

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
August 8, 2017**

The regular meeting of the Geauga Park District Board was held August 8, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:03a.m. Commissioners Jackie Dottore, Len Barker and Andrej Lah were present.

Mrs. Dottore called the meeting to order. The Pledge of Allegiance was recited.

Park District Employees	GUESTS
John Oros, Executive Director	See EXHIBIT "A" attached
Sheryl Hatridge, Administrative Services Manager	
Dennis Sloan, Lt. Ranger	
Matt McCue, Director of Planning & Operations	
Gloria Freno, Finance Manager	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called roll.

APPROVAL OF THE AGENDA

John Oros made a recommendation to move Commissioner’s Time after approval of the agenda.

Mrs. Dottore made a motion to approve the agenda. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0.

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Barker	Yes

COMMISSIONER’S TIME

Mr. Oros presented a staff proposal to the board recommending not to do the Music Street entrance project and to redirect the funds to other projects. Mrs. Dottore asked if there is a potential to come up at a later time, and Mr. Oros replied there is always that potential. Mrs. Dottore asked that the park evaluate and look at options for safety regarding trailers parking on the road, possibly with the local police dept.

Mr. Lah shared a letter from Susan Festa and said he thinks it is important that there is a means or method for public comment to be presented such as through letters and emails, and should not be restricted just managed so as not to disrupt meetings. Mr. Oros responded that several methods of communication have been used during the past two year process, such as press releases, contacting neighbors, meetings, calls, emails, and letters. Mr. Lah said he understands the restrictions in place, however there should not be a perception there is a restriction on the public being involved. Mr. Lah discussed an anonymous letter he received regarding the perception that if you disagree with a particular group, you may possibly be subjected to ridicule and this can create fear of expressing an opposing opinion. Mrs. Partington inquired about the board receiving a letter she wrote to the board. John Oros explained he has listened to many different opinions throughout the county. He said we are still a largely nature based park system preserving over 90% of park properties, but there are different opportunities for recreation while still maintaining the integrity of the parks mission. Mr. Oros stated the Music Street improvement will be shelved. Mrs. Dottore stated questions from the public could be sent through email or letters and said when she receives them, she either answers them or forwards to Mr. Oros for response.

John Oros presented a response to Mr. Lah regarding tax exempt properties previously inquired about. He shared that Hart and Heritage Acres were overlooked in the past and the previous

executive administrative assistant had applied for the exemptions at his request. Mr. Oros said the Park continues to look into tax exempt possibilities for park properties.

Mr. Oros read a letter to the board from Scoutmaster Jim Rapone thanking the Park District staff, Tom Mansfield and Hailey Burns for caring for Chickagami Park and keeping the park in outstanding condition.

ADOPTION OF THE MINUTES

The Board was presented with minutes from the July 6, 2017 Regular Board meeting.

Mrs. Dottore made a motion to approve the July 6, 2017 Board Meeting minutes.

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

Mr. Barker	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with a copy of the July 2017 Financial Statement. Mrs. Dottore asked why there was such a difference between last month and this month for hospitalization. Gloria Freno explained that two employees changed their status to family and it is paid ahead, so these payments were to catch up. Mrs. Dottore asked if there is a process of acknowledgement for donations, and was told a letter from John Oros is sent to the donor. Mrs. Dottore suggested either an annual or quarterly acknowledgment in the newsletter or elsewhere be made, unless the donor requests anonymity. Mr. Lah also suggested mentioning what the donation is for.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
31-Jul-17
GENERAL FUND

BEGINNING FUND BALANCE JULY 1, 2017	2,934,336.29
PERSONNEL EXPENDITURES	
Salaries	221,462.20
Medicare	3,148.25
Dental /Hospitalization	64,599.22
OPERS June 2017	32,468.19
Unemployment	1,734.80
	323,412.66
VOUCHERS	
- Contract Services	72,144.04
- Supplies	30,949.49
- Materials	18,362.77

- Equipment	32,248.95	
- Other	2,303.46	
- Travel	-	
- Advertising	, 22,861.08	
		178,869.79

EXPENDITURES & OTHER USES	502,282.45
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REVENUES & OTHER SOURCES

Interest - July - 2017 2,776.68

General Tax Collections

- Local Government Funds 8,948.45

Gifts & Donations

- Bird Box - \$4.00, Amphitheater - \$22.00, Clara J. Paryzek - \$50.00 unrestricted 8,826.00

- Diane Koehler - \$500.00 Memorial Bench for John Koehler

- Daniel Klepfer - \$500.00 Memorial Bench for Janette Rose

- Pamela Snicer-Park - \$500.00 Memorial Bench for Virginia Genske

- Burton Middlefield Rotary - \$7,000.00 for construction of two ADA Fishing Piers

- Ray Diczhazy Memorial donations - Alice Kelley - \$25.00, Mark & Debra Clark - \$50.00

- Carolyn Diczhazy - \$150.00, James Hoover - \$25.00

Fees

-Camping 1,245.00

- Shelters 300.00

- Utilities 120.00

- Programs / Workshops 145.00

- Out of County 54.00

- NAF Table fees 310.00

- X-Treme Days Camp fees (90.00)

- Adventure Camp fees 1,650.00

- Farmer's Market vendor fee 210.00

Sales - TWW - \$988.20, MC - \$74.44 1,062.64

Other Revenue Receipts

- Observatory House Rent - Sindelar 300.00

- Chickagami House Rent - Kolar 400.00

- Reimbursement for state tax Walmart charged to online purchase 6.74

- Public Records Request 1.00

-Sunrise Springs duplicate payment returned - void check 21.85

REVENUES & OTHER SOURCES 26,287.36

ENDING FUND BALANCE AS OF JULY 31, 2017 2,458,341.20

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE JULY 1, 2017 2,844,614.75

EXPENDITURES & OTHER USES

Vouchers

- Contract Services 15,902.69

- Project Contracts 27,268.77

EXPENDITURES & OTHER USES 43,171.46

REVENUES & OTHER SOURCES

Interest - July 2017 2,519.27

Other - Royalties/In-Lieu Fees

- Ford-Windsor - \$38.96, Sunnybrook - \$45.29 84.25

REVENUES & OTHER SOURCES 2,603.52

ENDING FUND BALANCE AS OF JULY 31, 2017 2,804,046.81

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE JULY 1, 2017	58,051.25
REVENUES & OTHER SOURCES	
<i>Interest - July 2017</i>	51.27
REVENUES & OTHER SOURCES	51.27
ENDING FUND BALANCE AS OF JULY 31, 2017	58,102.52

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE JULY 1, 2017	2,993,647.97
REVENUES & OTHER SOURCES	
<i>Interest - July 2017</i>	2,686.43
REVENUES & OTHER SOURCES	2,686.43
VOUCHERS	
- Contract Services	158,419.22
EXPENDITURES & OTHER USES	158,419.22
ENDING FUND BALANCE AS OF JULY 31, 2017	2,837,915.18

K-9 FUND

BEGINNING FUND BALANCE JULY 1, 2017	3,720.28
REVENUES & OTHER SOURCES	
<i>Donations</i>	-
REVENUES & OTHER SOURCES	-
EXPENDITURES & OTHER USES	
Vouchers	
- Other K-9 Expenses	140.58
EXPENDITURES & OTHER USES	140.58

PRESENTATION OF VOUCHERS

The Board was presented with vouchers paid during the month of July 2017. These vouchers represented the normal day-to-day operating expenses, approved budgeted expenses and payroll. All questions by the Board were satisfactorily answered.

Mrs. Dottore made a motion to accept the July 2017 paid vouchers into the record as presented. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Barker	Yes

OLD BUSINESS**BUDGET PROJECTIONS**

John Oros informed the board that the management team will look at providing a laundry list of items to present to the board next meeting, which may address the red areas in the budget projections as requested by Mrs. Dottore.

REALLOCATION OF FUNDS, CLARIDON WOODLANDS ROPES COURSE

John Oros read a memo to the board recommending using an auto zip line exit from the ropes course which would cost \$10,000.00. Matt McCue shared a video showing an example of using the auto zip line means of exit, with less staff involvement needed which helps eliminate human error. Mr. Lah asked questions regarding staffing, hours of availability, safety and training which were answered satisfactorily. Mr. Lah also mentioned there will be a need for more Ranger patrol and proper signage. Planning recommended this for both the safety benefits and to alleviate long term staffing needs.

Mr. Lah made a motion to reallocate \$15,000.00 from remaining funds budgeted to demolish the Swine Creek house to be added to the Claridon Woodlands Ropes course for a total contract of \$68,440.00.

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

Mrs. Dottore	Yes
Mr. Barker	Yes
Mr. Lah	Yes

REALLOCATION OF FUNDS, NASSAU STATION TELESCOPE

John Oros read a memo to the board regarding the need to add \$9000.00 to the contract for additional programming and dome modifications with Astronomical Consultants & Equipment. Mr. Lah confirmed this is a reallocation.

Mrs. Dottore made a motion to reallocate \$9000.00 to increase the contract with Astronomical Consultants & Equipment to \$169,335.00. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Barker	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

NEW BUSINESS**PLANNING & OPERATIONS UPDATE**

Mr. Oros presented construction project updates to the Board and discussed the status of contracts.

ELLERIN PROPERTY IMPROVEMENTS – CONTRACT AWARD DESIGN

John Oros presented a recommendation from Planning to award the contract for design for the Ellerin property located in Bainbridge. Matt McCue explained the project to the board and presented the results of the bids and how they determined which firm to recommend. He said the master plan includes a shelter, parking, restrooms and a trail system that will back up to the Cleveland Metroparks trail. All questions from the board were answered satisfactorily.

Mrs. Dottore made a motion to enter into an agreement with AECOM not to exceed the budgeted amount of \$130,000.00 for design and engineering services. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah Yes
Mrs. Dottore Yes
Mr. Barker Yes

John Oros introduced Trevor Wilson from the Foundation for Geauga Parks. Mr. Wilson said he is very excited about the grand opening of the Nassau Astronomical Station. John Oros mentioned the grand re-opening is scheduled for Saturday, August 19, 2017 at 6pm.

ANNOUNCEMENT OF NEXT BOARD MEETING

Mr. Oros announced the next board meeting is scheduled for September 12, 2017 at 9:00 a.m.

Mrs. Dottore made a motion to adjourn the meeting.

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

Mrs. Dottore Yes
Mr. Barker Yes
Mr. Lah Yes

The meeting was adjourned at 9:59 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,

John Oros, Executive Director

Jackie Dottore, President