

Regular Board Meeting – August 23, 2017

RESOLUTION SUMMARY

Resolution	Description	Byers	Doneghy	Savage	
Resolution No. 63-17	Authorization to Request Funding Through the Lowe’s Community Partners Grant Program	2 nd	Motioned		Approved
Resolution No. 64-17	Ratification of Schedule of Payables	2 nd	Motioned		Approved
Resolution No. 65-17	Amendment to Board Resolution No. 93-16	2 nd	Motioned		Approved
Resolution No. 66-17	2017 Supplementing and Amending Appropriation Measure – “Rod and Reel”, Blue Creek North Perimeter Trail and Capital Construction	2 nd	Motioned		Approved
Resolution No. 67-17	Approval of Letter Agreement Regarding Granting of Easement to NEXUS Gas Transmission, LLC (“NEXUS”) and Form of Easement for Same	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, AUGUST 23, 2017, 8:30 A.M.
LAMB CENTER – SIDE CUT METROPARK

Commissioners Present:

Lera Doneghy, Vice President
Fritz Byers, Vice President

Not in attendance, Scott Savage, President

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

Staff present: Matt Cleland, Jill Molnar, Sherri Romanski, Emily Ziegler, Tim Schetter, Trish Hausknecht, Allen Gallant, Felica Clark, Heather Mosqueda, Dawn Dickerson, Patty Morgenstern, Joe Fausnaugh, Matt Killam, Dawn Dickerson, Cathy Marinelli, and Amy Mossing

1. NON-RESOLUTION BOARD ITEMS

Vice President Fritz Byers called the meeting to order at 8:35 a.m.

Mr. Byers led the Pledge of Allegiance.

2. CONSENT AGENDA ITEMS

Mrs. Lera Doneghy requested that on page 7 of the board packet, please add in the previous month's minutes that there was no action taken at the executive session. With this change, Mrs. Doneghy made a motion for approval of the consent agenda, as well as the disposition of the minutes for the regular Board meeting held on July 26, 2017. This motion was seconded by Mr. Byers and approved.

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

A. Allen Gallant, Business Analyst and Grants Manager – Grant Update

Mr. Allen Gallant provided an overview of the grant application process that he has begun to develop. The first step is to identify key resources. Once a viable grant has been identified, a proposal team is pulled together to ensure all items are addressed within the application.

Once awarded, there may be some negotiations involved. An example would be when an award happens after a year, some aspects of the project may have changed.

Mr. Gallant's role once the grant is awarded, is to take ownership and handle all aspects of the post-award management. This will alleviate our staff from having to respond to reporting requirements and focus on the actual project.

The final step would be close out. Ensuring all documentation is submitted as well as meeting the state auditor's requirements.

Future initiatives includes annual alignment with consistent sources, along with pursuing new opportunities. Internally, there will be increased collaboration with branding and marketing along with Metroparks philanthropic efforts. From a planning perspective, Mr. Gallant wants to be in alignment with Metroparks Comprehensive Plan and the Toledo Downtown master plan.

Mr. Byers asked Mr. Gallant to respond to the notion of working with corporations. An example is Lowe's, it's a national application, but the fact that Metroparks has met with local representation that ultimately makes a stronger application for us. Mr. Byers stated that some points he took from this overview is regarding open communication with the funding agencies, it's imperative that Metroparks stay faithful to our mission and maintain the integrity of our reporting. Regarding the new market for corporate sponsorships, Mr. Byers went on to say that it's so important that Metroparks follow through with integrity and fidelity to preserve our reputation within this arena. Mr. Gallant reported that he's been in previous positions where other funding sources have approached him to apply for their grants because of the outstanding reputation that the organization had.

Mr. Dave Zenk stated that is so key to see our aggressive vision. And what's so important, is that these are only sought for projects that we've already identified. As part of our new philosophy, not only are we receiving funding, we're also responding to the reporting aspect to be fiscally responsible.

Mr. Byers stated that Metroparks has identified what we want to do from 1,3,5,10 years and integral to that is our levy. He went on to mention that there have been presentations regarding the philanthropy plan, Park Improvement Plan, what the board and staff have been focusing on has been congruent with the mission and vision to Metroparks and for the betterment of our voters and the entire community. Mr. Byers has the deepest appreciation for the work that staff and Mr. Gallant is doing.

B. Sherri Romanski, Comptroller – Treasurer's Report

General Fund – Ms. Sherri Romanski reported that Metroparks Toledo received the first payment on the second half real estate tax revenue. Additionally, she spoke with the Lucas County Auditor's office and updated projections indicate we will be \$28,000 under budget for local government funds. This is not a concern because it is a small variance in relation to the overall budget and it will be offset by the real estate tax revenue. Additionally, total revenue year to date is exceeding the budget by \$175,000. Expenditures are trending as expected. Mr. Byers asked why Charges for Services/Fees revenue is significantly higher than projected and what is causing that? Mr. Cleland responded that reservations are up because we have more facilities, i.e., Middlegrounds and increased overnight camping opportunities. Ms. Patty Morgenstern also added that camping reservations have increased immensely this year and that the Caretakers Cottage has very few unreserved days. Mr. Byers also inquired about the positive variance in Interest Income. Mr. Cleland stated that for budget purposes, a conservative approach was taken because of the rate of the recovery of the economy. While increased revenue and interest earnings also help to offset reduced local government funds, there is a message that State support for local governments is declining.

All Funds – Trending as expected. Nothing unusual to report.

Investment Ledger – Several government securities and CDs were purchased and sold in July. My Byers inquired if these transactions were conducted in the normal course of business and Ms. Romanski confirmed that they were.

Fund Advances – no changes.

Then and Now Report – Nothing to report. Mr. Cleland said this speaks to the procedures that have been

put in place.

Mr. Byers stated that the lack of debt and no meaningful changes in Metroparks Toledo's fund advances really speaks to the soundness of the entire financial plan. He went on to say that there is a lot of work that occurs behind the scenes that allows the report to be so smooth, and is appreciative for all of those efforts.

4. 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. 63-17 Authorization to Request Funding Through the Lowe's Community Partners Grant Program

Mr. Gallant reported that local Lowe's representatives approached Metroparks regarding interest in supplementing financially the Tree House Village. Metroparks applied for \$100,000.00, which is strictly a cash grant, no services offered. Mr. Byers inquired if there anything in the grant that obligates Metroparks to Lowe's? Mr. Gallant reported that no, there is no requirement. Mr. Byers stated that synergy here is the excitement of our planning.

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. 64-17 – 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.

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

Resolution No. 65-17 – Amendment to Board Resolution No. 93-16

Ms. Romanski reported that in December, 2016 the Board of Park Commissioners approved the \$140,000.00 Worker's Compensation premium. The invoice received came in at \$145,000.00, and because we contract through the county, there's no specific reason for the increase. Mr. Cleland reported that Metroparks worker's compensation incidents are low.

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

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

Resolution No. 66-17 – 2017 Supplementing and Amending Appropriation Measure – "Rod and Reel", Blue Creek North Perimeter Trail and Capital Construction

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

Ms. Romanski reported on the various amendments to the funding.

A one page sheet with budget detail of amendments approved in June was shared with the commissioners calling to their attention that the detail page was omitted from the June agenda.

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

Resolution No. 67-17 – Approval of Letter Agreement Regarding Granting of Easement to NEXUS Gas

Transmission, LLC (“NEXUS”) and Form of Easement for Same

Mr. Dave Smigelski reported that for several years NEXUS has repeatedly reached out to Metroparks to request an easement for the proposed pipeline. To date, Metroparks has not agreed to such a conveyance. However, NEXUS is now days away from receiving FERC approval, which will empower NEXUS with the power of eminent domain through which it could take land from Metroparks. In Lucas County, Metroparks was assured that it is the last landholder that has not executed an agreement for the conveyance of an easement. Recently, Metroparks has been presented with a letter of agreement, which would conditionally grant an easement in the event that NEXUS receives FERC certification. Should the easement be conveyed, the agreement ensures that there will be no surface disruption to the property. Mr. Zenk responded that there has been quite a bit of thought throughout this process and that it has not been taken lightly, thus Metroparks being the last entity involved in Lucas County. He also reiterated the importance that this will not impact our visitor experience.

Mr. Byers inquired if we would have the ability to force them to move their route? Mr. Smigelski responded that we cannot. Mr. Byers asked a line of questions to explore whether every opportunity to avoid the easement was diligently pursued and whether the Park District could set forth any legal defense against such a taking. Mr. Smigelski stated that in the event FERC grants the NEXUS application, Metroparks will have no valid defense to attempts by NEXUS to take the identified property owned by Metroparks by eminent domain. Mrs. Doneghy commented this has been a long process and recognizes Metroparks is being proactive in protecting park land.

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 DISCUSSION

Special Events Update

Ruth Griffin, Special Events Manager

Trail Challenge – 492 participants signed up, looking for eight more to hit 500!

Trail Challenge Bingo has been a huge hit with our Challengers. Bingo was our August fun game to play while out on the trails. After achieving bingo, participants stopped in the visitor’s center and picked up a prize. Mr. Zenk reported that he first learned of this type of activity while attending the Special Park Forum earlier this year. That particular program had only 200+ participants after five years. Ms. Ruth Griffin is doing a fabulous job with this.

Under the Moon 5k fun run series

This event is a partnership with the Toledo Roadrunners Club

Under the Moon Secor Edition – Moon, Moths and Meteors – What a hit! 800 participants enjoyed a run/walk on the all-purpose trail after dark, following the glow sticks that marked the path, to return to learn all about the moths of the night and then right on to watching the Perseids Meteor Shower.

The Series includes 4 events with a predicted total of 3,000 participants enjoying 4 different parks, all at night – a very unique experience for all.

BugFest – August 19 @ Secor

Thirteen partners, one Doctor Insecta and Metroparks Program Staff made for a smashing success. Estimated 800 attendees learned and squirmed all about bugs. Mrs. Heather Norris reported that this year they set up 14 areas for visitors which kept them in attendance longer than usual. Additionally, the campers this summer made bug artwork that was featured in the gallery for all to see.

Waterfowl Festival - September 10 @ Pearson Metropark

A jam packed day of everything outdoors. Ohio Hunting Retriever Club featuring demos along with an opportunity for your dog to retrieve, water craft, wildlife, Ducks Unlimited, duck decoys, decoy carvers, taxidermy, duck calling demonstrations, archery, fishing and much more. We have something for everyone; dog lovers, outdoor enthusiasts and hunters alike. Try out archery and kayaking. Bring the dog and the kids and experience Pearson.

Holiday in the Manor House - December 2 through the 17th - 10am to 8pm

We've lengthened the event this year to give more opportunity for visitation. We are exploring new and exciting activities on the grounds to enhance the already popular S'more tent and carriage rides. Watch for breaking news as we finalize our plans. The Manor House decorators/designers have been hard at work to bring the usual high quality experience that so many have enjoyed for over 40 years.

Programming Update

Heather Norris, Environmental Education Manager

Dragon Boat Festival – our model was selected as the model to use moving forward and will be featured in Partners for Education

Summer Camps

- 100% of our campers would recommend our camps
- 97% were satisfied
- 67% were first time camp attendees
- Junior Counselors were utilized for these camps

Connection Camps

- Five Toledo Public Schools were involved
- These are the more at risk and impoverished children in our community
- Our goal is that this initiative will be underwritten and expanded within our philanthropic efforts

Mrs. Doneghy made a motion to adjourn the Board meeting at 9:42 a.m., which was seconded by Mr. Byers and approved.

Fritz Byers, Vice-President

Attest: _____
David D. Zenk, Executive Director

DDZ/kjm
8/23/2017

METROPOLITAN PARK DISTRICT OF THE TOLEDO AREA
2017 APPROPRIATIONS AMENDMENT BY LINE ITEM ACCOUNT
June 28, 2017

Great Lakes Restoration Initiative (GLRI) - Oak Openings Riparian Restoration Design-Build Project

Expense Acct. #	Description	Original Budget	Revised Budget
255-2000-520100	OPERS	\$ 11,100	\$ -
255-2000-520300	Health Insurance	\$ 6,035	\$ -
255-2000-520500	Medicare	\$ 1,150	\$ -
255-7001-510801	Conditional Full-Time Employees	\$ 36,693	\$ -
255-7001-510807	Conditional Seasonal Employees	\$ 42,588	\$ -
255-7001-530100	Small Equipment, Furniture and Fixtures	\$ 5,000	\$ -
255-7001-530900	Other Materials and Supplies	\$ 5,234	\$ -
255-7001-551900	Misc Contract Services	\$ 104,200	\$ -
255-7001-555100	Equipment Rental	\$ 17,250	\$ -
256-7100-551900	Misc Contract Services	\$ -	\$ 458,000
	Total	<u>\$ 229,250</u>	<u>\$ 458,000</u>

Ohio EPA - See Yourself as a Scientist

Expense Acct. #	Description	Original Budget	Revised Budget
257.8300.510100	Full-Time Employees - Non-bargaining	\$ -	\$ 4,409
257.8300.510500	Part-Time Employees	-	4,821
257.8300.520800	Mileage	-	468
257.8300.530100	Small Equipment, Furniture and Fixtures	-	4,660
257.8300.530900	Other Materials and Supplies	-	8,238
257.8300.531400	Paper and Printing	-	3,078
257.8300.551900	Misc Contract Services	-	22,900
	Total	<u>\$ -</u>	<u>\$ 48,573</u>