

SPECIAL RECREATION COMMITTEE

FEBRUARY 28, 2017

The meeting was called to order at 6:00 p.m. by Chairman Rick Rettig. Committee members present were Jim Matuszak, Rick Rettig and Jonathan Smith. Also present were Bridgette Kabat, City Administrator and Jon Eckel, Service Director.

Mr. Rettig stated that the purpose of the meeting was to have any questions resolved regarding the Memorandum of Understanding with PABSC. Mr. Eckel said that he and Ms. Kabat met with PABSC and they feel they are on the right track. Several members of the PABSC Board were present: Tim McGrady, Elizabeth Borgelt, Erica Parish, Laura Oros, Chris Gilts and Brenda Heslet.

Mr. Smith said that he asked the Law Director his question about Part J of the agreement dealing with the Perrysburg Schools. Ms. Henderson said that she has no problem with the language, but Mr. Smith said that maybe we could add the phrase "continue to do so as long as". Mr. Matuszak suggested that "it is the understanding of the City of Perrysburg" be added to that section. Ms. Kabat said that it can also be added to the section about women's softball.

Mr. Matuszak explained that there are two reasons that City Council is involved with this and that is because PABSC is using City owned fields and because of the revenue sharing agreement. He said that we are relying on them to tell us what revenue taxpayers are entitled to and that he needs to get to a level where he is comfortable with the information they are providing. He said that in the past it has been difficult to get information from the Board. Ms. Oros said that they are going to get QuickBooks accounting software. Mr. Smith recommended that they get the online version so it can be accessed by multiple board members and there is redundancy. Ms. Oros said that they have changed their fiscal year from the calendar year to a July 31 year end to coincide with election of board members. There was discussion regarding how the agreement should be changed to reflect this change. Ms. Kabat suggested that it be changed to read that the check is due 90 days after year end in case the year-end date changes in the future.

Mr. Matuszak reviewed the profit and loss statement that was provided by PABSC prior to the last meeting. He asked several questions about payroll figures on the report. Ms. Oros said that payroll is done by Data Services Payroll Service. Mr. Matuszak asked if any of the Board members are paid. Ms. Oros said they are not. Mr. Matuszak noted that the amounts shown as taxes on the profit and loss statement are not expenses; they represent amounts withheld from the employees' paychecks. Mr. Matuszak asked about all-star expenses. Ms. Oros said that those are expenses for decorations, bounce house and pizza for all-star weekend. Mr. Matuszak asked about travel expenses for the scheduler. Ms. Oros explained that they used to pay someone to schedule the umpires for travel teams but that has been eliminated this year because the travel teams will be dealing with that on their own. Mr. Matuszak asked about high school softball helmets. Ms. Parish said that each year PABSC buys helmets for the High School baseball and

softball teams. Ms. Oros said that this is an historical past practice and this year they went to a limit of \$350 per year each for baseball and softball. Mr. Matuszak asked if there were any other expenses that benefitted someone else. Ms. Oros said that there is nothing she is aware of. Mr. Matuszak cautioned them that for their non-profit status they need to stay within their stated purpose. Mr. Matuszak asked if they prepare a budget, and Ms. Oros said that they did one this year. Mr. Matuszak suggested putting in language that 90 days after year-end, PABSC needs to provide accounting that allows us to verify their numbers. Mr. Smith asked if the agreement would be for two years. Mr. Matuszak said that with the recommended language inserted he's okay with a two year agreement.

Mr. Rettig explained that he is the head coach of a travel team and due to this dual relationship issue, he would be abstaining from the vote.

The Committee agreed 2-0 to recommend approval of the Memorandum of Understanding with PABSC.

There being no further business, the meeting adjourned at 6:58 p.m.

Respectfully submitted,

Rick Rettig, Chairman
Recreation Committee

Next meeting: Tuesday, March 14, 2017 at 6:00 p.m.