

Resolution #22-89
Revising the Recreational Vehicle Parks, Recreation Camps, Combined
and Temporary Park-Camp Fees
to Comply with
Ohio Revised Code 3729
and
Ohio Administrative Code Chapter 3701-26
October 18, 2022
3rd Reading
Fees to be Effective December 1, 2022

RESOLUTION

No. 22-89
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BY: THE PORTAGE COUNTY BOARD OF HEALTH OF THE PORTAGE COUNTY COMBINED GENERAL HEALTH DISTRICT

RE: REVISING THE RECREATIONAL VEHICLE PARKS, RECREATION CAMPS, COMBINED AND TEMPORARY PARK-CAMP FEES TO COMPLY WITH OHIO REVISED CODE 3729 AND OHIO ADMINISTRATIVE CODE CHAPTER 3701-26. FEES TO BE EFFECTIVE DECEMBER 1, 2022.

WHEREAS, the Board of Health of the Portage County Combined General Health District is desirous of preventing disease and maintaining the integrity of the health, safety and morals of the citizens of the Portage County Combined General Health District;

WHEREAS, the Board of Health of the Portage County Combined General Health District is desirous of performing its duties in regard to administering, licensing and inspecting the Recreational Vehicle Parks, Recreation Camps, Combined and Temporary Park-Camps Program as required;

WHEREAS, Ohio Revised Code (ORC) 3729.07 allows the licensor to charge fees for an annual license to operate a Recreational Vehicle Park, Recreation Camp, or Combined Park-Camp;

WHEREAS, section 3709.09 of the ORC and section 3701-36-14 of the Ohio Administrative Code (OAC), allows boards of health to establish uniform systems of fees for the licenses to pay the costs of any services provided by the board which shall include the cost of licensing and all inspections;

WHEREAS, ORC 3729.05(A)(1) and OAC 3701-26-03(I) allows the licensor of any campground, other than a temporary campground, to charge an annual license fee for the right to operate the campground plus an additional amount for campgrounds with more than fifty (50) sites;

WHEREAS, ORC 3729.05(A)(2) and OAC 3701-26-03(J) allows the licensor of any temporary camp to charge a license fee for the right to operate a temporary campground plus an additional amount for a temporary campground with more than fifty (50) sites for a specified period;

WHEREAS, due to the results of required cost methodologies it is necessary to revise the associated fees to cover the costs to institute and administer the Camps Program; and

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WHEREFORE, the following fees shall be adopted in accordance with Section 3709.09 of the Ohio Revised Code.

Section 1.

Portage County Combined General Health District				
2023 Recreational Vehicle Parks, Recreation Camps, Combined and Temporary Park-Camp				
		Current Fee	Calculated 2023 Fee	Proposed 2023 Local Fee
Camps				
	Campground 50 or less	\$482.00	\$480.22	\$480.00
	Campground More than 50	\$482.00	\$480.22	\$480.00
	Each Additional Sites >50	\$3.25	\$3.38	\$3.38
Temporary Camps				
	Temporary Campground 50 or less	\$309.00	\$308.70	\$308.00
	Temporary Campground More than 50	\$309.00	\$308.70	\$308.00
	Each Additional Sites >50	\$3.25	\$3.38	\$3.38

RESOLUTION

Section 2. If any section, sentence, or provision of this resolution shall be held or deemed to be invalid for any reason, that invalidity shall not affect the validity of any other part of this resolution which can be given effect without such invalid part or parts;

Section 3. The Board of Health finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Revised Code, and be it,

RESOLVED by the Board of Health of the Portage County Combined General Health District, a majority of all members thereto concurring, that it is necessary to revise the Camp Program Fees as required in 3709.09 of the Ohio Revised Code. Fees to become effective December 1, 2022.

It was moved by Board Member Ribelin seconded by Board Member Delaney that this resolution be adopted.

Upon call of the roll, the vote was as follows:

<u>Robert Howard</u> Robert Howard, President	<u>yes</u>	<u>Evelyn Cutlip</u> Evelyn Cutlip, Vice-President	<u>Absent</u>
<u>Howard Minott</u> Howard Minott, M.D., Member	<u>Absent</u>	<u>James Bierlair</u> James Bierlair, Member	<u>Absent</u>
<u>Amy Everett</u> Amy Everett, Member	<u>yes</u>	<u>Lucy Ribelin</u> Lucy Ribelin, Member	<u>yes</u>
<u>Charles Delaney</u> Charles Delaney, Member	<u>yes</u>	<u>Linda Grimm</u> Linda Grimm, Member	<u>yes</u>

I, Joseph J. Diorio, MPH, MS, REHS, Secretary of the Board of Health of the Portage County Combined General Health District do hereby certify that the foregoing is a true and correct copy of a Resolution of the Board of Health of Portage County, duly adopted October 18, 2022, appearing in the Board minutes of October 18, 2022.

Joseph J. Diorio
Joseph J. Diorio, MPH, MS, REHS
Secretary, Board of Health
October 18, 2022

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First Reading Date 08/16/2022

Second Reading Date 09/20/2022

Third Reading Date 10/18/2022

Effective Date of this Resolution: 12/01/2022



**Portage County Combined
General Health District**

705 Oakwood Street, 2nd Floor
Ravenna, Ohio 44266

www.portagehealth.net



Portage County Health District 330-296-9919
Fax 330-297-3597
Portage County WIC 330-297-9422
Columbiana County WIC 330-424-7293

Joseph Diodo, MPH, MS, RS, Health Commissioner

MEMORANDUM

DATE: August 19, 2022

TO: Owners/Operators of Licensed
Recreational Vehicle Camp, Recreation Camp, Combined and Temporary Park-Camp

FROM: Mary Helen Smith, MPH, REHS
Director of Environmental Health

SUBJECT: 2023 Camp Safety Program Fee Public Hearing Notification

In accordance with the Ohio Revised Code (ORC) Sections 3709.09 and 3729.07 and Ohio Administrative Code (OAC) 3701-26-03 and 3701-36-14, the Portage County Combined General Health District completed the 2023 Camp Safety Program cost methodology. This is a standardized method by which local boards of health determine costs associated with conducting the recreational vehicle camp, recreation camp, combined and temporary park-camp programs.

In accordance with ORC 3709.09(C), please be advised that the Board of Health will conduct a public hearing regarding the proposed fees as follows:

DATE: September 19, 2022

TIME: 11:00 AM

LOCATION: Portage County Health District (**NEW LOCATION**)
999 East Main Street, 2nd Floor Conference Room
Ravenna, Ohio, 44266

During the hearing, we will explain the cost methodology process and address any questions or concerns. Your attendance and input to this process is appreciated but not required. If you have any questions or concerns prior to the public hearing please feel free to contact me or Justin Rechichar, REHS, Deputy Director of Environmental Health at (330) 296-9919 ext. 131 or at jrechichar@portagehealth.net.

The Board of Health is proposing to adopt the new fee schedule effective December 1, 2022. Please find the proposed 2023 camp safety program fees on the reverse of this page.

Portage County Combined General Health District is an Equal Opportunity Employer

Portage County Combined General Health District						
License Fee Cost Analysis Public Hearing Notice						
2023 Recreational Vehicle Parks, Recreation Camps, Combined and Temporary Park-Camp						
		Current Local Fee	Max Calculated 2023 Local Fee	Proposed 2023 Local Fee	Proposed Dollar Increase / Decrease	% Difference From Current fee to Proposed 2023 Local Fee
Camps						
	Campground 50 or less	\$482.00	\$480.22	\$480.00	(\$2.00)	-0.41%
	Campground More than 50	\$482.00	\$480.22	\$480.00	(\$2.00)	-0.41%
	Each Additional Sites >50	\$3.25	\$3.38	\$3.38	\$0.13	4.00%
Temporary Camps						
	Temporary Campground 50 or less	\$309.00	308.70	\$308.00	(\$1.00)	-0.32%
	Temporary Campground More than 50	\$309.00	308.70	\$308.00	(\$1.00)	-0.32%
	Each Additional Site >50	\$3.25	\$3.38	\$3.38	\$0.13	4.00%

PLEASE NOTE:

No payment is due at this time. This notice is for information purposes only.


Portage County Combined General Health District

License Fee Cost Analysis - BOH Handout - Third Reading

**2023 Recreational Vehicle Parks, Recreation Camps,
Combined and Temporary Park-Camp**

	Current Local Fee	Max Calculated 2023 Local Fee	Proposed 2023 Local Fee	Proposed Dollar Increase / Decrease	% Difference From Current fee to Proposed 2023 Local Fee	State Fee	2023 Proposed Total Fee
Camps							
	\$482.00	\$480.22	\$480.00	(\$2.00)	-0.41%	110.00	\$590.00
	\$482.00	\$480.22	\$480.00	(\$2.00)	-0.41%	110.00	\$590.00
	\$3.25	\$3.38	\$3.38	\$0.13	4.00%	-	\$3.38
Temporary Camps							
	\$309.00	308.70	\$308.00	(\$1.00)	-0.32%	-	\$308.00
	\$309.00	308.70	\$308.00	(\$1.00)	-0.32%	-	\$308.00
	\$3.25	\$3.38	\$3.38	\$0.13	4.00%	-	\$3.38

PORTAGE COUNTY
2023 FEES
CAMPGROUND PROGRAM
RECREATIONAL VEHICLE PARKS, RECREATION CAMPS,
COMBINED AND TEMPORARY PARK-CAMPS
COST METHODOLOGY PUBLIC HEARING



September 19, 2022
11:00 am

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INTRODUCTIONS

Mary Helen Smith, MPH, REHS
Director of Environmental Health

Justin Rechichar, MPH, REHS
Deputy Director of Environmental Health

Andy Bull, MPH, REHS
Environmental Supervisor

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**Cost Methodology
Process**

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**Campground Program
Inspector Direct Cost**

- Wages and benefits
- Travel and mileage costs
- Inspection supplies & equipment costs
- Registered Sanitarian hours worked



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**Campground Program
Support and Overhead Cost**

- Support Staff Wages and Benefits
- Health Education Activities
- Overhead costs up to **30%**
 - Rent, utilities, phone, audit, postage, advertising,
 - copies, printing, furniture
- Support Staff hours worked by classification



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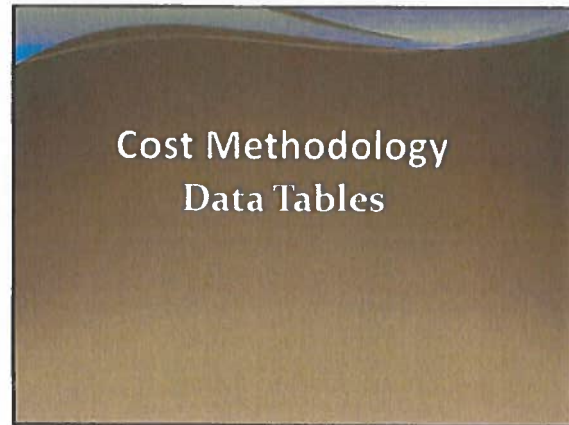
Licensed Facilities

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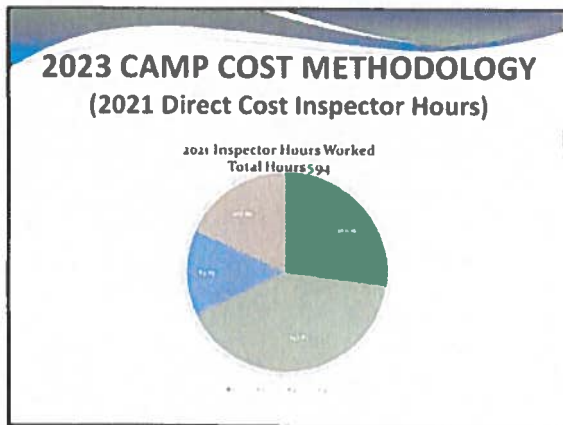
2021 Licensed Facilities By Classification

Type	Number (*)
Combined Park Campgrounds	31
Temporary Campgrounds	2
Total	33

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- ### 2023 CAMPGROUND DIRECT COSTS (2021 Inspector Data)
- Supplies & Equipment
 - \$279 materials & supplies
 - \$383 equipment & software costs

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- ### 2023 CAMPGROUND COST METHODOLOGY (2021 Overhead)
- 30% of cost of the program
 - Support Staff
 - Rent, utilities, phone, audit, postage, advertising, copies, printing, furniture
 - Total = \$ 5911.82

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2023 PROPOSED FEE SCHEDULE

Portage County, Ohio Board of Health
 Health Fee Cost Analysis Public Hearing 2022
 2022 Estimated People 142, 142, 142

Category	2022 Estimated Fee		2023 Proposed Fee		% Difference
	Current Fee	2022 Fee	2023 Fee	2023 Fee / 2022 Fee	
Comprehensive	Comprehensive 10 yr fee	\$482.00	\$482.00	\$482.00	100%
	Comprehensive 10 yr fee	\$482.00	\$482.00	\$482.00	100%
	Comprehensive 10 yr fee	\$482.00	\$482.00	\$482.00	100%
Temporary	Temporary 10 yr fee	\$201.00	\$201.00	\$201.00	100%
	Temporary 10 yr fee	\$201.00	\$201.00	\$201.00	100%
	Temporary 10 yr fee	\$201.00	\$201.00	\$201.00	100%

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Cost Methodology Summary

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- ### Summary
- Board of Health committed to a comprehensive review of the cost methodology process
 - Overhead Cost maintained at 30%
 - Data: 2021 hours worked include:
 - Frequency of Inspection
 - Operator Education
 - Re-inspections/Follow-up Inspections
 - Enforcement Activities

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THANK YOU!

Questions?

Portage County Health District
 (330) 296-9919 ext. 124
 999 East Main Street
 Ravenna, Ohio 44266





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