



Meeting Location

Park District of Ottawa County Office
770 SE Catawba Rd.
Port Clinton, OH 43452

March 3, 2026

The meeting was called to order by Mike Shadoan at 6:03 PM.

1. Roll Call

Board Members:

Judy Indorf	Absent
Jack Madison	Present – Yes
Trish McCartney	Present - Yes
Mike Shadoan	Present - Yes
Elizabeth Slotnick	Present – Yes; arrived 6:06 PM

Staff Members:

Jannah Wilson, Executive Director	Present – Yes
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Guests/Public Attendees:

Chris Cellier – Catawba Island Twp. Trustee
Melissa Vlasak - Volunteer

2. Minutes for Approval – Meeting Minutes for March 3, 2026 –

Trish McCartney moved to approve the minutes for the February 10, 2026 meeting.

Jack Madison seconded the motion.

A voice vote was held with 3 in favor, 0 against and 2 absent.

The motion carried.

3. Financial Report – Meeting Minutes for March 3, 2026 – Executive Director Jannah Wilson

presented the February financial report packet, including the cash basis (Hinkle) report, detailed expense transactions, revenue updates, open purchase orders (encumbrances), and a carryover expense report for prior-year purchase orders. Jannah reported that the Park District received property tax bills from Ottawa County for each of the property parcels the Park District owns. Jannah and her team are preparing property tax exemption filings, however, the first tax bill must be paid before the exemption filing will be processed. Exemption paperwork has been completed for Islander Woods and West Harbor Preserve with the Davenport parcels and remaining North Coast Inland Trail parcels to follow. The first tax payment is expected to be made in March and will appear in the March Financial report.

Mike Shadoan moved the board approve the February 2026 Financial Report.

Jack Madison seconded the motion.

A voice vote was held with 4 in favor, 0 against and 1 absent.

The motion carried.

4. Public Comments – Meeting Minutes for March 3, 2026 – No discussion.

5. Executive Director – Meeting Minutes for March 3, 2026 – Jannah Wilson presented Resolution 26-03 Parks and Trails Improvement Grant Deadline Extension Projects Grant #24-03 Friendship Park and #25-03 Village of Elmore Parks and Recreation Strategic Plan to the Park Board for their consideration to honor reimbursement invoices submitted after the contractual deadline for Parks and Trails Improvement Grant #24-03 Village of Oak Harbor - Friendship Park and Parks and Trails

Improvement Grant #25-03 Village of Elmore - Parks and Recreation Strategic Plan. Jannah explained that

- The Oak Harbor Friendship Park project was delayed due to the need to rebid the project when initial bids were unavailable/too high and the project was rebid with alterations. Work on Friendship Park recently began in early March 2026.
- The Village of Elmore Parks and Recreation Strategic Plan work is nearing completion with a public meeting anticipated on March 11, 2026. Park District Grant Procedure rules allow reimbursement with a fully executed contract, even prior to project completion. Jannah has requested inclusion of the Park District logo/acknowledgement in the final plan.

Jannah Wilson requested the board approve Resolution 26-03 Parks and Trails Improvement Grant Deadline Extensions Grant #24-03 Friendship Park and #25-03 Village of Elmore Parks and Recreation Strategic Plan.

Mike Shadoan moved the board approve Resolution 2026-03 PTIG Deadline Extensions Projects Grant #24-03 Friendship Park and #25-03 Village of Elmore Parks and Recreation Strategic Plan. Trish McCartney seconded the motion.

A roll call vote was held with the following results:

Judy Indorf	Absent
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Elizabeth Slotnick	Yes

Resolution 2026-03 Parks and Trails Improvement Grant Deadline Extensions Projects Grant #24-03 Friendship Park and #25-03 Village of Elmore Parks and Recreation Strategic Plan is approved. A copy of the resolution is available in the resolution archive.

Jannah Wilson reported that she hired a videographer, John Rerucha, to produce a multi-part video series documenting the development progress of the Islander Woods project. John will attend the Islander Woods groundbreaking on Friday, March 6, 2026 at 4:30 PM. The Board discussed potential use of the footage for the Park District website, presentations, and volunteer recruitment. Jannah and her team will look for existing seasonal photographs (including prior gatherings and ribbon cutting photos) for inclusion.

See Catawba Island Twp. section for related discussion.

See North Coast Inland Trail Genoa/Millbury for related discussion.

6. New Business – Meeting Minutes March 3, 2026 –

- a. **Board Member Comments – Meeting Minutes for March 3, 2026 –** The Board discussed capturing a volunteer recruitment segment as part of the Islander Woods video series.

See Friends of Ottawa County Parks section for related discussion.

See Catawba Island Twp. section for related discussion.

7. Old Business

- a. **North Coast Inland Trail Genoa/Elmore – Meeting Minutes March 3, 2026 –** No discussion.
- b. **North Coast Inland Trail Genoa/Millbury – Meeting Minutes March 3, 2026 –** Jannah Wilson presented and requested the board approve Resolution 26-05 ODNR Clean Ohio / Recreation Trails Grant Application giving Jannah approval to work with Environmental Design Group to submit an application for a Clean Ohio – Recreation Trails Grant for use in conducting a feasibility study and cost estimate for Phase 2 of the NCIT extension from E. 9th St in Genoa to Holt Harrigan Rd. Up to \$500,000 can be received through an ODNR Clean

Ohio / Recreation Trails Grant. The resolution also specifies that the Park District would provide the funding to complete the project prior to reimbursement with the Clean Ohio funds.

Jack Madison moved the board approve Resolution 26-05 ODNR Clean Ohio / Recreation Trails Grant Application giving Jannah approval to work with Environmental Design Group to apply for a Clean Ohio – Recreation Trails Grant Application for use in conducting a feasibility study and cost estimate for Phase 2 of the NCIT extension from E. 9th St in Genoa to Holt Harrigan Rd and agreeing that the Park District will provide funds for the project prior to reimbursement upon project completion.

Trish McCartney seconded the motion.

A roll call vote was taken with the following results:

Judy Indorf	Absent
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Elizabeth Slotnick	Yes

Resolution 26-05 ODNR Clean Ohio / Recreation Trails Grant Application passes.

A copy of the resolution is available in the resolution archive.

- c. **Catawba Island Twp. – Meeting Minutes March 3, 2026** – Jannah Wilson presented Resolution 2026-04 - Approval of Contractor for Davenport Memorial Woodlands Invasive Species Project. Jannah reviewed the scoring results for the seven proposals received for the Clean Ohio-funded invasive species removal at Davenport Memorial Woodlands. Jannah noted the scope of the project includes:

- Targeted clearing of honeysuckle, multiflora rose, privet and autumn olive within the trail corridor and the cliff area with additional areas such as the Weyhe Rd. and central areas of the park included as funding allows.
- Native reseeding following the removal of the invasive species with a 60% seed survival guarantee by the contractor.
- Note: Refuse/trash removal would be addressed separately from Clean Ohio invasive species work (potentially via a separate quote/vendor).

Jannah reported the recommended contractor is Tambini Outdoors (Anthony Tambini) with a cost of \$42,586.20. Contract execution is contingent on review/approval by the Ottawa County Prosecutor.

Trish McCartney moved to approve Resolution 26-04 - Approval of Contractor for Davenport Memorial Woodlands Invasive Species Project.

Elizabeth Slotnick seconded the motion.

A roll call vote was held with the following results:

Judy Indorf	Absent
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Elizabeth Slotnick	Yes

Resolution 26-04 – Approval of Contactor for Davenport Memorial Woodlands Invasive Species Project is approved.

A copy of the resolution is available in the resolution

The board discussed a request to reallocate the previously returned \$20,000 Parks and Trails Improvement Grant funds awarded to Catawba Island Township for a 2025 exercise trail project to support the current 2026 Catawba Island Twp. tennis court resurfacing project for which Catawba Island Twp. was recently awarded \$20,000 through the 2026 Parks and Trails Improvement Grant process. The Board discussed fairness to the grant review/scoring process, precedent, and budget impacts. The board also noted a Capital Improvements - Catawba line item with remaining capacity but noted other anticipated Catawba-area operating/capital costs. Following discussion.

Jack Madison moved the \$20,000 Parks and Trails Improvement Grant funding that was declined in 2025 by the Catawba Island Township Trustees be reallocated to the 2026 project for the resurfacing of the tennis courts at Heigel Park.

Trish request the motion be revised to state, "\$20,000.00 in Park District funding to be allocated to the tennis court resurfacing project at Heigel Park"

Trish McCartney seconded.

In discussion Elizabeth Slotnick requested to table the motion until March 17th.

The board conducted a voice vote to table the above motion until the next meeting so all members could participate in the discussion and decision.

A voice vote was held with 3 in favor, 1 absent, Jack Madison abstained from voting.

The above motion is tabled until the next meeting.

- d. **Portage River Water Trail – Meeting Minutes March 3, 2026 – No discussion.**
- e. **Marblehead Peninsula -- Meeting Minutes March 3, 2026 – No discussion.**
- f. **Oak Harbor Area – Meeting Minutes March 3, 2026 – No discussion.**
- g. **Port Clinton Area – Meeting Minutes March 3, 2026 – Jannah Wilson provided a brief update on an anticipated feasibility/planning effort involving Port Clinton and regional trail connections. The study area would include Bayview to Port Clinton, the Bay Bridge pedestrian connector, and a connection into Port Clinton. The Board discussed adding the Portage River Trail Corridor (Port Clinton to Oak Harbor connection) as an additional feasibility element.**
- h. **Friends of Ottawa County Parks and Park District Volunteers – Meeting Minutes March 3, 2026 – Jannah Wilson reported that a Park District Volunteer orientation session is scheduled for March 11, 2026 in Genoa. The Friends of Ottawa County Parks will hold a separate meeting on March 11, 2026 to review planning goals and planning items.**

8. Executive Session (if needed) – Meeting Minutes March 3, 2026 –

Jack Madison moved to enter executive session pursuant to ORC 121.22 for the purpose of purchase or sale of property at 7:25 PM.

Trish McCartney seconded the motion.

A roll call vote was held with the following results:

Judy Indorf	Absent
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Elizabeth Slotnick	Yes

The motion passes.

Trish McCartney moved the board exit Executive Session at 8:06 PM.

Jack Madison seconded the motion.

A roll call vote was taken with the following results:

Judy Indorf	Absent
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Yes
Elizabeth Slotnick	Yes

The motion passes.

9. Information Items and Additional Business – Meeting Minutes March 3, 2026 – No discussion.

10. Adjournment

Mike Shadoan moved the meeting be adjourned at 8:07 PM.

Jack Madison seconded the motion.

A voice vote was held with 4 in favor, 0 against and 1 absent.

The motion carries.

The next two meetings will be:

March 17, 2026 at 6:00 PM at the Genoa Town Hall and Opera House, 509 Main Street, Genoa, Ohio 43430

AND

April 7, 2026 at 6:00 PM at the Park District Office, 770 SE Catawba Rd., Port Clinton, Ohio 43452.

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


Michael Shadoan, Board Chairperson

3/17/26
March 17, 2026


Jannah Wilson, Executive Director-Secretary

3/17/26
March 17, 2026