

Regular Board Meeting – March 15, 2017

RESOLUTION SUMMARY

| Resolution | Description | Byers | Doneghy | Savage | |
|-----------------------------|--|-----------------|-----------------|---------------|----------|
| Resolution No. 21-17 | Request of Funds from ODOT and Designation of Projects for Ohio Park Districts Roadwork Fund, FY 2018-2019, through the OPRA | 2 nd | Motioned | | Approved |
| Resolution No. 22-17 | Approval to Request Funding Through the State of Ohio for Wabash Cannonball Trail Extension | Motioned | 2 nd | | Approved |
| Resolution No. 23-17 | State and U.S. Numbered Bicycle Routes | 2 nd | Motioned | | Approved |
| Resolution No. 24-17 | Authorization to Apply to the OPWC for Clean Ohio Conservation Program Funds | Motioned | 2 nd | | Approved |
| Resolution No. 25-17 | Ratification of Schedule of Payables | 2 nd | Motioned | | Approved |
| Resolution No. 26-17 | Transfers from General Fund to Capital Construction and Education/Programming Funds | Motioned | 2 nd | | Approved |
| Resolution No. 27-17 | Contract Approval, Treehouse Valley Conceptual Design Services by Nelson Treehouse and Supply | 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 15, 2017, 8:30 A.M.
METROPARKS HALL – WILDWOOD PRESERVE

Commissioners Present:

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

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

Staff present: Jill Molnar, Dawn Dickerson, Joe Fausnaugh, Scott Carpenter, Sherri Mossing, Emily Ziegler, Tim Schetter, Cathy Marinelli, Jon Zvanovec, Heather Mosqueda, and Patty Morgenstern.

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 8:33 a.m.

Mr. Savage thanked everyone for all that they are doing on a daily basis at the parks.

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 February 22, 2017. This motion was seconded by Ms. Doneghy and approved.

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

Ms. Emily Ziegler, Director of Planning – Capital Update

Springer Farms (located in the Oak Openings Corridor) - On Monday, March 13, 2017, Metroparks was awarded \$300,000.00 from the Land and Water Conservation Fund (LWCF) for park development. The grant was administered by the Ohio Department of Natural Resources (ODNR) and is to be used for development of the property in the Oak Openings Corridor, adjacent to the Wabash Cannonball Trail. The development includes constructing a 20-vehicle parking lot, three primitive campgrounds, a pond, a crushed aggregate walking trail, and a restroom facility. Mr. Byers asked a follow-up question regarding how much of the land was to be used for restoration. Ms. Ziegler responded that the dirt from digging the pond will be repurposed and used for wetlands and a future prairie restoration area.

Maumee River Water Trail – Metroparks, Defiance Soil and Water Conservation District, and other agencies held five public meetings in Defiance, Henry, Wood, Paulding, and Lucas Counties to hear questions, comments and concerns from the public. There are 38 access sites and at least a dozen different owners of the water trail. The Board reviewed rendered images of the signage and map created for the Maumee River Water Trail. The map will show the access points along the water trail. Signage and maps will be sent to ODNR for approval. Mr. Byers asked how long it generally takes for approval. Ms. Ziegler said it depends how many applications are submitted. Metroparks has included Mr. Douglas Leed from ODNR Division of Parks & Watercraft in the planning of this project.

The Corridor Trail Phase 1 – Metroparks will create an All Purpose Trail from Secor to Wiregrass constructing a ten-foot wide boardwalk, made of concrete decking, which will be able to withstand all types of weather and prescribed burnings. The project is set to begin in the spring.

Chessie Circle Trail (located from River Road to Glanzman Road) - The trail will be constructed with asphalt and will be 16 feet wide. A bike/pedestrian bridge across the Anthony Wayne Trail near Detroit Avenue is scheduled to be installed on the evening of Wednesday, March 15, 2017. This portion of the trail is due to open May 15, 2017.

The Blue Creek All Purpose Trail – Metroparks received funding to complete the trail from Stiles Street to Providence Street up to the existing trail for a total of 0.6 miles.

Manhattan Marsh – This project consists of seventy (70) acres east of downtown Toledo. The project is pending development based on a grant in the amount of \$470,000.00. If Metroparks receives the grant, it will create a parking lot and restroom on the property currently being leased from the City of Toledo. Further development will include a trail, an elevated boardwalk where necessary, access to Chase STEMM Academy, and a canoe/kayak launch. Mr. Byers asked about the trail colors on the map. Ms. Ziegler explained that the colors represent the different types of trail systems that will be available at this site. The total estimated cost of the project is \$1.4 million. Mr. Savage asked if it is an all or nothing scenario, meaning if this grant funding is not awarded, will Metroparks make this a priority with a different grant options. Ms. Ziegler said that other funding sources are available and that the project is dependent on Metroparks being awarded the grants. Mr. Byers asked what the area in the box represented. Ms. Ziegler said that it represents an area along the canoe/kayak trail that will be elevated so canoes/kayaks will be able to pass underneath it.

Single Track Trail – To date, Metroparks volunteers have constructed five miles of this trail. The first section of the trail is in Oak Openings Preserve and shares a portion of the Wabash Cannonball Trail and Oak Opening Preserve's Hiking Trail. Metroparks has received an estimated \$135,000.00 from two separate ODNR grants for construction of the remaining six miles, which will be constructed in parts of Lucas and Fulton Counties along State Route 64. Metroparks additionally has received \$117,000.00 from Lucas County, which will be used to fund a trailhead with parking, restrooms, and flexible programming space. The Fulton County grant will go toward the construction of six miles of the 11 mile trail. The Single Track Trail consists of obstacles constructed of wooden decking, a rock garden, and a rolling boardwalk. Mr. Zenk said this project has not been publicized yet, but the parking lot has been full with visitors already using the trail. The recently acquired property has several out-buildings including a pole barn. The new trailhead will have an indoor practice/training track, common space to be used for programming and visitors, restroom facilities and showers, and a 70-car parking lot. Currently, an architect is working on design concepts as to what the space will look like, and a consultant from the Colorado area is working on a visitation plan for the Single Track Trail. The visitation will be benchmarked against an equation using the Equestrian Trail usage.

The Brookwood Property (located off of Swan Creek Drive behind St. Joan of Arc and the Andersons property) - Metroparks started work on the exterior of the house in 2016. In 2017, contractors began working on the inside of the house to open it up by removing non-structural walls. Metroparks will award contract bids soon to finish the project with a 30-vehicle parking lot, walkways with views of Swan Creek, and landscaping.

Downtown Toledo Bike Share – Metroparks received money for 2018 to purchase a total of 100 bikes and 150 racks to be placed different areas of downtown Toledo. The site furthest to the west is the Art Museum. There

also will be a site at Middlegrounds and other key areas in downtown Toledo. In May 2017, Metroparks will be able to launch the project with the hopes of turning it over to the Toledo Area Regional Transit Authority (TARTA) in the fall. Mr. Byers asked what or how Metroparks will continue to be a key partner on this project. Mr. Zenk said Mr. Joe Napoli is working on the marketing, sponsorship opportunities, and ridership fees, with an opportunity for sponsors to have their business name or logo at a bike share station. Metroparks will continue to be a partner in this project but will hand off the day-to-day operations to TARTA.

Swan Creek Playground (located at the Airport Highway Entrance) - The concept drawings were shown and Ms. Ziegler touched on a few of the key features: the playground will provide a safer and more inclusive play experience for children, and the landscape mimics Swan Creek's natural feature, the oxbow. The project is on schedule to open to the public in July.

Swan Creek Trailhead (located at the Glendale Avenue Entrance) - This project will begin soon and consist of an updated trailhead and common space.

Howard Marsh – Mr. Schetter updated the Board that exciting changes have been taking shape with the construction of the cofferdam, which is required and is the heart of the operation to be able to bring water in and out and to control the water levels. The agri-drain can pass 20,000 gallons of water per minute. Metroparks is installing the pilings of the boardwalk and constructing the entrance to the park along with pull-off sites to accommodate birders.

Ms. Ziegler further updated the Board regarding Metroparks' Planning Initiatives for the 2017 year:

Keil Farm (located at the corner of Reynolds and Hill Avenue) - The farm consists of 167 acres, and part of it is currently being farmed. When funding is announced, Metroparks will engage in a quick turnaround to begin work on this property. Currently there is a white barn which is in need of repair. Metroparks has done some level of planning for this site and engaged The Collaborative Inc. in the early planning process. In 2013, Metroparks' thought was to turn this piece of property into a nature preserve. Now, after further analysis, Metroparks has determined the site should be used for urban camping, and that three bodies of water should be added in the hope that using this site primarily for recreation might alleviate the burden on Wildwood Preserve. Along with camping opportunities, Metroparks plans to incorporate water and trails and renovate the barn for public and programming use. Mr. Byers asked for clarification regarding the line of ownership between Metroparks and Inverness Golf Course. Ms. Ziegler said that Inverness desires to build a maintenance shop near the property line. Metroparks desires to work with Inverness to create a larger body of water to help with drainage. The maintenance shop that Inverness plans to build would enable it to expand on its Youth Leadership Program.

Ms. Molnar addressed the Board and said that Mr. Cleland and Ms. Molnar have been meeting with the different work groups to review Mr. Zenk's future vision. One common theme that has come out of these meetings is the work groups did not know or have input on these future project(s). Based on the feedback at the March 8, 2017 All Employee Meeting, Metroparks planned an exercise to engage all staff on the Keil Farm project. Staff and management reacted positively to the exercise. Ms. Ziegler is still reviewing all of the feedback received, and will consolidate it and address it at future planning meetings.

Family Friendly Adventure Destination – Metroparks strives to be the best park district in the area and has the ability to do so. Accordingly, Metroparks desires to create an area where families can be adventurous. The recently acquired land in the Oak Openings Corridor provides an ideal opportunity to expand that area for recreational use. This land includes a riding arena and stable and a single track trail. Currently, Metroparks is performing a feasibility study to turn the indoor structures into an indoor training arena and common space for visitors, which would lead to programming opportunities. A mature woods is located behind the current structures and is a potential site for building treehouse villages and tent platforms so families and businesses can create an adventure without leaving the Toledo area.

Blue Creek Historic Barn - Metroparks is looking to renovate one of the structures for use. It is looking to perform feasibility studies to determine the purposes for which these structures can be used.

River Islands Activation & Otsego Road Improvements – Metroparks is looking at these sites to see what it can do and for opportunities to add primitive accommodations on one or more of these sites. Ms. Doneghy asked if these sites will be handicapped accessible. Ms. Ziegler said probably not because of the access needed to get onto the islands.

Farnsworth Boat Launch Area – Metroparks turned three of the standing structures along the Towpath Trail and Maumee River into tent camping sites, redesigned the playground, and constructed a new picnic shelter. The site currently has pit toilets but Metroparks is looking to add restrooms and showers for visitors to use.

Corridor Trail Phase 2 – Metroparks is constructing a trail from Wiregrass to Westwinds. Part of this trail will go through Kitty Todd State Nature Preserve, so discussions have already begun to see how Metroparks and Kitty Todd can work together make this trail happen.

Mr. Savage said all of this information is a bit overwhelming, but that his silence should not be construed negatively. Mr. Savage asked if NORTH Design was part of the overall planning. Mr. Zenk said it is and said Metroparks is giving a presentation to the Toledo Rotary on Monday, March 20, 2017. Mr. Zenk recently spoke with a member of the Toledo Rotary and asked the member who Metroparks' competition is. The member responded listing cities such as Des Moines, Iowa; Boise, Idaho; Omaha, Nebraska; Grand Rapids, Michigan; and Tulsa, Oklahoma. All of these cities have been on the Best Of list. What do these cities have, and what makes them unique? These cities have miles and miles of walking/biking trail systems, some with riverfront properties. At one time, these cities were identified as places no one wanted to live. These cities started to realize that investing in a healthier lifestyle would result in a better way of life. These are the success stories that Metroparks is looking to benchmark against and achieve so Toledo will be on this list.

Mr. Savage said to look at this as a learning opportunity from the top five locations. Mr. Zenk said good things are happening at the Convention Bureau. He also added that, 13 years ago, De Moines, Iowa was voted as one of the most boring places to live, and now they are listed as one of the best places to live. Metroparks is looking to help positively change the outlook on Toledo to attract businesses and a younger generation to make Toledo their home. Mr. Byers said the seven plans that Metroparks is integrating together, along with the outreach efforts, will help connect families to nature.

Ms. Doneghy said sharing and gathering staff input is a positive way to connect staff to the Metroparks Vision. Mr. Zenk discussed taking a 130-employee meeting and turning into a workshop for Keil Farm. Metroparks' staff will also be invited to go to Howard Farms so they can see the progress and appreciate it more when it is open to the public.

Mr. Savage commented that the level of commitment toward upgrading Metroparks' standards and quality of new projects is in line with the Metroparks Vision. He congratulated everyone and stated that there are really great, fun, and exciting things happening at Metroparks.

Ms. Sherri Mossing, Comptroller – Treasurer's Report

Ms. Mossing presented a new report for the general fund that provides more useful data than the quarterly reports presented in the past. This report shows the current month's activity, year-to-date (YTD) activity, YTD budget, and annual budget. She reported that revenues and expenditures are trending as expected with two months completed in this year. Metroparks no longer has to wait until the end of the quarter for variances from budget to be noted. Mr. Byers said he likes the new format, and Mr. Savage said it is exactly what the Board requested. Ms. Mossing said Metroparks can eliminate the quarterly report going forward.

Mr. Savage said one of the questions he had asked Mr. Matt Cleland involved the seasonal impact. Ms. Mossing said that Metroparks has developed a monthly budget that takes the seasonal impact into account. Payroll and payroll-related items are budgeted based upon the schedule of pay dates. Mr. Byers said the report addresses his concerns about ensuring Metroparks has a better look at activity on a monthly basis.

Ms. Mossing said the all funds report is the standard report that the Board is used to seeing. Ms. Mossing said the Board had asked to see encumbrances on this report at the last meeting. Mr. Matt Cleland and Ms. Mossing tried to add that information but were unable to reflect budget and actual encumbrances in a way that was not confusing or did not cause additional questions. Mr. Savage asked about the first report and clarified that it does not include encumbrances. Ms. Mossing said there are no material variances from the budget known or expected and we are still on track with two months completed in this year.

Fund advances and outstanding debt are the same as last month.

Investment ledger - Ms. Mossing said Metroparks purchased two new government securities with money market funds.

Ms. Mossing presented the Then and Now report, which contained one item. Mr. Savage asked why Metroparks is 52 days in violation. Ms. Mossing and Mr. Fausnaugh responded that it was related to a purchase order for rented equipment needed for a project. Because the ground was soft from the weather, Metroparks was not able to use the equipment and held onto it longer than originally intended.

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

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

Resolution No. 21-17 – Request of funds from ODOT and Designation of Projects for Ohio Park Districts Roadwork Fund, FY 2018-2019, through the OPRA

Mr. Zvanovec said it is an obligation and Metroparks applies for the funding every two years. In the past, Metroparks used these funds to help with Middlegrounds. Mr. Byers inquired if, in order to be eligible for the funds, Metroparks had to own the land. He also asked if there is a difference between owning and leasing the land. Mr. Zvanovec said there is no difference. Mr. Byers asked whether 15 years for owning the land is a normal time period for this type of funding. Mr. Zenk, Mr. Schetter, and Mr. Zvanovec said the time period is very common and has to do with the government purchasing bonds and the maturity of those purchased bonds.

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 Ms. Doneghy:

Resolution No. 22-17 – Approval to Request Funding Through the State of Ohio for Wabash Cannonball Trail Extension

Ms. Ziegler said it was suggested to phase the project in instead of trying to do the entire project all at once. The project will extend Metroparks nearly to Wauseon. Mr. Byers asked if Metroparks is considering a similar project to pave the south fork, and Ms. Ziegler reported Metroparks has not seriously considered that project. Mr. Byers asked if paving the trail allows more people to enjoy the trails. Mr. Zenk said that the results of a survey showed overwhelming support in favor of having the trail paved. Mr. Byers asked whether the number system would help with all trails. Ms. Ziegler said that it will.

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

C. Ms. Doneghy offered and moved for adoption of the following resolution, with a second by Ms. Zenk:

Resolution No. 23-17 – State and U.S. Numbered Bicycle Routes

State Route 90 has been identified as the proposed route to be designated as part of the state and national system, but the routes are subject to change. Mr. Savage said several of the roads are heavily traveled.

Mr. Savage said the noteworthy piece in this brief is that bicycle tourism is a \$47 billion industry with a positive economic impact to the communities.

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 Ms. Doneghy:

Resolution No. 24-17 – Authorization to Apply to the OPWC for Clean Ohio Conservation Program Funds

Mr. Schetter stated this is a standard brief for 2017 and there is \$1.9 million available.

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

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

Resolution No. 25-17 – 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.

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

Resolution No. 26-17 – Transfers from General Fund to Capital Construction and Education/Programming Funds

Ms. Mossing stated that, at the November 2016 board meeting, the Board approved fund appropriations, which included the transfer of funds from the General Fund to Capital Construction and Education/Programming Funds. Resolution 26-17 seeks approval to perform the fund transfers.

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

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

Resolution No. 27-17 – Contract Approval, Treehouse Valley Conceptual Design Services by Nelson Treehouse and Supply

Ms. Ziegler explained the location of the Treehouses and the types of structures that could be available. Nelson Treehouse and Supply spent two days looking at the site with Metroparks Staff and evaluating the feasibility of constructing a village of Treehouses. Metroparks is looking to design 4-person and 6-person tent platforms connected with swinging bridges. The contract proposal will include floorplans, elevated uses of the treehouse, a budget for any additional design work, and rendered drawings. Ms. Ziegler stated that the rendered drawings will make it easier for Metroparks to seek funding from potential donors. These rendered drawings will also enable Metroparks' Construction Crew to construct the multiple structures used to tie in the Treehouse Village. Nelson Treehouse and Supply is confident that Metroparks' Construction Crew can build the structures after looking at some of the other projects that have been completed. Mr. Zenk said this could be a really good partnership between Metroparks and Nelson Treehouse and Supply Company. Mr. Savage asked if it is possible for Metroparks to be part of a future on the television program, Extreme Treehouses. Mr. Zenk said probably not, but that it is not completely out of the question to discuss future opportunities for a return site visit. Mr. Savage wanted to know what the cost of the structures would be. Ms. Ziegler and Mr. Zenk said at this time they were unsure, but they estimated the largest structure could cost

roughly \$100,000.00.

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

5. NORTH COUNTRY TRAIL UPDATE

Mr. Fausnaugh said he was very pleased to let the Board know that, this week, Metroparks finalized its application to the National Park Service to have a portion of the Oak Openings Scout Trail designated as part of the North Country Trail. Metroparks is very optimistic this application will be accepted, and if so will make Metroparks part of the multi-state hiking trail that skirts the Great Lakes.

It is fair to call this trail the Appalachian Trail of the mid-west, so this is very significant. The trail traverses New York, Pennsylvania, Ohio, Michigan, Wisconsin, Minnesota, and North Dakota. This would be a wonderful opportunity for some additional attention to Metroparks' overall trail system, and Metroparks would be working with Whitehouse to help it become established as a recognized "Trail Town" after Metroparks receives the requested designation.

6. EXECUTIVE SESSION

At 9:31 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. Zenk stated that the purpose of the executive session was to discuss the purchase of property, pursuant to Ohio R.C. §121.22(G) (2). 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. Jill Molnar reported, upon roll call vote, that the motion passed, and the Board recessed into executive session.

The Board adjourned executive session at 10:02 a.m.

Mrs. Doneghy made a motion to adjourn the Board meeting at 10:03 a.m., which was seconded by Mr. Byers and approved.

Scott Savage, President

Attest: _____
David D. Zenk, Executive Director

DDZ/kjm
3/15/2017