

**GEAUGA PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
August 16, 2016**

The regular meeting of the Geauga Park District Board was held August 16, 2016 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 10:02 a.m. Commissioners Bill Gertz, Jackie Dottore and Len Barker were present.

John Oros called the meeting to order. The Pledge of Allegiance was recited.

<b>Park District Employees</b>	<b>GUESTS</b>
John Oros, Executive Director	See EXHIBIT "A" attached
Sheryl Hatridge, Executive Administrative Assistant	
Stephanie Zigman, Human Resources Manager	
Matt McCue, Director of Planning & Operations	
Dennis Sloan, Lt. Ranger	
Paul Pira, Park Biologist	

John Oros called roll.

**APPROVAL OF THE AGENDA**

John Oros stated there is a request to move the purchase of property in Hambden Township to the front of New Business. Mrs. Dottore made a motion to approve the revised agenda, Mr. Barker seconded the motion. After roll-call voice vote, the motion was approved 3-0.

Mr. Gertz	Yes
Mrs. Dottore	Yes
Mr. Barker	Yes

**ADOPTION OF THE MINUTES**

The Board was presented with minutes from the July 5, 2016 Regular Board meeting.

Mrs. Dottore made a motion to approve the July 5, 2016 Board Meeting minutes. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0.

Mr. Gertz	Yes
Mrs. Dottore	Yes
Mr. Barker	Yes

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided with a copy of the July 2016 Financial Statement. There were no questions by the Board.

*Geauga Park District*  
**FINANCIAL STATEMENT MONTH ENDED**  
**31-Jul-16**  
**GENERAL FUND**

<b>BEGINNING FUND BALANCE JULY 1, 2016</b>	<b>2,080,685.79</b>
<b>PERSONNEL EXPENDITURES</b>	
Salaries	222,033.08
Medicare	3,177.36
Dental /Hospitalization	52,112.56
OPERS June 2016	32,934.50
	<b>310,257.50</b>
<b>VOUCHERS</b>	
- Contract Services	35,213.00
- Supplies	14,595.60
- Materials	9,486.74
- Equipment	8,232.21
- Other	4,174.19
- Travel	1,828.60
- Advertising	22,583.53
	<b>96,113.87</b>
<b>EXPENDITURES &amp; OTHER USES</b>	<b>406,371.37</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - July - 2016</i>	1,004.72
<u><i>General Tax Collections</i></u>	
- Local Government Funds	9,040.49
<u><i>Gifts &amp; Donations</i></u>	7,089.77
- Bird Box - \$23.77, Amphitheater - \$39.00, Windchime workshop \$2.00	
- Kathleen & John Blazar in memory of Romayne Howard	
- Burton-Middlefield Rotary for W.C.Best Preserve fishing docks \$ 7,000.00	
<u><i>Fees</i></u>	
-Camping	930.00
- Shelters	700.00
- Utilities	135.00
- Programs / Workshops	462.00
- Out of County	352.00
- Caveman Crawl Race registrations	25.00
- NAF Table fees	620.00
- X-Treme Days Camp fees	360.00
- Adventure Camp fees	3,900.00

<u>Sales - TWW - \$891.52, MC - \$16.26</u>	907.78
<u>Other Revenue Receipts</u>	
- Observatory House Rent - Sindelar	300.00
- Swine Creek House Rent - Harry	400.00
- Chickagami House Rent - Kolar	400.00
- Recycling - scrap metal from Hyde demolition and South	936.75
- Public Records Request	1.00
<b>REVENUES &amp; OTHER SOURCES</b>	<b>27,564.51</b>
<b>ENDING FUND BALANCE AS OF JULY 31, 2016</b>	<b>1,701,878.93</b>
<u>LAND IMPROVEMENT FUND</u>	
<b>BEGINNING FUND BALANCE JULY 1, 2016</b>	<b>5,126,020.19</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	
- Contract Services	3,814.19
- Project Contracts	74,491.50
<b>EXPENDITURES &amp; OTHER USES</b>	<b>78,305.69</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<u>Interest - July 2016</u>	2,237.84
<u>Other - Royalties/In-Lieu Fees</u>	
- Heymeyer - \$29.29, Ford-Windsor - \$53.57,	139.87
<b>REVENUES &amp; OTHER SOURCES</b>	<b>2,377.71</b>
<b>ENDING FUND BALANCE AS OF JULY 31, 2016</b>	<b>5,050,092.21</b>
<u>RETIREMENT RESERVE ACCOUNT</u>	
<b>BEGINNING FUND BALANCE JULY 1, 2016</b>	<b>57,626.40</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<u>Interest - July 2016</u>	24.97
<b>REVENUES &amp; OTHER SOURCES</b>	<b>24.97</b>
<b>ENDING FUND BALANCE AS OF JULY 31, 2016</b>	<b>57,651.37</b>
<u>PARK CAPITAL RESERVE ACCOUNT</u>	
<b>BEGINNING FUND BALANCE JULY 1, 2016</b>	<b>2,851,987.29</b>
<b>REVENUES &amp; OTHER SOURCES</b>	

Interest - July 2016

1,235.65

**REVENUES & OTHER SOURCES** **1,235.65**

**ENDING FUND BALANCE AS OF JULY 31, 2016** **2,853,222.94**

**K-9 FUND**

**BEGINNING FUND BALANCE JULY 1, 2016** **-**

**REVENUES & OTHER SOURCES**

Donations

**REVENUES & OTHER SOURCES** **-**

**ENDING FUND BALANCE AS OF JULY 31, 2016** **-**

**PRESENTATION OF VOUCHERS**

The Board was presented with vouchers paid during the month of July 2016. These vouchers represented the normal day-to-day operating expenses, approved budgeted expenses and payroll.

Mrs. Dottore made a motion to accept the July 2016 paid vouchers into the record as presented.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Gertz	Yes
Mrs. Dottore	Yes
Mr. Barker	Yes

**NEW BUSINESS**

Biologist Paul Pira presented information about his role, and tools used to assess properties for acquisition for the Park District. He explained that he schedules a site visit and NRM produces a written report with maps, photos, habitats, wetlands and other items. Mr. Pira stated to rank the properties he uses several tools including the Ohio Biological Survey, rare species locations by county, maps of the protected lands and easements, and uses the NQEI (Natural Quality Evaluation Index) scoring system which includes 20 different metrics. He explained the 200 acre Longo property in Hambden includes forested and wetland habitat, 5 different ponds, vernal pools, marshes, and headwaters for the beginning of the Cuyahoga River. His evaluation of the Longo property scored 64 out of 100 possible points which placed this property in the excellent category and Mr. Pira recommended the acquisition of this property.

**PURCHASE OF PROPERTY, HAMB DEN TWP. - RESOLUTION NO. 16-16**

A motion was made to authorize the purchase of the Longo property in Hambden Twp. for \$1.1 million dollars by Mrs. Dottore. Discussion followed regarding the purchase and sale agreement. Attorney Dale Markowitz explained the agreement regarding the two parcels, closing terms and the environmental site assessment. He stated the Park District will pay closing costs per agreement. Mr. Markowitz brought copies of the agreement signed by the seller ready for the President of the Board to sign if the motion is approved. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 2-1:

Mr. Gertz	Abstained
Mrs. Dottore	Yes
Mr. Barker	Yes

Mrs. Dottore signed the purchase agreement on behalf of the Board.

**PLANNING AND OPERATIONS UPDATE**

Matt McCue provided updated construction project costs summaries. Mrs. Dottore requested an update on Nassau. Mr. McCue stated there was a change order for a slight increase to cost, but the Rookery went down about \$15,000 for meadow restoration that will now be done in house. He said Orchard Hills and Welton’s Gorge are completely done. Mrs. Dottore asked when the other two asphalt projects would be completed, and Mr. McCue responded he hopes by the end of September.

Project Name <i>(Project Contractor)</i>	Original Construction Budget	Original Bid Award	Current Construction Cost	Original Construction Budget (-) Current Construction Cost	
				(\$) Difference	(%) Difference
Nassau Station Observatory (Hummel Construction)	\$1,385,191.88	\$1,199,500.00	\$1,203,605.98	\$181,585.90	13.1%
Rookery - Asphalt Trails (Chagrin Valley Paving)	\$70,000.00	\$67,872.00	\$52,872.00	\$17,128.00	24.5%
Orchard Hills - Asphalt Trails (Ohio Paving)	\$15,000.00	\$14,298.54	\$14,298.54	\$701.46	4.7%
Ruth Kennan Asphalt Trail (Chagrin Valley Paving)	\$25,000.00	\$20,443.50	\$20,443.50	\$4,556.50	18.2%
Welton's Gorge Barn Demolition (Wood Stock)	\$14,740.00	\$14,740.00	\$14,740.00	\$0.00	0.0%
<b>TOTAL</b>	<b>\$1,509,931.88</b>	<b>\$1,316,854.04</b>	<b>\$1,305,960.02</b>	<b>\$203,971.86</b>	<b>13.5%</b>

**MAPLE HIGHLANDS TRAIL – SOUTH IMPROVEMENTS**

John Oros discussed the proposals for professional design services for improvements to the south Maple Highlands Trail in return for a 50 year use agreement with the Village of Middlefield since a good portion of the trail is owned by them. He said the trail will be a multi-use trail for hiking and biking with asphalt, and then an aggregate area for horses, buggies and equine use. Mr. Oros presented a recommendation to accept the low bid of \$58,585.76 from Environmental Design Group (EDG) for professional design services. Mr. Gertz made a motion to award the contract for design services to EDG as presented.

Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

- Mr. Gertz Yes
- Mrs. Dottore Yes
- Mr. Barker Yes

Mr. Gertz pointed out that a search is done with the Auditor and no problem was found.

**HYDE KAPLAN PROPERTY IMPROVEMENTS**

John Oros presented the low bid for professional design service proposals and stated EDG was the lowest bidder at \$129,450.00. He recommended the board accept this proposal. Mrs. Dottore made a motion to discuss. She complimented the scouting program at Observatory Park and the Park District’s involvement with scouting. Mrs. Dottore wondered if there is an opportunity to explore possibilities for the older teen group such as rock walls or rope courses to engage them in the community. Matt McCue explained that changes to the original scope of the quoted project could add additional cost. He said that targeting that age group should be addressed at this point in the process however, as the cost to change the scope of the project later will be costlier. Mrs. Dottore asked if we could look into the potential for these items to be considered for this age group.

Mrs. Dottore made a motion to award the contract for design services to EDG as presented.

Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

- Mr. Gertz Yes
- Mrs. Dottore Yes
- Mr. Barker Yes

**COMMISSIONER’S TIME**

The following items were discussed during Commissioners’ time:

- John Oros read a letter written by Judge Grendell honoring Bob McCullough for his numerous contributions to the Park District and naturalist education programs in Geauga County. Judge Grendell suggested a park or wetlands preserve be named in honor of C. Robert (Bob) McCullough.
- John Oros shared a summary regarding the Nature Arts Festival event submitted by Teresa Runion. She said it was a very successful return to Big Creek Park. John Oros congratulated staff for the success of the event.
- John Oros read a letter submitted to the Ranger Dept. by the West Geauga Kiwanis Club commending and thanking Ranger Denise Weisbarth and K-9 Sniper for their demonstration.

**EXECUTIVE SESSION**

John Oros made a motion to move into executive session to discuss the purchase of properties in Newbury Township and Thompson.

Mrs. Dottore made a motion to enter Executive Session to discuss the purchase of properties.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Gertz	Yes
Mrs. Dottore	Yes
Mr. Barker	Yes

The Board entered Executive Session at 10:54 a.m.

The Board came out of Executive Session at 11:22 a.m.

No items were brought forward from Executive Session.

John Oros announced the next board meeting will be scheduled for Tuesday, September 20, 2016 at 10 a.m. at Big Creek Park.

Mrs. Dottore made a motion to adjourn the meeting.

Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Gertz	Yes
Mrs. Dottore	Yes
Mr. Barker	Yes

The meeting was adjourned at 11:25 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,

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John Oros, Executive Director

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Jackie Dottore, President

EXHIBIT A

GEAUGA PARK DISTRICT  
 Board of Park Commissioners  
 August 16, 2016 – Regular  
 The Meyer Center

Name	Organization/Company/Location
Ed + Sundry Bueckles	PGP
Louisey Ron Kimmich	PGP
John Hegestine	Lackman Resident
BOB + DAVE PARTINGTON	Munson Tap
Paul Piras	GPD
MATT MCKEE	GPD
JANE VALUDA	MUNSON
Carolyn Morrow	Chardon
KATHRYN HANRAHY	Chardon Twp
KATHERIN WEBB	MUNSON
Catherine Welford	"
Alex Hilleary	Box Cast
Jo LeDon	Russell
Joe Kozial	Times
Karen S. Ckly	Orange
Sue + Paul Kiplinger	S. Russell