

**GEAUGA PARK DISTRICT  
BOARD MEETING MINUTES  
August 11, 2009**

The regular meeting of the Geauga Park District Board was held on August 11, 2009 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 Dr. Mark Rzeszotarski and Mr. John Leech were present.

Employees present:

Tom Curtin, Executive Director  
Keith McClintock, Deputy Director  
Kathy Hanes, Executive Secretary  
Cindy Ford, Communications Manager  
Paige Hosier, Marketing Director  
Robert Keesecker, Development Officer  
Bob Lange, Land Steward  
John Oros, Director of Operations  
Michele Pennell, Accountant  
Aaron Young, Planning Director

Visitors Present:

Caroline McMullen  
Clay McMullen  
Irene McMullen  
Glen Miller, *The Maple Leaf*

**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:

|                  |     |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Mr. McCullough   | Yes |
| Mr. Leech        | Yes |

**ADOPTION OF THE MINUTES OF JULY 14, 2009**

Dr. Rzeszotarski moved to adopt the minutes of July 14, 2009 as amended.

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

|                  |     |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Mr. McCullough   | Yes |
| Mr. Leech        | Yes |

**INTRODUCTION OF GUESTS**

Bob Lange, Land Steward, introduced guests Caroline McMullen, Clay McMullen, Irene McMullen and Glen Miller.

**RESOLUTION HONORING CLAY MCMULLEN, RESOLUTION NO. 34-09**

Board President Robert McCullough read a Resolution honoring Clay McMullen and the West Geauga Middle School Wetlands Education Team.

**Resolution No. 34-09**

*WHEREAS, Ohio’s wetlands are home to thousands of species and are a vital natural resource to be preserved and protected;*

*WHEREAS, Clay McMullen, through his leadership and guidance, formed the West Geauga Middle School “Wetlands Education Team” (WET) to increase public awareness about the need to protect the health and biodiversity of this important resource;*

*WHEREAS, the success of the Wetlands Education Team is largely due to Clay’s dedication and perseverance, resulting in both state and national awards;*

*WHEREAS, Clay and his team have assisted Geauga Park District by constructing osprey nesting platforms, planting over 300 tree seedlings, preparing insect specimens and organizing a vernal pool seminar;*

*WHEREAS, Clay’s tireless work to preserve and enhance wetland communities should not go unnoticed;*

*THEREFORE, BE IT RESOLVED, on this eleventh day of August, 2009, the Geauga Park District Board of Commissioners, commends Clay McMullen for his work in furthering environmental education and helping protect the natural resources of Geauga County.*

Clay thanked the members of the Board for their support. He then presented Bob Lange with the plaque the Wetlands Education Team received as the EPA Region 5 Presidential Environmental Youth Award recipients.

**PRESENTATION OF FINANCIAL STATEMENT**

**Geauga Park District  
FINANCIAL STATEMENT MONTH ENDED  
JULY 31, 2009**

|  |            |                       |
|--|------------|-----------------------|
| <b>GENERAL FUND</b>                        |            |                       |
| <b>BEGINNING FUND BALANCE JULY 1, 2009</b> |            | <b>\$2,093,391.94</b> |
| <b>EXPENDITURES &amp; OTHER USES</b>       |            | <b>683,931.40</b>     |
| Personnel                                  | 332,716.10 |                       |
| Medicare                                   | 4,672.38   |                       |
| Dental /Hospitalization                    | 34,012.48  |                       |
| PERS                                       | 47,820.04  |                       |
| Vouchers                                   | 264,710.40 |                       |
| <b>REVENUES &amp; OTHER SOURCES</b>        |            | <b>30,716.76</b>      |
| <i>Investment Income</i>                   | 429.56     |                       |
| <i>Gifts &amp; Donations</i>               | 314.01     |                       |
| - Bench donation - McCullough (\$100)      |            |                       |

- Program donation - Amphitheater, Sweet, Aquilegia Garden Club (\$189.01)
- In Memory donations - Post for Russell (\$25)

Fees

|  |          |
|--|----------|
| - Camping                              | 400.00   |
| - Lodge heat fee                       | 25.00    |
| - Workshops - General - Public program | 120.00   |
| - Programs - General - Public Program  | 1,680.00 |

Sales

|                                |          |
|--------------------------------|----------|
| - Tapper's Treasures - MC      | 277.88   |
| - Tree Tops - TWW              | 826.00   |
| - Credit Card - All facilities | 1,420.71 |

Other Receipts

|   |           |
|---|-----------|
| - Swine Creek house - Harry                           | 400.00    |
| - Burton Wetlands house- Kolar                        | 400.00    |
| - Hyde house - McKinnon                               | 400.00    |
| - Chickagami house - Mast                             | 400.00    |
| - Citation Disbursement                               | 245.00    |
| - Parking Ticket Collections                          | 75.00     |
| - Recycling Proceeds                                  | 147.56    |
| - Refunds- Other - Dominion East Ohio taxes paid      | 50.49     |
| - Local Government Funds                              | 8,822.20  |
| - Auction Proceeds (grader, 2 trucks from Operations) | 13,283.29 |
| - Miscellaneous Receipts                              | 1,000.06  |
| Public Records Request - Public (\$.06)               |           |
| Lease Agreement - Hi-Tech Extrusions (\$1,000)        |           |

|  |                        |
|--|------------------------|
| <b>ENDING FUND BALANCE AS OF JULY 31, 2009</b> | <b>\$ 1,440,177.30</b> |
| <b>LAND IMPROVEMENT FUND</b>                   |                        |
| <b>BEGINNING FUND BALANCE JULY 1, 2009</b>     | <b>3,148,878.60</b>    |

|                                      |                  |
|--------------------------------------|------------------|
| <b>EXPENDITURES &amp; OTHER USES</b> | <b>72,322.07</b> |
|--------------------------------------|------------------|

|          |           |
|----------|-----------|
| Vouchers | 72,322.07 |
|----------|-----------|

|                                     |                 |
|-------------------------------------|-----------------|
| <b>REVENUES &amp; OTHER SOURCES</b> | <b>2,328.51</b> |
|-------------------------------------|-----------------|

|                          |        |
|--------------------------|--------|
| <u>Investment Income</u> | 589.23 |
|--------------------------|--------|

Royalties

|   |        |
|---|--------|
| - Oxford Oil Co - Swine Creek property      | 232.65 |
| - Cedar Valley Energy - Hehmeyer property   | 400.91 |
| - Cedar Valley Energy - Sunnybrook property | 351.36 |
| - Power Gas - Farley property               | 688.93 |

Other

|  |       |
|--|-------|
| - Other - Hall & Horning - Stinchcomb property | 65.43 |
|--|-------|

|  |                       |
|--|-----------------------|
| <b>ENDING FUND BALANCE AS OF JULY 31, 2009</b> | <b>\$3,078,885.04</b> |
|--|-----------------------|

**VOUCHER RESOLUTION NO. 35-09**

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

Mr. Leech moved to adopt Voucher Resolution No. 35-09, 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:

|                  |     |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Mr. McCullough   | Yes |
| Mr. Leech        | Yes |

**COMMUNICATIONS TO THE BOARD**

A letter was received from the Aquilegia Garden Club expressing their appreciation for the Park’s support of the Club’s “In Harmony with Nature” flower show.

The Geauga Water and Soil Conservation District sent a note thanking Judy Barnhart, Nature Education Coordinator, for her assistance at the “Wonders of Watersheds” workshop.

**OPEN TO PUBLIC**

There were no comments from the public.

**UNFINISHED BUSINESS**

**PARK UPDATES**

**Risk Management Presentation**

Patti Barz, Law Director for Cleveland MetroParks, will be making a presentation on risk management at the October 13, 2009 board meeting.

**Artwork at The Affelder House**

Artwork will be hung at The Affelder House after the Fair in September.

**Creation of Building Departments within Park Districts**

Mr. Curtin informed the Board that there has been no update on Senate Bill No. 151, which would permit the establishment of building departments within Park Districts.

**Park Projects**

**The Affelder House**

The Operations Department will start landscaping improvements in September at The Affelder House.

**Bass Lake Preserve**

Repair to the dam at Bass Lake Preserve has been delayed due to rain. The anticipated completion date is the end of September.

A public meeting will be scheduled to discuss the new shelter at Bass Lake Preserve.

**Big Creek Park**

Improvements to the parking lots at Big Creek Park (Woodin Road Park, Tupelo Pond and The Maple Highlands Trail Spur) are complete. The parks will be open to the public by mid-August.

### **Camp Chickagami Park**

The parking lot and entrance drive improvements are substantially complete. The Boy Scout Council will be working with the contractor to begin demolition of the dam.

Dr. Rzeszotarski asked if the Park District would be hosting a dedication of Camp Chickagami once improvements are complete. Mr. Curtin replied that it might be better to wait until Phase II is complete, possibly during the fall of 2010.

### **Headwaters Park**

Camping area improvements are in progress. Anticipated completion date is the end of September.

### **Hyde Property**

Plans are in the developmental stage for construction of a restroom and picnic area.

### **Mountain Run Station**

Construction of the pavilion by Chardon Rotary is progressing nicely. Dedication of the pavilion is scheduled for September 21, 2009 at 6:00 p.m.

### **Observatory Park, Phase I**

A walkthrough with the contractor is scheduled for October 20, 2009.

### **Sunnybrook Preserve**

A one-year walkthrough is scheduled for November 2009.

### **Walter Best Preserve**

Improvements are underway, but there have been delays due to rain. Mr. Curtin reported that Best Sand will be donating just over \$9,000.00 for additional storm drains and to increase the height of the fence along the boundary of the park and the Best Sand property.

### **Observatory Park, Concept Drawings**

Mr. Curtin shared the conceptual drawings of Observatory Park developed by the architectural firm and the Planning Department.

The consensus of the Board was that the building design proposed by the Planning Department would be more appropriate for the location. Mr. Leech suggested that the exterior of the public building be given a “weathered” look.

Mr. Curtin and the Board thanked Chris Lynn, Park Planner, for his work in modifying the drawings.

### **Barkman Property**

Mr. Curtin asked the Board for suggestions for a name for the Barkman property (also known as Welton’s Gorge) located in Burton. The property will not be open to the public, but there will be some park-sponsored programming onsite. The consensus of the Board was to officially name the property “Welton’s Gorge Preserve.”

### **Letter of Support – The Nature Conservancy**

The Nature Conservancy thanked the Park District for sending a letter of support to help preserve Ohio’s largest undeveloped tract of forested land, The Raccoon Ecological Management Area (REMA) and Vinton Furnace Experimental Forest. The Nature Conservancy received \$1.5 million dollars for conservation of the property.

**Connect Ohio**

The Park District is participating in the Connect Ohio venture, which seeks to expand broadband availability in the area. Government entities and schools in Lake and Geauga counties are working together to formulate a plan that will be submitted to the State of Ohio for possible funding.

**Site Visit to Frohring Meadows**

Mr. Curtin asked if any of the Board members would be available for a special meeting to visit Frohring Meadows to discuss the proposal for placement of a radio communications tower there and also receive a project update from the Natural Resource Management Department. A date for the meeting will be scheduled within the next two weeks.

**Informational Handouts**

Mr. Curtin distributed two items for the Board’s review:

- Parks vs. Preserve – a document developed by Paul Pira, Park Biologist, that discusses the difference between parks and preserves using the Natural Resource Management’s biological inventories and ecological assessments.
- Strategic Maintenance Plan – a document developed by the Operations Department that discusses the maintenance plan for park improvement projects over the next five years.

**GEAUGA PARK DISTRICT FOUNDATION**

Bob Keesecker, Development Officer, informed the Board that approximately 250 invitations have been mailed for the September 12<sup>th</sup> *Celebration of Stars Donor Event*.

The Development Office continues to send out mailings for the Annual Campaign. The response has been positive.

The Capital Campaign is proceeding on schedule and a Campaign Chair will be named soon.

**CONTRACT REVIEW**

The Board reviewed the construction contracts and change orders for asphalt improvements, Bass Lake Dam Improvements, Big Creek Parking Improvements, Camp Chickagami Phase I and Walter Best Preserve Improvements.

**NEW BUSINESS**

**TRANSFER OF FUNDS, RESOLUTION NO. 36-09**

Mr. Curtin informed the Board of the Geauga County Auditor’s Office notification that the second half of tax revenue has been posted to the Park District’s General S05 Account.

Mr. McCullough moved the adoption of Resolution 36-09, transferring \$750,000.00 from the General S05 Account to the Q41 Land Improvement Fund.

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

|                  |     |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Mr. McCullough   | Yes |
| Mr. Leech        | Yes |

**AUTHORIZATION TO APPLY FOR CLEAN OHIO FUNDS, RESOLUTION NO. 37-09**

Mr. Curtin presented Resolution No. 37-09, Authorization to Apply for Clean Ohio Conservation Funds for the Grandview project.

**Authorization to Apply for Clean Ohio Conservation Funds  
Resolution No. 37-09**

*WHEREAS, the proposed 270-acre Grandview Golf Course property provides important habitat for several rare species, including the State-endangered Mussel *Liguria Nasuta*, and offers scenic views and opportunities for passive recreation, and;*

*WHEREAS, acquisition of this property will help protect the Headwaters of the Cuyahoga River and the City of Akron’s drinking water, and;*

*WHEREAS, the Grandview Golf Course property is directly adjacent to Geauga Park District’s Headwaters Park and will increase the amount of interconnected greenspace in Geauga County;*

*WHEREAS, the acquisition of the property will facilitate the continuation of The Maple Highlands Trail, providing a venue for biking and walking as well as a safe buggy route into the Village of Middlefield for our Amish population, and;*

*NOW, THEREFORE, BE IT RESOLVED that Thomas Curtin, Executive Director, Geauga Park District is hereby authorized to apply to the OPWC for Clean Ohio Conservation Program funds.*

*BE IT FURTHER RESOLVED by the Geauga Park District Board of Park Commissioners on this eleventh day of August, 2009, that Thomas Curtin, Executive Director, is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.*

Mr. McCullough moved to adopt Resolution No. 37-09, Authorization to Apply for Clean Ohio Conservation Funds.

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

|                  |     |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Mr. McCullough   | Yes |
| Mr. Leech        | Yes |

**DECLARATION OF SURPLUS PROPERTY**

The Board was asked to declare a 1996 John Deere 855 Tractor and four 4-drawer letter sized file cabinets as surplus property. All items will be sent to the Geauga County auction.

Mr. Leech moved to declare a 1996 John Deere 855 Tractor and four 4-drawer letter sized file cabinets as surplus property.

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

|                  |     |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Mr. McCullough   | Yes |
| Mr. Leech        | Yes |

**COMMISSIONERS' TIME**

Dr. Rzeszotarski asked if the Park District should consider purchasing surveillance equipment for the parks, given the recent pattern of break-ins throughout the County. Mr. Curtin responded that the Park could look at different options.

Mr. McCullough inquired about the following:

- Status of a motor for Ranger boat.
- Acquiring a copy of Ken Burns' series on National Parks, specifically the program on Cuyahoga Valley National Park.
- Possible historical marker for Nassau Observing Station.
- Consider changing the name of Observatory Park to Geauga Science Center.
- Possibility of selling Amish hand-made toys in the Park's nature stores.

Mr. Curtin will follow-up on Mr. McCullough's requests.

Dr. Rzeszotarski asked if an Artist in Residence program could be scheduled at The Affelder House this year. Mr. Curtin replied that he will follow-up on the request.

The Board took a break at 4:44 p.m.

**EXECUTIVE SESSION – ROLL CALL**

Dr. Rzeszotarski moved to go into Executive Session at 5:03 p.m. for the purpose of discussing land acquisition. There were no personnel items to be discussed.

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

|                  |     |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Mr. McCullough   | Yes |
| Mr. Leech        | Yes |

The Board returned from Executive Session at 5:09 p.m.

The following was brought forward for resolution:

**Barkman Property, Burton Township, Resolution No. 38-09**

Dr. Rzeszotarski made a motion to enter into an agreement with Western Reserve Land Conservancy (WRLC) for the purchase of up to 114 acres in Burton Township, known as Welton's Gorge, in the amount of \$7,015.00 per acre. Total cost of the property is approximately \$800,000.000, including fees required by WRLC. WRLC will seek funding from the Clean Ohio Fund and additional sources to help cover the cost of the acquisition.

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

|                  |           |
|------------------|-----------|
| Dr. Rzeszotarski | Yes       |
| Mr. McCullough   | Yes       |
| Mr. Leech        | Abstained |

Mr. McCullough signed a letter on behalf of Board approving the agreement and service fees payable to WRLC in the amount of approximately \$800,000.00.

Mr. McCullough signed the purchase agreement on behalf of the Board.

**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

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

Status of Grievance Hearing

Mr. Curtin updated the Board on a step-three grievance hearing that he facilitated regarding compensatory time for the Ranger Department.

The meeting was adjourned at 5:40 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,

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Thomas G. Curtin, Executive Director

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Robert McCullough, President