

Regular Board Meeting – August 27, 2018

RESOLUTION SUMMARY

| <b>Resolution</b>           | <b>Description</b>   | <b>Byers</b>    | <b>Doneghy</b>  | <b>Savage</b> |          |
|-----------------------------|--|-----------------|-----------------|---------------|----------|
| <b>Resolution No. 68-18</b> | Authorization to Request Funding through the Lowe’s Community Partners Grant Program                           | 2 <sup>nd</sup> | Motioned        |               | Approved |
| <b>Resolution No. 69-18</b> | Authorization to Request Funding through the Ohio History Connection   | Motioned        | 2 <sup>nd</sup> |               | Approved |
| <b>Resolution No. 70-18</b> | Authorization to Purchase a 2018 Diamond 16’ STD Boom Mower  | 2 <sup>nd</sup> | Motioned        |               | Approved |
| <b>Resolution No. 71-18</b> | Contract Approval, Chessie Circle Trailhead Facilities, Metroparks Toledo                                      | Motioned        | 2 <sup>nd</sup> |               | Approved |
| <b>Resolution No. 72-18</b> | Contract Increase Approval, Oak Openings Corridor Trail, Metroparks Toledo                                     | 2 <sup>nd</sup> | Motioned        |               | Approved |
| <b>Resolution No. 73-18</b> | Contract Approval, Professional Engineering Services, Swan Creek Connector Trail                               | Motioned        | 2 <sup>nd</sup> |               | Approved |
| <b>Resolution No. 74-18</b> | Contract Approval, New Waterfront Metropark Schematic Design for Phase 2 Park Development                      | 2 <sup>nd</sup> | Motioned        |               | Approved |
| <b>Resolution No. 75-18</b> | Approval to Purchase New Park Signage from Terrabilt Wayfinding Systems  | Motioned        | 2 <sup>nd</sup> |               | Approved |
| <b>Resolution No. 76-18</b> | Approval of Amendment and Supplement of the 2018 Certificate of Estimated Resources and Appropriations Measure | 2 <sup>nd</sup> | Motioned        |               | Approved |
| <b>Resolution No. 77-18</b> | Ratification of Schedule of Payables   | Motioned        | 2 <sup>nd</sup> |               | 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**

**MONDAY, AUGUST 27, 2018, 8:30 A.M.**

**GAZEBO (AIRPORT SIDE) – SWAN CREEK METROPARK**

Commissioners Present:

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

Executive Director, Dave Zenk

Dave Smigelski, Legal Counsel

Staff present: Matt Cleland, Jill Molnar, Matt Killam, Joe Fausnaugh, Cathy Marinelli, Scott Carpenter, Allen Gallant, Nate Ramsey, Sarah Spoerl, Trish Hausknecht, and Brandon Townsend.

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. Byers made a motion to approve the consent agenda, and for the disposition of the minutes for the regular Board meeting held on July 20, 2018. This motion was seconded by Mr. Savage and approved.

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

A. Joe Fausnaugh, Chief of Operations – Ranger Improvement Plan

Mr. Joe Fausnaugh and Mr. Brad Navarre provided an overview of the Ranger Improvement Plan that ultimately has been driven by the rangers themselves. Mr. Fausnaugh reported that only two smash and grabs have occurred throughout the entire park district. In comparison, city-wide, there have been over 2,500.

Mr. Fausnaugh reviewed the purpose statement that the ranger group as a whole developed. Mr. Navarre shared some items that the rangers have requested, for example, physical fitness requirements, additional trainings, etc.

Mr. Fausnaugh reported that another initiative is collaboration with other jurisdictions. Recently, the Village of Whitehouse reached out to ask if Metroparks could do a joint bike patrol. Mr. Fausnaugh sees this as a

very positive initiative in that Whitehouse respects what Metroparks Rangers do and are capable of doing.

Mr. Byers inquired about the plan to gauge metrics for the next year. Mr. Fausnaugh responded that there are no specific metrics at this stage, but next steps include determining which route Metroparks will use to establish those metrics. Mr. Byers congratulated both Mr. Fausnaugh and Mr. Navarre for what they are working to accomplish. Mr. Savage stated that there are many resources that can guide this ranger improvement plan. Further, hearing that the rangers drove his Plan, and that it did not come from the top down, provides Mr. Savage with a sense of excitement. Mr. Savage asked whether he, or any member of the Board of Park Commissioners, could assist with anything, as they are happy to do so. Mrs. Lera Doneghy also stated that she is very excited to hear about this process.

B. Matt Cleland – Treasurer’s Report

Mr. Matt Cleland reported that Metroparks Toledo now has the second half of its real estate receipts for the year. The good news is that the park district will be up approximately \$100,000.00 over its budgeted amount.

Mr. Cleland further stated, regarding the all funds report, that there was a slight concern about salaries within the education/programming fund; however, a portion of those salaries are connected to grants which will reduce expense in this fund once finalized.

There are two then and now items for ratification by the board.

Mr. Byers noted that Metroparks Toledo is running eight percent (8%) below expenditures and asked if that will that be the case by the end of the year. Mr. Cleland responded that the bulk of the variance falls under contract services and planning and that percentage will not be so far apart as planning expenses are charged in 2018. Mr. Byers congratulated the finance team for how closely Metroparks is running to its actual budget. This gives the Board of Park Commissioners confidence moving forward. Mr. Cleland stated that it is not just finance, but the whole agency’s work that creates these results.

Mr. Savage confirmed that the fact the Board of Park Commissioners does not have many questions is a result of the Board’s overall comfort level with the budget.

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

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

Resolution No. 68-18 – Authorization to Request Funding through the Lowe’s Community Partners Grant Program

Mr. Allen Gallant stated that this is a national application with Lowe’s. Metroparks Toledo has a positive relationship with the local store and brought a Lowe’s manager to the treehouse village. The manager was very excited about the project. While Metroparks Toledo was not successful in its application last year, the hope is that this time will be different. Mr. Byers asked how this compares to last year’s application. Mr. Gallant responded that last year Metroparks did not have finalized plans, whereas this year, it does have concrete plans, which makes for a stronger application. Mr. Byers inquired, if Metroparks Toledo receives this grant, what the recognition component would be or whether that was unknowable. Mr. Gallant responded that, at this point, it is unknowable, but Metroparks will definitely work on it.

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

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

Resolution No. 69-18 – Authorization to Request Funding through the Ohio History Connection

Mr. Gallant stated that this is for interpretive signage and some equipment for the mill. Mr. Byers stated that he has encountered park users who have commented to him about the increase in informative signage.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the

appendix to these minutes.

- C. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:

Resolution No. 70-18 – Authorization to Purchase 2018 Diamond 16’ STD Boom Mower

Mr. Fausnaugh stated that, after much research, it is more cost-effective to purchase this equipment rather than contracting it out.

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

- D. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:

Resolution No. 71-18 – Contract Approval, Chessie Circle Trailhead Facilities, Metroparks Toledo

Although multiple potential bidders picked up the packet, Mr. Jon Zvanovec reported that Metroparks Toledo received only one bid. Later in the process, Mr. Zvanovec heard that there was a possibility that the landscaping estimate was fairly low. Notwithstanding this information, the sole bidder is a contractor with which Metroparks is familiar and has completed projects for the park district in the past. Mr. Zvanovec contacted the state to advise that Metroparks Toledo had only received one bid, and the state informed Mr. Zvanovec that an award to the sole bidder would not serve as an impediment to the receipt of grant funding.

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

- E. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:

Resolution No. 72-18 – Contract Increase Approval, Oak Openings Corridor Trail, Metroparks Toledo

Mr. Zvanovec reported that the current state of the trail is unstable and that more work is required to stabilize it. Mr. Byers inquired whether Mr. Zvanovec was satisfied with the suggestions by this contractor. Mr. Zvanovec responded that he is confident in the contractor’s recommendation. Recently, Mr. Zvanovec rejected the planks because they did not line up correctly, so the contractor is in the process of rebuilding those planks.

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

- F. Mr. Byers offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:

Resolution No. 73-18 – Contract Approval, Professional Engineering Services, Swan Creek Connector Trail

Mr. Zvanovec reviewed the letters of interest, and DGL Consulting Engineers, LLC., was the contractor that achieved the highest score in the rating process. Mr. Byers stated that he was very impressed by the level of detail taken to determine who the best contractor should be.

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

- G. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:

Resolution No. 74-18 – Contract Approval, New Waterfront Metropark Schematic Design for Phase 2 Park Development

Mr. Dave Zenk reported that this request comes earlier than planned do to some timely grants that Metroparks needs to pursue.

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

- H. Mr. Byers offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:

Resolution No. 75-18 – Approval to Purchase New Park Signage from Terrabilt Wayfinding Systems

Mr. Cleland reported that Metroparks Toledo previously has presented an annual resolution with this sole-source provider based on proprietary design and consistency with current signage. This is a new resolution for additional signage because of the numerous projects that have come online this past year, and which are anticipated for the remainder of the year.

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

- I. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:

Resolution No. 76-18 – Approval of Amendment and Supplement of the 2018 Certificate of Estimated Resources and Appropriations Measure

Mr. Cleland reported that these appropriations will support the trailhead at Copeland and 3D archery range targets.

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

- J. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:

Resolution No. 77-18 – 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.

5. BOARD INITIATED TOPICS AND DISCUSSION

Mrs. Doneghy reported that it is time for the annual Alzheimer’s Walk, to be held on October 13 at Promenade Park. Should anyone want to participate, please let her know.

6. EXECUTIVE SESSION

At 9:35 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 consider pending or imminent court action pursuant to Ohio R.C. §121.22(G)(3). Mr. Savage asked if there was any discussion and reported, under Ohio R.C. §121.22, that a roll call vote on this motion is necessary. Ms. Jill Molnar conducted a roll call vote of the commissioners.

ROLL CALL

Mrs. Doneghy – Yes

Mr. Byers – Yes

Mr. Savage – Yes

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

The Board adjourned executive session at 9:49 a.m. and resumed its regular session.

With no further business or action to be taken, Mrs. Doneghy made a motion to adjourn the Board meeting at 9:50 a.m., which was seconded by Mr. Savage and approved.

\_\_\_\_\_  
Scott Savage, President

Attest: \_\_\_\_\_  
Dave Zenk, Executive Director

DDZ/kjm  
8/27/2018