

Regular Board Meeting – January 16, 2019 RESOLUTION SUMMARY

Resolution	Description	Byers	Dalton	Doneghy	Luetke	Savage	
Resolution No. 01-19	To Revise the Park District's Bylaws Regarding the Number of Commissioners Which Constitutes a Quorum	2 nd		Motioned			Approved
Resolution No. 02-19	To Revise the Park District's Bylaws Regarding Purchases of Goods and Services	Motioned		2 nd			Approved
Resolution No. 03-19	To Revise the Park District's Policy #12, Asset Protection, to Comport with Revision of Board's Bylaws Regarding Purchases of Goods and Services	2 nd		Motioned			Approved
Resolution No. 04-19	Authorization to Request Support Through the AmeriCorps National Civilian Community Corps	Motioned		2 nd			Approved
Resolution No. 05-19	Authorization to Request Funding Through the International Mountain Bicycling Association	2 nd		Motioned			Approved
Resolution No. 06-19	Authorization to Request Funding Through the Ohio Environmental Protection Agency	Motioned		2 nd			Approved
Resolution No. 07-19	Authorization to Contract for Capital Asset Management Services	2 nd		Motioned			Approved
Resolution No. 08-19	Designation of Law Enforcement Personnel	Motioned		2 nd			Approved
Resolution No. 09-19	Approval of Return of Advances from Funds 253, 256, and 402 to the General Fund	2 nd		Motioned			Approved
Resolution No. 10-19	Approval of Transfers from General Fund to Capital Construction and Education Funds	Motioned		2 nd			Approved
Resolution No. 11-19	Ratification of Schedule of Payables	2 nd		Motioned			Approved
Resolution No. 12-19	Authorize and Agreement for the Purchase and Installation of a New Play Structure at Providence	Motioned		2 nd			Approved
Resolution No. 13-19	Approval of Changes to Compensation of Executive Director	2 nd				Motioned	Approved
Resolution No. 14-19	Evaluation of Executive Director			2 nd		Motioned	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, JANUARY 16, 2019, 8:30 A.M.
WARD PAVILION, WILDWOOD PRESERVE METROPARK

Commissioners Present:

Scott Savage, President
Fritz Byers, Vice President
Lera Doneghy, Vice President
Molly Luetke, Officer
Kevin Dalton, Officer

Executive Director, Dave Zenk

Dave Smigelski, Legal Counsel

Staff present: Matt Cleland, Matt Killam, Emily Zeigler, Ally Effler, Heather Mosqueda, Scott Carpenter, Jon Zvanovec, Nate Ramsey, Joe Fausnaugh, Trish Hausknecht, Josh Brenneman, Allen Gallant, Amy Mossing, Steve Stockford, Cathy Marinelli, Felica Clark, Brad Navarre, Austin Lucas, and Greg Mahlman.

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 8:38 a.m. Mr. Savage introduced new Board of Park Commissioners members Ms. Molly Luetke and Mr. Kevin Dalton. These new members will allow for additional inclusion and continue to drive and support the vision of Metroparks Toledo.

Mr. Savage led the Pledge of Allegiance.

Ms. Luetke introduced herself as a Sylvania native and graduate of Bowling Green Student University. She currently works at an advertising and design firm, Madhouse.

Mr. Dalton also introduced himself, stating that he formerly served as a first grade teacher and is currently the President of the Toledo Federation of Teachers.

Both new members are avid park users and are excited about their new appointments.

2. CONSENT AGENDA ITEMS

With the addition of Resolution No. 12-19, "Authorize and Agreement for the Purchase and Installation of a New Play Structure at Providence," Mr. Fritz Byers made a motion to approve the consent agenda and for the disposition of the minutes for the regular Board meeting held on December 19, 2018. This motion was seconded

by Mrs. Lera Doneghy and approved.

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

A. Emily Ziegler, Chief of Planning

Ms. Emily Ziegler provided an overview of the Downtown Waterfront Metropark. Ms. Ziegler’s presentation shared background regarding competing cities within the nation that have begun this process and are reaping the benefits from an economic standpoint.

Additionally, Ms. Ziegler reviewed the planning of the Nautical Mile, which includes working with partners to create a Riverwalk that loops around both sides of the river.

Mr. Savage inquired whether Middlegrounds is considered part of this Nautical Mile. Ms. Ziegler responded that it is currently not, but discussions are in the works for connectivity with the Oliver House as well as Owens Corning.

Ms. Ziegler reported that in preparation for development of the Downtown Waterfront Metropark, several public meetings were held in order to incorporate the desired needs of the community. Continued themes of river/water access and connectivity emerged, as well as incorporating the history of the east side of Toledo.

One of the amenities that will be further explored is connecting the neighborhoods behind International Park and the current “Docks.” Currently there is no access. Once this development is in place, it will be important for those neighborhoods to have access.

Mr. Byers stated that Ms. Ziegler’s planning for this waterfront park development has allowed the Board of Park Commissioners to be responsive as needed. Additionally, this project will be part of an incredible downtown revitalization, not only with private organizations, but also with non-profit organizations, government entities, etc. He stated that this is a tremendous engine toward economic development, and that the Board of Park Commissioners recognizes just how profound this project truly is. Mr. Dave Zenk stated that the recognition by community leaders over the past 18 months has increased significantly. This vision impacts the entire region, and additional entities have begun to show interest in sharing in the necessary research regarding the data needed to continue moving this project forward.

Ms. Luetke inquired about how many of these images have been made public. Mr. Zenk responded not many, but that they will be made public in the future.

Mr. Savage commented that, when Ms. Marcy Kaptur obtained the land for Metroparks Toledo to build Middlegrounds years ago, it was a complete foreign notion to the park district. Internally, it took time to wrap our heads around that concept. With that experience, Metroparks Toledo set a precedent that when it makes a promise to the public, it delivers. Mrs. Lera Doneghy stated that the new Board of Park Commissioners will have the opportunity to witness the creativity of Metroparks’ staff.

Mr. Savage reported that, upon reflection, it is such a point of pride to be a part of this organization.

B. Matt Cleland, Treasurer– Treasurer’s Report

Mr. Matt Cleland reported that the end of December is a nice time to review this report because final numbers are entered. It has been a strong year with facility rentals and other revenues. Expenditures were appropriately within budget, which further contributes to a position of strength moving into the 2019 budget year.

Mr. Kevin Dalton inquired as to the number of employees. Mr. Cleland reported that year-round employees total approximately 125, and that, including seasonal employees, Metroparks’ total number of employee is just over 200.

Mr. Cleland commented that advances contained in the treasurer’s report are those approved in December to ensure positive fund balances over the year-end.

Mr. Cleland explained, for the benefit of the new board members, that the wide-area mower lease is currently the only outstanding debt carried by Metroparks.

Mr. Byers inquired about the contract service variance in the narrative of the report. Mr. Cleland confirmed Metroparks' largest contract service is planning, and, while not expended, \$500,000.00 is encumbered at year-end. Mr. Byers stated that it is remarkable the level of detail and accuracy the finance team provides in its reporting, which has generated a level of trust with the Board of Park Commissioners.

4. Appointment of Officers

Mrs. Doneghy nominated Mr. Savage as President, which was seconded by Mr. Byers. Mr. Savage asked if all are in favor. All Board of Park Commissioners responded with "aye," none opposed, motion approved.

Mr. Savage nominated both Mrs. Doneghy and Mr. Byers as Vice Presidents, which was seconded Mr. Dalton. Mr. Savage asked if all are in favor. All Board of Park Commissioners responded with "aye", none opposed, motion approved.

5. 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. 01-19 – To Revise the Park District's Bylaws Regarding the Number of Commissioners Which Constitutes a Quorum

Mr. Dave Smigelski stated that the by-laws have to be revised to re-define the quorum. Ms. Luetke inquired as to how many Board members could meet without it constituting a meeting. Mr. Smigelski responded that this will be discussed in detail during their orientation process, but two does not meet a quorum.

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. 02-19 – To Revise the Park District's Bylaws Regarding Purchases of Goods and Services

Mr. Smigelski reported that the \$25,000.00 amount was set many years ago, and the suggested new dollar amount is \$50,000.00.

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. 03-19 – To Revise the Park District's Policy #12, Asset Protection, to Comport with Revision of Board's Bylaws Regarding Purchases of Goods and Services

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

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

Resolution No. 04-19 – Authorization to Request Support Through the AmeriCorps National Civilian Community Corps

Mr. Allen Gallant reported that, typically prior to submission for a grant application, these types of grants are

presented to the Board of Park Commissioners to bring awareness of what may be required by Metroparks Toledo. For example, many grant applications require a match from Metroparks Toledo, so awareness is honoring best practices.

This particular grant will supplement Metroparks' staff, not replace any current staff, and provides an additional learning experience by working with this particular team. There is no match, but Metroparks will provide housing on-site.

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. 05-19 – Authorization to Request Funding Through the International Mountain Bicycling Association

Mr. Gallant stated that this a request for technical assistance. This group can provide some assistance in development of the proposed bike skills park with Metroparks' match being time and constructing the park.

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. 06-19 – Authorization to Request Funding Through the Ohio Environmental Protection Agency

Mr. Gallant reported that this is a program through the Ohio Environmental Protection Agency ("Ohio EPA") that provides funding for paving projects. Last year Metroparks Toledo was successful and was awarded funding for paving at Pearson Metropark. The reason why Metroparks Toledo was successful was the amount of interpretive signage at Pearson Metropark. This potentially could be attractive this year due to the amount of visitation at Wildwood Preserve.

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

Mr. Savage commented that one of the many talents that Mr. Gallant has brought since his arrival within the past two years is his proficiency and the ability to bring in thousands of additional grant dollars to the district.

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

Resolution No. 07-19 – Authorization to Contract for Capital Asset Management Services

Mr. Joe Fausnaugh reported that Metroparks contracted with a service over ten (10) years ago that calculated Metroparks Toledo's inventory regarding its assets and provides a maintenance schedule. This also will aid in Metroparks' updated property insurance and is within finance for these facilities. Mr. Byers stated he was fortunate enough about ten (10) years ago to meet with Mr. Zenk and was exposed to this asset database, which he described as a tremendous tool.

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. 08-19 – Designation of Law Enforcement Personnel

Mr. Fausnaugh reported that Metroparks Toledo has offered part-time ranger positions to Mr. Austin Lucas and Mr. Greg Mahlman.

Mr. Lucas comes from a background as a firefighter, emergency medical technician, and police officer in Ottawa County.

Mr. Mahlman recently retired from the Toledo Police Department as a supervisor, but also has experience as a resource officer for schools on the East Side.

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. 09-19 – Approval of Return of Advances from Funds 253, 256, and 402 to the General Fund

Mr. Cleland reported that, at year-end, advances are provided for those funds with insufficient cash due to the timing of reimbursements, and that this resolution returns those funds.

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

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

Resolution No. 10-19 – Approval of Transfers from General Fund to Capital Construction and Education Funds

Mr. Cleland reported that, each year, the general fund supplements the capital construction and education funds.

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

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

Resolution No. 11-19 – 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.

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

Resolution No. 12-19 – Authorize an Agreement for the Purchase and Installation of a New Play Structure at Providence

Mr. Fausnaugh reported that Metroparks Toledo has spent the past seven to eight (7-8) years working on replacing all of the playgrounds within the district. The goal is to pull the park amenities into these playgrounds. At Providence Metropark, that focus has numerous historical components. There were four (4) companies submitted bids, and Playworld Midstates was the awarded contractor.

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

6. EXECUTIVE SESSION

At 10:10 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 the employment and compensation of a public employee or official pursuant to Ohio R.C. §121.22(G)(1). 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

Ms. Leutke – Yes

Mr. Dalton - 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 10:31 a.m. and resumed its regular session. From this executive session, two additional resolutions were presented.

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

Resolution No. 13-19 – Approval of Changes to Compensation of Executive Director

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

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

Resolution No. 14-19 – Evaluation of Executive Director

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

With no further business or action to be taken, Mr. Savage made a motion to adjourn the Board meeting at 10:38 a.m., which was seconded by Mrs. Doneghy and approved.

Scott Savage, President

Attest: _____
Dave Zenk, Executive Director

DDZ/kjm
1/16/2019