

GEAUGA PARK DISTRICT
MINUTES OF THE BOARD MEETING
JUNE 11, 2002

The regular meeting of the Geauga Park District Board was held on June 11, 2002, at the Park District office, Chardon, Ohio. The meeting was called to order at 3:30 p.m. President Robert McCullough was in the chair. Board members Betty Cope and Mark Rzeszotarski were present. Employees present were Tom Curtin, Keith McClintock, Keith Chapman, Hans Geiss, Paige Hosier, John Kolar, Sylvia Neptune, Eileen Smith and Jim Ziemnik. Guests present were Bob Davis, Gerald Hornick and Paul Newman.

ADOPTION OF THE AGENDA

Miss Cope moved to accept the agenda as amended for the meeting.

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

ADOPTION OF THE MINUTES

Miss Cope moved to accept the minutes of May 14, 2002, as amended.

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

**FINANCIAL STATEMENT
FOR THE MONTH ENDED MAY 31, 2002**

GENERAL FUND

BALANCE MAY 1, 2002

3,128,609.91

EXPENDITURES

1,442,121.54

Personnel	198,711.19
Medicare	2,414.65
Dental /Hospitalization- May	20,199.94
PBX	185.06
PERS - 1st Quarter	62,198.01
Unemployment Transfers	123.30
Transfer to Construction Fund	1,000,000.00
Vouchers	158,289.39

RECEIPTS

370,377.86

Fees:

Rookery Heat fees	20.00
Out of County Program Fees	370.00
Camping	30.00
Shelters	120.00
Canoe and Kayak	329.00
Bid Plans	50.00
Silk Painting	55.00

Masterpiece for Mom	90.00
WCNAF Table Fees	1,145.00
Rental Properties	
- McKinnon- Swine Creek house-May	350.00
- Scott - Krehlik House - May	350.00
- Kolar - Burton Wetlands House May	350.00
- McClintock - Hyde House -May	350.00
Sales: Gift Cart	726.24
Artwork Commission	36.40
Jury Duty payment - S. Wohlken	75.00
Recycled Metal & Aluminum-Hollis Dye	34.25
Citation Disbursement	274.00
Refund: Stowe Arbitration Fee	35.00
Donation: Memory of John Dennis- J. Norlin	50.00
Donation: Memory of Jim Steward - W & S Smith	300.00
Donation: Memory of John Stepic - I Cook	105.00
Donation: Memory of John Stepic - S & P Kurzawa	50.00
Donation: Memory of John Stepic - J & M Wyszynski	125.00
Donation: to Naturalist Training - Harry Schmid	250.00
Donation: Bessie Benner Metzbaum Foundation	2,000.00
Tax Distributions-State Reimb Real Estate Taxes	349,813.20
Tax Distributions- Real Estate Taxes	1,227.25
Local Government Funds	9,230.11
Interest earned	2,437.41
BALANCE MAY 31, 2002	2,056,866.23

CONSTRUCTION FUND

BALANCE MAY 1, 2002 **3,965,080.67**

EXPENDITURES **383,021.05**

Vouchers 383,021.05

RECEIPTS **1,008,070.69**

Interest Earned 7,180.73

Transfer from General Fund 1,000,000.00

Donation: R. McCullough - TWWNC 500.00

Donation: TWW membership- Betty Jane Stewart 10.00

Royalties: Oxford Oil Co 99.30

Royalties: Cedar Valley Energy 280.66

BALANCE MAY 31, 2002 **4,590,130.31**

VOUCHER RESOLUTION NO. 10-02

Dr. Rzeszotarski moved the adoption of the voucher resolution as amended, a copy of which is on file in the Park District office, so marked Resolution No. 10-02.

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

INTRODUCTION OF GUESTS

Geauga Park District's Foundation members Bob Davis, Gerald Hornick and Paul Newman addressed the Board. Mr. Hornick stated that he encouraged the Foundation to remain autonomous. The Foundation members also discussed the possibility of changing the complex of the Bylaws as to how trustees are chosen. Mr. Hornick indicated that the Foundation would like to revisit the Board meetings. Mr. McCullough thanked the Foundation for all their hard work.

COMMUNICATIONS TO THE BOARD

There were no communications to report.

THE WEST WOODS

Campaign Update

Sylvia Neptune reported that the campaign total to date was over \$760,000.00. Mrs. Neptune indicated that a press release went out last week indicating the June 15th campaign deadline. On June 20th, there would be a meeting finalizing the Nature Center donor displays.

Sylvia Neptune indicated that the Foundation would be presenting a check to the Park District for the campaign monies for The West Woods Nature Center. Mrs. Neptune will apprise the Board of the time and date.

The pavers are in and are being stored in the auxiliary building at The West Woods. Mrs. Neptune indicated that she and Jerry Holzheimer, Project Manager, would be participating in laying the pavers in order to keep family pavers together as requested.

Update on Preservation Campaign—Naming Rights

Mrs. Neptune reported that the Ansel's Cave Trail Link dedication ceremony would take place next Monday, June 17, 2002, from 6:00 p.m. to 8:00 p.m. Miss Cope will give the presentation followed by a hike led by Naturalist, Judy Bradt-Barnhart.

Update on Plans for *Passage to The West Woods—A Premier Expedition*

Sylvia Neptune reported that 1,468 "save-a-date" postcards were mailed on May 30, 2002. The Auction Committee will meet this Thursday to combine auction items into packages, to go over all the donation forms, and to write the descriptions of the packages.

Construction Update

The Director stated that the construction of The West Woods Nature Center was moving along nicely. The construction project is 71% complete, the roof is complete, electrical 65% complete, exterior stone is almost complete, and the restrooms are 65% complete. Mr. Curtin further stated that the site grading for the sanitary system is complete. Tom Curtin has been in contact with Roofscapes Inc., the subcontractor who installed the green roof. Mr. Curtin indicated that the green roof does not appear to have any problems and has sprouted blooms. Mr. Curtin further updated the Board that the phone/computer wiring is 50% complete and Mr. Stovicek has started on the waterfall. The site grading is 80% complete and the parking lot is complete. Miss Cope questioned whether we would have signage on the trails. Mr. Curtin responded that we have small signs by the trail junctions.

J. G. JOHNSON CONSTRUCTION COMPANY – CHANGE ORDER NO. 10

Mr. Curtin reviewed the status of Change Order No. 10. The Director had presented to the Board at the May Board meeting a tentative Change Order No. 10 in the amount not to exceed Twenty-Six Thousand Fifty-Three Dollars (\$26,053.00) contingent upon receipt of payment in the amount of Twenty-Three Thousand Nine Hundred Fifty-Nine Dollars (\$23,959.00) from Anthony Paskevich. Mr. Curtin indicated that as of today, we have not received payment from Anthony Paskevich.

J. G. JOHNSON CONSTRUCTION COMPANY – CHANGE ORDER NO. 11

Mr. Curtin presented to the Board Change Order No. 11 in the amount of Eleven Thousand Nine Hundred Seventy-Seven Dollars (\$11,977.00) representing a revision to the HVAC ductwork, revisions to the site work to accommodate potential drainage problems, revisions to the lavatory floor and wall tile, as well as lowering the grade of the sanitary system platform. Mr. Curtin also indicated that this Change Order reflected electrical revisions in the exhibit area and lobby. Dr. Rzeszotarski questioned whether the lighting could be removed if the exhibitor requested. Mr. Curtin responded that the lighting could be removed.

Mr. McCullough moved to approve J. G. Johnson Construction Company’s Change Order No. 11 as stated above in the amount of Eleven Thousand Nine Hundred Seventy-Seven Dollars (\$11,977.00).

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

J. G. JOHNSON CONSTRUCTION COMPANY – CHANGE ORDER NO. 12

Mr. Curtin presented to the Board Change Order No. 12 in the amount of Five Thousand Eight Hundred Thirty-One Dollars (\$5,831.00), representing the addition of padding to the carpet in the Naturalist offices and vinyl wall covering to the exhibit room.

Mr. McCullough moved to approve J. G. Johnson Construction Company’s Change Order No. 12 as stated above in the amount of Five Thousand Eight Hundred Thirty-one Dollars (\$5,831.00).

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

FURNITURE

Keith McClintock advised the Board that the Park underestimated the cost of the furniture for The West Woods Nature Center. The Park is close to Nineteen Thousand Dollars (\$19,000.00) over budget. Mr. McClintock showed the Board a picture of the proposed workstations. Mr. McClintock presented to the Board several options to reduce the cost of the furniture/workstations. He indicated that one way to save money would be through the removal of three workstations. Dr. Rzeszotarski indicated that you never have enough space. Dr. Rzeszotarski indicated that the cost of this furniture/workstations would only increase in time. Mr. McClintock advised the Board that the Park just received a check from Bank One in the amount of Thirteen Thousand Four Hundred Ninety Dollars and Twenty-One Cents (\$13,490.21), representing the Stowe escrow funds relating to the Meyer Center expansion. This money could be placed in the line item account for furniture and help offset the cost of the furniture/workstations for The West Woods Nature Center. Mr. McCullough questioned whether we had gone out for state bidding. Mr. McClintock replied that this company was on the State bid sheet, and that these prices were even lower then that listed on the State bid. The Board was in agreement not to cut corners.

TRAIL LAYOUT/BOARD WALK

Tom Curtin showed the Board a map of the trails at The West Woods Nature Center. He stated that some of the Discovery Trail would be ADA accessible. Keith Chapman, Park Tech, and Hans Geiss, Park Worker, are heading up the trails project. Mr. Chapman and Mr. Geiss answered questions and concerns of the Board. They also showed the Board samples of a

material called “Trex” as a possible material for the boardwalk. This product is made from recycled materials. Mr. Chapman stated that this material comes in several colors and is maintenance free.

SUNSET OVERLOOK DECK

Jim Ziemnik, Landscape Architect, gave the Board a cross-section of the grade and slope of the Sunset Overlook deck. Mr. Ziemnik reported that the capacity for this deck would be 30-35 people. Mr. Ziemnik stated that this deck would cause the least amount of physical disruption to the site and would provide the best view to the east for Silver Creek and to the west for the sunset. Mr. Ziemnik further stated that this structure would be compatible with the surroundings and not make a large visible impact when hiking on Trout Lily trail. This deck does not have to be ADA accessible, but the Park will attempt to be accommodating to our residents. At this time, this is not a “programming” site by the Naturalist Department. However, as the Silver Creek restoration occurs, this area could be a potential program area. Mr. McCullough questioned whether ASM has a trail. Mr. Curtin replied that he would talk with ASM concerning constructing a trail.

LANDSCAPE PLAN

In their Board packet, the Board received from Jim Ziemnik a draft of the landscape plan and a suggested plant list. It is the Park’s intention to restore the site utilizing organic matter and native materials. It is also the Park’s intention to stabilize excessive slopes, provide a safe ingress and egress and try to salvage the big pines at the entrance to the Nature Center. Mr. McCullough questioned whether there would be a smooth turn for buses and fire trucks. Tom Curtin replied that everything was designed for emergency access. Mr. McCullough had further concerns about ADA accessibility. Mr. Ziemnik showed the Board a map of the area where residents could be dropped off at the entrance of the Nature Center. Mr. Curtin checked with Timothy Kallay, Contract and Planning Administrator, as to the radius of the entrance drive to the Nature Center. The minimum radius standard is 42 feet. The Park’s project radius is 44 feet, six inches.

THE NATURE CENTER CARPETING

The Board adjourned to the Root Cellar to view the samples of carpeting for The West Woods Nature Center. Jerry Holzheimer, Project Manager, presented carpet samples. The Board shared their concern with the higher-priced carpeting. The Board suggested “natureful” color carpeting and was open to suggestions and options. The Board reconvened to the Cherry Room.

NORTH MAINTENANCE EXPANSION/RANGER GARAGE

Tom Curtin shared with the Board a blueprint of the North Maintenance expansion and the Ranger garage. He showed the Board the present view of the North Maintenance facility and a suggested overview of the addition, which would include a sign shop, added office space, a locker room, and an additional restroom. Mr. Curtin stated that the architect would be submitting pricing for the addition, as well as the Ranger garage. Mr. McCullough questioned the time frame for the bidding process. Mr. Curtin responded that it is the Park’s goal for this project to go out for bid this summer and have these facilities built this year.

SPRING BROOK SANCTUARY STATE NATURE PRESERVE – ARTICLES OF DEDICATION

In their Board packet, the Board members received a copy of the Articles of Dedication for Spring Brook, thereby allowing the Board an opportunity to review these Articles for any questions and/or concerns. Mr. Curtin stated that Phil Gingrich, Natural Resource Manager, and John Oros, Land Stewart, were comfortable with the Articles of Dedication.

Mr. McCullough moved to approve the Articles of Dedication for Spring Brook Sanctuary State Nature Preserve.

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

PARK UPDATES

The West Woods

Zeigler Earthworks has submitted proposals for four small projects. They will be taking care of the swale and drainage concerns.

Meyer Center

Mr. Curtin reported that the Park has not heard from A. H. Stowe Construction Company. We have not received the money due from A. H. Stowe Construction Company pursuant to the arbitration agreement. David Ondrey, our legal counsel, will be questioning A. H. Stowe Construction Company's attorney, Joe Jerome. There is a leak on the flat roof. Jerry Holzheimer is working with the Maintenance Department on repairing the roof.

Maple Highlands North

Mr. Curtin reported that the bid opening for the Maple Highlands North project would be tomorrow morning, June 12, 2002.

Maple Highlands South

Mr. Curtin reported that surveys are continuing to come in. A Request for a Proposal (RFP) has been sent out for five more parcels of land that we acquired.

Beaver Creek

Mr. Curtin reported that the management plan for Beaver Creek is progressing.

Silver Creek Restoration

Mr. Curtin stated that the contract for this project is under review and would be signed shortly.

Beartown

Mr. Curtin reported that the Maintenance Department would be installing C-LOK material. The plan is with the Army Corp of Engineers for review.

SURPLUS PROPERTY

Dr. Rzeszotarski moved that the following items be declared surplus property and sent to the County auction for sale:

<u>Description</u>	<u>Quantity</u>	<u>Model Year</u>
Recording Thermometer	1	1976
Ford Ranger F150	1	1994
Ford Explorer	1	1996
Ford Crown Victoria Car	1	1994
Dodge Spirit Car	1	1994
Single Line Phones	6	
For trade-in value:		
72" riding mower – Toro	1	1994

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

BUDGET DRAFT – 2003

Prior to the Board meeting, the Board received for their review a proposed draft of the Budget for 2003. Mr. McCullough stated that the proposed Budget was up for discussion. Keith McClintock, Deputy Director, answered questions and concerns of the Board and advised that suggested changes to the Budget would be made.

RESOLUTION NO. 11-02

MEMORANDUM OF UNDERSTANDING WITH VILLAGE OF MIDDLEFIELD

Mr. Curtin presented to the Board a Memorandum of Understanding with the Village of Middlefield, which would strengthen the commitment between the Village of Middlefield and Geauga Park District for the completion of the bike trail.

Mr. McCullough moved to approve the Memorandum of Understanding with the Village of Middlefield.

WHEREAS, State Issue 1 was approved by the voters in the State of Ohio, and by 62% of the voters in Geauga County, in November 2000; and

WHEREAS, Governor Bob Taft has initiated the formulation of the “Clean Ohio Fund,” based on State Issue 1, and legislation has been introduced in the Ohio House of Representatives to establish this program; and

WHEREAS, the purpose of the Clean Ohio Fund is, in part, to preserve and protect green space and trails; and

WHEREAS, it is the desire of the Middlefield Village Council and the Geauga Park District to enter into this joint Memorandum Of Understanding (MOU) to mutually cooperate and support efforts directed toward the acquisition of green space and trails that may qualify under the Clean Ohio Fund program.

NOW THEREFORE, BE IT RESOLVED that the Middlefield Village Council and the Geauga Park District agree to collaborate whenever feasible on applications for funding through the State of Ohio for the preservation of green space and trails in accordance with the Clean Ohio Fund program criteria. This MOU shall be transmitted, upon its adoption by all the parties, to Governor Taft and the directors of the following departments: the Ohio Department of Natural Resources, the Ohio Environmental Protection Agency, and the Ohio Department of Development.

This MOU shall be in effect until such time as any of the parties hereto shall affirmatively indicate to the other parties, in writing, of its withdrawal from such cooperative effort, and all parties hereto shall maintain such right of withdrawal at all times, at the sole discretion of each party.

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

Mr. McCullough moved to go into Executive Session at 6:40 p.m. for the purpose of discussing personnel and land acquisitions.

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

Dr. Rzeszotarski	Yes
Miss Cope	Yes

K-9 UNIT

The Board discussed issues surrounding the Geauga Park District's intended use of the K-9 unit. The Board re-emphasized that the purpose of the K-9 unit was to focus on the Park's mission to establish this unit for search and rescue, as well as public relations within the community.

FOUNDATION

The Director distributed to the Board an article that the Governmental Accounting Standards Board (GASB) has expanded financial reporting guidance for fundraising foundations and similar organizations. The Board stated that they would discuss this issue at an upcoming Board meeting.

PLAQUES AT THE WEST WOODS NATURE CENTER

There was a discussion centered on who should be acknowledged on the plaque at The West Woods Nature Center. Dr. Rzeszotarski stated we should acknowledge the support of Geauga County residents and the support of the Geauga Park District. The Board requested the Director to come up with a design for two plaques.

DEPARTMENTAL REPORTS

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

The meeting adjourned at 9:32 p.m.

Respectfully submitted,

Thomas G. Curtin, Director

Robert McCullough, President