



PARKS, REC & NCC MEETING

Thursday, November 6, 2025 at 6:15 PM

Access meeting materials and information via the Northwood, Ohio Public Portal:
<https://northwoodoh.portal.civicclerk.com/>

Members of Parks, Rec & NCC

Pat Huntermark, Chair
Michael Melnyk
Jim Barton
Pat McGaharan
Kevin Laughlin, City Administrator

CALL TO ORDER:

ROLL CALL:

APPROVAL OF MINUTES:

- April 15, 2025 Meeting Minutes

TOPICS/ISSUES:

- 1) GRANT FOR BASEBALL HELMETS - OPHTHALMOLOGICAL SOCIETY
- 2) DICKS SPORTING GOODS COMMUNITY OUTREACH PROGRAM GRANT
- 3) 2026 BUDGET HEARING

NEW BUSINESS:

OLD BUSINESS:

ADJOURNMENT:

April 15, 2025

**City of Northwood
Parks, Rec & NCC Meeting Minutes**

CALL TO ORDER

The meeting of the Northwood Parks, Rec & NCC was called to order by Pat Huntermark at 04:33 PM on April 15, 2025 at the Northwood Community Center.

ROLL CALL

The roll was called by and those in attendance were as follows: Pat Huntermark, Michael Melnyk, Jim Barton, Pat McGarahan and Tiffanie Gill-Carew.

APPROVAL OF MINUTES

February 13, 2025 meeting minutes

MOTION: Councilor Barton made a motion to **Approve**; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Huntermark, Councilor Melnyk, Councilor Barton; **No:** None; **Abstain:** None

Result: Passed

TOPICS/ISSUES

Extending NCC Sunday hours through the remainder of 2025

Average around 70 check-ins on Sundays over the last month and a half: includes fitness area, pickleball, open gym for families and youth. The original plan was to stay open on Sundays through April; There has been approval to stay open on Sundays now through May. Pat McGarahan brought up Sunday hours not being factored into the budget and recommended bringing it to full council for a vote. Suggestion to advertise to the community, and if our numbers stay around the same, the NCC will stay open. Labor hours: 11.5, with two staff members at approximately \$20/hour. Pat Huntermark recommended bringing it to a vote with the council for the year and allowing the director to make the call to close Sundays if numbers start to decline. All in favor: Melnyk, Barton, Huntermark

NEW BUSINESS

OLD BUSINESS

ADJOURNMENT

04:46 PM

ATTEST:

Council Clerk

APPROVED:

Mayor

Recreation Dept.

Capital Budget Requests for 2026

Capital Improvement Fund

New Bleachers for NCC	\$ 95,900.00
Fitness Equipment for NCC	\$ 19,997.00
NCC Parking Lot, Phase II	<u>\$ 338,300.00</u>
total	\$ 454,197.00

Capital Replacement Fund

Playground Equipment at Brentwood Park	\$ 300,000.00
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City of Northwood Operating Departmental Budget Submission for FY2026

7315 General Recreation

Account	Description	2025 Budget	8/31 YTD Exp	2026 Requested	Explanation Details
110.7315.51204	YMCA CONTRACT	1,000.00	500.00	1,000.00	
110.7315.51209	COMMUNITY EVENTS MOVIE NIGHT	17,500.00	11,811.66	20,000.00	Palooza at Park, Beats & Eats, Fireworks, Fishing derby, Tree Lighting
110.7315.52150	TRAVEL TRAIN MILEAGE	300.00	100.00	1,300.00	NPRA, OPNA memberships & conf \$1,000
110.7315.52264	SOCCER PROGRAM	15,000.00	6,498.70	9,000.00	Uniforms, league fees, need nets
				31,300.00	

City of Northwood Operating Departmental Budget Submission for FY2026

7316 Concession Stand

Account	Description	2025 Budget	8/31 YTD Exp	2026 Requested	Explanation Details
110.7316.50239	CONCESSION STAND WAGES - CONCESSION STAND	6,000.00	2,493.25	4,000.00	\$15.00 per hour
110.7316.51711	ELECTRICITY - CONCESSION STAND	4,000.00	0.00	2,000.00	1,962 spent in 2024%
110.7316.51713	WATER - CONCESSION STAND	3,000.00	1,816.24	2,000.00	1,928 spent in 2024
110.7316.51814	INTERNET & WIFI	500.00	280.77	450.00	
110.7316.52238	CONCESSION FOOD FOR RESALE	2,500.00	2,237.51	2,500.00	3,070 spent in 2024, 2,237 spent in 2025
110.7316.52268	CLEANING & OTHER SUPPLIES	1,000.00	820.67	1,000.00	includes repairs/maint of equipment
				11,950.00	

City of Northwood Operating Departmental Budget Submission for FY2026

7317 NCC Operating Budget

Account	Description	2025 Budget	8/31 YTD Exp	2026 Requested	Explanation Details
110.7317.50201	RECREATION DIRECTOR	53,305.00	36,001.44	60,000.00	
110.7317.50207	ASST REC DIRECTOR	47,975.00	30,876.77	57,200.00	2 - PT Supervisor's 25 hrs/week each
110.7317.50212	RECREATION LABORERS NCC	82,897.00	83,470.78	77,800.00	75 hrs/week%
110.7317.50501	WORKERS COMPENSATION - NCC COMMUNITY CENTER	3,900.00	0.00	3,900.00	1.78% of wages
110.7317.50511	P.E.R.S. - NCC COMMUNITY CENTER	25,475.00	20,999.35	29,890.00	
110.7317.50521	HOSPITALIZATION - NCC COMMUNITY CENTER	23,000.00	14,360.80	30,235.00	
110.7317.50531	LIFE INSURANCE - NCC COMMUNITY CENTER	150.00	104.00	160.00	
110.7317.50541	SELF INSURED DENTAL - NCC COMMUNITY CENTER	2,000.00	0.00	2,000.00	
110.7317.50550	MEDICARE - NCC COMMUNITY CENTER	3,240.00	2,166.34	3,100.00	
110.7317.51209	NCC SPECIAL EVENTS	0.00	0.00	-	
110.7317.51210	HR SERVICES - EXAMINATIONS	500.00	25.00	200.00	hiring expenses, drug test

110.7317.51251	COMPUTER SUPPORT CONTRACT - NCC COMMUNITY CENTER	7,000.00	6,687.88	7,250.00	
110.7317.51626	MAINTENANCE OF EQUIPMENT	10,000.00	6,658.08	10,000.00	
110.7317.51711	ELECTRICITY - NCC COMMUNITY CENTER	50,000.00	26,075.76	44,000.00	
110.7317.51712	NATURAL GAS - NCC COMMUNITY CENTER	5,900.00	4,550.37	7,000.00	
110.7317.51713	WATER - NCC COMMUNITY CENTER	35,000.00	10,050.22	20,000.00	
110.7317.51814	TELEPHONE & INTERNET	5,000.00	2,977.31	5,000.00	
110.7317.52230	SPECIAL EVENTS AT NCC	7,500.00	12,918.57	7,500.00	(1) Dueling Pianos event
110.7317.52237	NCC PROGRAM INSTRUCTORS	5,000.00	3,662.50	8,000.00	
110.7317.52242	NCC PROGRAM EXPENSES	10,000.00	8,433.06	10,000.00	
110.7317.52268	CLEANING & OTHER SUPPLIES	8,000.00	4,600.81	8,000.00	
110.7317.53301	GYM EQUIPMENT	5,000.00	2,664.13	5,000.00	For Youth in gym, volleyball/pickleball nets
				396,235.00	

City of Northwood Operating Departmental Budget Submission for FY2026

7320 Baseball Program

Account	Description	2025 Budget	8/31 YTD Exp	2026 Requested	Explanation Details
110.7320.50201	BASEBALL COMM	0.00	4,996.85	5,000.00	TODD DWYER
110.7320.50501	WORKERS COMPENSATION	0.00	89.00	100.00	
110.7320.50511	P.E.R.S.	0.00	660.39	700.00	
110.7320.51170	CONSULTANTS - BASEBALL PROGRAM	500.00	552.00	600.00	
110.7320.51201	UMPIRE FEES	6,000.00	5,340.00	6,000.00	includes Umpire in Chief 1,300
110.7320.51202	GAME ENTRY FEES	1,000.00	410.00	750.00	
110.7320.51209	SUBCONTRACTORS - BASEBALL PROGRAM	4,500.00	0.00	-	used to be how Todd Dwyer was paid
110.7320.52150	TRAVEL & MILEAGE ALLOWANCE - BASEBALL PROGRAM	100.00	0.00	100.00	
110.7320.52239	NEW EQUIPMENT PURCHASES - BASEBALL	2,500.00	963.90	2,000.00	
110.7320.52255	CITY SUPPLIED UNIFORMS - BASEBALL	4,000.00	3,717.05	4,000.00	Shirts & Hats, Pants provided by parents
110.7320.52268	OTHER SUPPLIES & MATERIALS - BASEBALL	1,200.00	776.43	1,200.00	
110.7320.54902	REFUNDS	200.00	0.00	-	
				20,450.00	

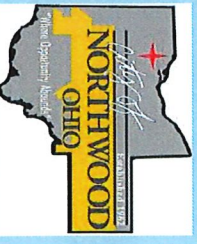
Northwood Community Center

2026

Profit and Loss BUDGET(12 Months)

Fiscal Year Begins

Jan-26



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
Revenue														
Memberships	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$8,000	\$90,500
Facility Rental	\$2,500	\$2,500	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$35,000
Dueling Pianos	\$0	\$0	\$0	\$0	\$900	\$2,700	\$5,200	\$0	\$0	\$0	\$0	\$0	\$0	\$8,800
Other Programs	\$1,167	\$1,167	\$1,167	\$1,167	\$1,167	\$1,167	\$1,167	\$1,167	\$1,166	\$1,166	\$1,166	\$1,166	\$1,166	\$14,000
Total Revenue	\$11,167	\$11,167	\$11,667	\$11,667	\$12,567	\$14,367	\$16,867	\$11,667	\$11,666	\$11,666	\$11,666	\$11,666	\$12,166	\$148,300
Expenses														
Wage expenses	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$16,250	\$195,000
Payroll expenses	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$5,774	\$69,285
Supplies - cleaning	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$8,000
Maint of Equipment	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$5,000
Alarm/Trash/Copier	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$10,000
Telephone/Internet	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$5,000
Electricity	\$2,500	\$2,800	\$3,800	\$4,000	\$4,200	\$4,800	\$5,100	\$3,400	\$3,100	\$5,800	\$2,500	\$2,000	\$2,000	\$44,000
Gas utility	\$800	\$1,400	\$950	\$506	\$283	\$280	\$280	\$280	\$280	\$334	\$550	\$1,057	\$7,000	
Water														
bidg/splashpad	\$450	\$450	\$450	\$450	\$450	\$450	\$7,250	\$6,800	\$1,900	\$450	\$450	\$450	\$450	\$20,000
NCCProgram														
instructors	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$667	\$8,000
Insurance	\$625	\$625	\$625	\$625	\$625	\$622	\$617	\$617	\$617	\$617	\$617	\$617	\$617	\$7,449
Program Expenses	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$10,000
Dueling Pianos														
Fundraiser	\$0	\$2,100	\$4,000	\$800	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
Total Expenses	\$30,232	\$33,232	\$35,682	\$32,238	\$32,015	\$32,009	\$39,104	\$36,954	\$31,754	\$33,058	\$29,975	\$29,981	\$396,235	
Net Operating Income	-\$19,065	-\$22,065	-\$24,015	-\$20,571	-\$19,448	-\$17,642	-\$22,237	-\$25,287	-\$20,088	-\$21,392	-\$18,309	-\$17,815	-\$247,935	