

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

The regular meeting of the Geauga Park District Board was held on June 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
Sherry Bosworth, Business Affairs Director
Paige Hosier, Marketing Director
John Oros, Director of Operations
Robin Pilarczyk, Human Resources Manager
Aaron Young, Planning Director

Visitors Present:

John Weber

ADOPTION OF THE AGENDA

Dr. Rzeszotarski moved to adopt the revised agenda for the meeting.

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	Yes

AMEND PORTION OF MAY 7, 2009 MINUTES

The previously approved minutes of May 7, 2009 listed a donor's name incorrectly. The name listed was Paula Frohring. The correct donor name is the Paul and Maxine Frohring Fund.

Dr. Rzeszotarski moved to amend the minutes of May 7, 2009 and change the donor name from Paula Frohring to the Paul and Maxine Frohring Fund.

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

ADOPTION OF THE MINUTES OF MAY 19, 2009

Mr. Leech moved to adopt the minutes of May 19, 2009 as amended.

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	Yes

INTRODUCTION OF GUESTS

Tom Curtin, Executive Director, introduced John Weber. Mr. Weber is the newest member of the Geauga Park District Audit Committee.

PRESENTATION OF FINANCIAL STATEMENT

The Board questioned the negative balance of \$404,553.43 (Real Estate Tax) listed on the Financial Statement.

Sherry Bosworth, Business Affairs Director, explained that the Geauga County Auditor inadvertently posted \$404,553.43 to the Real Estate Taxes Account in April. In May, the County Auditor discovered the error and credited \$404,553.43 to the correct account (State Reimbursement Tax) and debited the same amount from the Real Estate Tax account.

Geauga Park District		
FINANCIAL STATEMENT MONTH ENDED		
MAY 31, 2009		
GENERAL FUND		
BEGINNING FUND BALANCE MAY 1, 2009		2,817,853.55
EXPENDITURES & OTHER USES		
Personnel		444,331.76
Medicare	213,114.72	
Dental /Hospitalization	2,979.14	
PERS	34,012.48	
Unemployment Transfers	30,712.32	
Vouchers	36.21	
REVENUES & OTHER SOURCES		
<u>General Tax Collections</u>		34,618.73
- Real Estate Tax	-404,553.43	
- State Reimburse Tax	404,553.43	
<u>Investment Income</u>		
<u>Gifts & Donations</u>		
- In Memory of - R. Mazerzak - B. Smith (\$50)	1,764.00	
- GPD Foundation - Transfer donations (\$1,189)		
- Training donation - VAC (\$250)		
- Nature Scopes Donation- Blackbrook Audubon (\$200)		
- Program Donations- Various (\$75)		
<u>Fees</u>		
- Shelters		
- Canoe and Kayak	230.00	
- NAF Table Fees	30.00	
- Workshops - General - Public program	75.00	
- Programs - General - Public Program	177.00	

<u>Sales</u>		
- Tapper's Treasures - MC		
- Tree Tops - TWW		221.42
- Credit Card - All facilities		283.62
<u>Other Receipts</u>		
- Swine Creek house - Harry		
- Burton Wetlands house- Kolar		400.00
- Hyde house - McKinnon		400.00
- Chickagami house - Mast		400.00
- Citation Disbursement		400.00
- Parking Ticket Collections		214.00
- Recycling Proceeds		20.00
- Local Government Funds		680.03
- Auction Proceeds (mowers, water vending machine)		9,416.05
- Miscellaneous Receipts		11,671.96
Admin Support Fee - GPD Foundation (\$5,000)		6,162.98
Postage reimb - GPD Foundation (\$211.98)		
R/E Tax Refund- Auditor (\$951)		
ENDING FUND BALANCE AS OF MAY 31, 2009		
LAND IMPROVEMENT FUND		\$2,408,140.52
BEGINNING FUND BALANCE MAY 1, 2009		
		3,270,719.81
EXPENDITURES & OTHER USES		
Vouchers		30,513.49
REVENUES & OTHER SOURCES		
<u>Investment Income</u>		28,603.42
<u>Gifts & Donations</u>		
- Observatory donation transfer - GPD Foundation (\$25,500)		25,500.00
- Affelder Trust Interest		
<u>Royalties</u>		
- Oxford Oil Co - Swine Creek property		
- Cedar Valley Energy - Hehmeyer property		798.53
- Great Lakes Energy - Hart property		303.28
- Cedar Valley Energy - Sunnybrook property		25.98
- Power Gas - Farley property		247.92
<u>Other</u>		
ENDING FUND BALANCE AS OF MAY 31, 2009		\$3,268,809.74

VOUCHER RESOLUTION NO. 26-09

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. 26-09, 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

Letters were received from the fifth grade students at St. Mary's School in Chardon thanking the Park District for the opportunity to participate in the Naturescopes program.

Michael Olson and Stephanie Seaman thanked the park district for allowing them to job-shadow park employees as part of their Senior Project. They enjoyed their experience and the opportunity to learn about the day-to-day operations of the park.

OPEN TO PUBLIC

John Weber commented that he is happy to be part of the Audit Committee and has received good feedback about the Park District and its employees. He especially wanted to commend the Ranger department on their training and professionalism.

UNFINISHED BUSINESS

PARK UPDATES

Case Statement for Observatory Park

Mr. Curtin presented the Board with a draft of the Case Statement for Observatory Park. The Board suggested some changes in the text and to the graphics. The final document will be distributed to prospective donors.

Strategic Plan, Draft

A draft of the strategic plan was distributed to the Board for review. It will be discussed at the July board meeting.

Park Projects

Big Creek Park Parking Lot

Asphalt improvements will be made to the Big Creek Parking lot beginning June 15, 2009.

Bass Lake Preserve

Repair to the dam at Bass Lake Preserve will begin the first part of August.

Camp Chickagami Park

The trail, entrance drive, and camping area improvements are in progress.

Park Dam Inventory

A request for proposals has been sent out for an inventory and analysis of the dams located within the Park District.

Headwaters Park

Camping area improvements will begin the end of June.

Mountain Run Station

Construction of the pavilion by Chardon Rotary is scheduled to begin in a few days.

Requests for Proposals

Requests for proposals for improvements to Orchard Hills are due June 16, 2009.

Walter Best Preserve

Grading is underway and construction of footers for the bridge over the spillway will begin shortly.

Regional Prosperity Seminar

Mr. Curtin informed the Board that he attended a Regional Prosperity Seminar in Cleveland which included representatives from various organizations in Northeast Ohio. The intent of the seminar was to raise awareness about revenue sharing, establishing regional models and collaborating with each other on mutually beneficial projects.

Geauga Park District By-Laws

On the advice of the Board, Mr. Curtin spoke with David Ondrey, Park legal counsel, for clarification on Article XII of the Geauga Park District By-laws. Mr. Ondrey stated that the by-laws did not need to be revised and that Article XII allows the Executive Director and Deputy Director to approve contracts and agreements up to \$25,000.00 without Board approval.

Union Chapel, Memorandum of Understanding

Mr. Curtin met with the trustees of Union Chapel to discuss adopting a memorandum of understanding for working together to preserve the Chapel. Park legal counsel, David Ondrey, is preparing a draft of the document.

Citizens Advocating Responsibility Energy (CARE)

CARE has filed an appeal with the Supreme Court of Ohio asking the Court to review the decision made by the Public Utilities Commission of Ohio (PUCO) in regard to construction of transmission lines by First Energy. The Court will hear the case. CARE is urging its members not to sign any easements with First Energy.

Erroneous Lawsuit

The Park District was erroneously named as a defendant in a lawsuit filed by a mortgage company. The lawsuit identified right-of-way property owned by the Park District as part of the legal description of the property in question. Geauga Park District legal counsel, David Ondrey, has responded to the complaint and has asked that the railroad right-of-way property be removed from the legal documents. A pretrial hearing scheduled for June 11, 2009 was postponed and rescheduled for August 19, 2009.

Wind Turbine

Todd Peterson, a homeowner in the Bass Lake Community, asked if the Park District would like to partner with him on the installation of a wind turbine by his home. After some discussion, the Board determined that they would not be interested in participating in the project.

Creation of Building Departments within Park Districts

Mr. Curtin informed the Board that Lake Metroparks is working with Senator Grendell to draft legislation permitting the establishment of building departments within Park Districts.

Ohio Unemployment Compensation

The American Recovery and Investment Act extended unemployment benefits from 26 weeks to 59 weeks with the additional 33 weeks being fully funded by the federal government. The State of Ohio then extended the benefits an additional 20 weeks after exhaustion of the 33 week extension. State extensions will not be funded by the federal government; therefore, the 20 week extension will be the responsibility of the Park District.

Recreational Immunity

Mr. Curtin asked the Board if they had any questions regarding user fees and the recreational immunity statute. A lawyer from Cleveland Metroparks will be attending a future board meeting to answer questions regarding recreational immunity.

GEAUGA PARK DISTRICT FOUNDATION

Foundation members will be meeting at Observatory Park on June 16 to review the plans and to tour the site.

CONTRACT REVIEW

The Board was provided with contract review documents prior to the meeting. Aaron Young, Park Planner, stated that all projects are going well.

NEW BUSINESS

2010 TEMPORARY BUDGET

The Board was provided with a copy of the 2010 Temporary Draft Budget for their review prior to the Board meeting. Changes in the 2010 budget included removing one-time projects which were included in the 2009 budget and adding expenses submitted by departmental supervisors. The Board indicated they were satisfied with the draft of the budget.

Mr. Leech moved to adopt the 2010 Temporary Draft Budget, 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

Sherry Bosworth, Business Affairs Director, informed the Board that the 2010 Temporary Budget cannot be approved until a public information notice is published in the newspaper.

Dr. Rzeszotarski moved to rescind the adoption of the 2010 Temporary Draft Budget.

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

Formal action on the budget will be taken at the July board meeting.

UNCLAIMED PROPERTY DISPOSAL, RESOLUTION NO. 27-09

Mr. Curtin presented the Board with a legal opinion from Dave Ondrey, Park legal counsel, regarding unclaimed property found in the parks. Any unclaimed items found in the Park District may be sold after ninety days or donated to a public or non-profit agency by the Ranger Department in accordance with Section 737.32 of the Ohio Revised Code. A notice of unclaimed property will be posted on the Park District web site in the future.

Mr. Leech moved to authorize the Ranger Department to dispose of unclaimed property in accordance with Section 737.32 of the Ohio Revised Code.

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

DECLARATION OF SURPLUS PROPERTY

The Board was asked to declare the following items as surplus property: 1999 Chevy 3500 Pickup Truck, 2001 Ford F-350 Pickup Truck and a silver-plated tea server set. These items will be sent to the Geauga County auction.

Mr. Leech moved to declare the 1999 Chevy 3500 Pickup Truck, 2001 Ford F-350 Pickup Truck and a silver-plated tea server set as surplus property. These items will be sent to the Geauga County auction.

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

Mr. Leech commented that he distributed copies of the new Park District map at a county agency picnic he attended and that he received many positive comments.

EXECUTIVE SESSION – ROLL CALL

Mr. Leech moved to go into Executive Session at 4:55 p.m. for the purpose of discussing land acquisition. There were no personnel items to be discussed.

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

The Board returned from Executive Session at 5:16 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

Levy Information

Mr. Curtin provided the Board with information on projected revenue based on varying millage amounts if a levy were to be placed on the ballot.

The meeting adjourned at 5:18 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