

Regular Board Meeting – November 18, 2015

RESOLUTION SUMMARY

Resolution	Description	Byers	Doneghy	Savage	
Resolution No. 81-15	Designation of Law Enforcement Personnel	2 nd	Motioned		Approved
Resolution No. 82-15	Authorize a Purchase Agreement for a 2016 International 4300 SBA Dump Truck	Motioned	2 nd		Approved
Resolution No. 83-15	Contract Approval, Isaac Ludwig Mill Stabilization Providence Metropark	2 nd	Motioned		Approved
Resolution No. 84-15	Contract Approval, Fallen Timbers Field Office Exterior Renovation	Motioned	2 nd		Approved
Resolution No. 85-15	Approval of Cooperative Service Agreement (APHIS/WS)	TABLED			
Resolution No. 86-15	Ratification of Land Purchase – 10155 Bancroft Street (Parcel # 60-08027), Holland, OH 43528	2 nd	Motioned		Approved
Resolution No. 87-15	Schedule of Payables	Motioned	2 nd		Approved
Resolution No. 88-15	Ratify Creation of New Fund GLRI IV – #254	2 nd	Motioned		Approved
Resolution No. 89-15	Ratify Advance Out from General Fund to New Fund GLRI IV – TNC (US EPA) #254	Motioned	2 nd		Approved
Resolution No. 90-15	2016 Request for Advance of Taxes Collected	2 nd	Motioned		Approved
Resolution No. 91-15	Ratify Amendment to the 2015 Certificate of Estimates Resources – GLRI IV-TNC (US EPA) Fund	Motioned	2 nd		Approved
Resolution No. 92-15	Ratify Amendment/Supplement to the 2015 Appropriations Measure – General Fund and GLRI IV-TNC (US EPA) Fund	2 nd	Motioned		Approved
Resolution No. 93-15	2016 Certificate of Estimated Resources	Motioned	2 nd		Approved
Resolution No. 94-15	2016 Annual Appropriation Measure	Motioned	2 nd		Approved

The mission of Metroparks of the Toledo Area is to conserve the region's natural resources by creating, developing, improving, protecting, and promoting clean, safe, and natural parks and open spaces for the benefit, enjoyment, education, and general welfare of the public.



Board Minutes

METROPOLITAN PARK DISTRICT OF THE TOLEDO AREA
WEDNESDAY, NOVEMBER 18, 2015
WILDWOOD BOARD ROOM – WILDWOOD METROPARK PRESERVE

Commissioners Present:

Scott Savage, President
Lera Doneghy, Vice President
Fritz Byers, Vice President

Stephen W. Madewell, Executive Director
Dave Smigelski, Legal Counsel

Staff present: Matt Cleland, Jill Molnar, Tim Schetter, Carla Westbrook, Cathy Marinelli, Denise Johnson, Scott Carpenter, Michelle Grigore, Joe Fausnaugh, Jon Zvanovec, Pete Genzman and Greg Genzman

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 8:32 a.m.

Mr. Savage led the Pledge of Allegiance.

2. CONSENT AGENDA ITEMS

Mr. Scott Savage made an adjustment to the consent agenda to please Table 85-15. Mrs. Lera Doneghy made a motion for approval which also includes the disposition of the minutes of the previous meeting. This motion was seconded by Mr. Fritz Byers and approved.

3. CONSIDERATION OF REPORTS FROM DIRECTOR AND EMPLOYEES OF THE DISTRICT FOR YOUR REVIEW

A. Vision Statement Discussion

Mr. Savage has requested the Vision Statement go through a process over the next few months. He is hoping from now until the end of November, to provide Mr. Byers from both him and Mrs. Doneghy their thoughts for the Vision Statement. Mr. Byers will be the drafter and have a soft deadline of early December. The next phase will be to reach a consensus of the draft prior to the December meeting. Mr. Savage would like to share that with the senior leaders to receive input of the draft. By January, the goal is to have consensus and then post the draft on the website and provide 10 days to 2 weeks to allow input from the public. The final goal is to have a Vision statement finalized by the March board meeting.

B. Carla Westbrook, Director of Finance/Treasurer

Mrs. Westbrook reported that within programming, the Canal Experience exceeded their goal. As for the general fund, we've already exceeded our goal for the year. She also reported that all investments are current.

Mr. Savage inquired about the number of then and now statements. Mrs. Westbrook responded that with the change in meeting dates, July and August statements had been omitted so she provided July, August and October this month to ensure we're all covered.

Mr. Savage inquired if the increase of 3.2% in taxes was anticipated? Mrs. Westbrook indicated that a portion of this revenue is residual collections of the phased out tangible personal property tax; we never know what we're going to receive from delinquent collections.

4. BOARD APPROVAL OF CONTRACTS, DEEDS, AGREEMENTS, ETC.

1. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 81-15 – Designation of Law Enforcement Personnel

Mr. Joe Fausnaugh reported that we have three new part-time rangers; Mr. Pete Genzman, will be at Wildwood, Mr. Greg Genzman will be bouncing around amongst Oak Openings and some of the river parks, and Mr. Reginald Daniels, (who was unable to attend) has been a seasonal maintenance employee and put himself through the police academy, will be at Swan Creek.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

2. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 82-15 – Authorize a Purchase Agreement for a 2016 International 4300 SBA Dump Truck

Mr. Fausnaugh worked through the dealership by utilizing a different state procurement plan. Mr. Byers inquired if we had any indication of the savings by using this type of agreement. Mr. Fausnaugh stated it was substantial, \$30,000 in savings.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

3. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 83-15 – Contract Approval, Isaac Ludwig Mill Stabilization Providence Metropark

Mr. Jon Zvanovec stated that this is phase II of the stabilization project. A year ago, Metroparks received two letters of interest and AA Boos was awarded the project. The work they have already performed on the Mill has been exceptional.

Mr. Byers inquired as to why only the letters of interest. Mr. Dave Smigelski responded that the competitive bidding process was fruitless due to the unknowns of this particular project, thus the request for letters of interest. This process becomes much more qualifications-based, more like a design-build process.

Mr. Savage inquired as to how the Mill handled the water we received in the spring. Mr. Zvanovec responded it happens every year, but this year we were better positioned. We now have steel in place and the mill was better stabilized and should not move further.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

4. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy
Resolution No. 84-15 – Contract Approval, Fallen Timbers Field Office Exterior Renovation

Mr. Zvanovec said this was a very straight-forward project. Mr. Byers commented on the improvement of our overall bid process. He stated this new format has served the board very well. He reviewed older submissions and noticed the tremendous improvement to the entire process.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

5. TABLED

Resolution No. 85-15 – Approval of Cooperative Service Agreement (APHIS/WS)

6. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers
Resolution No. 86-15 – Ratification of Land Purchase – 10155 Bancroft Street (Parcel # 60-08027), Holland, OH 43528

Mr. Tim Schetter indicated that this purchase will connect Secor and Wiregrass Lake and enable the potential construction of a connecting trail.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

7. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy
Resolution No. 87-15 – Ratification of Schedule of Payables

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

8. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers
Resolution No. 88-15 – Ratify Creation of New Fund GLRI IV – #254

Mrs. Westbrook stated this is the fourth Great Lakes grant we've received and requires us to create and appropriate fund. This is consistent with what we've done in the past. The grant will end towards the end of 2016, with payment back to the fund in early 2017.

Mr. Savage inquired if we have to setup a separate fund? Mrs. Westbrook responded that it's a cleaner accounting process. Once the fund is completed, it zeros out and falls off the books. She also stated she errs on the side of conservative because it involves federal funds.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

9. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy
Resolution No. 89-15 – Ratify Advance Out from General Fund to New Fund GLRI IV – TNC (US EPA) #254

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

10. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 90-15 – 2016 Request for Advance of Taxes Collected

Mrs. Westbrook reported that this is an annual process. In the past, they provided an application, but now they are requesting a specific resolution for the collection.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

11. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 91-15 – Ratify Amendment to the 2015 Certificate of Estimates Resources – GLRI IV-TNC (US EPA) Fund

Mr. Matt Cleland reported that this is for 2016. Mr. Byers inquired to exactly what are we certifying. Are we certifying the fund balance and making good faith projections for next year? Mr. Cleland responded that yes that is correct.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

12. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 92-15 – Ratify Amendment/Supplement to the 2015 Appropriations Measure – General Fund and GLRI IV-TNC (US EPA) Fund

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

13. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 93-15 – 2016 Certificate of Estimated Resources

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

14. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 94-15 – 2016 Annual Appropriation Measure

Mr. Cleland indicated that this is the 2016 Metroparks budget. Mr. Steve Madewell stated that this focuses on two specific areas - Mr. Steve Madewell drew attention to two specific areas being approved in addition to appropriation amounts:

- Goals and Objectives, which is the strategic operating plan for next year. This process of developing these goals and objectives began in January, 2015.
- Schedule of fees and charges schedule – these are the fees and charges for next year.

Mrs. Doneghy inquired about the outdoor skills fees, specifically that the archery fees seemed a little high. Mrs. Michelle Grigore responded that they have split their programs in to tiers. Some of the higher level, intense programs, there may be a certificate received or multiple day programs, so programming is attempting to recover costs. Mrs. Doneghy also inquired about the Underground Railroad program, of which Mrs. Grigore also indicated it is a pretty in-depth program.

Mrs. Doneghy inquired as to why the Middlegrounds was not allocated in the budget? Mr. Madewell responded the appropriations for Middlegrounds is in 2015.

He went on to say that in the first of the year (2016), programming, land acquisitions and operations will be providing the board with an overview of each of their areas.

Mr. Byers stated that this is the most comprehensive budget ever submitted. He commends Mr. Madewell along with all the staff on the tremendous job and all of the work that has been done.

Mr. Savage stated that it is equally exciting, not only for all of the new opportunities that are being driven, but also that we continue to maintain the quality that Metroparks has established within the community. He is also appreciative of the 3-year projections that were submitted.

Mr. Cleland presented a short PowerPoint discussing the process of establishing the budget. He is very appreciative regarding the amount of support received from the entire agency.

Mr. Savage raised the question regarding the contribution of our volunteer groups, are we tracking those hours within the budget. Mr. Madewell responded that we've run some preliminary numbers and equated them to full-time equivalents. While it's not documented in numbers, it is reflected in our goals and objectives. Mr. Savage said that the volunteers' contribution and legacy giving should be recognized in some way. Mr. Madewell stated now that we have made some changes within our organization, we can focus on more legacy-building and enhance trends of community engagement, community support and the volunteers.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

5. PUBLIC ISSUES

Mr. Savage inquired if there was anything additional that should be reported.

Mrs. Denise Johnson indicated that the commissioners preview party is coming up, and deferred to Mrs. Grigore regarding Holidays in the Manor House. Mrs. Grigore said the house is getting decorated as we speak. Additionally, they have dispersed some of the staff and will have them intermingle amongst the visitors during Holidays. Mrs. Doneghy inquired about if some sort pamphlet will be available that describes each of the decorated areas, ie, who the decorator was, theme, location, etc.

Mr. Byers commented about the opening of Fallen Timbers Battlefield and stated it is a remarkable park. He congratulated Mr. Madewell on how well Metroparks integrated all parties that participated in the ceremony and how truly a great event it was. Mr. Madewell went on to state that additionally; our staff did an excellent job, including Mr. Dave Zenk, Mr. Zvanovec and Mr. Schetter in actually developing and prepping the park. Mrs. Grigore's department did a wonderful job in developing the interpretive aspect, Mrs. Johnson did a spectacular job at creating such a great event and Mr. Scott Carpenter did a wonderful in working with the media. Mrs. Doneghy stated she could not believe how educational the event was and how wonderful it truly was.

6. EXECUTIVE SESSION

At 9:43 a.m. President Scott Savage made a motion to recess into executive session to consider the items that qualify for consideration in executive session. Mr. Savage stated that the purpose of the executive session was to discuss negotiations for a pending land acquisition and a potential legal matter pursuant to ORC 121.22, (G) (1). Mr. Savage asked if there was any discussion and reported, under Ohio Revised Code Section 121.22, a roll call vote on this motion is necessary. Mr. Scott Carpenter advised the commissioners that as their names were called they should answer yes to enter meeting or those opposed answer no.

ROLL CALL

Mrs. Doneghy – Yes

Mr. Byers- Yes

Mr. Savage – Yes

Mr. Carpenter reported upon roll call vote the motion passed and the Board recessed into executive session.

Mrs. Doneghy made a motion to adjourn executive session at 10:44 a.m., which was seconded by Mr. Savage.

Mrs. Doneghy made a motion to adjourn the board meeting at 10:45 a.m., which was seconded by Mr. Savage.

Scott Savage, President

Attest: _____
Stephen W. Madewell, Executive Director

SWM/kjm
11/18/15