

**MINUTES OF THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING**

**8:00 a.m.
October 21, 2014**

**2355 Ada Road
Lima, OH 45801**

MINUTES

The meeting was called to order at 8:00 a.m. by Chairman, Bob Antibus. Present was Commissioner, Cathy Ahman; Legal Advisor, Dale Vandemark; Staff, Chris Fetzer, Mark Mohr, Bob O'Connor, Vince Sarno; Guests, Thom Peters & Lora Dow of DonorbyDesign; Park District Foundation Trustee, Max Stover Director, Kevin Haver and Recording Secretary, Denise Graham.

Cathy Ahman made motion to approve the minutes for the August 19, 2014 meeting as submitted. Bob Antibus seconded. The motion passed. There was no September Board meeting.

Kevin Haver reported the following:

- The closing on the Guagenti barn located adjacent to the Hermon Woodland Park took place on August 20.
- The closing on the Stockton property is scheduled for October 21.
- Thanked all three Commissioners for their participation at Apple Festival.
- A wetland mitigation project is in the planning process for Motter Metro Park.
- Currently spending a considerable amount of time on levy signage and billboards.
- Ben Richard, a full-time maintenance employee, has resigned his position. The Park District currently has 10 full-time employees and 3 part-time employees. In 2003, the Park District had 17 fulltime employees.
- Encouraging hike participants from the Walking Thru Autumn hiking series to take photos and post on them on Facebook, Instagram, etc.

Chris Fetzer reported the following:

- The Volunteer Appreciation Dinner was held on Sept. 4.
- The Apple Festival School groups had 13 volunteers assisting for a total of 60 hours.
- The Twilight 5K held on September 20 with 17 volunteers assisting.
- There were 6800 in attendance for Apple Festival. 141 Park volunteers assisted with the festival. In addition to the Park volunteers there were 56 demonstrating crafters and ACERT parking volunteers.

Bob O'Connor reported the following:

- On August 27th Beth Theisen and Jesse Elsass (Naturalist Intern) job shadowed Bob.
- ACERT helped with parking cars at Apple Fest to help free up the ranger department to concentrate on the main gate areas.
- On October 6, students from Apollo were involved with an altercation and turf damage at Heritage Park. Charges were filed against an individual for the damage.

Vince Sarno submitted a written report to the commissioners.

-

Mark Mohr reported the following:

- On September 6 the Sunset Canoe Float was held. It had great attendance with 50 participants. Another Sunset Canoe Float will be scheduled in May 2015.

Old Business

Cathy Ahman moved that the August 2014 Monthly Budget Update be approved as submitted. Bob Antibus seconded. The motion passed. Kevin explained that the revenue on the monthly budget update looks high but it is due to grants and reimbursements. The revenue isn't new money it is just coming back in for a second time due to the Clean Ohio Fund grant and reimbursement. The current fund balance is up.

Cathy Ahman moved that the September 2014 Monthly Budget Update be approved as submitted. Bob Antibus seconded. The motion passed.

Cathy Ahman moved that the August & September 2014 Bills be approved as submitted. Bob Antibus seconded. The motion passed. Bob Antibus asked if the Park District had been contacted by AEP for an energy audit. Kevin Haver said that no contact has been made to the Park District by AEP. Cathy Ahman asked about the new computers. Denise Graham said that Vince Sarno, Chris Fetzer and Ben Richard's computers were replaced due to substantial Windows XP operating system problems and no longer supported.

Projects Update

Kevin Haver reported:

- The McLean Teddy Bear Park pond is complete. The pond was developed due to the need of fill dirt by Beaver Excavating for the I-75 project. The 3½ acre pond is very nice with a depth of 22'. The pond is closed until it completely fills up due to the ledge and drop off.
- Continuing to wait on the permit for the Allen County Farm Park restroom. The issuing of the permit is delayed due to fire codes relating to the placement of the restroom to the existing barn. The excavation and installation of the sewer, water & electric lines is complete.
- The permit has been received for the Ottawa Metro Park bandshell. Michigan Recreation Construction will begin the project soon. The bandshell was paid for through a donation to the Park District Foundation.
- The Hermon Metro Park site work went out for bid in August but zero bids were received. The project went out for bid a second time with allowing an extended completion time. Ohio Paving was the low bidder for the project. Kevin contacted some of the references provided and received poor performance reviews from them. The bid was rejected. The project manager from the Columbus office requested a meeting before officially rejected their bid. Kevin and Vince met with the project manager and their key personnel for the project. During the meeting another project in Grove City was mentioned that was similar to the Hermon project. The Grove City project had not been previously mentioned or provided as a potential reference. Unannounced, Kevin went to Grove City to look at the project and in doing so talked with 3 people in the city offices at Grove City. A good review of the project was given. Ohio Paving should start the project this month.
- Recently met with the architects for the enclosed shelters. The shelters should go out for bid in December. If the shelters project is paid for by the Foundation it will save 15-20% with a cost of \$225,000 to \$250,000. There is \$430,000 still available from the estate gift. The drawings for the Naturescape and trails have been started. The original drawing contained 3 foot bridges with an approximate cost of \$40,000 each. The drawing was changed to 2 foot bridges instead to help save some money. This project should go out for bid in January. Kevin would like Ohio Paving to bid on the project since they will already be on site.

New Business

Thom Peters of DonorbyDesign presented to the Board the process that his agency will be taking for the Park District Foundation.

4 key elements are needed for successful planning, funding, plan development and fund development.

- 1) Case – Articulate the impact of the loss of income to the Park District and why it has happened.
- 2) Leadership – Donors need to be able to trust the agency they are donating to. There are fewer significant gifts and many smaller gifts.
- 3) Prospects- Need to relate to those prospects and gift based on the prospect/donors interest.
- 4) Plan – Look at where we are now and where we need to go.

Resolution 19-2014 was presented authorizing the Director-Secretary to enter into contract for site work at the Hermon Woodlands Metro Park. Cathy Ahman moved that Resolution 19-2014 be accepted as presented. Bob Antibus seconded and the motion passed.

Resolution 20-2014 was presented authorizing the Director-Secretary of the Johnny Appleseed Metropolitan Park District to enter into contract for the purchase of property on Zion Church Road. Cathy Ahman moved that Resolution 20-2014 be accepted as presented. Bob Antibus seconded and the motion passed.

The next Board meeting is scheduled for Tuesday, November 18, 2014 at 8:00 a.m.

With no further business, Cathy Ahman made a motion to adjourn at 8:55 a.m. Bob Antibus seconded. The motion passed.

Robert K. Antibus
Chairman

Kevin L. Haver
Director-Secretary