

GEAUGA PARK DISTRICT
February 12, 2008

The regular meeting of the Geauga Park District Board was held on February 12, 2008 at The West Woods Nature Center, Russell, 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
Les Bednar, Development Officer
Sherry Bosworth, Business Affairs Director
Kathy Hanes, Executive Secretary
Paige Hosier, Marketing Director
Bob Lange, Land Steward
John Oros, Operations and Natural Resources Director
Paul Pira, Park Biologist and NRM Dept. Zone Leader
Diane Valen, Naturalist Services Director

Geauga Park District Foundation Representative: Bob Page

ADOPTION OF THE AGENDA

Mr. Leech moved to adopt the 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 JANUARY 9, 2008

Mr. Leech moved to adopt the minutes of January 9, 2008 as amended.

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

There were no guests present.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
JANUARY 31, 2008

GENERAL FUND

BEGINNING FUND BALANCE JANUARY 1, 2008

1,620,345.96

EXPENDITURES & OTHER USES

337,050.84

Personnel	184,475.33
Medicare	2,529.95
Dental /Hospitalization	30,026.63
PERS	26,198.87
Vouchers	93,820.06

REVENUES & OTHER SOURCES

43,020.99

General Tax Collections

Investment Income

13,950.75

Gifts & Donations

13,336.06

- In memory of D Mitchell Jr - Gibbs (\$25)
- In memory of Imhof - Imhof (\$200)
- Trail maintenance - Donaldson (\$5,018.37)
- Biennial donations - GPDF and GPD Volunteers (\$4,222.25)
- Nature scope donation transfer - GPDF (\$1,300)
- Paver donation transfer - GPDF (\$583)
- Bateman interest transfer - GPDF (\$1,987.44)

Fees

- | | |
|--|--------|
| - Programs - Schools - Out-of-county | 40.00 |
| - Bid Plans | 445.00 |
| - Lodge rental | 455.00 |
| - Workshops - General - Public program | 159.00 |

Sales

- | | |
|-------------------------------------|--------|
| - Tapper's Treasures - MC | 367.66 |
| - Tree Tops - TWW | 230.10 |
| - Credit Card - All facilities | 434.22 |
| - Water Vending Machine Sales - TWW | 3.50 |

Rental Properties

- | | |
|---|----------|
| - Agriculture land use - Farley, Abela, Hart Property | 2,660.00 |
| - Swine Creek house - Harry | 400.00 |
| - Burton Wetlands house- Kolar | 400.00 |
| - Hyde house - McKinnon | 400.00 |

Other Receipts

- | | |
|---|----------|
| Recycling Proceeds | 23.81 |
| Refunds- Other - 4Imprint, faulty materials | 135.00 |
| Miscellaneous Receipts | 9,580.89 |
| - Regional Parks Conference Reg Fee –
Lorain, Holden, Medina, Lake (\$3,960) | |
| - Administrative support fee - GPDF (\$5,000) | |
| - Postage reimbursement - GPDF (\$620.89) | |

ENDING FUND BALANCE AS OF JANUARY 31, 2008	1,326,316.11
LAND IMPROVEMENT FUND	
BEGINNING FUND BALANCE JANUARY 1, 2008	4,528,988.14

EXPENDITURES & OTHER USES		9,220.00
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Vouchers	9,220.00
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REVENUES & OTHER SOURCES		21,924.70
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<i>Investment Income</i>	20,038.83
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Grants

Royalties

- | | |
|---|----------|
| - Oxford Oil Co - Swine Creek property | 277.14 |
| - Cedar Valley Energy - Hehmeyer property | 1,012.91 |
| - Cedar Valley Energy - Sunnybrook property | 309.72 |
| - Power Gas - Farley property | 286.10 |

ENDING FUND BALANCE AS OF JANUARY 31, 2008	4,541,692.84
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VOUCHER RESOLUTION NO. 02-08

Dr. Rzeszotarski moved to adopt Voucher Resolution No. 02-08, 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:

Janet O'Hara of Chardon rented The Rookery and thanked the Park for an "awesome facility."

Chardon resident Joel Firem gave a "hats off to the Operations Department for making the lodge at Swine Creek so clean and accommodating" for his birthday party.

The Buckeye Trail Association expressed appreciation for use of The Cherry Room at Big Creek Park and complimented the "cordial staff at Geauga Park District."

Cori Woolf of Chardon used The Rookery for a birthday party and said that she feels "lucky to live in Geauga County and to be able to utilize the facilities provided by Geauga Park District."

Karen Franklin of the Region 4 State Support Group thanked the Park for use of The Cherry Room for their meeting. She commented that "the facility is clean and beautiful and the staff is helpful and welcoming."

Dr. Rzeszotarski reported that he received a phone call from a resident who expressed concern over the Park's purchase of a Honda Civic Hybrid.

OPEN TO PUBLIC

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

UNFINISHED BUSINESS

PARK UPDATES

Funding for Orchard Hills

The Board signed a letter thanking Senator Grendell for his efforts in securing \$100,000.00 in funding for Orchard Hills Park.

Bid Packages

Observatory and Headwaters Parks

Thirty bid packages have been sold for Observatory Park and Headwaters Park. There were 23 contractors at the pre-bid meeting held on February 12, 2008.

Asphalt Improvements

Advertising will begin on February 12, 2008.

Bass Lake Dam Improvements

The Park will be receiving the design proposals by February 19, 2008.

Hyde Dam

Advertising will begin on February 12, 2008.

Sunnybrook Preserve

Advertising will begin on February 12, 2008. Bid opening scheduled for March 4, 2008. Mr. Curtin showed the Board the proposed Sunnybrook design. Dr. Rzeszotarski commented that he would like the aggregate trail paved. Mr. McCullough inquired as to whether solar panels could be put on the roof to supply electricity to the shelter.

Town Hall Meetings

The Park is hosting Town Hall Meetings at various locations in the county to provide residents with updates on park happenings. A meeting for Auburn residents will be held at Auburn Township Hall on April 24, 2008 at 7:00 p.m. The Chardon Town Hall Meeting is scheduled for May 22, 2008 at 7:00 p.m. at the Meyer Center. A meeting for Newbury residents will be held at The West Woods Nature Center on June 17, 2008 at 7:00 p.m.

Oral History Research Grant

The Oral History Research Grant is nearing completion. To date, ten interviews have been conducted and six more are in progress. Transcription of the interviews will begin sometime in March.

Dark Sky Designation for Observatory Park

A letter of inquiry has been sent to the International Dark Sky Association (IDA) asking them to review the Observatory Park site for a possible dark sky park designation. This designation is awarded to parks that demonstrate a commitment to dark sky preservation and education. Currently, there are only two parks in the Northern Hemisphere designated as official IDA Dark Sky Preserves.

Camp Chickagami

Working with the Boy Scout Council to remove the dam on the property.

Ohio Power Siting Board

Mr. Curtin sent a letter to the Ohio Power Siting Board in response to Cleveland Electric Illuminating Company's environmental review of the Geauga Transmission Line Project. The Park is concerned that fragmentation of habitat will occur along the preferred route and that opening the corridor could create a movement of invasive species. The letter asked that the Ohio Siting Board consider these negative impacts and review alternative routes that would take advantage of corridors that are already impacted.

Railroad Right-of-Way Survey

A local company has been using Park railroad right-of-way property as storage for crates and other objects. A survey is in progress and once boundaries are established, the company will be asked to remove the materials.

Flooding Complaint

The Park received a call from Geauga Soil and Water regarding flooding near The Rookery. A resident called to complain about flooding in his neighborhood and thought a dam in The Rookery was causing the problem. Mr. Oros contacted the homeowner and explained that The Rookery does not have any man-made structures which would cause flooding.

National Wild Turkey Federation

The National Wild Turkey Federation (NWTF) would like to donate oak trees to the Park for habitat improvements. Mr. McClintock suggested Sunnybrook Preserve as an appropriate location for the plantings. As part of the donation, the Federation would like to place a small sign near the trees. The Board agreed to accept the donation and asked that an interpretive sign, along with the NWTF sign, be placed near the site.

Infrared Aerial Mapping

Mr. McClintock shared information he received after attending a meeting on infrared aerial mapping. The total cost of implementing the system is \$62,000. Mr. McClintock will keep the Board apprised of any further updates.

Deer Management Update

John Oros, Operations and Natural Resources Director, provided the Board with an update on the Deer Management Plan, a copy of which is on file in the Park District office. He discussed the 2007-08 deer harvest, the 2008 deer counts and the Park's current deer management program.

The Board discussed options other than infrared fly-overs for conducting deer counts. Data collection options include using breeding bird surveys, deer exclosures, distance sampling, deer browsing stations, bait piles and browse lines. Mr. Oros felt that some of the options would use a great deal of staff and volunteer time.

Mr. Oros recommended the Park continue with the controlled hunt program. The consensus of the Board was to continue using the current controlled hunt program in the foreseeable future.

GEAUGA PARK DISTRICT FOUNDATION REPORT

Bob Page, Geauga Park District Foundation representative, reported that the Foundation is continuing work on the Major Gifts and the Annual Fund Campaigns.

Kathy Leavenworth is coordinating the "Wild Nights" fundraising program and the goal has been set at \$25,000. Les Bednar, Development Officer, distributed the "Wild Nights" booklets which will be used when contacting donors.

The next Foundation meeting is scheduled for March 27, 2008.

2008 FINAL APPROPRIATIONS, RESOLUTION NO. 03-08

The Board reviewed the 2008 Final Appropriations documents which were provided prior to the meeting. The Board asked for clarification on a number of budgeted items. All questions were answered satisfactorily.

Mr. Leech moved to adopt the 2008 Final Appropriations, Resolution No. 03-08, a copy of which is on file in the Park District office.

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

2008 SMALL RESEARCH GRANT

Paul Pira, Park Biologist, presented a Small Research Grant proposal submitted by Dr. Julie Wolin of Cleveland State University:

*Functional Assessment of Natural and Constructed Wetlands
In Geauga Park District
Submitted by: Dr. Julie Wolin
Amount: \$3,578.00
Timeframe: May 1, 2008 through November 1, 2008*

The Board felt the results of the survey would give good baseline data and could instructive for the future.

Mr. McCullough moved to accept the 2008 Small Research Grant Proposal.

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

GIFT ACCEPTANCE POLICIES AND GUIDELINES, RESOLUTION NO. 04-08

The Board discussed the Gift Acceptance Policies and Guidelines. Dr. Rzeszotarski suggested the policy be amended as follows:

*Under Section V., change the wording from *One member of the GPD Board of Commissioners* to *President of the GPD Board of Commissioners*.*

Mr. McCullough moved to accept the Gift Acceptance Policies and Guidelines as amended.

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

ABELA HOUSE, SURPLUS PROPERTY

The Abela House, located on Route 528 in Parkman Township, is a life estate consisting of a house and three acres with outbuildings. Mr. Curtin recommended the Board declare the house as surplus property. Mr. Leech suggested keeping the stream and Mr. Curtin indicated that he will report back to the Board once the corner survey pins are located and the stream's location determined.

Mr. Leech moved to declare the Abela House as surplus property.

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

PERSONNEL POLICY REVISIONS

The Board was asked to consider changes to Personnel Policy 503.1 with regard to job categories which are exempt from overtime pay.

Mr. Leech moved to accept the revisions to Personnel Policy 503.1.

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

DECLARATION OF SURPLUS PROPERTY

The Board reviewed the list of surplus property. Items to be sent to auction include a 1997 Dodge Neon 4-door with a starting bid of \$1,000. Items to be destroyed include a Motorola GTX handheld radio, a MS280 Chainsaw, a Nurit 2085 credit card terminal and a Palm IIC Palm Pilot.

Mr. Leech moved to declare the items noted above as surplus property.

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

COMMISSIONERS' TIME

Mr. Leech commented that he enjoyed the Bill Staines Concert which was held at The West Woods.

Mr. McCullough would like to distribute 500 bat houses to Amish schools in Geauga County as a means of involving the Amish community in the parks and also to teach students about bat conservation. He has contacted a local Amish woodworker who will cut out the bat houses for \$5.00 each. The Park District would supply the wood for the houses. Mr. Curtin commented that the Park currently has enough wood for 200 boxes and more may be available in the future. Mr. McCullough will keep the Board updated on the project.

The Board took a break at 5:07 p.m.

EXECUTIVE SESSION – ROLL CALL

Mr. McCullough moved to go into Executive Session at 5:35 p.m. for the purpose of discussing land acquisition and compensation of an 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 6:00 p.m.

The following items were brought forward for resolution:

LAND ACQUISITION

Case Western Reserve Property

Mr. McCullough made a motion for the Executive Director to proceed with a draft purchase and sale agreement for property owned by Case Western Reserve University and located in Montville Township. The purchase price will be determined after review of the agreement by Case Western Reserve University.

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

Harold R. Johnson Property

Dr. Rzeszotarski made a motion for the Executive Director to proceed with the purchase of property owned by Harold R. Johnson in the amount of \$85,000, plus closing costs. The property is located in Burton Township and consists of the back 20 acres of Permanent Parcel No. 32-033100.

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

PARK LEVIES

Mr. Curtin reported that he spoke with the Geauga County Auditor regarding a Geauga Park District levy. Based on projections, the Park's budget will be approximately \$13.4 million beginning in 2019. The Park levies expire in 2012 and, if both are renewed coupled with an assumed one percent growth in real estate, \$10.3 million would be generated. This does not take into account any governmental funds the Park receives.

OBSERVATORY PARK SITE PLANS

Mr. Curtin showed the Board the concept drawings for the exterior buildings and site features at Observatory Park. He explained that site features depicting lunar phases, constellations, and astronomical alignments are in the design stage.

Mr. Curtin asked the Board's approval to take vacation during the weeks of March 23, June 22 and June 29, 2008.

REPORTS FROM COMMITTEES OF THE BOARD

There were no reports from committees of the Board.

REPORTS FROM OFFICERS AND EMPLOYEES OF THE BOARD

Departmental reports from the Supervisors were submitted for the month of January 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 6:20 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