

**GEAUGA PARK DISTRICT BOARD  
OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
September 12, 2017**

The regular meeting of the Geauga Park District Board was held September 12, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:03a.m. Commissioners Len Barker and Andrej Lah were present.

Mr. Barker 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, Administrative Services Manager	
Dennis Sloan, Lt. Ranger	
Matt McCue, Director of Planning & Operations	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called roll.

**APPROVAL OF THE AGENDA**

Mr. Barker made a motion to approve the agenda. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0.

Mr. Barker	Yes
Mr. Lah	Yes

John Oros introduced Mr. Dustin Russell, northeast Ohio regional liaison for the office of Governor Kasich. Mr. Russell presented a proclamation for the newly renovated Nassau Astronomical Station to Geauga Park District.

**ADOPTION OF THE MINUTES**

The Board was presented with minutes from the August 8, 2017 Regular Board meeting.

Mr. Barker made a motion to approve the August 8, 2017 Board Meeting minutes.

Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0.

Mr. Lah	Yes
Mr. Barker	Yes

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided with the August 2017 Financial Statement. There were no questions.

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

<b>BEGINNING FUND BALANCE AUGUST 1, 2017</b>	<b>2,458,341.20</b>
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**PERSONNEL EXPENDITURES**

Salaries	223,274.85
Medicare	3,174.49
Dental /Hospitalization	60,666.98

OPERS July 2017	48,866.22	
Unemployment	-	
		<b>335,982.54</b>
<b>VOUCHERS</b>		
<i>Auditor's Fees</i>		
- County Tax Expense - Real Estate Property	43,349.58	
- County Tax Expense - Real Estate Manufactured Homes	1,254.64	
- Contract Services	44,986.90	
- Supplies	13,399.17	
- Materials	48,594.09	
- Equipment	26,372.32	
- Other	3,103.60	
- Travel	74.47	
- Advertising	8,596.58	
		<b>189,731.35</b>
<b>EXPENDITURES &amp; OTHER USES</b>		<b>525,713.89</b>
<b>REVENUES &amp; OTHER SOURCES</b>		
<i>Interest - August - 2017</i>	2,466.19	
- Real Estate Property Tax - 2nd Half Settlement	2,760,367.14	
- Real Estate Manufactured Homes - 2nd Half Settlement	5,271.20	
<u>General Tax Collections</u>		
- Local Government Funds	6,857.75	
<u>Gifts &amp; Donations</u>		
- Bird Box - \$3.00, Amphitheater - \$29.00,	652.00	
- Sheila Burke - \$500.00 Memorial Bench for Brian Burke		
- Chardon United Methodist Seniors - \$50.00 unrestricted donation		

- Polly & Dieter Sems - \$20.00 donation for plantings at Orchard Hills  
 - Marjorie Macneal - \$50.00 donation for plantings at Orchard Hills

Fees

- Camping	1,130.00
- Shelters	200.00
- Utilities	820.00
- Programs / Workshops	185.00
- Out of County	276.00
- NAF Table fees	100.00
- X-Treme Days Camp fees - includes cancelled kayak program	(420.00)
- Adventure Camp fees	1,175.00
- Farmer's Market vendor fee	120.00

Sales - TWW - \$1,212.20, MC - \$980.52 2,192.72

Other Revenue Receipts

<u>- Observatory House Rent - Sindelar</u>	300.00
<u>- Chickagami House Rent - Kolar</u>	400.00
<u>- Chardon Muni Court citation</u>	25.00
<u>- Employee reimbursement of sales tax charged on credit card</u>	1.13

**REVENUES & OTHER SOURCES 2,782,119.13**

**ENDING FUND BALANCE AS OF AUGUST 31, 2017 4,714,746.44**

LAND IMPROVEMENT FUND

**BEGINNING FUND BALANCE AUGUST 1, 2017 2,804,046.81**

**EXPENDITURES & OTHER USES**

*Vouchers*

- Contract Services	12,313.03
- Project Contracts	138,141.62

<b>EXPENDITURES &amp; OTHER USES</b>	<b>150,454.65</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - August 2017</i>	2,579.78
<i>Donations</i>	1,683.00
- Foundation for Geauga Parks - \$1,683.00 Observatory Park Phase III	
<i>Other - Royalties/In-Lieu Fees</i>	506.14
- Ford-Windsor - \$219.02, Farley - Abela - \$192.24, Abela - Hart - \$94.88	
<b>REVENUES &amp; OTHER SOURCES</b>	<b>4,768.92</b>
<b>ENDING FUND BALANCE AS OF AUGUST 31, 2017</b>	<b>2,658,361.08</b>
<b><u>RETIREMENT RESERVE ACCOUNT</u></b>	
<b>BEGINNING FUND BALANCE AUGUST 1, 2017</b>	<b>58,102.52</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - August 2017</i>	53.03
<b>REVENUES &amp; OTHER SOURCES</b>	<b>53.03</b>
<b>ENDING FUND BALANCE AS OF AUGUST 31, 2017</b>	<b>58,155.55</b>
<b><u>PARK CAPITAL RESERVE ACCOUNT</u></b>	
<b>BEGINNING FUND BALANCE AUGUST 1, 2017</b>	<b>2,837,915.18</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - August 2017</i>	2,697.20
<b>REVENUES &amp; OTHER SOURCES</b>	<b>2,697.20</b>
<b>VOUCHERS</b>	
- Contract Services	260,416.12
<b>EXPENDITURES &amp; OTHER USES</b>	<b>260,416.12</b>

<b>ENDING FUND BALANCE AS OF AUGUST 31, 2017</b>	<b>2,580,196.26</b>
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**K-9 FUND**

<b>BEGINNING FUND BALANCE AUGUST 1, 2017</b>	<b>3,579.70</b>
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**REVENUES & OTHER SOURCES**

<u>Donations</u>	324.00
-Nature Arts Festival - \$37.00, Nassau Opening - \$232.00, John Martin - \$20.00	
-TWWNC - K-9 Box - \$35.00	

<b>REVENUES &amp; OTHER SOURCES</b>	<b>324.00</b>
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**EXPENDITURES & OTHER USES**

*Vouchers*

- Other K-9 Expenses	1,906.29
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<b>EXPENDITURES &amp; OTHER USES</b>	<b>1,906.29</b>
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<b>ENDING FUND BALANCE AS OF AUGUST 31, 2017</b>	<b>1,997.41</b>
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**PRESENTATION OF VOUCHERS**

The Board was presented with vouchers paid during the month of August 2017. These vouchers represented the normal day-to-day operating expenses, approved budgeted expenses and payroll. Mr. Lah stated he is pleased that the finance staff provides a very detailed accounting of monthly purchases.

Mr. Lah made a motion to accept the August 2017 paid vouchers into the record as presented. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Barker	Yes

**OLD BUSINESS**

**BUDGET PROJECTIONS**

John Oros presented a list of possible cost containment measures previously requested by the board. Mr. Lah asked about tuition reimbursement, training and certifications. Mr. Oros explained that the park expects to see an employee pursue education that applies to their career field within the park. He also said that training is occasionally attended for items that pertain to the employee's current position. Mr. Oros also presented possible revenue generation measures such as through fees and grants, and information regarding tire purchases for park vehicles along with a fleet inventory to the board. Mr. Lah said he supports training related to park career paths and requested a comparison of other parks fee structures for the next board meeting.

**NEW BUSINESS**

**PLANNING & OPERATIONS UPDATE**

Mr. Oros delivered an update to the Board on the status of construction projects including Claridon Woodlands and Maple Highlands Trail South paving. He said the rock wall and ropes course will be installed in September. Matt McCue added that some trail work is also being finished up. Mr. Lah inquired about what type of projects are worked on during winter. Mr. McCue stated that the construction crew focuses on tables, prefab and items for spring, snow removal, shelter and lodge items.

**RESOLUTION NO. 9-17 - CERTIFICATION OF TAX LEVIES**

John Oros presented a request to approve amounts and rates determined by the budget commission to authorize the tax levies and certify them to the county auditor.

Mr. Barker made a motion to approve the amounts and rates as presented for collection of \$6,524, 832.00. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Barker        Yes  
Mr. Lah            Yes

**RESOLUTION NO. 10-17 – BUDGET AMENDMENT #3**

John Oros requested a supplemental appropriation for the K-9 fund in the amount of \$1,745.51.

Mr. Barker made a motion to approve the supplemental appropriation request for \$1,745.51.

Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Barker        Yes  
Mr. Lah            Yes

Mr. Lah inquired about the K-9 unit use. Lt. Sloan explained the use of the K-9’s within the park district for search efforts, and also for public relations within the community and the county.

**RESOLUTION NO. 11-17 – BUDGET AMENDMENT #4**

John Oros presented a request for an appropriation transfer to move \$21,500.00 from the Worker’s Compensation account to various Personnel accounts for additional seasonal employee hours and Unemployment invoices.

Mr. Barker made a motion to approve the appropriation transfer request for \$21,500.00. Mr.

Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah            Yes  
Mr. Barker        Yes

**SURPLUS PROPERTY**

John Oros presented a request to scrap 3 defective items as surplus property and trade in a boom mower. Mr. Lah asked several questions that were answered satisfactorily. Mr. Barker made a motion to approve. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mr. Barker        Yes  
Mr. Lah            Yes

**COMMISSIONER’S TIME**

Mr. Oros recognized staff for a very successful Nassau Grand Opening with 2,500 in attendance and also for the Solar Eclipse viewing event with over 2,500+ attending the event.

**EXECUTIVE SESSION**

John Oros requested a motion to move into executive session for pending court action.

Mr. Barker made a motion to enter into Executive Session for pending court action.

Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2– 0:

Mr. Lah            Yes  
Mr. Barker        Yes

The Board entered Executive Session at 9:39 a.m. The Board came out of Executive Session at 9:54 a.m.

The following item was brought forward.

Mr. Lah made a motion authorizing Executive Director and/or legal counsel David Ondrey to execute on behalf of Geauga Park District a judgement entry in the matter of the Felkin estate pending in probate court of Geauga County whereby the Park District will pay one; the estate of Dorothy Felkin and/or the American Cancer Society the sum of \$5000.00 and two, the probate court the sum of \$5000.00 for the fees incurred by the master commissioner Mark S. O'Brien.

Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mr. Lah	Yes
Mr. Barker	Yes

**ANNOUNCEMENT OF NEXT BOARD MEETING**

Mr. Oros announced the next board meeting is scheduled for October 10, 2017 at 9:00 a.m.

Mr. Barker made a motion to adjourn the meeting.

Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mr. Barker	Yes
Mr. Lah	Yes

The meeting was adjourned at 9:57 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