

**GEAUGA PARK DISTRICT
BOARD OF PARK COMMISSIONERS
WORK SESSION MINUTES
April 2, 2012**

A work session of the Geauga Park District Board was held on April 2, 2012 at the Donald W. Meyer Center, Chardon, Ohio. The meeting was called to order at 9:03 a.m. President James Patterson was in the Chair. Commissioners John Leech and Michael Petruziello were present.

Employees Present:

Thomas Curtin, Executive Director
Keith McClintock, Deputy Director
Kathy Hanes, Executive Secretary
Aaron Young, Planning Director

Guests:

None

ADOPTION OF THE AGENDA

Mr. Leech moved to adopt the agenda for the meeting.

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

Mr. Petruziello	Yes
Mr. Patterson	Yes
Mr. Leech	Yes

WORK SESSION WITH PLANNING DEPARTMENT

Function of the Planning Department

Mr. Young explained that the function of the Planning Department is to implement the strategic plan adopted by the Board. The Planning Department's performance history is one of efficiency and accuracy. Since 2006 the Planning Department has overseen \$12 million in construction costs with no legal claims, realized construction savings of 14.6% and has developed a database of unit costs of bid history. As a result, all park development plans reflect very accurate cost estimates.

Park Development Process

Mr. Young described the steps in the park development process: project identification, inventory and analysis, concept design and estimates (in-house vs. contracted), consultant selection and oversight, public bidding/proposals, staff and public input, and construction administration. He explained that all aspects of park development must adhere to the requirements set forth in the Ohio Revised Code.

Mr. Petruziello asked about in-house projects and Mr. Young explained those projects would include construction of trails, lean-tos, benches, information boards, etc.

Construction Projects

Mr. Young explained that construction projects are based upon projects identified and approved by the Board. Mr. Young reviewed upcoming projects which include Observatory Park (Phase IV), The Maple Highlands Trail (Chardon connector and South Trail extension), and the Hyde/Kaplan and Ellerin properties.

- The Observatory Park project includes renovation of the Nassau Observing Station (construction of elevator and renovation of restrooms to bring building to code), addition of a parking lot and construction of an entrance drive. It does not include trail development. Funding of the project would be accomplished through private donations. Mr. Patterson commented that he felt the renovation of Nassau was a priority and would be the final step in completion of the entire Observatory Park project. Mr. Leech agreed but stated that he would like to see funds raised prior to the start of construction.
- There is concern that federal funding will not be available for bike trail development in the near future. The Board discussed how to reduce costs and indicated they would like to finish the Maple Highlands Trail (North connector) with aggregate rather than being paved. The cost for using aggregate would be significantly less.
- The Board discussed the development of the Ellerin property which would include multipurpose trails, a parking lot, entrance drive, pavilion and restroom. The Hyde-Kaplan property could be developed as a "park and ride" park with trails leading to The Maple Highlands Trail.

The Board also reviewed concept plans for Burton Wetlands and Eldon Russell Park.

The Board was provided with the infrastructure replacement plan for their review.

Mr. Petruziello inquired about installing playground equipment in some of the parks. Mr. Patterson asked the Planning Department to gather information and provide cost estimates for various types of playgrounds.

ADJOURNMENT

The meeting was adjourned at 11:35 a.m.

SUNSHINE LAW COMPLIANCE

It is declared that notification of this meeting and any business conducted therein by the Geauga Park District Board of Commissioners was in compliance with Ohio's Sunshine Laws.

Respectfully submitted,

Thomas Curtin, Executive Director

James Patterson, President