

GEAUGA PARK DISTRICT
MINUTES
September 18, 2007

The regular meeting of the Geauga Park District Board was held on September 18, 2007 at the Donald W. Meyer Center, Chardon, Ohio. The meeting was called to order at 3:30 p.m. President Robert McCullough was in the Chair. Board members Mr. Leech and Dr. Rzeszotarski were present.

Employees present:

Tom Curtin, Executive Director
Keith McClintock, Deputy Director
Leslie Bednar, Development Officer
Sherry Bosworth, Business Affairs Director
Kathy Hanes, Executive Secretary
John Hayhurst, Lt. Ranger
Paige Hosier, Marketing Director
Frank Klinger, Ranger
Larry McKinnon, Sgt. Ranger
Michele Pennell, Accountant
Bob Urban, Chief Ranger
Aaron Young, Planning Director

Visitors present:

Diane Ryder, *The News-Herald*
Lee Imhof

ADOPTION OF THE AGENDA

Mr. Leech moved to accept the revised agenda for the meeting.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

ADOPTION OF THE MINUTES OF AUGUST 14, 2007

Mr. Leech moved to accept the minutes of August 14, 2007 as corrected.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

INTRODUCTION OF GUESTS

Mr. Curtin acknowledged the presence of Diane Ryder.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
AUGUST 31, 2007

GENERAL FUND

BEGINNING FUND BALANCE AUGUST 1, 2007 **1,233,188.50**

EXPENDITURES & OTHER USES **490,102.38**

Personnel	271,599.10
Medicare	3,742.95
Dental /Hospitalization	35,476.47
PERS	38,471.33
Vouchers	140,812.53

REVENUES & OTHER SOURCES **2,747,251.31**

General Tax Collections

- Real Estate Tax 2,725,687.37

Investment Income 6,332.84

Gifts & Donations 4,678.52

- Transfer Nature Scope donations- Geauga Park District Foundation (\$4,628.52)

- Program donation- Univ Hosp Geauga Med Auxiliary
(\$50)

Fees

- Camping 10.00

- Shelters 200.00

- Lodge Rental 25.00

- Workshops - General - Public Program 465.00

Sales

- Tapper's Treasures - MC 144.64

- Tree Tops - TWW 935.15

- Credit Card - All Facilities 735.17

- Water Vending Machine Sales - TWW 40.00

Rental Properties

- Swine Creek house - Harry 400.00

- Burton Wetlands House- Kolar 400.00

- Hyde House - McKinnon 400.00

Other Receipts

Citation Disbursement 150.00

Parking Ticket Collections 80.00

Recycling Proceeds 16.98

Refunds- Other - 4Imprint, faulty materials 118.47

Local Government Funds 5,370.60

Miscellaneous Receipts 1,061.57

- Postage reimbursement -Gauga Park District Foundation (\$117.91)

- Restitution -Gauga County Juvenile Court (\$632.66)

- Auction proceeds -desk, computer, chair, copier, mounted caribou (\$311)

ENDING FUND BALANCE AS OF AUGUST 31, 2007 **\$ 3,490,337.43**

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE AUGUST 1, 2007		4,278,148.15
EXPENDITURES & OTHER USES		976,342.89
Vouchers	976,342.89	
REVENUES & OTHER SOURCES		228,234.62
<i>Investment Income</i>	20,288.00	
<i>Transfer from Retainage Fund</i>	118,915.21	
<i>Gifts & Donations</i>	74,977.00	
- Transfer Observatory donations - Geauga Park District Foundation (\$74,977)		
<i>Other Revenue</i>	13,065.06	
- Overage Orchard Hills - Surety Title (\$13,065.06)		
<i>Royalties</i>		
- Oxford Oil Co - Swine Creek	215.58	
- Cedar Valley Energy - Hehmeyer property	441.16	
- Great Lakes Energy - Hart property	76.35	
- Cedar Valley Energy - Sunnybrook property	256.26	
ENDING FUND BALANCE AS OF AUGUST 31, 2007		\$ 3,530,039.88

RETAINAGE FUND

BEGINNING FUND BALANCE AUGUST 1, 2007		118,111.61
EXPENDITURES		118,915.21
Transfer to Land Improvement Fund	118,915.21	
REVENUES & OTHER SOURCES		803.60
<i>Investment Income</i>	803.60	
ENDING FUND BALANCE AS OF AUGUST 31, 2007		0.00

VOUCHER RESOLUTION NO. 26-07

The Board asked for clarification on a number of voucher items. All questions were answered satisfactorily.

Dr. Rzeszotarski moved to adopt Voucher Resolution No. 26-07, a copy of which is on file in the Park District office.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

COMMUNICATIONS TO THE BOARD

Mr. Curtin shared the following communications with the Board:

A note was received from the Newbury School Reunion Committee thanking the Park District for the use of The Rookery.

Middlefield Historical Society expressed their appreciation for the poster of The Maple Highlands Trail train route given to them by the Park District.

Mr. McCullough mentioned that he received a call from Mr. Winton who thought The Maple Highlands Trail Dedication Ceremony was wonderful. Mr. McCullough commended the Dedication Committee for their hard work.

OPEN TO THE PUBLIC

Mr. McCullough opened the floor to members of the public present at the meeting. There were no comments.

UNFINISHED BUSINESS

RESOLUTION OF COMMENDATION - RANGER DEPARTMENT, RESOLUTION NO. 24-07

Mr. Curtin invited the Ranger Department to come forward to accept a Resolution of Commendation, Resolution 24-07.

**A RESOLUTION OF COMMENDATION
PRESENTED TO
GEAUGA PARK DISTRICT RANGER DEPARTMENT**

WHEREAS, on July 14, 2007, the Ranger Department of Geauga Park District demonstrated exemplary investigative effort and determination which led to the capture and arrest of a kidnapping and abduction suspect;

WHEREAS, the Rangers performed their job with courage, diligence, and professionalism;

WHEREAS, the Ranger Department assisted other local law enforcement agencies in bringing the suspect to justice;

WHEREAS, the Ranger Department demonstrated outstanding service to the patrons of Geauga Park District and to the citizens of Geauga County by providing them with a safe and secure environment following the incident;

WHEREAS, the extraordinary dedication of the Rangers involved in this incident is worthy of recognition and commendation;

THEREFORE, BE IT RESOLVED, on this eighteenth day of September, 2007, the Board of Park Commissioners expresses its deepest gratitude and appreciation for a job well done.

PARK UPDATES

Hart Property

The Park is waiting for approval from the Geauga County Prosecutor's office for changes to the deed restriction language as requested by the Township and County Planning Officials.

Bass Lake Preserve

The Operations and Planning Departments are working to reset the dock at a higher level.

Beartown Lakes Reservation

The project is substantially complete, as of September 14, 2007.

Frohring Meadows

Frohring Meadows opening is tentatively scheduled for the week of September 24, 2007. Seeding of the prairie will be completed by the end of October. Dedication of the Park will take place in the spring.

Husted Woods

Mr. Curtin asked Mr. McCullough if the tractor road through the field had been passable by car. The Park District is to maintain the road back to the woods.

Hyde Dam

The Park has received approval from the Army Corps of Engineers and work will begin next year.

Donald W. Meyer Center and The West Woods Landscape Improvements

Design work for new landscaping is in progress.

The Maple Highlands Trail

Waiting for closeout documents from the Ohio Department of Transportation.

Mountain Run Station

The Park is waiting for the retainage to be released.

Observatory Park

The Army Corps of Engineers will decide if they have jurisdiction over the wetlands and will be issuing a 404 permit.

Sunnybrook Preserve

The project design is in progress and project bidding is tentatively scheduled for January.

Best Preserve

A one year walkthrough is scheduled for November.

Frohring Meadows

Mr. Curtin presented trail and shelter names to the Board for their approval. The Board agreed by unanimous consent to name the trails and shelter at Frohring Meadows as follows: Big Bluestem Trail for the aggregate trail, Dragonfly Trail for the ADA accessible trail and Katydid Shelter.

Orchard Hills Park

A recommendation was made by Mr. Curtin to officially change the name of Orchard Hills to Orchard Hills Park. The Board agreed by unanimous consent.

An informational neighbor meeting, sponsored by the Ranger Department, is scheduled for September 19, 2007.

Blaugrund, Herbert & Martin Contract Increase

Mr. Curtin advised the Board that the contract of Blaugrund, Herbert & Martin, legal counsel for the Park District, was increased in the amount of Ten Thousand Dollars (\$10,000.00).

Cleveland Foundation

The Board was given the fund statements from the Cleveland Foundation showing the closure of the Endowment Fund and the dispersement of monies back to the Park District.

Great Lakes Energy Partners, LLC

Mr. Curtin received a request from Great Lakes Energy Partners to enter into a non-drilling lease on the Blasek property in Troy Township. After some discussion, the Board asked Mr. Curtin to gather more information and report back to the Board.

River Oaks Lawsuit

Geauga Park District legal counsel has received the discovery request and will be filing for summary judgment.

Amish Buggy Lanes

In response to a question posed by Mr. McCullough, Mr. Curtin advised the Board that, according to the Ohio Department of Transportation, buggy lanes are planned for State Route 87 (east of Middlefield) and not along Route 608.

Frohring Meadows Water Well

Mr. Curtin reported that drilling a water well at Frohring Meadows would cost approximately \$20,000 to \$25,000. There was discussion as to whether the cost would justify the demand. The Board asked Mr. Curtin to gather information on water wells from other Park districts. Dr. Rzeszotarski inquired about the feasibility of tapping into city water and said that it might be something the Park could explore.

LEGAL FEES FOR MANDATORY POOLING

The Park has received the official mandatory pooling order in regard to the request from Mrs. Stinchcomb. Legal fees associated with the mandatory pooling order increased by an additional \$1,617.00.

GEAUGA PARK DISTRICT FOUNDATION REPORT

Leslie Bednar, Development Officer, reported that the Foundation is raffling off three prizes in conjunction with the opening of The Maple Highlands Trail. In addition, the Foundation is making an effort to have a greater presence at community events. They will be represented at the *Arts, Antiques and Autumn Festival* in Burton and at the *Brats, Beer, Bikes and Browns Weekend* at Bass Lake Taverne in Chardon.

Mrs. Bednar reported that the next Foundation meeting is scheduled for September 27, 2007.

HEALTH CARE UPDATE

Mr. Curtin introduced Mr. Lee Imhof, member of the Berkshire School Board, and asked him to share information regarding Berkshire School's health care plan. Mr. Imhof reported that the plan has resulted in substantial savings to the school district, while providing better coverage. Mr. Imhof noted that the employees were pleased with the new plan.

The Park is investigating the possibility of utilizing a similar plan for health insurance. No decision was made and further information will be presented at the October meeting.

CONTRACT REVIEW

The Board received the Project Cost Summary reports from the Planning Department prior to the meeting. The reports were reviewed and found to be satisfactory.

EMPLOYEE SURVEY RESULTS

The Board reviewed the results of the Employee Survey. Mr. Curtin advised the Board that the survey was shared with all employees and an action plan was developed to address employee concerns. Mr. Curtin explained that more of an effort will be made to facilitate better communication with the staff. The Board commented that sharing the Master Plan with employees and asking for input, as well as informing staff about the Seven Year Financial Projection, are important ways to communicate with the staff. Mr. Curtin stated that another survey will be conducted in a few months with minor changes to the wording and ranking system. Dr. Rzeszotarski suggested that employees be asked what additional questions they would like to see on the survey.

POST PROPERTY, RESOLUTION NO. 28-07

Mr. Curtin asked the Board to review a property agreement from Kenneth and Mary Ann Post who would like to donate ten acres of property on Hall Road (Claridon Township) to the Park District. As per the terms of the agreement, the property will be named "George and Elizabeth Meyer Nature Preserve." A two-vehicle parking lot and trails will be constructed, but access to the property will be by permit only.

Mr. McCullough moved to accept the donation of ten acres of property from Kenneth and Mary Ann Post. Mr. Leech seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

NEW BUSINESS

TRANSFER OF FUNDS, RESOLUTION NO. 27-07

Mr. McCullough moved the adoption of Resolution No. 27-07 transferring second half funds in the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00) from the General Fund (S05) to the Land Improvement Fund (Q41).

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

Q41 PARK PROJECTS, 2008-2012

Mr. Curtin presented the Board with a summary of Q41 Park Projects for 2008 – 2012. Mr. Curtin asked the Board to consider moving Phase I construction of Observatory Park to 2008 to enhance funding opportunities. The Board agreed that moving the projected construction start date for Phase I would be beneficial.

2008 BOARD MEETING DATES

The Board received the schedule of 2008 Board Meeting dates prior to the meeting.

Mr. Curtin also reminded the Board that the October 9, 2007 meeting has been changed to October 16, 2007 due to a scheduling conflict.

SEVEN YEAR FINANCIAL PROJECTION

The Board was provided with a summary report on assumptions for the Seven Year Financial Projection for their review.

SURPLUS PROPERTY

The Board reviewed the list of surplus property slated for the Geauga County auction. The items include a BCS Model #737 Rototiller, a Delta DC380 Planter, a 2002 Chevrolet Blazer CT 10506, and a Sharp AR207 Copier.

Mr. Leech moved to declare the property as surplus and send the items to auction.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

COMMISSIONERS' TIME

Dr. Rzeszotarski commented that he would be interested in having the Board participate in a retreat. He felt having a retreat with the Foundation Trustees would be advantageous.

Mr. Leech commended Mrs. Bednar on the informative weekly updates sent to Foundation Trustees and asked that the Commissioners be included on her e-mail list.

The Board expressed their appreciation to the Dedication Committee for the well-organized Maple Highlands Trail Ribbon-Cutting Ceremony which was held on Saturday, September 15, 2007.

The Board took a break from 5:15 p.m. to 5:36 p.m.

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 5:36 p.m. for the purpose of discussing land acquisition and the compensation of a public employee.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

The Board returned from Executive Session at 6:38 p.m. There were no items brought forward for resolution.

REPORTS FROM COMMITTEES OF THE BOARD

There were no reports from committees of the Board.

REPORTS FROM OFFICERS AND EMPLOYEES OF THE BOARD

Mr. Curtin asked the Board to consider dates and locations for a Park Board Retreat. Topics for discussion could include long-range planning, wage compensation, programming and other pertinent issues.

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

The meeting adjourned at 6:48 p.m.

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,

Thomas G. Curtin, Executive Director

Robert McCullough, President

