amount of revenue. So that's always good to report. We always want to project 2026 numbers a little bit on the conservative side. Weather can always play a factor. We know how that goes sometimes. We've been very fortunate that we haven't had any flood events at the wrong time of the year. We've had floods at what I call normal times, which is in early spring and that typically doesn't affect turf conditions. We did again dodge a bullet. The other bullet we actually dodged this year was the heat

and humidity. That can really take a toll on the golf course. If your superintendent isn't on the ball, it can get away from you, and you end up with fungus and other diseases that can actually take out fairways and greens. Schwab did a really good job of seeing it coming and taking the steps necessary to get the right chemical applications down to counteract those tough conditions, so we were able to weather that storm which is a good thing. So that's Golf. Next page is Pool. Again, as I stated last month, numbers were good there. We were up \$2,000.00 from last year. Good weather helped, a little slow in the beginning of the season but good weather helped so we're pleased there. Our concessions continue to climb up. A lot of that is just because costs are higher and as I said last month, Small and I are always looking at what our costs are. And costs are of course growing. What we're planning though for next year for both the pool and the golf course is to switch vendors. We believe we have the ability to save a substantial amount there. Keeping our costs down is always what we try to do, evaluating where we're at with regard to our price points on concessions, etcetera. Same goes for the golf course. Again, projecting to 2026 conservatively based on weather conditions etcetera. Hopefully we'll fall right around that same number next year. Parks and Programs they pretty much stayed the same. Our shelter house rentals don't really change too much because really the bulk of our rentals are at Oberhaus Park and Ritter. Primarily in the summer months over the weekends. We really fill those up regularly so those don't change too much. You can see we've got a good portion of getting some donations in for the bulk of the year so that's been great. Again, we don't want to assume that, so we project that lower for 2026 and then there's some miscellaneous in what we claim for boat dock storage fees. Any questions about any of these so far? Moving to those Transfers. Reimbursements-internal, that's the amount of money that's transferred into the Rec Fund from the General Fund. That's to cover the cost of my work through the cemeteries. The cemeteries, those expenses come out of the General Fund. Because I work at the cemeteries it makes it legal essentially so that's what that transfer is for. Utilities, again, our tax reimburses for our city utilities, electric water, sewer. That's an estimate where we'll be at, at the end of this year. Interest is just the interest we have out of our Rec Fund that's transferred into our 220 Fund. And then that final line that's the income tax that's the 2/10 percent as you can see it's steadily increasing. My last check is the income tax receipts are up right around 3 - 3 1/2 % from last year so that's what I'm projecting a little over \$800,000.00 for 2025. And then of course conservatively projecting somewhat less than that for next year. Hoping that obviously we bring in more the next year, but that's conservative to the way we budget. Next one is the Aquatic Center that's how much we bring in through that property tax that we have. That's that 1.9 % property tax that funds the construction of the pool. Those are the numbers that we receive. Obviously the number one goal there is to claim enough money to pay down the note, it's a twenty year note so we have enough to do that. And then we have enough money for reserved funds so we're in good shape there. And then those are all the totals just for the Rec Fund, for the 220 Fund. I'm projecting that everything combined we're going to be at \$1.43 or \$1.44 million in revenue for 2025, and then the conservative estimate for 2026 is \$1.2 million for next year. Questions? These are my numbers, I share these with the Finance Department and we compare them. They may change just a little depending on what plans and what their projections are but they're usually pretty close. Okay, so we'll go on to the Expense side. 220.4100 that's just Admin, that's my office, it's just not much change there. I usually don't apply too much to my office; it's been the same desk for 32 years. It still works. 4200 that's golf. That's all salaries, non-bargaining, we don't have anybody in the bargaining unit which is our union employees, that's all. So that would be Tom Schwab, Superintendent, and his people that work there. He's got four other part-time individuals there. Some work more than others. His assistant usually works about 35, sometimes pushing 40 hours a week in the summertime. The other that just primarily does most of the mowing for us, they're right around 20 hours a week give or take. Some of the expenditure there put some money in there for some Travel Training and Education in case Schwab wants or has any continuing education he needs to do, our Utilities. Those will all stay within budget like they normally do. Same way with Professional Services. We bump that line item up over the years because we're doing a little bit more in way of Aerification. We did quite a bit of tree removals this year. Actually, from last year to this year so a lot of that number that we spent this year was the stump removal that we did and some other things. We talked about the

amount of work that's being done with some renovations that Schwab is doing. We're doing that while not adding to the budget, because we were able to save a little money on some things. We've got enough money built into the budget, so, much of what he is doing we have materials, we were able to manage that within our budget, so we should be in really good shape there. The only thing that sometimes I struggle with trying to figure out is how much money to budget per year. Seems like I always miss the mark on that one and I did it again this year. We usually try to move a little bit of money here and there within that division, we try to offset some costs and if I can't we'll do what's called a quarterly end-of-the-year budget adjustment. I don't think we'll have to do that this year. If I save a little bit of money say on fuel or some other places within the budget, then we'll just move money there to cover those costs. Obviously, that's the expense of the revenues outweigh the expenses on others that get marked up. Then just the explanation of all those. The Professional Service we do, the Aerification checked on today, some soil testing. I take the Online Tee Time and Point of Sales System that's an annual fee out of that account as well. The irrigation system and maintenance work we have to do for tree and stump removal I put in there for this year. There's a fee associated with all of our credit card transactions. I will say though that we have been able to save some money by switching to a different Point of Sale that actually handles our Online Tee Times. It works much better and our fees are lower. Volunteer for Supplies, that's a lot of the non-chemical stuff that we used on the golf course, concessions, beer concessions. Liquor license fees we have two of them now, we have a D1 which is your beer and D2 is your liquor right behind your Twisted Teas, those types of things, you have to have a separate liquor license for that. Moving on to the chemical budget. Just a little bit of a bump there. We did a pretty good job of minimizing what kind of expenditure we have this year. We should come in actually a little bit lower with our chemical usage this year. Once we got passed that hot and humid stretch, dry conditions you want to watch what you do in way of chemicals and fertilizing. Generally speaking, not much of an increase we're looking at in way of the golf budget. We'll probably fall right around \$235,000.00 in revenue and projecting about \$248,000.00 for next year. And much of that is just wages. Generally, there's an across-the-board increase that all our employees get the first of the year so every line item will remain black. Baer asked did you get caught up in golf cart leasing to that area. Cotter said golf cart leasing? Baer said you were behind on carts you get a year ago. They were behind on carts that you had ordered. Cotter said oh, our orders for the new carts. Yes, we're caught up, so again, and we'll talk about it in Capital side, but yes, we are caught up. The lead time on truck equipment is kind of shortened quite a bit. Again, we still do the three, we buy three, trade in two. So, we're still on that schedule. Baer said okay. Cotter said anything else on golf? Sanholtz said do you want to talk now about ideas of going in the future on golf? Cotter said sure. Sanholtz said P. Funchion, new conversation, do you want to move to that. P.Funchion said I can start it. I just think the golf course is such an asset to the city. And I mean there was a few years ago, not too many years ago, we were looking at closing the golf course because it just wasn't making any money. And we've got enhanced play, we've got leagues, we have outings and you have to get a tee time now you're not just going to just walk up and walk on. And I just think the entire staff has done a wonderful job. And I think Schwab as a Superintendent has done an outstanding job. And I told him when I talked to him on the golf course I said if I could give you a raise I would. Schwab said P. Funchion I don't want a raise, but this is what I'd like. And I agree totally with him. His maintenance and enhancing our facility it's probably going to be one of the nicest nine-hole golf courses public in Northwest Ohio. And you can check, because I asked also in the clubhouse if they could check how many out of towners and if there's a way to track that. They said they couldn't, but I know there's a lot of new people coming to this facility and I've heard a lot of good things about that. I think the overwhelming success of the course is outstanding and I think it's time to investigate the possibility of having a full-time assistant. Because if we want to continue this, something might happen to one person and then where are we. And the Assistant, what he's done out there is phenomenal. I know some of you might not be golfers, but it's phenomenal what he's done. Rebuilding all the bunkers. One time I asked my cousin who does reconstruction of courses how much it would cost to redo all the bunkers, and he said \$100,000.00 and Schwab's doing it. I just think that we need to investigate that, and I think he needs a full-time person because he's there all the time,

he's going to burn out. They've got great personnel out there from the clubhouse everywhere. But we've got a great team of workers. The other thing that I have concerns about is that we need to keep supporting what we have and what's worked and make sure that we have continuous continuity of the program that we've got. And you look at the things that we've saved money on. Last year we cut down 40 trees. That could possibly run you \$25,000.00 to \$30,000.00 that we saved by not having somebody do it. And the playability of the course. He got outside information and suggestions from another person that was a professional for nothing, came to our course, did an evaluation. They came up with a plan to enhance it even more. I just think it's a two-person job, and I think the increased revenue is valid for our needed investment to continue that. And if something could be done, I'd like to see it happen. R. Funchion said you go from \$200,000.00 in revenue not that long ago to \$400,000.00 and a lot of it we added alcohol sales and all that stuff, but the amount of play out there is insane. It seems like we're operating with the same number of people. So, my question is do we need to look at what kind of help, or do we need additional help or assistance out there just given, one the amount of play but then two just the daily enhancements that are happening too, I think. I mean if it was 18-holes it might be the nicest golf course around. Saneholtz said definitely, yes. R.Funchion said I mean \$200,000.00 in additional revenue in three to four years and yes, the game's gotten a little bit more popular, but I already knew that you're getting a lot more people just because of the way that course is being taken care of. P. Funchion said and you might have a person in training for when Schwab retires. Kind of just moves in, just like Connor Small. I think it's a valid point. R.Funchion maybe it's a personal question for him, maybe during that answer, but I've always wondered how good he is, what is the risk. P. Funchion said of him leaving. He is good. Cotter said there's always that risk. Without speaking for him, I can tell you that he has a vision for this golf course, and I know that he wants to see it through. Without getting too far into it, when I hired him, I actually hired him as my cemeteries person when I had to fill that job for a retiree, going through all the applications I come across his and I was like this is a golf course guy, why does he want this job for. When I interviewed him, he said can I be honest with you, he said that's the job I want. I'm not asking you to push anybody out, but when he's ready to retire, would this give me the opportunity to take that job. And I said it certainly would help matters if you were already on staff. But at that time, he said he always loved Napoleon's golf course coming from New Bavaria, I just loved it, I love the turf grass, that's why I went into the business. I felt bad but he shadowed me one year and that was a long time ago, because I've had lots of them. Ever since that time, he really liked it. So, I think that he does want to see a lot of this through, but certainly it could happen if he had other opportunities. And P Funchion, I agree that now whether it's that or something else to occur having part time people and not just at the golf course, but any of the divisions, but they're only a phone call or a job offer away. So, certainly having people on board full time is way better. The stability and there's benefits and all that kind of stuff and there's room for growth if that opportunity presents itself. Saneholtz said well, I think you've got to look at another aspect of the whole thing. The part-time employees you have right now, and I know them all personally because they're close to my age, which is 73. And people at 73 and 74, what's Kruse what is he 60 do not work forever. Tom Burgstedt and Bob Sehlmeier, they're not going to work forever. You look at that point right there, those three people could vanish by next year when it comes time with a health condition or whatever. And then you have that young man, what's his first name? Cotter said Tom's assistant's name is Colton Halloway. Saneholtz said, yes, thank you I knew his last name, but Colton's been here now two full years under Schwab, and I know Schwab has been pushing for him in conversation. And it's time, it's time to look at it. You added Small with things for the swimming pool and everything, this is now expanded beyond the ramifications of what the works done at the pool which has been fine, at the new clubhouse, this is the grounds, this is the golf course itself. Being retired, I was fortunate, I've played twenty different golf courses this year, and Cotter, towards August when everything starts drying up this was the best one. I'm not trying to pull your leg. I've played in the league over in White Pines over the last three weeks and it was terrible. I mean, they lost the eleventh fairway. Too bad for them, but you can go to Pike Run you can go to a lot of courses, and this was definitely, definitely, in very good shape all year. So, I think it's time. I know you've got to face the music when you talk to the City Manager and

everything else about another employee, I know that's never popular in the conservative world. But with the revenue and everything else I truly believe it's time to add another full-time employee. Richardson asked and the assistant now is part-time. Saneholtz said yeah, he works sometimes up to 32 hours. Cotter said a part-time employee by law can only work up to 1500 give or take a few hours a year. If they work beyond that then any employer whether it's the city or anybody is required to offer benefits, so that's why there's that cut off. So, I mean I guess to jump in here, the work that's being done at the golf course has been phenomenal, and I've said that a lot over the last couple of years. Schwab works his tail off, so does Holloway. The two of them together, they accomplished some things. The bunker renovations if you haven't seen those are amazing. That's specialized work that we're able to do again within budget and not just extras. Schwab brought the renovation plan to me back at the beginning of January. He said this is what I want to do. I told him the budget's already been passed. How much is this going to cost. He said, well is there any way we can work it in here get it below \$5000.00 and I said how about \$3000.00 and he said I think I can do that, and he has. He's leaned on his assistant heavily for this. So, he is valuable to us. And he's valuable to us because one of his skills set and two that if Schwab wasn't there for some reason, I do believe that he can fill in. I've got other divisions that I have workers, golf courses are different, golf course maintenance is a whole different animal, because you're talking about you will be alluded to good conditions. Anybody can mow grass, well not anybody, but you can learn how to mow grass, you can keep things tidied up in the ground's world. But golf course 's you're talking about maintaining bent grass greens, bent grass tees, keeping all those in good shape and you just don't throw water to it and hope for the best, I mean you have to apply various chemicals to get them the way they are. I understand the agronomy of it, could I go out and do it if I was pressed into that? I would probably burn up a green and that would be the end of my career. It is important that we do have somebody that could step into that role if need be and learn it over time like he is. Am I supportive of it? Sure. I guess on the flip side of it, just like anything else we've got to be able to afford it. Could we absorb it within the fund? We could just like we could absorb a lot of different things but looking at the big picture, I'll give you an example. Right now, the assistant's probably in the neighborhood of about just under \$30,000.00 in total compensation. To bring somebody with that amount of pay to a full-time position, you're looking at just under \$70,000.00 with all the benefits involved. The insurance, the PERS, the workers' compensation, all of the things that are required. So, you're looking at probably another \$40,000.00 to \$45,000.00 initial investment for another employee. Big picture, got to figure out a way that we can sustain that and not add expenses to the budget at the rate the revenue is coming. That would be something that would have to be looked at pretty seriously. \$40,000.00 doesn't seem like a lot but we're adding a lot to the budget, so we want to make sure we can sustain it. Saneholtz said but, it's truly something to look at. Cotter said yes, 100%, absolutely. Saneholtz said yes, I understand the money part but you're looking at a part the growth and the continued having a person available that could fill in is big. Cotter said Absolutely. I guess I'm supportive of what you're recommending. Then it would be my job to look into cost to try to make sure that that, along with everything else, to make sure we can sustain it. So, I can do that. P. Funchion said do you want a motion? Yes? Cotter said sure. P. Funchion said I move that we seriously consider providing an Assistant Superintendent of the golf course. Cotter said full time position. P.Funchion said full time position.

Motion: P. Funchion

Second: Saneholtz.

To consider providing a full-time position for an Assistant Superintendent of the golf course

Sanchez said any discussion. Richardson said so I guess what salary, what benefits? Cotter said those would all be, so you're looking at a salary range between about \$22.00 to \$28.00 an hour so that would be the considerations. Again, I think the numbers that I provided to you was right around the \$22.00 an hour range. Richardson said do they work 9 months a year, what do they do, they can't work in the snow. Cotter said they did all last year. Saneholtz said Schwab did, that's when he took down trees. Cotter said it's hard for me to get him to stop I'm telling you. Do we have a lot that they can do, certainly. Now what I'd like to be able to do and in Schwab's case, I persuade him to take

some vacation time, and he takes none of during the growing season. What my strong recommendation would be if we were to move forward with a full-time Assistant would be any over time he may incur, or she, they may incur, that we would comp that, meaning we wouldn't pay it out, they'd use comp time and then that he could burn. He would have either as vacation time or comp time that he has accumulated throughout the season if he's worked over, he could burn that on the slow times. Yet are they going to be able to do a lot of stuff outside when it's 10 degrees, not really, although they'll probably try. Richardson said, bottom line, revenue wise, is the revenue so much greater than the expenses for the golf course right now? Do we have money for it? Cotter said we're usually upside down, but we've shrunk the gap. We'll probably be, I won't have the final numbers what they'll be at the golf course, but I think we'll be about \$25,000.00 upside down there when we're all said and done there. But again, we've been that way forever, we're just shrinking the gap which is great. And of course, in our situation the income tax levy helps to offset that. That's why we're able to balance our budget all the time. Again, can we sustain that? We can, but I guess what will be helpful if, one I can enhance revenue somehow or maybe get some financial assistance, be creative in how I get it. And I'm not just referring to golf course, golf course employees but just everything in general. That's part of what I have to do is just try to make sure we're getting enough revenues in and all that kind of stuff, whether we add an employee or big-ticket items like building a baseball field or pickleball courts, you name it. So, any assistance I can get whether it be added revenue or functional ways of funding, that's what I have to try to do. Baer said P. Funchion, the way you worded that motion, it's that we look into that, right? Saneholtz said well we need a resolution that would filter into the budget and go in front of Administration and Council. Baer said are you looking into 2026 or 2027. P.Funchion said next year, 2026. Something doesn't happen, we're going to lose some people, honestly. Richardson said we got lucky finding this guy but we're still not making money. I thought we were. Our revenue has just gone crazy. We're ramping up all the expenses just to support losing money. P. Funchion said it's the salary of everybody that's out there. Saneholtz said the swimming pool probably loses a lot more. P. Funchion said we used to be \$75,000.00 down at the golf course when we were looking at closing it and we were running \$125,000.00 a summer on that old pool. And so now, the gap at the golf course is \$25,000.00 and you're never going to make money on the pool. It's a right, it's a privilege that we give our community. Saneholtz said you're not going to make money on any of that budget thing. Pickleball, they play, you charge fees for soccer and youth football that the city sponsors. You don't make any money per say. It's a service that very fortunately we have the money to serve because of the levy. Cotter and that's really been the philosophy and we always try to keep our rates low and our rates comparatively speaking are low for the golf course as well as the pool and rec fees and all that kind of stuff, because we have the good fortune of having the levy so we're able to do that. Now if the levy and what we make there doesn't come close to supporting it then it's a different discussion, but we're in good shape now. I pause, only that I don't want to continue to trend downward and so we have to always be cognizant of that and if we have to enhance revenue in way of rates or other ways how to bring more revenue in or help with expenses then that's always things that I need to look at. So, I guess, then to answer your question, how would all of this play out. If the recommendation of the board is to move forward with another full-time employee, certainly it would have to go to City Manager, to HR and we'd have to present to them what that package would look like, and they'd either approve it or not. If they do approve it, then we'd have to create a position. I don't have an actual title for that, I don't have an Assistant Superintendent right now so we'd create the position and go through all those steps through our HR Department, so that would get done in January. Saneholtz said you've done this before, when you talked about Small because he's here, how many years have you been here? Small said this will be my third year. Cotter said exactly what we did for Small. Saneholtz said you created a position because of need, and there was a need, and it's been fulfilled and it's going fine. I just look at it, since you're such an expert at it I'm sure you can do it again. Cotter said and I don't do it very often. Saneholtz said no, and you probably might not do it again. Cotter said our entire department has grown and then the size of the operation of the golf course has grown a lot and as is the pool. Saneholtz said as in 1992 when we opened Oakwood, all things have grown, and it will. Baer said just out of curiosity because I'm not a

golfer, how old is the gentleman you are talking about. Saneholtz said Schwab. I'd say mid-forties. So, I guess it's possible he might want to move on, but it doesn't sound like he's reached his whole vision from what you're saying, right? Cotter said no, I don't believe he has, I think he's got more he wants to do. Saneholtz said if you got an Assistant at the age working towards it that's only makes sense to keep working for the future.

Roll call on vote on the above motion:

Yea- R.Funchion, Richardson, Saneholtz, Baer, P. Funchion

Nay-

Yeas- 5, Nays- 0. Motion passed.

Cotter said, so this will go in as an additional request in the budget, it won't actually show up in our budget when it goes to the committee. There're other departments that will have additional requests and those are looked at after they look at the entire budget, with that so there's a whole approval process for that too, so, I will put that in as an additional request. Anything else with golf? Moving on with Swimming Pool. Not much really in changing in way of the pool. I believe we won't hit that salary number that should come down a little bit. We were only at \$117,000.00 at the end of last year and really our season is about the same and our staffing levels are the same so it should be a little bit less than what the budget shows. But the fact that we stayed under budget on everything we stayed well under budget on our chemicals. This is our fifth year at the new pool now, and so we think we got dialed in, we got our chemistry working good and that brings our costs down chemically. Hot, dry weather or water we have to add to the pool, so it may take up a little bit of things like that, but our operating materials and our chemicals have held up pretty good, so we've been happy about that. If anything, we have to add some money for concessions. Again, like I said earlier, we should see a cost savings when we move to a different vendor, same product just a different vendor. The pool is personnel, chemicals and utilities, it's really all I'm looking for. Any questions about Pool? 4400 is our Parks Maintenance and our Rec Programs. Those are our salaries benefits. Now we do have three full-time employees, Parks Maintenance and then we have up to six part-time employees. With the part-time employees there our mowers and a number of people that come in and help with maintenance, ball fields, those types of things, tree trimming, miscellaneous stuff, they usually work from May till around the end of August. The mowing guys stay a little bit longer. We do have a kind of permanent part-time person that stays on throughout the year but generally in the wintertime he usually only works about ten hours. He'll just go in for vacationing that a lot of our guys take for the winter months. Again, not too much in way of extra expenses other than we did have to add a little bit of money for some operating materials and that was some extra cost that we had to incur, trying to get the Glenwood baseball field open. Budget issues that came up that we needed to help out with to get that open, concession stand open, things like that, so we did contribute some money there for that to be sure it was running fine. But the biggest expense that we had, that was above and beyond our budget, was the adjustment that we had to make for the Pickleball Courts we tacked on I believe it was about \$55,000.00. Our original estimate if you recall when we had to pivot from Swearingen Park to building new at Oakwood. So that overall project went from about a \$45,000.00 project to pretty close to a \$90,000.00 project. But it's done and it's nice. Saneholtz said very nice. P. Funchion said very nice. Cotter asked any questions about any of that? We can skip to the Capital Improvements. Baer said I just have one question, and it's nothing major. Years ago, there was a scouting group that I think donated to this dog part. Cotter said Girl Scouts of Northwestern Ohio. Baer said now I haven't been down there in the last couple of years but is there any organization that could spruce that up, instead of using any city money to try to spruce that up. Cotter said not that I'm aware of now. It still gets a lot of good use, and I think it's still in pretty good shape. The only thing that is different now, since we opened it, is we had an electronic lock on it. Baer said when I used to go there you had to have a key. Cotter said well that was really causing problems, fobs weren't working people were jumping the fence because they didn't want to come up to pay which was only \$20.00. We made a decision several years ago that let's just have it open to the public and it's fine. We were only losing

a few hundred dollars, so it wasn't a big deal. So, we try to keep it maintained. Maybe some of the toys in there could be replaced. Baer said, yeah that's what I meant by sprucing up. Cotter said, yeah we can look into that, but by and large it seems to be going well, and if there's any issues there, we try to address them right away, so we can certainly look into that. So, I'm going to skip over to Capital Improvements. Again, we went through that last week just a quick review of it. 4200 that's Golf. Again year three of five for the equipment leasing that we have there, there's those three golf carts that we do trade in two less than that cost. Storage building was something we did have in the budget for last year we did not get any bids that we could award to. I did tick that number up by \$40,000.00 from \$160,000.00. But I don't know if that's going to survive this budget quite honestly, so this may go away for this year and we may decide to look for different options, whether we try to move to a different site, split up what we do there have carts in one area, storage in another for other stuff, so we're going to explore that. It's in there now but it may get removed at this time, but if it does, the storage issue is still a problem. Getting our golf carts under roof is a priority as well, but we're going to try to see if we can figure out a different way to accomplish that at a much lower cost. That's a very good possibility that that would go away. There's that Chemical Sprayer. Still keeping that in the CIP Fund at least as a request, we'll see how that shakes out. Definitely one of the most important pieces of equipment that is out at the golf course so one way or another we really need to try and fund that. The Verti-cutting Units, that's another piece that he uses for greens maintenance. At the pool, we talked about those shade structures, one of which is torn above the slide, it definitely needs replaced and the other one is getting some pin holes in it, so try to get those replaced. Ice Maker if we need it, if we're still looking. There's a possibility that we may not, but if we do, we'll make sure we get that to help out with both the pool and golf course. 4400 now that first one, that's actually a shared it's a Utility Tractor that will replace an early 1990's tractor that gets used by all departments. That won't come out of the Rec Fund, that'll get shared amongst other funds. Shade Structure - Replacements, that's in there for now. Again, when we talked about adding other things to the budget, possibility that that may get pushed to next year as we move forward with what the recommendation was, but for now it'll stay in. These all will come out of the Rec Fund. Those are those Dugout Improvements that we'll put concrete in the floors of the other two fields at Oakwood. Replacement of that roof, there's the Synthetic Ice Rink that we talked about earlier this year that we're going to plug into the budget for next year and then repairs to that Rotary Lions building and the women's restroom. Nothing really has changed other than the possibility of the rates get cut, nothing added. P.Funchion said what about the infield that you were going to look into changing the help with the infields out at Oakwood, did you get an estimate on that? Cotter said yes, I did. If you've been to the high school over the last month, they put a new material on their infield skin. Years ago, we used to use quite often a material called Turface, it's like calcined clay, it's more of a conditioner on top of soil. This is kind of like a mixture of them both together and it's a makes a more user-friendly surface, it's a little bit easier on if you're wearing shorts or if you're in pants you don't rip your pants, it's just a better material, less dusty than the stone that we have out there. Dresses it up quite a bit more. It's kind of what a lot of the infields and the new construction and the older infields that kind of transition to. So, last month it was talked about, I know this was something that Ryan had some interest in, and so we did get an estimate. So, to do both of the fields at Oakwood, a preliminary estimate from a company called Dura Edge, same people that did the work at the high school. They're approximating their materials and labor anywhere between about \$42,000.00 to \$45,000.00 for two fields. R.Funchion said not each. Cotter said that's for both fields. So, I did not include that in this Capital request because I didn't have that number the last time we met. R.Funchion said it would be nice, I mean, everything out there at Oakwood's really nice with the shade structures with all the work that's been done, all the back stops, the fences, with the shade structures and all the sun block wind screens. And what's that been, you said, how many years? Cotter said Oakwood was built in 1992. The Veterans Field was built in 1993-1994 and the Diamond Booster Field in 1995. R.Funchion said you don't see that cinder stuff anymore. Not doing them all at once would be nice to at least phase them in. Sanholtz said it was the newest thing thirty years ago. Cotter said it was for maintenance for sure and it worked great and you could get them prepped and ready to go. They do get dusty no doubt

about it. PFunction said do you need a motion on that. Cotter said I don't know if we could consider one field, or both fields. I think that I would prefer if we were to put it in that we try one for a couple reasons, one, less cost and we can do another one the following year. But the other reason is I personally have not seen what those fields at the high school do in weather events yet. It's been dry as a bone ever since they've been in and I was kind of hoping to see after about a half an inch of rain what happens, because it's just like clockwork usually. End of June early July at 3 O'clock we get a half an inch of rain and the sun comes back out. And people are saying are we going to play, are we going to play, are the fields ready? I would be interested to see how they hold up to that. Generally speaking we can try to get the fields done with the cinders but again it is old surface and it's getting compacted and all that kind of stuff and it's very nice, it's great, but that's what my only concern is, I don't know how they hold up, they probably don't look good and that's the reason why they won't do it. R. Funchion asked if we did one, do you know which one it would be? Cotter said whichever one we did would be the one that gets the most play probably, so I would probably say the Legion Field. We only have a single field that we're playing on, on a given night we usually do Legion because that allows people to work in the concessions where usually parents of the players they have the ability to watch those games, and that's why a lot of times we'll just prep that field only. R. Funchion said I know we talked about for a number of years it would be nice to kind of get a plan to get those done. Richardson said I hope your earnings too because the stuff you're putting on is more expensive than rock. Cotter said it could, and I don't know how much added material you'll need from year to year and I don't know per yard. The estimate I got was pretty generic. I would assume the first few years probably not but overtime it could, but I just don't know yet. I don't have any experience with these fields. R. Funchion said true point, I don't know the cost side as far as holding out, it has to be decent because anywhere you go has. Cotter said I assume it holds up well and the material stays in place and probably isn't too much in way of adding. Richardson said at one point does the big Board come down on us and say 'hey what the heck are you guys doing' because we already Pickleball right \$40,000.00-50,000.00 over budget what we wanted now we're going to ask for another person and now we're going to ask for another, I don't ever remember this Board you coming with the numbers and we've already got stuff on here that's iffy right and probably going to get cut but we're dumping more and more on? It makes me uncomfortable. If we hadn't done the Pickleball, sure, add that. Eventually we're going to come to a point where there's not going to be any money in there. Cotter said we are adding a lot, we are, and certainly, I'm aware of that, and I'd have to keep my eye on it and I'd have to make sure that we can sustain what we want to do and so that's why I'm a little hesitant on this one. We're talking \$20,000.00 extra dollars probably to do this field. Can we do it this year? We could. Could we push it to next year? Certainly. Do I need to cut a few things in order to put this in other than what I already have on the list that's also something I can do as well. I don't necessarily have a recommendation to give you tonight about that. R. Funchion said some of this stuff too, it's just my thoughts, but I'd be in favor of fixing or improving what we have now without adding new. The storage building coming up that's a big chunk what else did you say was questionable on here? Cotter said I could probably remove the shade structures at Oakwood, I could probably hold off on those replacements for a year or so. Could I hold off another year on replacing that roof, it's not leaking now, so I could. We talked about the ice rink for a couple years, and we thought we were going to move forward with that. The restroom floor repairs that come out of a different fund and the building actually comes out of a different fund than what we'd be paying the bank for the field improvements. I could take out for this year the concrete in the other two fields dug outs and push that off to next year. That would make up the \$20,000.00 if we want to stay where we're at as far as what we request. And then look at the other two fields, Veterans Field and Diamond Booster Field do get a lot of usage but not nearly as much as the smaller two, Campbells and Legion. We could push those off a year to make room for at least one field and then we would know if we like it or if we want to fund the other one that would be an option and we're not adding anymore, just shuffling things around a little bit pushing some things back. R. Funchion said another thing that we talked about adding if we're not going to, at Glenwood Park, there's a pad that was poured with the intent of adding two batting cages. Instead of us funding them I did talk to the Diamond Boosters, and I know that

Cotter's going to work on a quote, but I don't know what it would be for two of those. Cotter said I think it would be between \$5,000.00 and \$10,000.00. But I think I would prefer that, I think I could work on getting that project done privately, with donations, etcetera. R. Funchion said I remember the Diamond Boosters said they would give \$2,500.00. Cotter said and I can approach other groups to see if they'd be willing to help out with that. Baer said when you're talking about since I didn't catch everything you said what you can take out to put one of those in did you say you were keeping the ice rink in or out? Cotter said I'm keeping it in so far. Baer said got ya. Cotter said it wasn't one that I was going to cut. What I was planning to maybe forego would be the roof repair and then the shade structures there over at Oakwood. They're older, they're probably ten years old but I think we can get another year or so out of them. It was something in our planning that we knew that eventually we wanted to get rid of those as well and replace those. Richardson asked just replace the canvas? Cotter said just the canopies, yes. The structures themselves are good, they're all in pretty good shape. Baer said you know in general I think for the community our size, I think we have an outstanding park system. The assets include the pool, including the golf course and the parks too, I mean other communities this size don't have what we have here. And yes, I think it's more important to maintain than add too much on. Saneholtz said I would agree with that. Cotter said so I guess if the consensus of the Board would be that you'd like to see at least one of those fields renovated for next year, I would be comfortable enough to sub that in for those items that I just talked about, the shade structures, the dugout repairs, that would get us where we want to be for at least one of the fields. Richardson asked do you want cement dug out floors or do you want new surface that's been there forever. I'm just remembering going through there right when the rain hits you can get the field good but the dugout's still a swamp. Saneholtz said that's where the water runs, right from the field into the dugout. Saneholtz said I will make a motion that you move funds around at your discretion to get one field done with the new stone. Cotter said okay.

Motion: Saneholtz

Second: P. Funchion

To move funds around at the discretion of the Director to get one field done with the new stone.

Roll call on vote on the above motion:

Yea- R. Funchion, Saneholtz, Baer, P. Funchion

Nay- Richardson

Yeas- 4, Nays- 1. Motion passed.

Cotter said okay, I will fit that in there and then move some things off from this year and push it into next year. So, if there's not any other questions, concerns, comments about the budget that's all I have in way of presenting it, so if the motion can be made to recommend the next step of our budget then it would go to the Finance and Budget Committee which they will meet starting on Friday of next week which is November 7<sup>th</sup>. The changes that we talked about tonight I will add that to the budget that will get sent to them and I will go in front of that group and speak to them about that.

Motion: Saneholtz

Second: Baer

To recommend the next step of our budget to Finance and Budget Committee

Roll call on vote on the above motion:

Yea- R. Funchion, Richardson, Saneholtz, Baer, P. Funchion

Nay-

Yeas- 5, Nays- 0. Motion passed.

### **Miscellaneous**

Baer said nothing

Richardson said nothing

P. Funchion said nothing

Saneholtz said nothing

Cotter said I just want to say that the golf renovations are done for phase one at the golf course we'll take a break there. The course will close, the clubhouse at least will close to outdoor play beginning this Friday the 31<sup>st</sup>, we've got the simulator set up. Small's been working on that, we did add some new software that should enhance play out there quite a bit, so we're excited about that and so they're going to start what about a couple more weeks. Small said yes, November 10<sup>th</sup>. Cotter said okay, yes, so that will get going soon and the fall programs are wrapping up registrations, and we'll get all that stuff going here pretty soon too. That's all I have. C. Small, do you have anything? C. Small said no. Cotter said Schwab? Schwab said nothing.

### **Adjournment**

Motion: Saneholtz

Second: Richardson

To adjourn the Parks and Recreation Board meeting at 7:41 pm

Roll call on vote on the above motion:

Yea- R. Funchion, Richardson, Saneholtz, Baer, P. Funchion

Nay-

Yeas- 5, Nays- 0. Motion passed.

### **Approved**

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Ryan Funchion-Chair



# *City of Napoleon, Ohio*

## *Parks and Recreation Department*

*255 West Riverview Avenue, P.O. Box 151*

*Napoleon, OH 43545*

*Telephone: (419) 592-4010 Fax: (419) 592-8955*

*www.napoleonohio.com*

# *Memorandum*

***To:*** *Parks and Recreation Board Members*  
***From:*** *Tony Cotter, Director of Parks and Recreation*  
***cc:*** *Lori Siclair, City Manager*  
*Brittany Schwab, Rec Committee Chair*  
***Date:*** *February 20, 2026*  
***Subject:*** *Board Meeting Agenda Items – February 2026*

The first order of business is the re-organization of Board members by voting for President and President Pro-Tem.

Included in your packet is a letter of request from Levi Shadle, President of the newly formed Napoleon Baseball Commission. The Commission is soliciting donations to aid in their efforts to fund several travel baseball teams. Levi will be in attendance to speak to the Board.

I will be updating the Board on the various projects and programs that are either ongoing or we have planned for the coming year.

We will need to vote for the Parks and Recreation Service Award recipient for 2025. I've enclosed past winners of this award. Please consider an individual or group that is deserving of this annual award. I will also propose some recommendations.

If you have any questions or need additional information, please contact me.



# Napoleon Baseball Commission

October 21, 2025

To: Napoleon Parks and Recreation Department

Subject: Funding Request for 2026

This letter is a formal request on behalf of the Napoleon Baseball Commission for donations to help with the costs associated with our 8U, 9U, 10U, 11U, 12U, 7<sup>th</sup> Grade, and 8<sup>th</sup> Grade Napoleon Baseball teams. Your generous donations go directly toward funding the following items for our teams:

- Jerseys
- Hats
- League Fees
- Tournament Fees
- Umpire Fees
- Equipment (i.e. game balls, equipment for newly formed 8U/9U teams, miscellaneous practice items such as nets and batting tees, etc.)

The competitive level of baseball is not a cheap endeavor, and we could not do it without the help of our community. We can't thank you enough for your generous donation.

For tax purposes, the Napoleon Baseball Commission's EIN is 33-1732470. Checks can be made out to The Napoleon Baseball Commission, and can be mailed to:

Levi Shadle  
T092 County Road 15  
Napoleon, Ohio 43545

If you have any questions regarding this donation request, please reach out to the Napoleon Baseball Commission President, Levi Shadle, at [levi.shadle@yahoo.com](mailto:levi.shadle@yahoo.com) or on cell at 419-439-0815

Levi Shadle

President, Napoleon Baseball Commission

## Parks and Recreation Service Award Recipients

Year	Recipient	Year	Recipient
1963	Grace Shadday	1998	Napoleon Diamond Boosters
1964	Lloyd Fruth	1999	Tom Baughman/Tom VonDeylon
1965	John Ritter	2000	Kidz Kingdom Committee
1966	John Johnson	2001	Bill Panning
1967	Dr. Tom Moriarity	2002	Bill Wendt/Henry County Bank
1968	Riley Stevens	2003	Napoleon Rotary and Lion's Clubs
1969	Al Hoguet	2004	Randy Kruse
1970	Mel Wagner	2005	Tim Funchion
1971	Jack Glick	2006	Ron Meyers and Doug Hall
1972	Paul Dammeier	2007	John Lauf and Jim Etoll
1973	Robert Downey	2008	Neal Thomas
1974	Bill Mossing	2009	Chad Richardson and LaRae Meyer
1975	Roberta Hanna	2010	Bruce Hastedt and Mike Saneholtz
1976	Pat Downey	2011	Chris Peper
1977	Bob Hoover	2012	Southside Beautification/Noah Buchenberg
1978	Ernie Vorwerk	2013	Friends of the Napoleon Golf Course
1979	George Fruth	2014	Matt Hardy and Jeff Ratliff
1980	Ken Neville	2015	Girl Scouts of Western Ohio
1981	Margaret Nye & Bob Small	2016	Dorothy Fahy
1982	John Daman	2017	Brian & Rachel Bostelman/Bob and Luann Limbird
1983	Maumee Valley Civic Theater	2018	Napoleon Church of the Nazarene
1984	Bob Brubaker	2019	New Pool Levy Committee
1985	Don Moore	2020	Todd Geahlen
1986	Greg Beck	2021	Fraternal Order of Eagles
1987	Jim and Nancy Johnston	2022	Chip Bullock
1988	Don Bergstedt	2023	Kyle Borstelman/Bruce Fortier Trust
1989	Rupert Schweinhagen	2024	Napoleon Elks Lodge #929
1990	Optimist Club		
1991	Jay Hanna		
1992	Phyllis Wenner		
1993	Randy Bachman		
1994	American Legion Post 300		
1995	Scenic Riverview Drive Group		
1996	Jim Bergstedt		
1997	Napoleon VFW Post 8218		



# City of NAPOLEON, Ohio

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Web Page: www.napoleonohio.com

*Mayor*  
Joseph Bialorucki

*Members of Council*  
J. Ross Durham –President  
Brittany Schwab–President Pro-Tem  
Dr. David Cordes  
Tom Weaver  
Jordan McBride  
Victor Gaucin  
Meredith Wolff

*City Manager*  
Lori L. Siclair

*Finance Director*  
Kevin L. Garringer

*Law Director*  
Billy D. Harmon

## Memorandum

*To: Chad Lulfs, P.E., P.S. - Director of Public Works  
Members of Council  
Joe Bialorucki, Mayor  
Kevin Garringer, Finance Director  
Billy Harmon, City Law Director  
All Department/Divisions Heads*

*From: Lori L. Siclair, City Manager*

*Date: February 20, 2026*

*Subject: Acting City Manager- Assigned to Chad Lulfs*

Please be informed I will be out of the office Monday, February 23, 2026 through Wednesday, February 25, 2026. I plan to return to the office on Thursday, February 26, 2026 at 7:30am.

During this period I appoint the following person as Acting City Manager:

### Chad Lulfs, Acting City Manager

This person is hereby delegated all such power and authority of the City Manager for the periods so listed as authorized by the City Charter and Code.

Please direct all requests through Mr. Lulfs during this period. We will be in direct communication as needed.

Thank you.



Lori L. Siclair,  
City Manager