

Regular Board Meeting – August 24, 2016

RESOLUTION SUMMARY

Resolution	Description	Byers	Doneghy	Savage	
Resolution No. 53-16	Contract Approval, District Wide Paving 2016, Phase 1: Wildwood, Swan Creek, Oak Openings, and Farnsworth	Motioned		2 nd	Approved
Resolution No. 54-16	Authorization to Submit a Transportation Alternatives Program Grant – Corridor	Motioned		2 nd	Approved
Resolution No. 55-16	Authorization to Submit a Transportation Alternatives Program Grant – Bike Share	Motioned		2 nd	Approved
Resolution No. 56-16	The Huntington National Bank Governmental Resolution	Motioned		2 nd	Approved
Resolution No. 57-16	Schedule of Payables	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, AUGUST 24, 2016, 8:30 A.M.
BUEHNER CENTER – OAK OPENINGS PRESERVE

Commissioners Present:

Scott Savage, President
Fritz Byers, Vice President

Not in attendance, Lera Doneghy, Vice President

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

Staff present: Dave Zenk, Matt Cleland, Jill Molnar, Denise Johnson, Joe Fausnaugh, Scott Carpenter, Sherri Mossing, Cathy Marinelli, Marty Overholt and Tim Schetter.

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 8:35 a.m.

Mr. Savage led the Pledge of Allegiance.

2. CONSENT AGENDA ITEMS

Mr. Savage stated that there was a correction to the consent agenda on page 3, in that the motions were seconded by Mr. Savage rather than Mrs. Lera Doneghy. Mr. Fritz Byers made a motion for approval of the consent agenda, as amended, as well as the disposition of the minutes, which includes changes to the summary page of passed resolutions, for the regular Board meeting held on July 20, 2016. This motion was seconded by Mr. Savage and approved.

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

A. Vision Statement Discussion – Mr. Savage stated Metroparks will defer discussion regarding the Vision Statement until further notice and removed it from the agenda.

B. Matt Cleland, Director of Finance/Treasurer

Mr. Matt Cleland presented the budget to actual report for the general fund. Last month Mr. Byers inquired about fringe benefits and why the variance in the budget was greater than that of the associated salaries. The finance department did some research and found the cash flow model used to create a quarterly budget breakdown distributed workers' compensation payments across all pay periods rather than a once per year payment. The annual payment of workers' compensation has brought the variance in line. Mr. Cleland stated that there was one item to note regarding the (-\$8,000) expense in the "Other" category; this is the

result of a reclassification, or movement of expense from one account to another. The expense originally was charged to the “Other” category in the second quarter.

Mr. Byers inquired about the budget to actual variance in contract services and asked if it was related to the timing of projects. Mr. Cleland suspects that it is a timing issue rather than a reduced number of services used by the park district in 2016.

Mr. Cleland also reported about the all funds budget to actual report, stating that the capital construction has a budget of \$2,000,000, but is reflecting \$2,500,000 in expenses. This is the result of purchase orders for Middlegrounds that were a part of the 2015 budget. Mr. Cleland suggested purchase orders might be closed at year end and re-appropriated at the beginning of the following year to avoid confusion when outside stakeholders view financial statements. Another alternative may be to manage projects on a project-to-date or program-to-date basis rather than year-to-date. Mr. Steve Madewell suggested a footnote on the report may be effective in resolving the confusion for readers. Mr. Byers inquired whether, if a reader would look at the budget for the end of 2015, the additional \$500,000 would be shown. Mr. Cleland responded that yes, it would be. Mr. Byers does not have a concern with this way of reporting as long as the auditors have no issues. Mr. Savage disfavors cancelling purchase orders and re-appropriating.

Mr. Cleland stated that he had nothing new to report regarding the fund advance report. The outstanding debt remains the same as well.

The Investment ledger item listed as “Cash” with TD Ameritrade last month was a transaction in process at the prior month-end, which is now reflected in the money market account. Accordingly, the “Cash” item is no longer on the report.

Regarding the then and now report, there is just one item that needs Board certification.

Mr. Savage inquired about the TD Ameritrade money market amount. Mr. Cleland responded that he left it in cash as it matured because he knew the cash would be needed for the Howard Dam project. Additionally, Mr. Cleland reported that it was time to delve into the investment policy. He will be reaching out to Mr. Savage for further discussion.

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

1. Mr. Byers offered and moved for adoption of the following resolution with the correction of the title, with a second by Mr. Savage:

Resolution No. 53-16 – Contract Approval, District Wide Paving 2016, Phase 1: Wildwood, Swan Creek, Oak Openings, and Farnsworth

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 for adoption of the following resolution, with a second by Mr. Savage:

Resolution No. 54-16 – Authorization to Submit a Transportation Alternatives Program Grant – Corridor

Mr. Dave Zenk reported that there is no risk for Metroparks to apply for these grants. Mr. Byers inquired as to how to determine the percentage of funds Metroparks should request. Mr. Zenk responded Metroparks knows the total funds available and broke it down accordingly based on the requirements of the project. Metroparks will receive a response rather quickly, but the funds will not be available until next year.

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

3. Mr. Byers offered and moved for adoption of the following resolution, with a second by Mr. Savage:

Resolution No. 55-16 – Authorization to Submit a Transportation Alternatives Program Grant – Bike Share

Mr. Zenk reported that a presentation was previously distributed to the Board regarding the Bike Share project. Based on the requirements of the grant, Metroparks was one of the only agencies that could apply for the funding. Mr. Byers inquired if there was an alliance that has been formed to oversee this project. Mr. Zenk said not at this time, but if granted the funds, yes, a formal group would be created. Mr. Byers inquired if Metroparks would have an operational role. Mr. Zenk indicated that Metroparks would not because, for these programs to be successful, they need to work with the city transit system. Mr. Byers stated that he is pleased Metroparks is aiding with this project, but recognizes that it does not meet the mission or the nature of Metroparks.

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 for adoption of the following resolution, with a second by Mr. Savage:

Resolution No. 56-16 – The Huntington National Bank Governmental Resolution

Mr. Cleland reported that this is the last of the banking resolutions that Metroparks is required to have. Mr. Savage inquired as to what Metroparks' relationship is with Huntington. Mr. Cleland reported that Metroparks' only account with Huntington is to handle Metroparks' Canal Experience revenue.

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

5. Mr. Byers offered and moved for adoption of the following resolution, with a second by Mr. Savage:

Resolution No. 57-16 – Schedule of Payables

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 asked Mrs. Denise Johnson about the Middlegrounds celebration. Friday night, September 16, 2016, will be the Rotary's Moon over Middlegrounds. It is a ticketed event, but is open to the public. The official opening of the park will be Saturday morning, September 17, 2016, at 10:00 a.m. The remainder of Saturday will involve family-friendly events, with a more adult-friendly event in the evening.

Mr. Steve Madewell reported that Mr. Zenk and Mr. Tim Schetter were monitoring the current Oak Wilt situation earlier this week. After two years of treatment at Wildwood, there has been a significant reduction in the disease; however, Oak Openings now has a potential infection.

6. EXECUTIVE SESSION

At 9:13 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 a personnel issue involving employment and compensation of a public employee, a pending or threatened legal matter to be discussed with legal counsel, and a pending land acquisition pursuant to Ohio R.C. §121.22, (G)(1), (2), (3). Mr. Savage asked if there was any discussion and reported, under Ohio R.C. §121.22, a roll call vote on this motion is necessary. Ms. Jill Molnar conducted a roll call vote of the commissioners.

ROLL CALL

Mr. Savage – Yes

Mr. Byers - Yes

Ms. Molnar reported upon roll call vote the motion passed and the Board recessed into executive session.

The Board adjourned executive session at 10:30 a.m.

Mr. Byers made a motion to adjourn the Board meeting at 10:31 a.m., which was seconded by Mr. Savage and approved.

Scott Savage, President

Attest: _____
Stephen W. Madewell, Executive Director

SWM/kjm
8/24/16