

Regular Board Meeting – March 23, 2016

RESOLUTION SUMMARY

Resolution	Description	Byers	Doneghy	Savage	
Resolution No. 14-16	Proposal to Enter into a Contract Agreement with Jake Coolman for Canal Boat Pulling for 2016 Season of the Canal Experience at Providence Metropark.	Motioned	2 nd		Approved
Resolution No. 15-16	Authorization to Purchase Two Maintenance Trucks	Motioned	2 nd		Approved
Resolution No. 16-16	Ratify Approval/Award & Participation in the U.S. Fish & Wildlife Service Grant (Swan Creek Riffle Enhancement Project)	2 nd	Motioned		Approved
Resolution No. 17-16	Schedule of Payables	Motioned	2 nd		Approved
Resolution No. 18-16	Expense Approval Request for District Signage	2 nd	Motioned		Approved
Resolution No. 19-16	Fifth Third Governmental Resolution	Motioned	2 nd		Approved
Resolution No. 20-16	Enabling Resolutions for Morgan Stanley	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, MARCH 23, 2016, 8:30 A.M.
WARD PAVILION – WILDWOOD METROPARK PRESERVE

Commissioners Present:

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

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

Staff present: Dave Zenk, Matt Cleland, Jill Molnar, Tim Schetter, Joe Fausnaugh, Michelle Grigore, Scott Carpenter, Denise Johnson and Robin Brown.

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 8:40 a.m.

Mr. Savage led the Pledge of Allegiance.

2. CONSENT AGENDA ITEMS

Mr. Savage stated there is one change to the consent agenda, the discussion of the Vision Statement has been postponed to the April 27, 2016 board meeting. With this change, Mr. Fritz Byers made a motion for approval of items which include the consent agenda and the disposition of the minutes for the regular board meeting held on February 24, 2016. This motion was seconded by Mrs. Lera Doneghy and approved.

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

A. Recognition of Volunteer Mr. Dennis Walsh

Mr. Savage acknowledged the vital importance of the volunteers within our park system, and more specifically, the services performed by Dennis Walsh. Mr. Dennis Walsh was a nominee and recipient of the 2016 ServeOhio Award for Volunteerism. Mr. Savage presented Mr. Walsh with a proclamation signed by Governor John Kasich and Lt. Governor Mary Taylor.

- B. Vision Statement Discussion –removed from the agenda and discussion was deferred to the April 27, 2016 board meeting.

- C. Steve Madewell – Communication

Mr. Steve Madewell reviewed the organization and structure for the Park District’s lines of communication both internally (between the board and staff) and externally (between the Park District and the public.) This also happens to be one of the requirements for CAPRA.

Mr. Savage commented and assured those present that each form of communication is being read, and thanked everyone who participates in the process.

Mr. Byers commented that in his years of participation on the board, he is extremely thankful for the level of detail and information that is communicated to the board. The other commissioners agreed with his sentiment.

Mr. Madewell advised that there will be a public forum on April 5 and each of the commissioners will be present as well.

- D. Matt Cleland, Director of Finance/Treasurer

Mr. Matt Cleland reported that it is early in the year so he is going to summarize his review of the financial statements. One item of note he discussed is that the local tax revenue is low on the financial reports but that it will be increased on next month’s reports as the expected revenue has been received, as usual, in March. Mr. Byers asked if the revenue is comparable to years past and Mr. Cleland indicated that yes, it is.

Mr. Cleland also stated that the investment ledger is identical to last month with no changes to date. There will be multiple maturities in the month of March and his recommendation is to keep those in cash with Middlegrounds and Howard Marsh projects on the horizon. Regarding the Then and Now report, Mr. Cleland said he hopes that the reduced number of purchase orders on the report is a function of changes that have been made internally in order to make the process more efficient.

The audit for 2015 is coming up and Mr. Cleland has begun conversations with the auditors as to how best to prepare and make the process as smooth as possible. The auditors suggested Metroparks might apply for an extension of the filing deadline with the Auditor of State’s office. Metroparks has filed for an extension which means the audit will take place later in the year.

Mr. Byers inquired if the item in section 4, page 11 was a capital lease. Mr. Cleland stated that yes it is. Mr. Joe Fausnaugh interjected that it is a lease on a mower. Mr. Cleland said payments are made annually. Mr. Byers also inquired if the variance in interest revenue is a function of timing. Mr. Cleland reported that the difference is due to timing and that the goal in the future is to have items recorded on the ledger monthly.

Mr. Byers inquired about the relationship with the park district’s software vendors and whether the financial software is providing sufficient functionality. Mr. Cleland stated that overall, yes. He is finding the software sufficient to meet the district’s needs and has discovered we have access and a license to run Crystal reports. Ms. Heather Mosqueda has agreed to attend training on this software in order to be able to produce more detailed reports.

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

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

Resolution No. 14-16 – Proposal to Enter into a Contract Agreement with Jake Coolman for Canal Boat Pulling for 2016 Season of the Canal Experience at Providence Metropark.

Mrs. Michelle Grigore reported that Mrs. Shannon DeYoung re-vamped the contract this season by offering a flat fee which includes carriage rides for Holidays at the Manor House. Mr. Coolman agreed to this new approach.

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 Mrs. Doneghy:

Resolution No. 15-16 – Authorization to Purchase Two Maintenance Trucks

Mr. Fausnaugh explained that there are a couple of trucks that are in need of replacement and took it out to bid. Rather than requesting a specific brand, the choice was made to only solicit certain specifications. The Board reviewed the responses to the bid request. Mr. Byers inquired if the bid could be split to obtain the most cost-effective pricing for each truck. Mr. Byers moved to amend the resolution, subject to review of legal counsel, to authorize the purchase of the two vehicles in the most cost-effective manner based on individual pricing.

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

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

Resolution No. 16-16 – Ratify Approval/Award & Participation in the U.S. Fish & Wildlife Service Grant (Swan Creek Riffle Enhancement Project)

Dr. Tim Schetter stated this was a grant secured by the efforts of TMACOG. This grant will expand the riverbank and improve the habitat.

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 Mrs. Doneghy:

Resolution No. 17-16 – Schedule of Payables

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

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

Resolution No. 18-16 – Expense Approval Request for District Signage

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

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

Resolution No. 19-16 – Fifth Third Governmental Resolution

Mr. Cleland reported that this is a new request by financial institutions that are requiring actual board approved resolutions in order to sign the paperwork and update signature cards. Mr. Byers inquired if there were any changes in liabilities. Mr. Dave Smigelski responded that he has reviewed the document and the liabilities are in line with the typical government agency requirements.

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

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

Resolution No. 20-16 – Enabling Resolutions for Morgan Stanley

Mrs. Doneghy made note that on page 32, before the respecting “a”, please correct text to read “not limited to”.

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

5. PUBLIC ISSUES

Lynn (last name not provided) addressed the Board of Park Commissioners and referenced a document regarding Metroparks media coverage of the deer cull. She feels that there was not anything advertised prior to December 21, 2015.

Mr. Savage responded by thanking the guests for attending today’s meeting. He went on to state that notifying the media was done well in advance. However, the media determines when and what will be published.

Lynn inquired if the cull will continue. Dr. Schetter and Mr. Madewell responded that further action will be dependent upon ecological and capacity determinations. It will be under continuous review.

Mr. Madewell responded that he appreciates the opinions expressed, but there are different perspectives to this situation.

Mr. Madewell indicated that the next time we do a cull it will be posted on the Metroparks’ Website at least 4 weeks in advance, as we have done in the past.

Mrs. Doneghy made a motion to adjourn the board meeting at 9:44 a.m., which was seconded by Mr. Byers.

Scott Savage, President

Attest: _____
Stephen W. Madewell, Executive Director

SWM/kjm
3/23/16