

Regular Board Meeting – October 26, 2016

RESOLUTION SUMMARY

<b>Resolution</b>	<b>Description</b>	<b>Byers</b>	<b>Doneghy</b>	<b>Savage</b>	
<b>Resolution No. 66-16</b>	Rejection of Bid, Blue Creek Conservation Area White Barn Re-Roof 2016, Metroparks of the Toledo Area, Lucas County, Ohio	2 <sup>nd</sup>	Motioned		Approved
<b>Resolution No. 67-16</b>	Contract Approval, Blue Creek Conservation Area White Barn Re-roof Re-bid, Metroparks of the Toledo Area, Lucas County, Ohio	Motioned	2 <sup>nd</sup>		Approved
<b>Resolution No. 68-16</b>	LWCF Springer Farm	2 <sup>nd</sup>	Motioned		Approved
<b>Resolution No. 69-16</b>	Schedule of Payables	Motioned	2 <sup>nd</sup>		Approved
<b>Resolution No. 70-16</b>	Resolution Accepting the 2017 Amounts & Rates as Determined by the Budget Commission & Authorizing the Necessary Tax Levies and Certifying them to the County Auditor	2 <sup>nd</sup>	Motioned		Approved
<b>Resolution No. 71-16</b>	Ratification and Approval of Revised 2016 Earned Revenue Fee Schedule	Motioned	2 <sup>nd</sup>		Approved
<b>Resolution No. 72-16</b>	Approval and Authorization of an Annualized Salary of \$120,000.00 for Dave Zenk to Serve as Interim Executive Director	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**  
**WEDNESDAY, OCTOBER 26, 2016, 8:30 A.M.**  
**YAGER CENTER – SWAN CREEK**

Commissioners Present:

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

David D. Zenk, Interim Executive Director  
David Smigelski, Legal Counsel

Staff present: Dave Zenk, Jill Molnar, Joe Fausnaugh, Scott Carpenter, Sherri Mossing, Michelle Grigore, Amy Mossing, Emily Ziegler, Marty Overholt, Cathy Marinelli, Tim Gallagher, and Doug Carr.

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 8:31 a.m.

Mr. Savage led the Pledge of Allegiance.

2. CONSENT AGENDA ITEMS

Mr. Byers made a motion for approval of the consent agenda, as well as the disposition of the minutes for the regular Board meeting held on September 21, 2016. This motion was seconded by Mrs. Lera Doneghy, and Mr. Savage approved.

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

A. Mr. Dave Zenk and Mr. Scott Carpenter provided a Community Survey Presentation

Mr. Zenk reported that the biggest takeaway from the survey results is that all items are trending up.

Some of the biggest surprises in the survey results were in regard to programs that the community would definitely like to see, as well as hours of operation. The community, overall, did not find a necessity to increase park hours; however, as Metroparks opens more urban parks, there may be more of a request to do

so. In the meantime, Metroparks is going to perform a trial at different parks to see the response from the community.

The survey revealed two very important themes regarding what is important to the community over the next decade: (1) to work on existing projects; and (2) to restore wetlands for water quality and educational purposes. This is key with the levy approaching and the work Metroparks is doing at Howard Marsh.

In response to a survey question regarding support for the 2017 levy renewal, fifty-seven percent (57.5%) of responders favored Metroparks, with responders stating their neighbors would vote in favor of the levy renewal. Thirty-one percent (31%) of responders were undecided, and statistically, Metroparks could receive half of those voting in favor when it comes time to vote.

Mr. Savage inquired of the board meeting attendees if these results fall in line with what they are seeing happening in the parks. Overall, the consensus is yes, but attendees also commented that it is very nice to see what a full package Metroparks truly offers to the community.

Mr. Savage thanked all of the staff for their hard work which resulted in tremendous results in the community survey.

- B. Land Levy Summary – Mr. Zenk provided the Board of Commissioners, based on their request, a summary of all of Metroparks' land purchases over the past 10 years. This includes monies utilized from the levy as well as from the grants received.
- C. Mr. Savage inquired about a Howard Marsh disbursement and whether it was higher than expected. Mr. Zenk responded that Metroparks was anticipating a One Million Dollar (\$1,000,000.00) reimbursement; however, due to the lower project cost, Metroparks' match will be lower. Depending on final project costs, Metroparks may be in a position to request additional funds.
- D. Ms. Sherri Mossing, Comptroller

Ms. Mossing distributed to the Board of Commissioners a draft budget for review looking for approval at the November 18, 2016 meeting.

Regarding the actual vs. budget report, Ms. Mossing reported that things are tracking as expected. Although the taxes line looks under budget, it is a function of how Metroparks is booking the monies as received and the variance is offset in the intergovernmental line.

As far as TBG operations, Metroparks makes quarterly payments, but, as a result of timing issues, it will recognize five (5) payments for 2016. Mr. Savage inquired as why and Ms. Mossing will get back with him. Ms. Mossing reported that everything in the all funds report is tracking as expected. Land acquisition is the biggest differential, which is the result of the timing of the Howard Marsh project.

Regarding the fund advances, Ms. Mossing reported the anticipated date of return has changed from December 2016 to December 2017.

There are no changes with the outstanding debt.

Ms. Mossing reported that, regarding the investment ledger, three CDs matured and two were re-invested. Mr. Matt Cleland is in the final stages regarding the investment policy, which he will present for approval to the Board in the next few months.

Ms. Mossing also reported that there is only one item pertaining to the then-and-now-report. Mr. Byers stated that the text on page 10 indicates there are two items on the report, and it should reflect only one.

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

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

Resolution No. 66-16 – Rejection of Bid, Blue Creek Conservation Area White Barn Re-Roof 2016, Metroparks of the Toledo Area, Lucas County, Ohio

Mr. Marty Overholt reported that this pertains to the very large white barn at Blue Creek. The estimation was made at budget time last year; however, when it went out to bid, the labor costs were too costly thus pricing came up higher than anticipated. A re-evaluation occurred and, as a result, Metroparks made some engineering changes, so the project went out for re-bid. Two bidders responded, and one of the contractors was able to meet the new criteria. All of the previous bidders were also provided the same opportunity to re-bid.

Mrs. Doneghy inquired about the change in the roof specs, specifically regarding the life of a thinner roof. Mr. Overholt stated that the life of the roof is the same, but it may show some wear more easily.

Mr. Byers inquired as to why it was only a two percent (2%) contingency; Mr. Overholt responded that was all that the budget permitted.

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. 67-16 – Contract Approval, Blue Creek Conservation Area White Barn Re-roof Re-bid, Metroparks of the Toledo Area, Lucas County, Ohio

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. 68-16 – LWCF Springer Farm

Mrs. Ziegler reported that this property currently straddles the trail on both sides; will include a parking lot, a pond, wetland creation, and restrooms. This is a very important project because Metroparks is hoping to connect with the Oak Openings Corridor via Secor and Westwinds Metropark.

Metroparks' goal is to utilize in-house staff to reduce the match.

Mr. Byers inquired as to where the Three Hundred Thousand Dollars (\$300,000.00) comes from. Mrs. Ziegler responded that this is set at the federal level. As to when Metroparks anticipates a response, Mrs. Zeigler responded that probably spring of 2017, and it will be a six-month project.

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. 69-16 – Schedule of Payables

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. 70-16 – Resolution Accepting the 2017 Amounts & Rates as Determined by the Budget Commission & Authorizing the Necessary Tax Levies and Certifying them to the County Auditor

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. 71-16 – Ratification and Approval of Revised 2016 Earned Revenue Fee Schedule

Mrs. Michelle Grigore reported that the Board of Park Commissioners approved the fee schedule last year; however, some items have changed throughout the year. One item was the membership discount, as well as the Manor House rental fees, which were too high. What is being submitted is an actual fee schedule based on this year. Because the auditors follow this particular fee schedule, Mr. Cleland asked that this be presented to the board for approval. Mrs. Grigore does not believe there will be any further changes in 2017.

One item to note, in the coming year, programming would like to offer a marketing discount for user groups, quantity discounts for multiple programs, discounts with multiple family members participating, etc.

Mrs. Doneghy inquired to as to the location of the Manor House listing which was placed under the programming line item rather than under the buildings.

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 thanked Mrs. Denise Johnson profoundly for her 17 years devoted to Metroparks. He commented on her ability to pick up and take on additional duties when things got tight, especially back in 2008-2009. Her presentation of Metroparks displayed by her commitment with the Rotary and all of her work with development and coordinating the various parties and events, particularly the Commissioners Preview Party. When he thinks about Denise, it was always the customer first.

Mr. Byers feels the same way and stated that Mrs. Johnson has been a real integral part of the agency. Her ability to connect with people was astounding and they will miss her and appreciate all of her help.

Mrs. Doneghy believes Mrs. Johnson has always been an integral part of the agency as well and was always able to put Metroparks first. Mrs. Doneghy said she will be missed.

Mr. Carpenter stated that Mrs. Johnson has expressed interest in volunteering with the Holidays.

Mrs. Grigore reported that:

- On October 29 there will be a Spooktacular Zombie night shoot at Westwinds at 7:00 p.m.
- Regarding outdoor skills events, there will be a glow roll – place glow sticks on your bike – one at October 28 at Farnsworth and one at Swan Creek on November 6.
- Programming has been partnering with UT for a really large biking event, Cycle Circle, which is a six (6) mile bike ride.
- Metroparks offers a good health walk on Mon/Wed/Friday and has added a senior stroll on Wednesdays. About half (½) a dozen people typically attend these walks.

Metroparks is preparing for Holidays at the Manor House, which will run from December 3-11. Metroparks will again offer carriage rides on the weekends as well as food trucks on the weekends and children's activities.

Ms. Jill Molnar reported that there will be a Public Records retention meeting immediately following the November 18 meeting.

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 a personnel issue involving employment wages, and a legal matter to be discussed with legal counsel, 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. 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 the motion passed and the Board recessed into executive session.

The Board adjourned executive session at 10:16 a.m.

Resolution No. 72-16 – Approval and Authorization of an Annualized Salary of \$120,000.00 for Dave Zenk to Serve as Interim Executive Director. Mr. Byers moved that the Board approve and authorize an annualized salary of \$120,000.00 for Dave Zenk to serve as Interim Executive Director, which shall be effective from October 4, 2016 until such time as a successor executive director is appointed. Mrs. Doneghy seconded and the motion carried.

Mr. Byers made a motion to adjourn the Board meeting at 10:18 a.m., which was seconded by Mrs. Doneghy and approved.

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Scott Savage, President

Attest: \_\_\_\_\_  
David D. Zenk, Interim Executive Director

DDZ/kjm  
10/26/16