



Meeting Minutes for the Park District of Ottawa County

April 1, 2025

Meeting Location: Ottawa County Agricultural Extension
240 West Lake St. #c
Oak Harbor, Ohio 43449

The Park District of Ottawa County meeting was called to order by Mike Shadoan at 6:03 PM.

1. Roll Call

- | | |
|--------------------|-------------|
| a. Judy Indorf | Present - Y |
| b. Jack Madison | Present - Y |
| c. Trish McCartney | Present - Y |
| d. Mike Shadoan | Present - Y |
| e. Betsy Slotnick | Present - Y |
| f. Jannah Wilson | Present - Y |

g. Others

i. Chuck Mattimoe – Park District of Ottawa County, Operations Assistant

2. Minutes for Approval – Meeting Minutes for April 1, 2025 –

Jack Madison moved to approve the minutes for the March 18, 2025 Park District of Ottawa County Meeting.

Betsy Slotnick seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion passes.

- ### 3. Financial Report – Meeting Minutes for April 1, 2025 –
- Jannah Wilson reviewed at a high level the March 2025 Financial Report. She noted that we have received our first half of 2025 levy proceeds. Mike Shadoan asked if we received more proceeds as a result of higher property values, stating that the summary he received for his taxes showed an increase year on year of the amount of money paid to the Park District, but also noted that his summary also shows a discount amount subtracted from his bill, possibly indicating a reduction in the Park District amount to remain constant year on year. Jannah and the board believe that our proceeds remain constant, i.e. we do not receive an increase in proceeds due to property value increases. However, the board suggested Jannah ask Jennifer Widmer, Ottawa County Auditor, to join one of our meetings, either in person or via Teams, and explain how our levy proceeds are affected by property values. Jannah agreed to arrange this.

Trish McCartney moved to approve the March 2025 Park District of Ottawa County Fiscal Report.

Betsy Slotnick seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion passes.

- ### 4. Public Comments – Meeting Minutes for April 1, 2025 –
- No discussion.

- ### 5. Executive Director Report – Meeting Minutes for April 1, 2025 –
- Jannah Wilson reported that as a part of our purchase of property in Catawba Island Twp., the sellers would like to donate \$25,000 to the Park District of Ottawa County in return for naming rights for the property to be sold to the Park District. (See Catawba Island Twp section for discussion related to property acquisition and naming rights.) Jannah noted that in April 2019, the Court of Common Pleas of Ottawa County, Ohio, Probate Division, filed a Judgement Entry detailing the requirement for donations to the Park District of

Ottawa County to be approved by the Probate Court. The Judgement Entry stipulates that donations exceeding \$5,000 are to be approved by the Probate Court. The board discussed this requirement and noted that when the Judgement Entry was written, we did not have an Executive Director, an active five person board and we had not passed a levy. The former three person board surmised that the Park District would potentially receive donations that could be considerable and wanted to ensure a process with adequate oversight was in place to ensure the board was acting lawfully. The current board noted that we now receive our funds largely through our tax levy and we have bylaws in place by which we manage the Park District. The board suggested Jannah explore with the Ottawa County Prosecuting Attorney, the elimination of the Judgement Entry.

Mike Shadoan moved that Jannah Wilson investigate through the Ottawa County Prosecuting Attorney, the elimination of the Judgement Entry the Park District of Ottawa County received from the Court of Common Pleas of Ottawa County, Ohio, Probate Division, due to the change in the circumstances under which the Park District is now managed and noting that we will maintain compliance through management under our bylaws, policies and the Ohio Revised Code.

Betsy Slotnick seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion passes.

Jannah Wilson reported that applications are due soon, and she would like to apply to receive funds from the Ohio Department of Transportation, Ohio Parks Districts Roadwork Fund FY 2026-2027 for use as stipulated, for parking lots and roadworks in park areas owned, or in a minimum 15 year lease, by the Park District. Jannah explained that OPRA, on behalf of ODOT, allocates an amount from the fund based on Ottawa County's BMV license receipts. Jannah read and requested the board approve Resolution 2025-15 Request of Funds from the Ohio Department of Transportation (ODOT) and Designation of Projects for Ohio Parks Districts Roadwork Fund FY 2026-2027 through the Ohio Parks & Recreation Association (OPRA), requesting the designated allocation from the Ohio Parks Districts Roadwork Fund along with any remaining balance of funds allocated to the Park District to be used as stipulated for parking lots and roadworks in park areas owned or in a minimum 15 year lease by the Park District.

Mike Shadoan moved the board approve Resolution 2025-15 Request of Funds from the Ohio Department of Transportation (ODOT) and Designation of Projects for Ohio Parks Districts Roadwork Fund FY 2026-2027 through the Ohio Parks & Recreation Association (OPRA).

Judy Indorf seconded the motion.

A roll call vote was taken with the following results:

Judy Indorf	Yes
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

Resolution 2025-15 Request of Funds from the Ohio Department of Transportation (ODOT) and Designation of Projects for Ohio Parks Districts Roadwork Fund FY 2026-2027 through the Ohio Parks & Recreation Association (OPRA) passes. A copy of the resolution is available in the resolution archive

Jannah Wilson noted she included an updated version of the Park District's 5 and 10 year goals for the board's review and comment. She also noted that she included several mission and vision statements she received from Tom James, Environmental Design Group, Park Development

Specialist, also for the board's review and comment. Jannah indicated she is not requesting agreement on these at this time, but would like the board's agreement on adopting the motto "Connecting People, Places and Parks" so this can be applied to the sides of the Park District's truck. The board agreed with the motto. The board provided the following comments on the 5 and 10 year goals:

- Add a 5 year goal to develop a map of Ottawa County with layers to illustrate existing federal, state, Park District and city/township/village park areas and future priority areas; ensure the layers can be added and removed as desired
- Add a 5 year goal to continue to support the development of the Oak Harbor Riverwalk
- Modify the 10 year goal to Integrate Eastern and Western Trail Networks, including connecting with the North Coast Inland Trail, to specify routing the pathway via the Village of Oak Harbor
- Add a 10 year goal to advance the connection between Ottawa and Erie Counties with pedestrian/bikeway paths, considering utilization of the Old Sandusky Bay Bridge to connect with the Sandusky Bay Pathway

Jannah Wilson reported that all permits have been received for construction of the Park District's office space at the Shores and Islands Welcome Center in Port Clinton. Construction is scheduled to begin this April 2025 and the Park District is scheduled to move in by the end of May 2025, when the current office space lease ends.

Jannah Wilson reported that 15 volunteers have been processed through the BCI background check process. Jannah is very happy with this outcome.

See Marblehead Peninsula section for related discussion.

See Catawba Island Twp. section for related discussion.

See North Coast Inland Trail Genoa/Elmore section for related discussion.

6. New Business – Meeting Minutes for April 1, 2025 – No discussion.

7. Old Business – Meeting Minutes for April 1, 2025 –

- a. North Coast Inland Trail Genoa/Elmore - Meeting Minutes for April 1, 2025 –** Jannah Wilson reported that construction on the separated multi-use path along Martin Williston Rd. started March 31, 2025. Following questions regarding the wood from trees that needed to be removed, the county reported that they have a protocol for disposition of any wood and that protocol is being followed.
- b. North Coast Inland Trail Genoa/Millbury – Meeting Minutes for April 1, 2025 –** No discussion.
- c. Catawba Island Township - Meeting Minutes for April 1, 2025 –** Jannah Wilson reported that members of the Davenport Family from which the Park District is purchasing land in Catawba Island Twp., would like to donate \$25,000 to the Park District of Ottawa County in return for naming rights of the property they are selling to the Park District. The family members would like to name the property the "Davenport Memorial Woodlands". Jannah read and requested the board approve Resolution 2025-13 Islander Woods Addition Naming Rights, approving the acceptance of a \$25,000 donation from the Davenport family members by the Park District of Ottawa County, in return for acceptance of the name "Davenport Memorial Woodlands" for the property in Catawba Island Twp. that the Park District of Ottawa County is purchasing from them, pursuant to approval of the donation by the Ottawa County Probate Judge.

Trish McCartney moved to approve Resolution 2025-13 Islander Woods Addition Naming Rights pursuant to the approval of the \$25,000 donation by the Ottawa County Probate Judge.

Jack Madison seconded the motion.

A roll call vote was taken with the following results:

Judy Indorf	Yes
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

Resolution 2025-13 Islander Woods Addition Naming Rights passes. A copy of the resolution is available in the resolution archive.

Jannah Wilson reported that funds from the Clean Ohio Fund are ready to be transferred to Hartung Title Agency for the Park District of Ottawa County purchase of the Davenport property in Catawba Island Twp. The Park District will then transfer our share to Hartung Title Agency to fulfill the purchase price. Hartung Title Agency will hold the funds until the closing date. Closing is currently set for April 30 due to the need to obtain a signature from a member of the Davenport family in California. The board requested Jannah suggest the use of an electronic signature to expedite the closing, which she agreed to do. Jannah read and requested the board approve Resolution 2025-14 Authorization of Islander Woods Addition Purchase as amended with the updated cost share between the Ohio Public Works Commission Clean Ohio Fund and the Park District of Ottawa County, authorizing Jannah Wilson to sign the documents necessary for the purchase and transfer of the Davenport property to the Park District of Ottawa County and agreeing that the Park District of Ottawa County will pay the remainder of the balance after the receipt of the Clean Ohio Fund share.

Jack Madison moved to approve Resolution 2025-14 Authorization of Islander Woods Addition Purchase as amended with the updated cost share between the Ohio Public Works Commission Clean Ohio Fund and the Park District of Ottawa County.

Judy Indorf seconded the motion.

A roll call vote was taken with the following results:

Judy Indorf	Yes
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

Resolution 2025-14 Authorization of Islander Woods Addition Purchase passes. A copy of the resolution is available in the resolution archive.

Jannah Wilson also reported that we have \$50,000 available for invasive species management and for trail route planning.

- d. **Portage River Water Trail – Meeting Minutes for April 1, 2025** – No discussion.
- e. **Marblehead Peninsula – Meeting Minutes for April 1, 2025** – Jannah Wilson noted she included a final draft of the Marblehead Peninsula Trail Feasibility Study for the board's final comments and approval in the board packet. Judy Indorf indicated that the only comments she had were that some of the page numbers are incorrect in the Table of Contents. Jannah and the board agreed that page numbers could be revised after the board's approval. Jannah and the board discussed the number of bound copies we should obtain and agreed that a copy should be provided to the board members who would like a bound copy, the

Village of Marblehead, Lakeside, Danbury Twp., the Marblehead Peninsula Branch Library and Holcim. Jannah noted that she will be presenting the Marblehead Peninsula Trail Feasibility Study to the Village of Marblehead council in April and to the Danbury Twp. Trustees in May. Jannah read and requested the board's approval of Resolution 2025-09 Marblehead Peninsula Trail Feasibility Study, Final Plan Approval.

Betsy Slotnick moved the board approve Resolution 2025-09 Marblehead Peninsula Trail Feasibility Study, Final Plan Approval.

Jack Madison seconded the motion.

A roll call vote was taken with the following results:

Judy Indorf	Yes
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

Resolution 2025-09 Marblehead Peninsula Trail Feasibility Study, Final Plan Approval passes. A copy of the resolution is available in the resolution archive.

- f. **Oak Harbor Area – Meeting Minutes for April 1, 2025** – No discussion.
- g. **Friends of Ottawa County Parks – Meeting Minutes for April 1, 2025** – No discussion.
- 8. **Executive Session – Meeting Minutes for April 1, 2025** – No Executive Session.
- 9. **Information Items – Meeting Minutes for April 1, 2025** –
 - a. **Board Member Comments – Meeting Minutes for April 1, 2025** – Mike Shadoan asked how we ensure that an Annual Report is developed every year if we do away with the Judgement Entry that currently requires it. A suggestion to include this in our bylaws was made. Jannah suggested that she can develop an Annual Report Policy that requires the Executive Director to develop an Annual Report every year. An Annual Report Policy would be less cumbersome than modifying our bylaws. The board members agreed with this approach.

The board members asked Jannah to send the updated bylaws to them. Jannah agreed. Mike suggested that Jannah add a review of our bylaws every 5 years to our calendar, as required.

10. Adjournment – Meeting Minutes for April 1, 2025 –

Trish McCartney moved the meeting be adjourned at 7:55 PM.

Betsy Slotnick seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion carries.

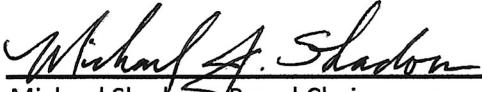
The next two meetings will be:

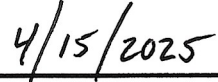
April 15, 2025 at the Salem Township Hall 11650 W. Portage River South Rd., Oak Harbor, Ohio 43449

AND

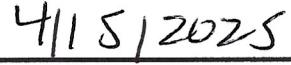
May 13, 2025 at Clay Center Village Hall 420 Main St., Clay Center, OH 43408

I attest the meeting minutes have been approved by the Board of Park Commissioners in a public format:


Michael Shadoan, Board Chairperson


April 15, 2025


Jannah Wilson, Executive Director-Secretary


April 15, 2025