

Regular Board Meeting – December 18, 2019

Resolution Summary

Resolution	Description	Byers	Dalton	Doneghy	Luetke	Savage	
Resolution No. 90-19	Ratification of Schedule of Payables			2 nd	Motioned		Approved
Resolution No. 91-19	Approval of Supplement and Amendment of the 2019 Certificate of Estimated Resources and Appropriations Measure	2 nd		Motioned			Approved
Resolution No. 92-19	Approval of Final Amendment and Supplement of the 2019 Certificate of Estimated Resources and Appropriations Measure	Motioned			2 nd		Approved
Resolution No. 93-19	Approval of General Fund Advance			2 nd	Motioned		Approved
Resolution No. 94-19	Establish Use and Amount of Blanket Purchase Orders for 2020	2 nd		Motioned			Approved
Resolution No. 95-19	Issuance of Super Blanket Purchase Orders for 2020 Waste Disposal Services	Motioned		2 nd			Approved
Resolution No. 96-19	Authorization of Issuance of Super Blanket Purchase Order for 2020 Bank Fees	2 nd			Motioned		Approved
Resolution No. 97-19	Authorization of Issuance of Super Blanket Purchase Order for 2020 Unemployment Fees	2 nd		Motioned			Approved
Resolution No. 98-19	Issuance of Purchase Order for 2020 Annual Workers' Compensation Premium			2 nd	Motioned		Approved
Resolution No. 99-19	Authorization of Issuance of Super Blanket Purchase Order for Real Estate Taxes	2 nd		Motioned			Approved
Resolution No. 100-19	Issuance of Super Blanket Purchase Orders for 2020 Utilities	Motioned			2 nd		Approved
Resolution No. 101-19	Authorization of Purchase Order for Purchase of General Liability, Etc. Insurance Coverage from Hylant Administrative Services			2 nd	Motioned		Approved
Resolution No. 102-19	Authorization of Issuance of Super Blanket Purchase Order to Wright Express Fleet Services (WEX Bank)	2 nd		Motioned			Approved
Resolution No. 103-19	Issuance of Super Blanket and Blanket Purchase Orders for 2020 Health Insurance	Motioned		2 nd			Approved
Resolution No. 104-19	Authorization to Engage the Law Firm Spengler Nathanson P.L.L. for Legal Services			2 nd	Motioned		Approved
Resolution No. 105-19	Authorization to Engage NORTH Design for Provision of Marketing Services	2 nd		Motioned			Approved
Resolution No. 106-19	Authorization of Image Focus Communications to Negotiate on Behalf of Metroparks Toledo for the Placement of Advertising	Motioned		2 nd			Approved
Resolution No. 107-19	Authorization of Agreement with Ohio History Connection for the Curation of Items and Artifacts Found at Fallen Timbers and Fort Miamis National Historic Site			2 nd	Motioned		Approved
Resolution No. 108-19	Ratification of Land Purchase: 917 Pontiac St. and 123 Alpena St.			Motioned	2 nd		Approved

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Resolution No. 109-19	Ratification of Land Purchase: 1021 Front Street	Motioned		2 nd			Approved
Resolution No. 110-19	Contract Approval, Metroparks Toledo – Wabash Cannonball Trail North Fork Extension Phase I	2 nd		Motioned			Approved
Resolution No. 111-19	Contract Approval, Manhattan Marsh Metropark Development	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, DECEMBER 18, 2019, 8:30 A.M.
WARD PAVILION – WILDWOOD PRESERVE METROPARK

Commissioners Present:

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

Unable to Attend: Kevin Dalton, Officer

Executive Director, Dave Zenk

Dave Smigelski, Legal Counsel

Staff present: Matt Killam, Matt Cleland, Scott Carpenter, Carrie Alexander, Allen Gallant, Ally Effler, Nate Ramsey, Bethany Sattler, Lillie Frybarger, Jon Zvanovec, Chris Smalley, Craig Elton, Heather Mosqueda, Felica Clark, Trish Hausknecht, Shannon Hughes, Brad Hooven, Alan Rombkowski, Wendy Garczynski, Emily Ziegler, Joe Fausnaugh, Tim Schetter

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 8:39 a.m.

Mr. Savage led the Pledge of Allegiance.

2. CONSENT AGENDA ITEMS

Mr. Savage identified one addition to the agenda: the addition of an executive session to the meeting to discuss the employment of a public employee. Mr. Fritz Byers made a motion to approve the consent agenda, as amended, and for the disposition of the minutes for the regular Board meeting held on November 20, 2019. 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. Dave Zenk, Executive Director – Metroparks Toledo Year in Review

Mr. Dave Zenk presented a review of Metroparks Toledo's 2019 accomplishments. Highlights included the increased diversity of funding with the evolution of the Metroparks Toledo Foundation and additional Membership program funds. The Secret Forest at Toledo Botanical Garden opened in September, which was

the culmination of a philanthropic endeavor started before Metroparks took over TBG operations. Additionally over \$6 million in grants was awarded to Metroparks in 2019 for varying projects. The core standards of Clean, Safe, Natural were maintained and enhanced throughout the park district as well through large projects, such as the Pine Management at Oak Openings and restoration work at the site of Manhattan Marsh and Cannonball Prairie Metroparks, along with many smaller scale improvement projects. New construction highlights included the completion of the first phase of the Moseley Trail connecting Secor and Wiregrass Lake Metroparks, the new Chessie Circle trailhead improvements, and the official start of construction on Glass City Metropark in downtown Toledo. Mr. Zenk reported that additional work has been completed in the staff development realm, including the utilization of the Predictive Index and employee development planning. Community partnerships also expanded with the opening of two new FitParks sponsored by Mercy Health and the introduction of the Inclusive Outdoor Adventure program at Middlegrounds Metropark. Communications have been enhanced to improve the story-telling of the park district and highlight the unique accomplishments of Metroparks Toledo. Metroparks Toledo and individual employees have received multiple awards from OPRA, NACPRO, and others.

Ms. Molly Luetke expressed her appreciation for the work of Metroparks and her pride in being a Board of Park Commissioner. Mrs. Doneghy echoed these sentiments and congratulated the park district on its accomplishments.

Mr. Byers expressed that the work Metroparks has done annually for the past ten years has been in keeping with its promises to the public and observed that Metroparks provides an optimism that does not always exist in all public agencies. The work done in Metroparks is important in maintaining the high esteem held by the agency and its level of leadership in the region's development.

Mr. Savage commented on the new energy provided by the addition of Ms. Luetke and Mr. Kevin Dalton to the Metroparks Board of Park Commissioners and the continued high level of excellence projected by the entire agency. He expressed his appreciation of the staff and volunteers of Metroparks on behalf of the entire Board.

B. Matt Cleland, Deputy Director/Treasurer – Treasurer's Report

Mr. Matt Cleland reported that the fringe benefits varied slightly from projections for the month of November due to the timing of the health benefit payment, but stated that the amounts are on track for the year. Salaries continue to be close to the budget with the expectation of being on track through year-end. Additionally, funds held at Fifth Third Bank were invested in the Fifth Third Money Market Navigator program, which is similar in performance to STAR Ohio.

Mr. Byers commented on the ability of the finance staff to adeptly manage and minimize any variations throughout the year. He stated that the financial stability of the agency is integral to the public confidence in the park district.

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

- A. Ms. Luetke offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:

Resolution No. 90-19 - 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.

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

Resolution No. 91-19 – Approval of Supplement and Amendment of the 2019 Certificate of Estimated

Resources and Appropriations Measure

Mr. Cleland indicated this change was a function of the timing of funding related to Secor Metropark.

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

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

Resolution No. 92-19 – Approval of Final Amendment and Supplement of the 2019 Certificate of Estimated Resources and Appropriations Measure

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

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

Resolution No. 93-19 – Approval of General Fund Advance

Mr. Cleland indicated that this functions to advance out funds that would otherwise be negative at year-end, and stated that the revenues will appear in the following year.

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. 94-19 – Establish Use and Amount of Blanket Purchase Orders for 2020

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. 95 -19 – Issuance of Super Blanket Purchase Orders for 2020 Waste Disposal Services

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

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

Resolution No. 96 -19 – Authorization of Issuance of Super Blanket Purchase Order for 2020 Bank Fees

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

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

Resolution No. 97 -19 – Authorization of Issuance of Super Blanket Purchase Order for 2020 Unemployment Fees

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

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

Resolution No. 98 -19 – Issuance of Purchase Order for 2020 Annual Workers’ Compensation Premium

Mr. Cleland indicated that this expense is anticipated to be similar to previous years, with a rebate expected at year-end, though it is not relied upon in the budget.

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. 99 -19 – Authorization of Issuance of Super Blanket Purchase Order for Real Estate Taxes

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

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

Resolution No. 100 -19 – Issuance of Super Blanket Purchase Orders for 2020 Utilities

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

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

Resolution No. 101 -19 – Authorization of Purchase Order for Purchase of General Liability, Etc. Insurance Coverage from Hylant Administrative Services

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

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

Resolution No. 102 -19 – Authorization of Issuance of Super Blanket Purchase Order to Wright Express Fleet Services (WEX Bank)

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

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

Resolution No. 103 -19 – Issuance of Super Blanket and Blanket Purchase Orders for 2020 Health Insurance

Mr. Cleland indicated that the employee health insurance benefits provided through Lucas County are the best available option for the park district with no increase in the last few years and an increase of approximately six percent (6%) for 2020.

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

- O. Ms. Luetke offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:

Resolution No. 104 -19 – Authorization to Engage the Law Firm Spengler Nathanson P.L.L. for Legal Services

Mr. Byers noted that the relationship with Spengler Nathanson is appreciated and integral in the continued efficient operations of Metroparks.

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

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

Resolution No. 105 -19 – Authorization to Engage NORTH Design for Provision of Marketing Services

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

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

Resolution No. 106 -19 – Authorization of Image Focus Communications to Negotiate on Behalf of Metroparks Toledo for the Placement of Advertising

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

- R. Ms. Luetke offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:

Resolution No. 107 -19 – Authorization of Agreement with Ohio History Connection for the Curation of Items and Artifacts Found at Fallen Timbers and Fort Miamis National Historic Site

Dr. Shannon Hughes explained that this was a long-planned project. Ohio History Connection will provide the service free of charge to curate items from the battlefield sites and will allow for future use of the items for educational purposes.

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

- S. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Ms. Luetke:

Resolution No. 108 -19 – Ratification of Land Purchase: 917 Pontiac St. and 123 Alpena St.

Dr. Schetter indicated these acquisitions are routine and constitute additions to the Manhattan Marsh site. Eventually these streets will be removed from city maps as they become a part of the Metroparks Toledo footprint.

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

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

Resolution No. 109 -19 – Ratification of Land Purchase: 1021 Front Street

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

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

Resolution No. 110-19 – Contract Approval, Metroparks Toledo – Wabash Cannonball Trail North Fork Extension Phase I

Mr. Jon Zvanovec indicated that ten (10) bids were received, with the apparent lowest and best being from Expercon, LLC.

Ms. Emily Ziegler indicated that the maintenance of the site will be provided through a partnership with the Northwestern Ohio Rails-to-Trails Association (“NORTA”). The extension will be six (6) miles in length, with the first mile dedicated to Mr. Tom Duvendack, a long-time Metroparks Toledo employee who passed away earlier in 2019. The project will be completed with ninety-five percent (95%) of the cost being covered through outside funding and with an expected opening in August 2020.

Mr. Tom Striggow, NORTA board member, expressed that this project provides additional resources to NORTA, including the confidence of other partners to extend the trail in Fulton County. NORTA is seeking additional partners like Metroparks Toledo to continue its mission of extending the trails in the region.

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

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

Resolution No. 111 -19 – Contract Approval, Manhattan Marsh Metropark Development

The brief and resolution were provided the day-of the Board meeting due to bidding opening the Friday prior to the Board meeting. Mr. Zvanovec indicated that seven (7) bids were received with apparent lowest and best being Salenbien Trucking & Excavating, of Dundee, MI.

Ms. Ziegler provided an overview of the importance of the Manhattan Marsh site, which will fulfill the goal to place a Metropark within five (5) miles of all Lucas County residents. The neighborhood surrounding the site is classified as underserved, which makes the partnerships planned in connection with the new Metropark all that more integral. Additionally, the site is environmentally significant for bird migrations and water quality in the area. A federal grant of \$479,000.00 was received to aid in the development of the site, with the park set to open in September 2020.

Mr. Byers spoke to the overall importance of this project and the historic and ecologic significance of this site. He highlighted the importance of the due diligence given by the natural resources and planning teams to responsibly steward the Marsh and make good on the commitment made to the community.

Mrs. Doneghy indicated that the educational opportunities provided to Toledo Public Schools through this project will be important to increasing the level of education available to area students.

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 DISUCSSIONS

At 10:07 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 the employment of a public employee 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. Mr. Cleland conducted a roll call vote of the commissioners.

ROLL CALL

Mr. Byers - Yes
Mrs. Doneghy – Yes
Ms. Leutke – Yes
Mr. Savage – Yes

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

The Board adjourned executive session at 10:33 a.m. and resumed its regular session.

With no further business or action to be taken, Mr. Byers made a motion to adjourn the Board meeting at 10:33 a.m., which was seconded by Mrs. Doneghy and approved.



Scott Savage, President

Attest: 

Dave Zenk, Executive Director

DDZ/bs
12/18/2019