

Regular Board Meeting – February 23, 2018

RESOLUTION SUMMARY

Resolution	Description	Byers	Doneghy	Savage	
Resolution No. 18-18	Authorization for Additional Expense Approval, SmithGroup JJR – Howard Marsh Construction Administration Services – Landscape Plantings	Motioned	2 nd		Approved
Resolution No. 19-18	Contract Approval, LUC – Metroparks District-Wide Paving, Phase 2, Lucas County, Ohio - PID 106241	2 nd	Motioned		Approved
Resolution No. 20-18	Authorization to Apply to the Ohio Public Works Commission (“OPWC”) for Clean Ohio Conservation Program Funds	Motioned	2 nd		Approved
Resolution No. 21-18	Authorization to Request Funding through the National Recreation and Park Association	Motioned	2 nd		Approved
Resolution No. 22-18	Approval to Engage Jake Coolman for the Canal Experience at Providence Metropark for 2018	Motioned	2 nd		Approved
Resolution No. 23-18	Contract Approval, Information Technology (“IT”) Support Services	2 nd	Motioned		Approved
Resolution No. 24-18	Approval of Amendment and Supplement of the 2018 Certificate of Estimated Resources and Appropriations Measure	Motioned	2 nd		Approved
Resolution No. 25-18	Ratification of Schedule of Payables	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
FRIDAY, FEBRUARY 23, 2018, 10:30 A.M.
MANOR HOUSE LIVING ROOM, 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: Matt Cleland, Jill Molnar, Sherri Romanski, Emily Ziegler, Tim Schetter, Matt Killam, Cathy Marinelli, Allen Gallant, Joe Fausnaugh, Ally Effler, Scott Carpenter, Nate Ramsey, Steve Oneail, Jon Zvanovec, Trish Hausknecht, Arlene Slusher, Karin Shindel, Dawn Dickerson, Shannon Hughes, Patty Morgenstern, Amy Mossing, and Heather Mosqueda

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 10:33 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 January 17, 2018, and the Special Board Meeting held on January 26, 2018. This motion was seconded by Mrs. Lera Doneghy and approved.

Mr. Savage thanked all staff for the many exciting projects that are currently in progress, and the constant drive to accomplish Metroparks Toledo's Mission and Vision. All members of the Board of Park of Commissioners are very excited about the progress Metroparks has made and will continue to make.

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

A. Matt Killam, Special Events Manager – 2018 Calendar

Mr. Matt Killam provided an overview of the events scheduled for 2018. Mr. Savage inquired about Metroparks' social media strategy, and how Metroparks anticipates this strategy will align with its connectivity goals. Mr. Killam responded that Metroparks' vast number of images, especially those

produced by Mr. Art Weber, provide connectivity with its parks visually and aids in Metroparks' inclusion of its Mission and Vision. Mr. Fritz Byers is very interested in the number of visits to Metroparks' website and how Metroparks considers its targets regarding its brand. Is Metroparks' goal to engage more people online and generate more visits to its parks via the website? When Metroparks sets its target number of visits to the website, what is considered an excellent number? Mr. Killam responded that the hope is that once Metroparks has generated interest, its can introduce other aspects of the park systems and drive website visitors into other areas, such as programming.

B. Sherri Romanski, Comptroller – Treasurer's Report

Ms. Sherri Romanski stated that this is the first month of the first year. Mr. Byers inquired whether the budgeting of the expenses per month was based off previous history. Ms. Romanski responded that yes, it is considered a predictable expense.

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

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

Resolution No. 18-18 – Authorization for Additional Expense Approval, SmithGroup JJR – Howard Marsh Construction Administration Services – Landscape Plantings

Mr. Jon Zvanovec reported that Metroparks has been working extensively with this contractor and that the work has taken longer than anticipated, which has resulted in the addition to the contract. Mr. Byers stated that this was unforeseeable and that he understands the need.

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. 19-18 – Contract Approval, LUC – Metroparks District-Wide Paving, Phase 2, Lucas County, Ohio - PID 106241

Mr. Zvanovec stated that this is the project that is typically performed every two years with Metroparks' gas tax funds. Mr. Byers stated that the set of bids received was very impressive; all were very tight, there were many submissions, and they were highly responsive. Mr. Byers also believes this is a clear result of the recent change in Metroparks' bidding process of starting with the base bid and adding alternates. Mr. Byers inquired about how the funding works and whether additional ODOT funds can be brought into this project. Mr. Zvanovec reported that it is a challenge to bring one of these ODOT projects to the point of a contract award. While Metroparks has another gas tax allowance of approximately \$250,000.00, those dollars must go toward the next project. General fund dollars will be used to make up any difference between ODOT's encumbrance and the contract award amount.

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 Mrs. Doneghy:

Resolution No. 20-18 – Authorization to Apply to the Ohio Public Works Commission ("OPWC") for Clean Ohio Conservation Program Funds

Mr. Byers inquired about the reference to "support the playground." Mr. Allen Gallant responded since the funding is only \$30,000.00, the grant would support one of the signature elements of the playground.

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

- D. Mr. Byers By offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:
Resolution No. 21-18 – Authorization to Request Funding through the National Recreation and Park Association

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

- E. Mr. Byers offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:
Resolution No. 22-18 – Approval to Engage Jake Coolman for the Canal Experience at Providence Metropark for 2018

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

- F. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:
Resolution No. 23-18 – Contract Approval, Information Technology (“IT”) Support Services

Ms. Heather Mosqueda reported that Metroparks received three bids for IT support services. The recommended vendor is Meyer Hill Lynch (“MHL”), the current IT support services provider. MHL staff members are stakeholders with the parks and very active in the community. Mr. Byers stated he really appreciated the extent of the work in the comparison chart. Additionally, Mr. Byers inquired as to when it might be more productive to outsource all of Metroparks’ IT support services versus providing those services internally. Ms. Mosqueda responded that the goal is to always utilize tax payer dollars as efficiently as possible. The first line of defense is internal, but MHL engineers have the technical skills to handle situations above Metroparks’ internal skillset. Someone is always available to respond at MHL, and anyone from Metroparks can reach out whenever necessary. Mr. Matt Cleland reported that he challenged Ms. Mosqueda to provide other models during the bidding process. Through evaluation using pre-established criteria, Metroparks determined that the model provided by MHL is the best value for Metroparks. Mr. Cleland further stated that MHL offers some additional benefits, including warranties and spare equipment. Mr. Byers stated that this process was very thorough and commended Ms. Mosqueda on her work.

Mr. Savage also commended the process and expressed a comfort with Metroparks’ progress to date. He has some concerns about cyber security. He asked if Metroparks relies on MHL for this service. Ms. Mosqueda responded that, yes, MHL monitors the network and contracts with a third party to conduct an annual external threat assessment. That is one of the value added services offered by MHL. The other vendors had different responses to threat assessments. One required an additional cost and the other was internal. An external third party conducting the test is more likely to point out areas of weakness, so this is Metroparks’ preferred method.

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

- G. Mr. Byers offered and moved for adoption of the following resolution, with a second by Mrs. Doneghy:
Resolution No. 24-18 – Approval of Amendment and Supplement of the 2018 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.

- H. Mrs. Doneghy offered and moved for adoption of the following resolution, with a second by Mr. Byers:
Resolution No. 25-18 – 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.

5. EXECUTIVE SESSION

At 11:34 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 preparing for and reviewing negotiations with park district collective bargaining units pursuant to Ohio R.C. §121.22(G)(4). 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 12:04 p.m. and resumed its regular session.

With no further business or action to be taken, Mrs. Doneghy made a motion to adjourn the Board meeting at 12:05 p.m., which was seconded by Mr. Byers and approved.

Scott Savage, President

Attest: _____
David D. Zenk, Executive Director

DDZ/kjm
2/23/2018