



Miss Cope expressed the importance of continuity of the Board. Mr. McCullough thanked everyone for their support and he is pleased to continue as President of the Board.

**ADOPTION OF THE AGENDA**

Dr. Rzeszotarski moved to accept the agenda as amended to the meeting. Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**APPROVAL OF THE MINUTES**

Miss Cope moved that the minutes of December 12, 2000, be approved as presented. Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**FINANCIAL STATEMENT  
FOR THE MONTH ENDED DECEMBER 31, 2000**

<b>GENERAL FUND</b>		
<b>BALANCE DECEMBER 1, 2000</b>		<b>1,188,249.54</b>
<b>EXPENDITURES</b>		<b>210,303.07</b>
Personnel	163,392.82	
Medicare	1,947.55	
Hospitalization –December	13,876.38	
PBX	185.06	
Vouchers –December	30,901.26	
<b>RECEIPTS</b>		<b>53,502.00</b>
Fees:		
Winter Weed Finder Participants	7.50	
Ladies Room Vending Machine	14.00	
Holiday Greens Workshop participants	17.00	
Rental Properties		
- McKinnon- Swine Creek house-December	350.00	
- McClintock - Hyde House – December	350.00	
- Scott - Krehlik House – December	350.00	
- Kolar - Burton Wetlands House Dec & Sec. Deposit	610.90	
Sale of recycled material	97.25	
State Reimbursement Tax	194.12	
2nd Half Personal Property Tax	39,696.20	
Local Government Funds	5,349.75	
Interest earned	6,465.28	
<b>BALANCE DECEMBER 31, 2000</b>		<b>1,031,448.47</b>

**CONSTRUCTION FUND**

**BALANCE DECEMBER 1, 2000** **3,507,574.14**

**EXPENDITURES** **91,150.69**

Vouchers- December 91,150.69

**RECEIPTS** **43,582.35**

Donation: Fred & Katherine Porter 100.00

Donation: D & T Rose - Friends Membership 20.00

Donation: M/M John Files - Friends Membership 100.00

Donation: Bessie Benner Metzenbaum Fnd 1,000.00

Donation: Cleveland Foundation- Affelder Fund 310.50

Interest Earned 19,117.25

Oakstone Investment Co - In Lieu Fees 22,680.00

Oxford Oil Co – Royalties 145.86

Cedar Valley Energy - Hehmeyer Prop. Royalties 108.74

**BALANCE DECEMBER 31, 2000** **3,460,005.80**

**PARK DEBT FUND**

**BALANCE DECEMBER 1, 2000** **263,485.00**

**EXPENDITURES** **938,484.99**

Principal of Park Improvement Notes 900,000.00

Interest Owed 38,484.99

**RECEIPTS** **676,347.28**

Interest Earned 1,347.28

Park Improvement Notes 675,000.00

**BALANCE DECEMBER 31, 2000** **1,347.29**

**VOUCHER RESOLUTION 01-01**

Dr. Rzeszotarski moved the adoption of the resolution, a copy of which is on file in the Park District Board office so marked Resolution No. 01-01.

Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**COMMUNICATIONS TO THE BOARD**

Mr. Curtin shared with the Board correspondence the Marketing Department had received concerning our telephone system. This individual suggested direct lines and the ability to choose menus to find current information. Ms. Hosier responded to the individual's concerns that we will be upgrading our phone system and did give him the direct line number to the Park. Ms. Hosier also stated that she would bring this concern to the Board's attention. The Board did discuss the possibility of a menu. Dr. Rzeszotarski stated that he felt it would take many volunteer hours to keep the system going.

Mr. McCullough reported that he had received a thank you note from an employee thanking the Board for the 6% pay increase.

Mr. McClintock shared with the Board a request from Terry Harmon from University School. It is the intention of Mr. Harmon to implement a Cooperative Agreement with University School, Geauga Park District and the Ohio Division of Wildlife to expand

native brook trout in the Silver Creek basin. Mr. McClintock explained further to the Board that Mr. Harmon raises trout at University School. Dr. Rzeszotarski questioned whether University School had the necessary permits because the brook trout are classified endangered fish. Mr. McClintock responded that all the necessary permits are in place. University School is requesting permission to conduct research on Park property. This could be handled through a special use permit. The Board felt that since it was a nature education program, this would be a wonderful opportunity.

**2001 BUDGET REVIEW**

Tom Curtin presented to the Board a draft of the 2001 budget for the Board's review. Should the Board have any questions concerning the budget, the Board has been advised to contact Mr. Curtin, Mr. McClintock or Mrs. Bosworth. Mr. McClintock pointed out new projects and the setting aside of significant monies towards land acquisitions. The Board will act upon this Budget at the February meeting.

**THE WEST WOODS**

Sylvia Neptune gave the Board an update on The West Woods Nature Center campaign. Mrs. Neptune reported that as of the Board meeting, the current total of pledges and donations was \$375,000, which is the Park's halfway mark. Mrs. Neptune also reported that she and the Foundation were working on preliminary plans for the Nature Center's grand opening. It was also reported by Mrs. Neptune that 30 pavers have been sold.

Mr. Curtin distributed to the Board a timeline for the bidding process for the construction of The West Woods Nature Center. Mr. Curtin reported that we would be advertising in the newspapers on January 16, 2001, an invitation to bid. Tom Curtin would like approval at the February Board meeting. The Director also reported to the Board that the bidding for the septic system would be done separately.

Dr. Rzeszotarski made a motion to approve the bidding on the Nature Center and the sanitary system.

Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

Mr. Curtin reported to the Board that a meeting has been set for January 16, 2001, with representatives from American Hydrotech. Mr. Curtin has many unanswered concerns and is investigating the costs of the green roof from both Garland and American Hydrotech.

**MEYER CENTER EXPANSION**

Mr. Curtin shared with the Board the request from Stowe Construction Company to place monies in an escrow account.

Miss Cope made a motion to place money into an escrow account for Stowe Construction in the amount of \$13,359.64.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

Mr. Curtin presented to the Board Change Order Number Two for Anthony Paskevich & Associates. This Change Order represents an increase in the amount of \$1,500.00 for reimbursable expenses,

Mr. McCullough made a motion to approve Change Order Number Two for Anthony Paskevich and Associates in the amount of \$1,500.00. Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**SPONSORSHIP**

Ms. Hosier reported to the Board that the staff is working on events for the Park’s 40<sup>th</sup> Anniversary. As plans are developing, expenses could become substantial. Ms. Hosier presented to the Board the possible opportunity of seeking sponsorship. Tom Curtin suggested that if this were the direction the Board approved of going toward, these individuals would be recognized throughout the year. Miss Cope expressed her interest in a chance to review the events prior to finalization and what the financial gain would be from this sponsorship opportunity. Dr. Rzeszotarski had several questions concerning the security and the Park’s “control” of these gala events.

Miss Cope made a motion to seek sponsorships for the various activities for the 40<sup>th</sup> Anniversary. Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

Paige Hosier showed the Board possible designs for the 40<sup>th</sup> Anniversary logo. This logo would be placed on everything the Park produced this year.

**BIOHABITATS PROPOSAL**

Tom Curtin shared with the Board the first draft of the Silver Creek restoration proposal. Dr. Rzeszotarski raised several questions and concerns. Tom Curtin suggested the possibility of looking at doing this project in-house. Tom Curtin explained to the Board that we do not have to go out for bid for professional services. We can seek proposals. Dr. Rzeszotarski suggested that this might be the route to go. Dr. Rzeszotarski also questioned the timeline for permit approvals and a feasible timetable. Mr. McClintock shared with the Board that he had met with Gus Saikaly, Director of the Water Resource Department of Geauga County. Mr. Saikaly likes this project. Dr. Rzeszotarski questioned the possibility of having a public hearing so that people would have the opportunity to understand what we are doing and that it is our intention to do the project right. It was also suggested that this project would be ideal as a small grant study focusing on this area. Mr. McClintock reported that he would be meeting with the Ohio EPA and the Army Corp of Engineers.

**WATER WELLS**

Tom Curtin previously reported to the Board last Fall that we would be closing our water wells at Burton Wetlands and Tupelo Pond for service. Mr. Curtin did check with other parks (Lake, Cleveland, Stark, Summit and Toledo) to see if they are experiencing similar problems. Their response was that they are experiencing similar

problems. The EPA currently has a zero tolerance rule. This is an issue that Mr. Curtin plans to look at. Currently, Mr. Curtin is looking at a tank at Swine Creek for people to use for drinking water. Dr. Rzeszotarski questioned the possibility of add-on filters. Mr. Curtin will contact Kinetico and ask for some ideas and/or suggestions.

### **PARK UPDATES**

Tom Curtin reported on the Meyer Center addition. He stated that the general contractors are 50% complete, electrical 40% complete and the HVAC 75% complete. This is slightly behind schedule.

The Director reported that regarding the Maple Highlands Trail, the survey work that needs to be done with reference to the easement will have to wait until better weather. It is estimated that the finished drawings for Phase II will be ready late summer.

Tom Curtin also updated the Board on information he had received from Lake Metroparks concerning their bike trail. Lake Metroparks had eleven contractors bid on their project. Lake Metroparks reported that the low bidder on this project came in at \$250,000 less than anticipated.

With reference to the Ansel's Cave Project, Mr. Curtin updated the Board that ODNR has granted the time extension request to June 30, 2001, for this project.

Tom Curtin reported on the Cherry Room acoustics. Tim Kallay is waiting for one more estimate. Hopefully, that estimate will be coming in shortly.

Mr. Curtin informed the Board that he had reviewed a draft of a management plan which is required by the State in order to dedicate Spring Brook as a state nature preserve. Currently, Phil Gingrich is revising it.

### **VEHICLE PURCHASING**

Mr. Curtin reported to the Board that they are on schedule regarding vehicle replacement. The Park would like to go out for State bidding. Mr. Curtin stated that according to the replacement schedule, three vehicles (Crown Vic and two pickups) would need to go out for State bidding. Mr. McCullough questioned when would the vehicles come in. Keith McClintock responded some time late spring.

### **CONTRACT FOR HORSE-DRAWN SAP GATHERING**

Keith McClintock informed the Board an agreement was ready for signature between Don-Jac Carriage Services and Geauga Park District to provide and drive a two-horse team to pull a maple sap gathering sled on the Sap's-A-Risin Sundays. This contract is for \$450.00 per event for a maximum of \$1,800.00.

### **PETTY CASH**

Mr. Curtin explained to the Board the procedure of procuring petty cash. Mr. Curtin informed the Board that currently our "cap" on petty cash is \$100.00. We use this "cap" up in approximately four to five weeks. Mr. Curtin explained that petty cash was used for postage, program supplies, meal reimbursement and parking fees at places we do not have a regular account with. It was Mr. Curtin's intention that by raising the limit of the petty cash to \$500.00, the Park District would save the time and expense of requisitioning the petty cash. In order to raise our limit, the Auditor's Office would have to receive a copy of the Board's motion to raise our limit.

Dr. Rzeszotarski made a motion to increase the limit of petty cash to \$500.00. Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**FARMLAND PRESERVATION**

Recently, the Director was approached by Kevin O'Reilly, Jr. and Dave Dietrich regarding the Farmland Preservation Movement in Geauga County. Mr. Curtin invited Mr. O'Reilly to the Board meeting. Kevin O'Reilly updated the Board. It was Mr. O'Reilly's feeling now that Issue One has passed, he would like to see the reality of an organized effort in Geauga County to preserve farmland through agricultural easements. Mr. O'Reilly stated that he would be addressing the Board of Commissioners of Geauga County. The Geauga Park District Board offered suggestions to Mr. O'Reilly to help implement his mission.

**OPRA CONFERENCE**

Mr. Curtin informed the Board that this year's OPRA conference would be held March 4-7, 2001, in Toledo. The Director requested permission to attend this conference, including expenses.

Mr. McCullough made a motion to allow Mr. Curtin to attend the OPRA conference in Toledo, March 4-7, 2001, including estimated expenses in the amount of \$515.00. Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**EXECUTIVE SESSION**

Mr. McCullough made a motion to go into executive session at 5:05 p.m. for the purpose of discussing land acquisitions and personnel. Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**PERSONNEL**

Mr. Curtin reported to the Board that the Volunteer Coordinator/Human Resource position has been posted and advertised. Mr. Curtin also informed the Board that a part-time Ranger position would be posted in-house within the next few weeks.

**K-9 UNIT**

Denise Weisbarth, Geauga Park District Ranger, gave a presentation to the Board on the attributes of a K-9 unit in the park system.

**DEPARTMENTAL REPORTS**

Departmental reports from the supervisors were submitted for the month of December to the Director and a summary sheet was forwarded to the Board in their mailing packet prior to the Board meeting.

**SUNSHINE LAW COMPLIANCE**

The rules of the Park Board were complied with by sending notice pursuant to the rules adopted by the Board.

Respectfully submitted,

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Thomas G. Curtin

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Robert McCullough

file: A:Board:01-Minutes 1-9-01