

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Wisheart called the meeting to order at 1:03 PM in the Commission Room of the Maple Grove Center, Osborn MetroPark, Huron, Ohio. Comm. Miears was running a bit late.

ROLL CALL

Park Commissioners Present: James “Don” Miears, Chairperson (late-excused)
 Troy Wisheart, Vice Chairperson
 Margaret Murray, Vice Chairperson

APPROVAL OF MINUTES

(1) Commissioner Murray moved to waive the reading and approve the draft minutes of the November 14, 2018 meeting.

Second: Commissioner Wisheart

Action: Motion carried unanimously with two affirmative votes.

FINANCIAL REPORTS

November Fund Activity Summary, Citizens Bank Checking Account Reconciliation, Citizens Bank MMIA Reconciliation:

Members of the Park Commission had received copies of these reports. Ms. Price reported that at the end of November our cash balance was \$3,328,465.00.

Resolution 2018-28: November Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email and paper copies during the meeting. She stated that the payments to Coles and Wikel have been received and cashed. Comm. Murray inquired about the culvert price, she asked what the total price was. Ms. Price stated that she did not know specifically at this moment but they could certainly provide her with that. Comm. Murray asked if the grant recipients put signage on the projects noting the donation from Erie MetroParks. Ms. Bowman-Moore stated that yes, it is mandatory and we provide the sign. Comm. Murray inquired as to what the Reminger bills were for. She would like more information about their billing. Ms. Price stated that they can add more detail in the description and can send her information. She inquired about the \$3,500 payment from BGSU. Ms. Price explained that it was a reimbursement for the I-Evolve Grant. Ms. Bauman explained what the grant was and how the naturalists used it. Comm. Wisheart asked about the 5 large bulletin boards that were purchased, what they are and where they were placed. Ms. Bowman-Moore explained that they were replacement bulletin boards where we post park information, usually go at entrances to

parks, and they were placed at Osborn, Hoffman, East Sandusky Bay, etc. They replaced 20+ year old bulletin boards.

(2) Commissioner Murray moved to approve Resolution 2018-28 Schedule of Payables as presented.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

2019 Interim Budget

Ms. Price explained that it is written in the state statute that we can adopt an interim budget for the first quarter of 2019 that allows us to spend before we pass our final budget in the spring.

Comm. Wisehart inquired as to why the salary line was down for 2019? Ms. Bowman-Moore stated that we had some high salary employees retire/leave, and they were replaced by newer employees at a lower starting wage.

(3) Commissioner Wisehart moved to approve 2019 Interim Budget as presented.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

PUBLIC COMMENT

There were no public observers present at today's meeting.

EXECUTIVE DIRECTOR'S REPORT

-Ms. Bowman-Moore will be meeting with Bow & Barrel Archers this evening to discuss the house removal on SR 61 in 2019 and possible shelter and other additions in 2020.

-Read an email from Joe Bias and the rest of the Margaretta Township Trustees thanking Ms. Bowman-Moore and Ms. Daniel for all of their help, allocation of grant money to Margaretta Township over the years for work at Castalia Lion's Park and the Park District for their commitment to Erie County.

-The Ohio Horseman's Council is working on a grant to help us construct a parking lot on Mason Road for horse trailer parking.

-The Local Park Capital Improvement Grants are all completed and paid.

-EMP will also be applying for an Erie County Community Foundation Grant, with the Friends of Erie MetroParks.

-The buoys are to be pulled out this week for the winter- per the contracted company.

-Held 41 programs for 706 participants in November.

-Job & Family Services will be holding their Christmas Party in the Erie Room Thursday evening.

-Roger Butler, renter of the Weiland House at Eagle Point will be moving out in January, we will be searching for a renter.

- Held a wreath & swag making program, always popular, had to add a second class and that filled up quickly.

-Ms. Bowman-Moore and Ms. Price attended the OPRA Leadership Summit in Columbus.

-We have replaced the unleaded and diesel gas pumps, switching to Sunrise Cooperative as our supplier, and are working on electrical upgrades to bring the connections up to safety standards and codes.

OLD BUSINESS

Capital Project- Pathway to Play

Ms. Bowman-Moore explained that this started as a grant that was offered through OPRA and Playcore to offer \$2,000,000.00 nationwide for playground equipment. A committee of staff members worked on the grant, it was awarded, and they presented a proposal to the Board. Mr. Unzicker, Marketing and IT Specialist, distributed and explained a packet to the Board with an overview of the scope and what they are interested in purchasing. He explained the educational and exploration aspects of the trail and how the naturalists could incorporate that in their programming. He explained that here were two packets- the one from Playcore was more scientific activity based and the one from Playworld Midstates was more educational. He then explained the trail concept and the play pods. It is a walk trail system with a promise of educational themed areas for play in corresponding habitats. He explained what the two companies offered and their differences. He added that this is something that one would usually only see in large park districts, zoos, etc. and that it would be a premier trail here and the perfect addition for school and public programming.

Ms. Bowman-Moore explained the pricing options for a budget. With that being said, Ms. Bowman-Moore proposed to the Board, that she would like to purchase both systems for a total budget of \$150,000, both to be placed at Osborn MetroPark in two different places. A discussion ensued, and Comm. Wisehart stated that he thought this was a good upgrade to Osborn MetroPark for families. He asked if the money was there and Ms. Bowman-Moore stated that we are projecting a \$3,200,000.00 carryover.

Comm. Wisehart moved to approve an expenditure of \$150,000 for the development of the Discovery Play Trail using both presentations. There was no second for that motion, the motion was not moved forward.

Comm. Wisehart stated that he would rather just do the proposed trail with the recommended pieces for educational play. Comm. Murray agreed.

- (4) Commissioner Murray moved to approve the expenditure of \$100,000 for the development of the Discovery Play Trail to be implemented with the recommendation and approval of the staff with leave to request additional funds as recommended and needed as the project development.

Second: Commissioner Wisehart
Action: Motion passed unanimously with three affirmative votes.

NEW BUSINESS

Approval of 2019 Board Meeting Calendar

- (5) Commissioner Wishart moved to approve the 2019 Board Meeting Calendar as presented.
- Second: Commissioner Murray
- Action: Motion passed unanimously with three affirmative votes.

Election of 2019 Board Officers

Comm. Wishart nominated Comm. Miers to remain in the position of Chairman of the Board.

- (6) Commissioner Wishart moved to approve the Slate of 2019 Board Officers as presented.
- Second: Commissioner Murray
- Action: Motion passed unanimously with three affirmative votes.

Resolution 2018-29 Kinship Renovation Support

Ms. Bowman-Moore explained the Kinship lease to the Board. In 1978 the Erie County Commissioners leased to Erie MetroParks. In 2005, Erie MetroParks subleased the area containing the Kinship building. She added that Kinship is currently fundraising for renovations to the interior of the building and are asking for our support, since we hold the lease. Discussion ensued.

- (7) Commissioner Wishart moved to approve Resolution 2018-29, Erie MetroParks support for the Kinship renovation project as presented.
- Second: Commissioner Murray
- Action: Motion passed unanimously with three affirmative votes.

INFORMATION ITEMS:

Travel & Training Summary (acknowledge and file) NONE

Special Permit Summary (acknowledge and file)

There were two new special permits added to the list. Ms. Bowman-Moore explained them and asked the board to acknowledge.

- (8) Commissioner Murray moved to acknowledge and file the Special Permit Summary provided to them.
- Second: Commissioner Wishart
- Action: Motion passed unanimously with three affirmative votes.

Other (Misc. items from Board or Administration) NONE

EXECUTIVE SESSION

Commissioner Wishart moved to enter into Executive Session to consider the following matters: Personnel Matters- Compensation, and Land Acquisition.

- (9) Second: Commissioner Murray
- Roll Call: Commissioner Miers: aye

