

MINUTES OF THE LAKE METROPARKS REGULAR MEETING  
(The following is a summary of Board Meeting Minutes. Transcripts available upon request.)

PLACE: CONCORD WOODS

DATE: November 19, 2025

I. Roll Call and Pledge

Meeting was called to order at 5:00 p.m. with Board members Gretchen Skok DiSanto, President, Frank Polivka and John Redmond, Vice Presidents. Staff included: Paul Palagyi, Executive Director; Vince Urbanski, Deputy Director; Mark Zicarelli, Legal Counsel; Tom Adair; Chris Brassell; Tom Koritansky; Seth Begeman; Sharon Metzung; Lee Homyock; Jen Irwin; Jean Sullivan; Liz Mather; Karen Reis; Jim Sivak; Nick Gustin; and Tammy Chiappone.

Mrs. Skok DiSanto led those in attendance in the Pledge of Allegiance.

Judge Bartolotta took a moment to reappoint Gretchen Skok DiSanto to another three-year term.

II. Approval of the Agenda

Motion by Mr. Polivka to approve the Board Meeting Agenda. Seconded by Mr. Redmond. Motion passed unanimously.

III. Minutes

A. Regular Meeting October 15, 2025

Motion by Mr. Redmond to approve the Minutes of the Regular Meeting, November 19, 2025. Seconded by Mr. Polivka. Motion passed unanimously.

IV. Meeting Open to the Public

Judge Bartolotta  
Bryson Durst – The News-Herald

V. Old Business

None

VI. Finance Report

A. November 2025

Mr. Brassell read the Finance Report for November 2025.

Motion by Mr. Polivka to approve the Finance Report for November 2025. Seconded by Mr. Redmond. Motion passed unanimously.

VII. New Business

A. Other

1. RFP 2025-051, Lakefront Path Shoreline Deck Design, Engineering and Permitting

Mr. Palagyi said we intend to build one or two “shoreline decks” along Phase III of the lakefront trail. Mr. Palagyi said we would like to contract with GPD Group (Cleveland, Ohio) for an amount not to exceed \$276,365 for the design, engineering and permitting of two of the structures.

Motion by Mr. Redmond to approve RFP 2025-051, Lakefront Path Shoreline Deck Design, Engineering and Permitting to GPD Group in the amount of \$276,365. Seconded by Mr. Polivka. Motion passed unanimously.

2. Resolution 2025-034, Mark Ziccarelli, Legal Counsel Letter of Intent

Mr. Palagyi explained Resolution 2025-034, Mark Ziccarelli, Legal Counsel Letter of Intent.

Motion by Mr. Polivka to approve Resolution 2025-034, Mark Ziccarelli, Legal Counsel Letter of Intent. Seconded by Mr. Redmond. Motion passed unanimously.

3. Resolution 2025-035, Russ Meraglio, Prosecutor, Letter of Intent

Mr. Palagyi explained Resolution 2025-035, Russ Meraglio, Prosecutor, Letter of Intent.

Motion by Mr. Redmond to approve Resolution 2025-035, Russ Meraglio, Prosecutor, Letter of Intent. Seconded by Mr. Polivka. Motion passed unanimously.

4. Resolution 2025-036, Depository Agreement

Mr. Palagyi explained Resolution 2025-036, Depository Agreement.

Motion by Mr. Polivka to approve Resolution 2026-036, Depository Agreement. Seconded by Mr. Redmond. Motion passed unanimously.

5. Resolution 2025-037, Fiscal Year 2026 Budget Appropriation

Motion by Mr. Polivka to present Resolution 2025-037, Fiscal Year 2026 Budget Appropriation. Seconded by Mr. Redmond. Motion passed unanimously.

Mr. Palagyi said that as we have done in the past, we would like to present the budget for the coming year and suggest that it be tabled until the December meeting. Mr. Palagyi thanked everyone in the room because everyone in the room helped put this budget together. Mr. Palagyi said the bottom line in this budget is first and foremost, it allows us to continue to provide clean, safe and accessible parks for our residents.

Mr. Palagyi said that next year we will spend many of the grants we have received over the last few years (for the lakefront trail in particular). "So the total expenditures is higher than normal, but that's because that money came in and now it is going out." Mr. Palagyi said we were very successful in getting many grants for the trail from a variety of sources and now we actually get to put that into the ground in the next year to year and a half.

Mr. Palagyi said we will have a 27<sup>th</sup> pay next year so that will be an increase. Mr. Palagyi said that while the overall expenditure goes up a good bit compared to other years, most of that is in spending grant money.

Mr. Urbanski gave an update on CIP. He said that we continue to wrap up a very busy 2025 CIP campaign. Mr. Urbanski said we will complete construction on Phase II of the trail at the lakefront and we are starting engineering part of the way through on Phase III of the trail, adding the drive, parking lots, flush restrooms, utilities and the shoreline decks.

Mr. Urbanski said Hemlock Ridge is open and Arcola Creek is winding down. He said we plan to add boardwalk at Lake Erie Bluffs, we acquired the Goll Property, did a lot of work at Pine Ridge with the restroom renovation and new carpeting.

Mr. Urbanski said it looks like 2026 will be a similarly busy year. "We are starting the year with about \$2.6 million, we anticipate outside revenues of about \$2.8 million, which includes federal grants, some state capital money, some ODOT funding that gets passed through for paving." Mr. Urbanski said usually the Lake Parks Foundation contributes some money to a capital project. Mr. Urbanski said we are looking at about an \$8 million transfer in from the general fund, and then expenditures at \$13.2 million in 2026, leaving us at the end of the year with a \$267,000 carried forward to 2027. Mr. Urbanski said

some of the big projects in 2026 are the Lakefront Trail and associated amenities there with Phase III. “We will continue to expand Hemlock Ridge with more trail work, which will probably involve a bridge or two. Planning on the west entrance at Lake Erie Bluffs and hope to start engineering there late this year and the next year. We will move into Phase II of the restroom renovations and exterior painting to the clubhouse at Pine Ridge Country Club. Looking at a stream crossing at Indian Point to create some loop trails within the park and then our typical fleet management replacement and a bunch of infrastructure repairs.”

Mr. Brassell gave an overview of the operational side of the budget. He said the overall budget increase as indicated is a 21.9 percent increase of \$8.3 million. “It’s a little bit more than 2025 because of the transfer increase. This increase is \$3 million in the general fund, \$4.9 million in the improvement, and \$285,000 in the health and life fund, no change in the drug fund. Overall, the anticipated revenue increase of 3.2 percent, excluding the transfer of 9.5 percent.”

Mr. Redmond thanked everyone and under Chris’s leadership, the packet that he put together was good. Mr. Redmond said he went through in detail and had some questions and Chris responded immediately. Mr. Redmond had one additional question. “I noticed that in our capital project budget for our years, those being 27, 28 and 29, there’s an expenditure for the lakefront trail that’s budgeted for 2027 that’s kind of related to what we just approved with the shoreline deck engineering. There is about \$1,000,005 in fiscal year 2027, wondering if we have the capacity to accelerate that into 2026 so that we can try to make a bigger splash, if you will, no pun intended, on the lakefront trail.”

Mr. Palagyi thanked Mr. Redmond for bringing that up and said that when we put the book together, we weren’t sure that we were going to be as far along as we are, so appreciate the question and would wholly support the board moving that as an amendment to the budget at our December meeting, moving that from 2027 to 2026. Mr. Palagyi said if we can get one year ahead, six months ahead on the construction of those, we would really like to do that. Mr. Palagyi said he doesn’t love the idea of building the trail and then having to temporarily close sections of the trail because we’re going to go build the amenity next to the trail. “If we can get them all done in the same window, that would be great.”

Mr. Redmond said he thinks it’s easily defensible and thinks it’s actually a good thing for the county that we’re showing that we’re using the money that we’ve been entrusted with in a responsible way.

Motion by Mr. Redmond to table Resolution 2025-037, Fiscal Year 2026 Budget Appropriation. Seconded by Mr. Polivka. Motion passed unanimously.

VIII. Executive Director's Report

Mr. Palagyi said the lights are on at Chapin Forest. Candy Land at Penitentiary Glen opens this weekend. Staff are setting up for Country Lights Drive-thru, which will run each Friday, Saturday and Sunday December 5 – December 28. And finally, the inaugural Holiday Ice and Lights Festival will run November 28-30.

Mr. Skok DiSanto thanked the staff for the outstanding work they did with Halloween Drive-thru.

IX. Executive Session

Motion by Mr. Polivka to adjourn to Executive Session at 5:30 p.m. for the purpose of land discussion. Seconded by Mr. Redmond. Motion passed unanimously.

Motion by Mr. Redmond to adjourn the Executive Session at 5:43 p.m. Seconded by Mr. Polivka. Motion passed unanimously.

X. Adjournment

Motion by Mr. Polivka to adjourn the regular meeting at 5:44 p.m. Seconded by Mr. Redmond. Motion passed unanimously.

Respectfully Submitted,



Paul Palagyi  
Executive Director



Gretchen Skok DiSanto  
President