MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

August 21, 2024

I. CALL TO ORDER

A. Chairman Neate called the meeting to order at 8:30 a.m. at Oenslager Nature Center, 6100 Ridge Road, Sharon Township, Ohio.

B. Roll Call
   1. Roll call showed Chairman Neate, Commissioner Davis, and Commissioner Venner present. Also in attendance were Director Eppink, Deputy Director Stray, Park Planner Kleshinski, Development Coordinator Peacock, Business Manager Chaney, Legal Counsel Holland, and guests Maryann Thomas of Oak Tree Holdings and Sara Crawford of *The Gazette*.

II. APPROVAL OF MINUTES

A. July 17, 2024
   1. Commissioner Davis offered a motion approving the minutes of the July 17, 2024 meeting as presented. Commissioner Venner seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present, and the director hadn't received any emails for the board prior to the meeting.

IV. EXECUTIVE SESSION

A. Chairman Neate offered a motion that the board move into executive session for the discussion of land acquisition to consider the purchase of property for public purposes, where premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. The board will also discuss personnel for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Commissioner Davis seconded; the motion unanimously carried.
   1. Park Planner Kleshinski, Development Coordinator Peacock, Business Manager Chaney, and guest Sara Crawford left the meeting at this time.

B. Chairman Neate offered a motion that the board move into regular session. Commissioner Davis seconded; the motion unanimously carried.
   1. Guest Maryann Thomas left the meeting, and Park Planner Kleshinski, Development Coordinator Peacock, Business Manager Chaney, and guest Sara Crawford rejoined the meeting.

V. FINANCIAL REPORTS

A. Cash Balance Statement
   1. The July Cash Balance Statement was presented for the board's review.

B. Cash Flow Statement
   1. The July 2023 Cash Flow Statement was presented in error. The board package will be corrected and emailed to the board.

C. Approval of Vouchers
   1. Resolution #24-012, June 2024 Vouchers, Revised
      a. Commissioner Venner offered a motion approving revised Resolution #24-012, payment of the June 2024 vouchers, as corrected and re-presented. Chairman Neate seconded; the motion unanimously carried.
   2. Resolution #24-013, July 2024 Vouchers
      a. Commissioner Venner offered a motion approving Resolution #24-013, payment of the July 2024 vouchers, as presented. Commissioner Davis seconded; the motion unanimously carried.

VI. DIRECTOR/STAFF REPORTS

A. Director's Updates
   1. Director Eppink invited board members and legal counsel to the annual staff picnic scheduled for Wednesday, August 28 at 11:30 a.m. at Buffalo Creek Retreat.
   2. Director Eppink confirmed the date of Wednesday, September 18 from 4 to 7 p.m. for the board and legal counsel tour of park sites around the Chippewa Lake and Lodi areas as time permits. There will be no deliberation as this is an information-gathering tour only. We will meet at park headquarters.
   3. Director Eppink reported of all-staff meeting sessions scheduled for September 19 and September 24 from 10 a.m. - 1 p.m. at Buffalo Creek Retreat to discuss mission, vision, and values with Cathy Posner of Transition Consulting and Coaching. Staff members are to attend one session or the other based on their schedules.
      a. Staff will break into three groups and tour various park properties on either October 2, October, 9, or October 15.

B. Staff Reports
   1. Deputy Director Ken Stray
      a. Deputy Director Stray reported that he has been receiving positive feedback on the recently opened Chippewa Lake Birding & Bridle Trail.
   2. Development Coordinator Peacock
      a. Development Coordinator Peacock reported that Gretchen Long of Westfield Companies attended the last Friends of the Parks Trustees meeting and delivered the second and final $100,000 donation for the group's website and other projects.
      b. The entry of park district and Friends donor data has been completed with Blackbaud.

c. Maryann Woodside, niece of Stan and Esther Allard, will attend the Allardale Playscape ribbon-cutting ceremony on September 4 at 10 a.m. Lunch, provided by Friends of the Parks, Inc., will follow the event for several members of the Allard family.

3. Park Planner Kleshinski
   a. Park Planner Kleshinski reported that he received signed agreements from Mc.B Paving for the Rivendell Nature Preserve project. He and Deputy Director Stray will meet with the contractor at the site, and construction should begin soon after.

C. Monthly Report
   1. The July 2024 Monthly Report was presented for the board's review.

D. Departmental Activities
   1. The July 2024 Departmental Activity Report was presented for the board's perusal.

VII. OLD BUSINESS

A. Design-Build Award for Shotwell Gardens at Lake Medina
   1. Chairman Neate authorized the director to select the best-scoring proposal for the design-build of Shotwell Gardens at Lake Medina to begin the process of finalizing an agreement pending legal counsel review as to form. The agreement will be brought to commissioners for ratification at the September meeting. Commissioner Davis seconded; the motion unanimously carried.

VIII. NEW BUSINESS

A. Lease with Bath Pony Club
   1. This item of business was tabled to the next meeting where the proposed lease agreement will be presented for board review.

B. RFQ-RFP Process for Liverpool Meadows Nature Preserve
   1. Commissioner Davis offered a motion authorizing the director to move forward with a design-build approach for design and construction of Liverpool Meadows Nature Preserve as permitted in ORC 153.693, with an anticipated site opening in 2025. A request to award the project to the highest scoring design-build team will be brought to the board for approval. Commissioner Venner seconded; the motion unanimously carried.

C. Bid Award for the Buckeye Woods Barn Renovation and New Shelter Project
   1. Commissioner Venner offered a motion approving the request to enter into a construction contract with Master Renovations, Inc., at a base bid of $430,590, along with the authority to approve change orders, for the Buckeye Woods Barn Renovation project subject to review and approval by legal counsel as to form. Chairman Neate seconded; the motion unanimously carried.

D. Buckeye Woods Barn Renovation and New Shelter Project–GMP Change Order #1
   1. Chairman Neate offered a motion authorizing the director to move forward with Change Order #1 to the Buckeye Woods Barn Renovation and New Shelter Project to include the addition of a new lean-to shelter, bringing the total project cost to $491,840, which remains below the budgeted amount of $525,000 (including donations). Commissioner Venner seconded; motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Commissioner Venner welcomed Deputy Director Stray to the park district staff.

X. ADJOURNMENT

A. There being no further business to conduct, Chairman Neate declared the meeting adjourned at 10:37 a.m.

We, the undersigned, as Board of Commissioners of Medina County Park District, Medina, Ohio, do certify the above minutes are true and correct as recorded in the board of commissioners' journal, Volume 53.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK
DIRECTOR

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