

**GEAUGA PARK DISTRICT
BOARD MEETING MINUTES
February 9, 2010**

The regular meeting of the Geauga Park District Board was held on February 9, 2010 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. Leech were present.

Employees present:

Tom Curtin, Executive Director
Keith McClintock, Deputy Director
Brett Bellas, Maintenance Manager
Sherry Bosworth, Business Affairs Director
Emilie Gottsegen, Development Officer
Kathy Hanes, Executive Secretary
Paige Hosier, Marketing Director
Robert Keesecker, Development Officer
Don Lombardy, Information Systems Coordinator
Michele Pennell, Accountant
Robin Pilarczyk, Human Resources Manager
Diane Valen, Naturalist Services Director
Aaron Young, Planning Director

Visitors Present:

Richard Frenchie, GPD Foundation
Glen Miller, *The Maple Leaf*
Chris Parker, Bass Lake Club
Nora Stanton, Ohio Horseman's Council
Jack Stanton
John Steigerwald, GPD Foundation

ADOPTION OF THE AGENDA

Mr. Leech moved to adopt 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. Leech	Yes
Dr. Rzeszotarski	Yes
Mr. McCullough	Yes

ADOPTION OF THE MINUTES OF JANUARY 12, 2010

Mr. Leech moved to adopt the minutes of January 12, 2010 as amended.

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

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

INTRODUCTION OF GUESTS

Mr. Curtin introduced Mr. Frenchie and Mr. Steigerwald of the GPD Foundation, Chris Parker of Bass Lake Club and Jack and Nora Stanton of the Ohio Horseman's Council.

PRESENTATION OF FINANCIAL STATEMENT

GEAUGA PARK DISTRICT
FINANCIAL STATEMENT MONTH ENDED
JANUARY 31, 2010

GENERAL FUND

BEGINNING FUND BALANCE JANUARY 1, 2010		1,908,479.47
EXPENDITURES & OTHER USES		409,827.17
Personnel	214,068.16	
Medicare	2,995.10	
Dental /Hospitalization	40,989.83	
PERS	31,100.79	
Vouchers	120,673.29	
REVENUES & OTHER SOURCES		47,320.47
<u>General Tax Collections</u>		
<u>Investment Income</u>	184.78	
<u>Gifts & Donations</u>	23,160.70	
- Exhibit box donations - Various (\$110)		
- In memory of Smith - Smith (\$50)		
- In honor of Faber - O'Rawski (\$275)		
- General donation -Various (\$5)		
- Nature Scopes transfers - GPD Foundation (\$5,963)		
- Donor designated transfers -GPD Foundation (\$16,757.70)		
<u>Fees</u>		
- Programs - Schools - Out-of-county	50.00	
- Shelters	240.00	
- Lodge heat fee	175.00	
Administrative Fees - From GPD Foundation	5,000.00	
- Workshops - General - Public program	36.00	
- Programs - General - Public Program	74.00	
<u>Sales</u>		
- Tapper's Treasures - MC	63.00	
- Tree Tops - TWW	937.41	
- Credit Card - All facilities	1,102.17	
<u>Other Receipts</u>		
- Agriculture Land use - Marsic, Soltis, Petersen, Briggs	3,182.00	
- Swine Creek house - Harry	400.00	
- Burton Wetlands house- Kolar	400.00	
- Hyde house - McKinnon	400.00	
- Chickagami house - Mast	400.00	
- Citation Disbursement	109.00	
- Local Government Funds	8,083.41	

- Miscellaneous Receipts	3,323.00	
RPC registration - Lake MetroParks (\$3,320)		
Restroom vending - TWW (\$2.50)		
Public records request - Patron (\$0.50)		
ENDING FUND BALANCE AS OF JANUARY 31, 2010		1,545,972.77
LAND IMPROVEMENT FUND		
BEGINNING FUND BALANCE JANUARY 1, 2010		3,269,318.40
EXPENDITURES & OTHER USES		79,375.00
Vouchers	79,375.00	
REVENUES & OTHER SOURCES		30,092.11
<u>Investment Income</u>	282.61	
<u>Gifts & Donations</u>	28,708.51	
- Observatory Park - GPDF (\$28,708.51)		
<u>Royalties</u>		
- Oxford Oil Co - Swine Creek property	191.20	
- Cedar Valley Energy - Hehmeyer property	416.67	
- Great Lakes Energy - Hart property	28.19	
- Cedar Valley Energy - Sunnybrook property	279.58	
- Power Gas - Farley property	185.35	
ENDING FUND BALANCE AS OF JANUARY 31, 2010		\$3,220,035.51

VOUCHER RESOLUTION NO. 05-10

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

Dr. Rzeszotarski moved to adopt Voucher Resolution No. 05-10, 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. Leech	Yes
Dr. Rzeszotarski	Yes
Mr. McCullough	Yes

COMMUNICATIONS TO THE BOARD

Mr. Curtin reported that the Clean Ohio grant contracts have been received for the Grandview and Welton's Gorge properties.

A letter was received from Geauga County Job and Family Services expressing their appreciation to the Park District staff for their participation in the *Sponsor a Family* program.

OPEN TO THE PUBLIC

Geauga Park District Foundation

Richard Frenchie and John Steigerwald, GPD Foundation Trustees, presented a check to the Board of Commissioners in the amount of \$175,000.00 for the Observatory Park capital campaign.

John Steigerwald, President of GPD Foundation, stated that the Foundation exceeded their annual fund goal by \$20,000.00 and that one hundred percent of the trustees on the Foundation Board contributed to the annual campaign. Richard Frenchie, Chairman of the Observatory Park Capital Campaign Fund, reported that \$960,000.00 has been raised so far and feels confident that the goal of \$2.5 million will be reached.

Bass Lake Presentation

Chris Parker of the Bass Lake Club thanked the Commissioners for the work done to the dam at Bass Lake last year. He provided a PowerPoint presentation on Bass Lake water levels prior to 1998 and the effect the levels have had on lake vegetation. His concern is that the lower lake levels have created an increase in floating algae and vegetation, as well as rooted vegetation. The Club would like the Board to consider raising the lake levels. The Board thanked Mr. Parker for his presentation and said they would take his comments under advisement.

UNFINISHED BUSINESS

2010 FINAL APPROPRIATIONS, RESOLUTION NO. 06-10

Dr. Rzeszotarski moved to adopt the 2010 Final Appropriations, Resolution No. 06-10.

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

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

In the interest of time, Mr. Curtin asked the Board if the Annual Report could be discussed under Park Updates rather than as a New Business item. The Board agreed by unanimous consent.

PARK UPDATES

2008-09 Annual Report

The draft of the 2008-09 Annual Report was distributed to the Commissioners for their review. Dr. Rzeszotarski suggested a few changes to the document and thanked the Marketing Department for their work on the report.

Data Connection Update

Don Lombardy, Information Systems Coordinator, explained the options and costs involved in providing a new data connection between park facilities. The data connection will provide a more reliable network connection and it will also be compatible with the new auditing software the Park District will be using. Mr. Curtin will be gathering additional information and present it at the next Board meeting.

Orchard Hills Park

Mr. Curtin displayed a map of the proposed trail system at Orchard Hills Park. Mr. Curtin suggested that during the winter one trail be dedicated to cross country skiing and the other trail be dedicated to hikers and walkers. The Board felt it might be hard to monitor usage on the trails, but that it would be worth trying.

Lease Agreements

Mr. Curtin informed the Board that the annual lease between the City of Akron and GPD for Eldon Russell Park has been signed.

He is also working with the City of Akron on a lease agreement for Headwaters Park. The current lease is five years. Mr. Leech suggested negotiating with the City of Akron for a ten year (or longer) lease.

Bass Lake Club Agreement

The Commissioners were provided with a copy of the Bass Lake Club agreement which expires in April 2010. The Board discussed whether Bass Lake should be accessible to the public at all times or if the Park District should continue issuing special permits for lake access. Mr. Curtin stated that he will talk with Bass Lake Club representatives and report back at the March board meeting.

The Board also discussed accessibility to the lake during construction of the lodge. Access to the lake will be maintained during construction and a portable restroom will be placed at the boat launch parking area.

CONTRACT REVIEW

Mr. Curtin reported that there were no contracts to review.

Dr. Rzeszotarski inquired about bid packages and Mr. Curtin reported that bids for Bass Lake, Orchard Hills Park, Observatory Park and Chickagami Park are due on March 2, 2010.

TRANSFER OF CHARLOTTE STAFFORD PROPERTY, RESOLUTION NO. 07-10

The Geauga Park District Foundation signed a quit claim deed for the Charlotte Stafford property on January 28, 2010. The deed transfers the Stafford property from the Foundation to the Park District. Mr. Curtin indicated that the survey and legal work are complete.

Mr. McCullough moved to transfer the Charlotte Stafford property from Geauga Park District Foundation to Geauga Park District.

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

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

NEW BUSINESS

2010 NEWSLETTER CONTRACTS, RESOLUTION NO. 08-10

Mr. Curtin presented the 2010 newsletter printing contract from Premier Printing in the amount of \$34,928.00 and the 2010 mailing contract from Weekley's Mailing Service in the amount of \$34,174.00.

Mr. Leech made a motion to approve the 2010 newsletter contracts from Premier Printing in the amount of \$34,928.00 and from Weekley's Mailing Service in the amount of \$34,174.00.

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

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

SUPPLEMENTAL SERVICES CONTRACT, OBSERVATORY PARK DESIGN AND ENGINEERING, RESOLUTION NO. 09-10

The Board was presented with a supplemental services contract from E.G. & G., Inc. and Harris/Day Architects in the amount of \$46,120.00. The amount covers the costs for bidding and contract administration and oversight for the Observatory Park project.

Mr. Leech made a motion to approve the supplemental services contract in the amount of \$46,120.00. Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

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

DECLARATION OF SURPLUS PROPERTY

The Board was asked to declare a Martin Yale Folding Machine and an Epson Inkjet Stylus Printer as surplus property.

Mr. Leech moved to declare a Martin Yale Folding Machine and an Epson Inkjet Stylus Printer as surplus property.

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

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

COMMISSIONERS' TIME

Dr. Rzeszotarski commented on the tremendous success and great attendance at the DiscARTed Art Exhibit.

EXECUTIVE SESSION – ROLL CALL

Dr. Rzeszotarski moved to go into Executive Session at 5:00 p.m. for the purpose of discussing potential 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:

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

The Board returned from Executive Session at 5:25 p.m. There were no items brought forward for resolution.

REPORTS FROM COMMITTEES OF THE BOARD

Mr. Curtin updated the Board on the status of two public records requests, one from Judy Zamlen-Spotts and the other from Tom Teare.

REPORTS FROM OFFICERS AND EMPLOYEES OF THE BOARD

Departmental Reports

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

The meeting was adjourned at 5:35 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