

MINUTES OF THE MEETING OF THE BOARD OF PARK COMMISSIONERS OF MILL CREEK  
METROPARKS HELD MONDAY, DECEMBER 16, 2019

A Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, December 16, 2019, at Fellows Riverside Gardens. President Lee Frey welcomed guests and staff and reminded those in attendance to sign-in if they wish to address the Board as part of the public comment portion of the meeting.

The meeting opened at 6 p.m. with recitation of The Pledge of Allegiance.

Roll Call was as follows:

|                   |         |
|-------------------|---------|
| Germaine Bennett; | Present |
| Lee Frey;         | Present |
| Tom Frost,        | Present |
| Jeff Harvey;      | Present |
| Paul Olivier;     | Present |

The Board was presented with the Minutes of the Meeting of November 12, 2019. Commissioner Frey accepted the minutes into the records as written.

Kevin Smith, Finance Director/Treasurer presented the Department Report for Finance. Lee Frey moved, at the request of the Finance Director, the funds having been certified as on hand and duly appropriated, that disbursements #80789 - #81173 for a total of \$1,411,467.94 be approved. The motion was seconded by Jeff Harvey, after discussion, the roll being called upon its adoption, the vote resulted as follows:

|             |                                       |
|-------------|---------------------------------------|
| Voting Aye: | Bennett, Frey, Frost, Harvey, Olivier |
| Voting Nay: | None                                  |

Kevin Smith, Finance Director/Treasurer request to decrease appropriations to fund 100 – General Fund by \$3,000,000. This year end fund adjustment is needed to ensure that appropriations do not exceed the estimated resources and amount available to spend in the fund at the end of the year. Lee Frey moved, at the request of the Finance Director, to decrease appropriations to fund 100 – General Fund by \$3,000,000 as requested. The motion was seconded by Tom Frost, after discussion, the roll being called upon its adoption, the vote resulted as follows:

|             |                                       |
|-------------|---------------------------------------|
| Voting Aye: | Bennett, Frey, Frost, Harvey, Olivier |
| Voting Nay: | None                                  |

Kevin Smith, Finance Director/Treasurer request to decrease appropriations to fund 701 – Replacement Reserve Fund by \$2,900,000. This year end fund adjustment is needed to ensure that appropriations do not exceed the estimated resources and amount available to spend in the fund at the end of the year. Lee Frey moved, at the request of the Finance Director, to decrease appropriations to fund 701 – Replacement Reserve Fund by \$2,900,000 as requested. The motion was seconded by Paul Olivier, after discussion, the roll being called upon its adoption, the vote resulted as follows:

|             |                                       |
|-------------|---------------------------------------|
| Voting Aye: | Bennett, Frey, Frost, Harvey, Olivier |
| Voting Nay: | None                                  |

Kevin Smith, Finance Director/Treasurer presented the Capital Asset Policy. Lee Frey moved, at the request of the Finance Director, to approve the Capital Asset Policy as presented. The motion was seconded by Germaine Bennett, after discussion, the roll being called upon its adoption, the vote resulted as follows:

|             |                                       |
|-------------|---------------------------------------|
| Voting Aye: | Bennett, Frey, Frost, Harvey, Olivier |
| Voting Nay: | None                                  |

Kevin Smith, Finance Director/Treasurer presented the 2020 Temporary Budget. Lee Frey moved, at the request of the Finance Director, to approve 2020 Temporary Budget as presented. The motion was seconded by Tom Frost, after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Harvey, Olivier  
Voting Nay: None

James Ridge, Accountant presented the 2020 Chemical Bid Results. Lee Frey moved, at the request of the Accountant, to award the 2020 Chemical Bids as presented. The motion was seconded by Germaine Bennett, after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Harvey, Olivier  
Voting Nay: None

James Ridge, Accountant presented the 2020 Fuel Bid Results. Lee Frey moved, at the request of the Accountant, to award the 2020 Fuel Bid as presented. The motion was seconded by Jeff Harvey, after discussion, the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Harvey, Olivier  
Voting Nay: None

Lee Frey, Board President provide the Board with a list of discussion points to consider regarding the Standing Committees. Lee identified the status of the Standing Committees would be discussed at the January 2020 Meeting

Aaron Young, Executive Director introduced and welcomed Chris Bundy, Recreation Manager and Jim Infante, Education Manager to the MetroParks.

Chris provided an update on the Annual Development Plan inclusive of the Capital Campaign and Endowment Drive. 2019 saw 120 donors.

#### Commissioners Comments:

- Germaine Bennett – This is her favorite time of year. Wished all a safe and Happy Holiday and New Year. Thanked staff and those in attendance for their support. Welcomed the new staff members.
- Lee Frey – Wished all a Happy Holidays. Provided all Board members with an evaluation form for the Executive Director. Thanked all Board members for putting the park first.
- Tom Frost –.2019 was a great year. Thanks to the staff for their hard work and dedication. Happy Holidays to all.
- Jeff Harvey – Thanked the committee members for their work. Hoped 2020 weather would be better than 2019.
- Paul Olivier – The MetroParks has had a great year and has been faithful to its mission.

#### Public Comments to the Board:

- None

Lee Frey announced that the next meeting is scheduled for Monday, January 13, 2020, at 6 p.m., at the MetroParks Farm.

Lee Frey moved to exit regular session and enter executive session at 6:18 p.m. for the purpose of; to consider the appointment, employment, discipline, or compensation of public employees and pending or imminent court action. The motion was seconded by Tom Frost, after discussion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Harvey, Olivier  
Voting Nay: None

Lee Frey moved to exit executive session and enter regular session at 7:20 p.m. The motion was seconded by Tom Frost, after discussion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Harvey, Olivier  
Voting Nay: None

There being no further business, the meeting adjourned at 7:20 p.m.

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Presiding Officer

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Secretary