

GEAUGA PARK DISTRICT
MINUTES
March 14, 2006

The regular meeting of the Geauga Park District Board was held on March 14, 2006 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, Executive Director
Keith McClintock, Deputy Director
Barb Emch, Executive Secretary
Paige Hosier, Marketing Director

Guests Present:

R.O. Jackson - Greenwood Trading
David Kessler, Jr. - Blaugrund, Herbert & Martin

Geauga Park District Foundation Representative: Loren Yeager

ADOPTION OF THE AGENDA

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

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

ADOPTION OF THE MINUTES OF FEBRUARY 14, 2006

Dr. Rzeszotarski moved that the minutes of February 14, 2006 be approved as amended.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**FINANCIAL STATEMENT
FOR THE MONTH ENDING
FEBRUARY 28, 2006**

GENERAL FUND

BEGINNING FUND BALANCE FEBRUARY 1, 2006		\$1,293,667.63
EXPENDITURES & OTHER USES		311,992.05
Personnel	165,628.25	
Medicare	2,077.29	
Dental /Hospitalization	33,731.21	
PERS	22,532.84	
Unemployment Transfers	160.61	
Vouchers	87,861.85	
REVENUES & OTHER SOURCES		63,408.35
<u>General Tax Collections</u>		
- State Reimburse Tax	1,047.92	
<u>Investment Income</u>	5,330.52	
<u>Gifts & Donations</u>	10,765.00	
- VAC Department Requests (\$1,000)		
- GPD Foundation - Binocular Transfer (\$9,460)		
- GPD Foundation - McKinnon, Painting of Telescope (\$250)		

- Burroughs Nature Club - General (\$50)
- Dagg, Sandy and Tim - General (\$5)

Fees

- Programs - Schools - Out-of-County	11.00
- Shelters	40.00
- Bid Plans	100.00
- Facility Utilities	370.00
- Maple Table Fees	75.00
- Workshops - General - Public Program	165.00
- Programs - General - Public Program	1,959.56

Sales

- Tapper's Treasures - MC	1,571.29
- Tree Tops - TWW	403.77
- Credit Card - All Facilities	19,766.71
- Water Vending Machine Sales - TWW	12.00

Rental Properties

- Tax reimbursement - Exempt property, Brede	4,547.00
- Agriculture land use - Smith and Farley property	1,842.00
- Swine Creek house - Harry	400.00
- Burton Wetlands House- Kolar	400.00
- Hyde House - McKinnon	400.00

Other Receipts

Recycling Proceeds	31.03
Local Government Funds	14,006.51
Miscellaneous Receipts	164.04
- Pilarczyk - Jury duty reimbursement	
- Western Reserve Farm Co-Op - Patronage Refund 2005	

ENDING FUND BALANCE AS OF FEBRUARY 28, 2006 \$ 1,045,083.93

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE FEBRUARY 1, 2006 1,650,100.45

EXPENDITURES & OTHER USES

Vouchers 29,003.86

REVENUES & OTHER SOURCES

Investment Income 8,345.52

Transfer from General Fund 6,581.99

- Affelder Trust Interest

Royalties

- Cedar Valley Energy - Hehmeyer property	927.60
- Great Lakes Energy - Hart property	608.92
- Burton	227.01

ENDING FUND BALANCE AS OF FEBRUARY 28, 2006 \$1,629,442.11

RETAINAGE FUND	
BEGINNING FUND BALANCE FEBRUARY 1, 2006	\$ 190,849.75
EXPENDITURES	
REVENUES & OTHER SOURCES	
Transfer from Land Improvement Fund	691.50
ENDING FUND BALANCE AS OF FEBRUARY 28, 2006	191,541.25

VOUCHER RESOLUTION NO. 06-06

Miss Cope moved the adoption of the voucher resolution, a copy of which is on file in the Park District office, so marked Resolution No. 06-06

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

COMMUNICATIONS TO THE BOARD

Mr. Curtin had no communications to report.

STRATEGIC PLAN

Mr. Curtin opened the discussion of the draft of the Strategic Plan which was provided to the Board members for review prior to the meeting. The Board members made suggestions for minor changes. Dr. Rzeszotarski stated that he would like to see the Executive Summary and Strategies posted on the Park District website. He suggested that the appendices, which include dates for project goals and management plan completion, be used as internal documents only as they could be subject to change due to unforeseen circumstances.

Mr. Curtin stated that the suggested changes would be made to the document and presented once more to the Board for approval.

GREAT LAKES CONSTRUCTION CO. UPDATE

Mr. Curtin reported that he has met with Dave Ondrey, Park legal counsel and representatives from Great Lakes Construction Co. Great Lakes Construction Co. has put forward an offer of Fifty Thousand Dollars (\$50,000.00) and a credit of Twenty-Seven Thousand Dollars (\$27,000.00). Mr. Curtin explained that Geauga Park District has paid Three Hundred Thirty-Five Thousand Dollars (\$335,000.00) in repairs. He stated that he had received a call from Mr. Chuck Fowler who sits on the board for Great Lakes Construction Co. Mr. Fowler asked Mr. Curtin to call the president of Great Lakes Construction Co. to continue settlement talks.

Mr. Curtin stated that he received an offer in writing from Great Lakes Construction Co. of Seventy-Two Thousand Seven Hundred Sixty-Nine Dollars (\$72,769.00) plus a credit of Twenty-Seven Thousand Two Hundred Thirty-One Dollars (\$27,231.00) for a total of One Hundred Thousand Dollars (\$100,000.00). It was stated by Great Lakes Construction Co. that this amount represented their best and final offer.

Mr. Curtin advised the Board that he does not think that this is the last and final offer that Great Lakes Construction Co. will make. He stated that Great Lakes Construction Co. is claiming that when Geauga Park District signed the Ohio Department of Transportation (ODOT) Local Public Authority Agreement we were then bound by the Ohio Department of Transportation specifications for the oversight of the project and should have been testing the fill areas. It is the Park District's position that our contract with Great Lakes Construction Co. is the ruling document while Great Lakes Construction Co. says the ruling document is the Local Public Authority

Agreement. Mr. Curtin stated that he emailed an attorney with the Ohio Department of Transportation to get a determination from them in this matter. He had not received a response as of yet. In a conversation Mr. Curtin had last fall with an ODOT attorney regarding Soda Construction Co., the contractor for the central portion of The Maple Highlands Trail, the attorney stated that they (ODOT) are not a party to the contract.

Mr. Curtin will wait to hear from the ODOT attorney and then talk to the president of Great Lakes Construction Co. Mr. Curtin would like to settle for Two Hundred Thousand Dollars (\$200,000.00) plus the credit. He explained that we had initially asked for Seven Hundred Seventy Thousand Dollars (\$770,000.00) which included the cost of repairs and damages. We then went down to the actual cost of repairs and gave consideration to the cost of some improvements that we made to the slopes which brought the number to Two Hundred Ninety Thousand Dollars (\$290,000.00).

Miss Cope and Dr. Rzeszotarski agreed that Mr. Curtin remain firm with a settlement number of Two Hundred Thousand Dollars (\$200,000.00) and left it to Mr. Curtin's discretion as to whether that would include the credit amount of Twenty-Seven Thousand Two Hundred Thirty-One Dollars (\$27,231.00).

DUCKS UNLIMITED
NORTH AMERICAN WETLANDS CONSERVATION ACT GRANT

Mr. Curtin explained that we are partnering with Ducks Unlimited, Inc. to enter into an agreement with them for the purposes of obtaining federal dollars through the North American Wetlands Conservation Act (NAWCA) to help protect lands in the Grand River watershed. As part of the agreement, Geauga Park District would provide the purchase amount of Five Hundred Ninety Thousand Dollars (\$590,000.00) which we paid for Camp Chickagami as a match for the grant. This will allow the Park District to be a sub-recipient of the NAWCA funds.

Mr. McCullough made a motion that Geauga Park District enter into the agreement with Ducks Unlimited, Inc. as a partner in the proposal to the North American Wetlands Conservation Act (NAWCA) grant for the protection of lands in the Grand River watershed.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

PARK UPDATES

Mr. Curtin updated the Board on the following:

The Rookery

Great Blue Heron Lodge Heat

Mr. Curtin reported to the Board that the issue regarding the timer for the heat at the Great Blue Heron Lodge has been resolved. The problem stemmed from patron complaints that the heat in the building did not turn on as designated by their reservation. The timer and heat controls will be moved and enclosed in a wire cage and will only be accessible by staff. Dr. Rzeszotarski asked that instructions be posted to inform staff how to reset or bypass the timer if a power outage occurs.

The Maple Highlands Trail

Mr. Curtin reported that the schedule for placing signs on the bridges of The Maple Highlands Trail has been set and installation will begin in April and be completed by the end of May.

Affelder House Improvements

Mr. Curtin reported that bids were received for the project for the improvements to the Affelder House and will be presented later in the meeting. We are awaiting costs from the alarm company for fire and security alarms. The architect will be sending revised drawings to the Geauga County Building Department.

Bass Lake Preserve Boat Launch

Mr. Curtin reported that this project is on hold at this time due to other projects taking a higher priority.

Beartown Lakes Reservation

Lower Bear Lake Dam Improvements

Smolen Engineering is currently revising the drawing for the dam restoration per the request of the Ohio Department of Natural Resources Division of Water.

Frohing Meadows

Mr. Curtin reported that discussions have been taking place with the Operations staff regarding the type of restroom facility that will be provided at Frohing Meadows. The Operations staff prefers the Romtec versus the Clivus type latrines which require a high degree of maintenance. Mr. Curtin met with Brett Bellas, West Operations Park Manager, and learned first hand about the maintenance that is required. Mr. Curtin is not convinced that the Clivus latrines are the way to go for Frohing Meadows. The Romtec latrines are used at Headwaters Park and in the Big Creek Park campgrounds with little problems. Dr. Rzeszotarski stated that as long as the Geauga County Health Department will give approval then the Romtec latrines should be used for the Frohing Meadows project. Mr. Curtin will advise Aaron Young, Planning Director, of this decision.

Observatory Project

Mr. Curtin reported that Rod Sharpnack, Project Manager, will be receiving the geotechnical report by the end of March on the Phase I Improvements which include the entrance drive, parking lot and utilities.

GEAUGA PARK DISTRICT FOUNDATION REPORT

Loren Yeager, Geauga Park District Foundation Trustee, informed the Board of Commissioners that the Foundation Action Committee is meeting and evaluating how the Foundation Trustees work in teams and on committees. This committee will be making a presentation to the Foundation Trustees at their March meeting. Ms. Yeager stated that the Foundation is looking forward to reviewing the Park District Strategic Plan so that they can align their efforts with Park goals. The Foundation Biocentennial fundraising efforts to date equal Five Thousand Six Hundred Fifty Dollars (\$5,650.00) in donations and another Six Thousand Dollars (\$6,000.00) in pledges. Ms. Yeager indicated that their goal is to reach Sixty Thousand Dollars (\$60,000.00) by June 1, 2006. The Prairie Committee is meeting to discuss fundraising for Frohing Meadows and is beginning with a small goal of Ten Thousand Dollars (\$10,000.00) although they hope to raise more.

Ms. Yeager reported that the Foundation Board Development Committee members are now meeting year round and intend to submit names throughout the year to the Board of Commissioners for consideration as Foundation Trustees.

WELLNESS DAY EXPENSES

Mr. Curtin asked the Board to consider a motion to approve the following expenses, which had been included and approved in the 2006 budget, related to the Employee Wellness Day event scheduled for April 27, 2006. Mr. Curtin explained that this motion is required to substantiate the expense for the Geauga County Auditor's office.

Wellness Day Expenses 2006

Staff Breakfast and Lunch	\$ 460.00
Trainer/Speaker (fee, lodging, mileage)	\$1,525.00
Miscellaneous Training expense	90.00

The Board was also given a schedule of the day's event for their review.

Mr. McCullough made a motion approve the above stated expenses related to the Employee Wellness Day on April 27, 2006.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

BUILDING CLOSINGS ON EASTER SUNDAY

Mr. Curtin stated that due to low visitation numbers for Easter Sundays, we are requesting the closing of The West Woods Nature Center on Easter Sunday, April 16, 2006. The Meyer Center has always been closed on this day. The West Woods Nature Center was opened on Easter Sunday in 2003 and 2004 however visitation was low – 89 in 2003 and 37 in 2004. The average attendance for a Sunday in April at The West Woods Nature Center is approximately 200 visitors. In 2005, both nature centers were closed without consequence.

Dr. Rzeszotarski made a motion to close The West Woods Nature Center and the Meyer Center on Easter Sunday April 16, 2006 due to low attendance in previous years as reported above.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

Miss Cope asked that signs be placed on the doors of the building at this time so that patrons will have adequate notice of the closing.

AFFELDER HOUSE IMPROVEMENTS CONTRACT

Mr. Curtin reported that the following bids have been received for the contract for the improvements to the Affelder House.

Burton Scot Construction	\$73,863.00
Hummel Construction Co.	84,837.00
John G. Johnson Construction Co.	85,198.00
Severino, Inc.	97,930.00
Jance Construction, LLC	99,000.00
State Wide Construction Co.	99,189.00

Mr. Curtin stated that it is the recommendation of the Planning Department to award the contract to Burton Scot Construction. That firm was the lowest and best bidder and the Park District has had experience with them in the past when they built The Maple Highlands Trail spur parking lot on time and within the budget. Mr. Curtin stated that references for the firm are forthcoming. The

total bid from Burton Scot Construction with an additional Two Thousand Fifty Dollars (\$2,050.00) for substitutions and an additional sanitary line is Seventy-Seven Thousand Seven Hundred Thirteen Dollars (\$77,713.00).

Dr. Rzeszotarski made a motion to award the bid for the Affelder House Improvements to Burton Scot Construction in the amount of Seventy-Seven Thousand Seven Hundred Thirteen Dollars (\$77,713.00) pending a review of their references.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

FLOYD BROWN GROUP CHANGE ORDER NO. 1

Mr. Curtin presented Floyd Brown Group Change Order No. 1 to the Board for their approval. He explained that the Floyd Brown Group provides engineering oversight for The Maple Highlands Trail project. This change order is in the amount of Ninety-Eight Thousand Four Hundred Thirty-Four Dollars and Seventy-Five Cents (\$98,434.75) which covers an extension of construction engineering services through September 15, 2006 due to the delays extending the timeline for the project. Mr. Curtin stated that this amount had been included in the budget for the project.

Miss Cope made a motion to approve Floyd Brown Group Change Order No. 1 in the amount of Ninety-Eight Thousand Four Hundred Thirty-Four Dollars and Seventy-Five Cents (\$98,434.75) as stated above.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

RICHLAND ENGINEERING LTD. CHANGE ORDER NO. 2

Mr. Curtin presented Richland Engineering Ltd. Change Order No. 2 in the amount of Fifteen Thousand Dollars (\$15,000.00). This change order represents design engineering for changes required for the modification of the bikeway plans for the centerline realignment, field survey elevation confirmation and assistance on the Bullock right-of-way settlement. Mr. Curtin stated that we do not expect any further design issues.

Mr. McCullough made a motion to approve Richland Engineering Ltd. Change Order No. 2 in the amount of Fifteen Thousand Dollars (\$15,000.00) as stated above.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

SODA CONSTRUCTION, INC. CHANGE ORDER NO. 13

Mr. Curtin presented Soda Construction, Inc. Change Order No. 13 in the amount of Four Hundred Dollars (\$400.00) which was required for the delivery by the contractor of the concrete barriers borrowed from the City of Chardon to open Taylor Wells Road during the Geauga County Fair.

Mr. McCullough made a motion to approve Soda Construction, Inc. Change Order No. 13 in the amount of Four Hundred Dollars (\$400.00) as stated above.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

TRANSFER OF FUNDS

RESOLUTION NO. 07-06

Mr. Curtin informed the Board of the Geauga County Auditor's office notification that Three Million One Hundred Twelve Thousand Nine Hundred Nineteen Dollars (\$3,112,919.00) from real estate taxes has been posted to the Park District's General Fund (S05).

Mr. McCullough moved the adoption of Resolution No. 07-06 transferring One Million Six Hundred Thousand Dollars (\$1,600,000.00) from the General Fund (S05) to the Land Improvement Fund (Q41) for various land acquisition and construction projects.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

SURPLUS PROPERTY

Mr. Curtin informed the Board that three pieces of equipment will be traded in toward the purchase of a Gondo utility vehicle which is similar to a Pug. The Gondo utility vehicle will be purchased at a cost of Ten Thousand Nine Hundred Seventy-Five (\$10,975.00) after trade-ins. The following equipment will need to be declared surplus property in order to be traded in:

1973 Ford 3000 two-wheel drive tractor	Trade-in value - \$2,500.00
1980 John Deere flail mower	Trade-in value - \$ 400.00
1991 Texas Bragg 18 foot trailer	Trade-in value - \$ 500.00

Mr. McCullough made a motion to declare the above listed equipment as surplus property.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

PROPOSED SUBDIVISION TRAIL LINKAGE

Mr. Curtin explained that we were approached by Mr. Bob Jackson, a developer, who is looking to develop property adjacent to Park District land on Music Street. Mr. Jackson was present at the meeting for this discussion. Mr. Curtin explained that Mr. Jackson would like to run a trail from the cul de sac of his development to link up to our trail to provide trail access for the residents of the development. He added that the homeowner's association of the development would be responsible for the maintenance of the trail. Mr. Curtin stated that this would be another way to link trails to the communities. Mr. Jackson asked if the Park District would be interested in holding a conservation easement on two other parcels in this development. The local zoning regulations dictate that a non-profit organization be responsible for holding the easement. Mr. Curtin commented that he would have concerns about this as the homeowners would have access to the property and thus it would present challenges for us to patrol. Mr. McClintock added that taking on the conservation easement would be a big burden with little gain considering

the potential lawn fertilizer and storm water run off issues. Mr. Curtin stated that the concept of the trail system sounds good and he will get together with Mr. Jackson on the specification for the trail.

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 5:25 p.m. for the purpose of discussing land acquisition, pending court action and to discuss filling the vacant position in the Ranger Department.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

The Board continued their Executive Session and began discussion of land acquisition matters at 6:30 p.m.

The Board returned from Executive Session at 7:00 p.m.

GEAUGA PARK DISTRICT FOUNDATION TRUSTEE CANDIDATES

The Board had been provided with a list of potential candidates to be considered as trustees for the Geauga Park District Foundation. Miss Cope suggested that it would be helpful to have the occupation and outside interests for all the candidates in order to augment representation of interests on the Board of Trustees. Mr. Curtin explained that in the past the Board received a list of candidates for review in May and then would be asked to approve new trustee appointments in August. He added that the current Foundation Board Development Committee is looking at a more fluid and dynamic process. There are currently twelve people on the Foundation Board of Trustees and they are looking to add more. They would like to keep the process more flexible and come to the Board of Commissioners more often in order to fill vacancies as they arise. Miss Cope suggested that they could add people from the previously approved list to fill vacancies. With respect to the size of the Foundation Board of Trustees, Miss Cope cautioned that when a board gets larger in numbers often times the members take on less responsibility. Dr. Rzeszotarski stated that he thought that the trustees of the Foundation were trying to respond to the Park Board's request to build a pool of people to involve in the Foundation. Mr. Curtin stated that he would convey these comments to Jacqueline Samuel, Geauga Park District Foundation Trustee.

DEPARTMENTAL REPORTS

Departmental reports from the Supervisors were submitted for the month of February 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 7:15 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