

**GEAUGA PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
February 16, 2017**

The regular meeting of the Geauga Park District Board was held February 16, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:00 a.m. Commissioners Jackie Dottore, Len Barker and Andrej Lah were present.

Jackie Dottore 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	
Matt McCue, Director of Planning & Operations	
Dennis Sloan, Lt. Ranger	

John Oros called roll.

**APPROVAL OF THE AGENDA**

John Oros requested a motion to approve the agenda.

Jackie 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.

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

**ADOPTION OF THE MINUTES**

The Board was presented with minutes from the January 10, 2016 Regular Board meeting.

Mrs. Dottore made a motion to approve the January 10, 2016 Board Meeting minutes.

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

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

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided with a copy of the January 2017 Financial Statement. Commissioner Lah asked if the interest is generated from an investment fund, or what generates interest. John Oros replied that the Finance Manager would get back to him and provide details to Commissioner Lah to answer his question.

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

**BEGINNING FUND BALANCE JANUARY 1, 2017**

**2,650,632.59**

**PERSONNEL EXPENDITURES**

Salaries	208,835.77
Medicare	2,966.62

Dental /Hospitalization	58,176.76	
OPERS December 2016	46,311.93	
<b>VOUCHERS</b>		<b>\$316,291.08</b>
- Contract Services	41,196.31	
- Supplies	14,147.40	
- Materials	5,247.18	
- Equipment	13,930.77	
- Other	5,530.12	
- Travel	3,570.36	
- Advertising	6,165.21	<b>\$89,787.35</b>
<b>EXPENDITURES &amp; OTHER USES</b>		<b>\$406,078.43</b>
<b>REVENUES &amp; OTHER SOURCES</b>		
<i>Interest - January - 2017</i>	1,879.73	
<u>General Tax Collections</u>		
- Local Government Funds	7,614.86	
<u>Gifts &amp; Donations</u>	2,734.50	
- Bird Box - \$24.50, B.Barnhart-Hinkle - \$25.00 Land Stewardship		
- R.Mekeel - \$25.00 Park Improvements,		
- Patterson Farms - \$1,000.00 Caveman race sponsorship		
- Junction Auto - \$1,000.00 Caveman race sponsorship		
- Pat & Linda Grady - \$60.00 CHI -Patricia Moll Memorial		
- Geraldine Schroeder - \$50.00 CHI - Patricia Moll Memorial		
- John Wells CHI - \$50.00 - Patricia Moll Memorial		
- Mason Structural Steel - \$500.00 Memorial Bench - Patricia "Nikki" Custer		
<u>Fees</u>		
- Camping	305.00	
- Utilities	3,510.00	
- Programs / Workshops	530.00	
<u>Sales - TWW - \$1,352.59, MC - \$42.40</u>	1,394.99	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	300.00	

- Chickagami House Rent - Kolar	400.00	
- Public Records request - \$2.00, Travel gratuity reimbursed \$1.75	3.75	
- R.Briggs - \$575.00 Hart-Abela Agricultural Lease	575.00	
- J.Marsic - \$425.000 OP Agricultural Lease, Muni Court Citations		
- \$203.00	628.00	
- TWW Restroom personal needs - \$3.50	3.50	
<b>REVENUES &amp; OTHER SOURCES</b>		<b>\$19,879.33</b>

<b>ENDING FUND BALANCE AS OF JANUARY 31, 2017</b>		<b>2,264,433.49</b>
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**LAND IMPROVEMENT FUND**

<b>BEGINNING FUND BALANCE JANUARY 1, 2017</b>		<b>2,783,279.93</b>
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<b>EXPENDITURES &amp; OTHER USES</b>		
Vouchers		
- Contract Services	58,232.97	
- Project Contracts	55,340.25	
<b>EXPENDITURES &amp; OTHER USES</b>		<b>113,573.22</b>

<b>REVENUES &amp; OTHER SOURCES</b>		
<u>- Interest - January 2017</u>	1,893.85	
<u>- Federal Grants</u>		
- U.S. Fish & Wildlife - D.O.I.	20,648.50	
<u>- Other - Royalties/In-Lieu Fees</u>	180.77	
- Ford Windsor - \$180.77		
<b>REVENUES &amp; OTHER SOURCES</b>		<b>\$22,723.12</b>

<b>ENDING FUND BALANCE AS OF JANUARY 31, 2017</b>		<b>2,692,429.83</b>
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**RETIREMENT RESERVE ACCOUNT**

<b>BEGINNING FUND BALANCE JANUARY 1, 2017</b>		<b>57,796.91</b>
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<b>REVENUES &amp; OTHER SOURCES</b>		
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<i>Interest - January - 2017</i>	38.31	
<b>REVENUES &amp; OTHER SOURCES</b>		<b>38.31</b>

<b>ENDING FUND BALANCE AS OF JANUARY 31, 2017</b>		<b>57,835.22</b>
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**PARK CAPITAL RESERVE ACCOUNT**

<b>BEGINNING FUND BALANCE JANUARY 1, 2017</b>		<b>2,860,425.69</b>
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**REVENUES & OTHER SOURCES**

<i>Interest - January - 2017</i>	1,895.96	
<b>REVENUES &amp; OTHER SOURCES</b>		<b>1,895.96</b>

<b>ENDING FUND BALANCE AS OF JANUARY 31, 2017</b>		<b>2,862,321.65</b>
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**K-9 FUND**

<b>BEGINNING FUND BALANCE JANUARY 1, 2017</b>		<b>1,769.54</b>
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**REVENUES & OTHER SOURCES**

<i>Donations</i>	2,147.00	
- Ohio District Kiwanis Foundation - \$2,097.00, Brian Johnston - \$50.00		
<b>REVENUES &amp; OTHER SOURCES</b>		<b>2,147.00</b>

**EXPENDITURES & OTHER USES**

Vouchers		
- Other K-9 Expenses		-

<b>ENDING FUND BALANCE AS OF JANUARY 31, 2017</b>		<b>3,916.54</b>
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**PRESENTATION OF VOUCHERS**

The Board was presented with vouchers paid during the month of January 2017. These vouchers represented the normal day-to-day operating expenses, approved budgeted expenses and payroll.

Mrs. Dottore made a motion to accept the January 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. Barker	Yes
Mrs. Dottore	Yes
Mr. Lah	Yes

Commissioner Lah asked if competitive bidding is used for items such as Blue Technologies and John Oros responded that it is and he would provide the Purchasing Guidelines to Mr. Lah.

**NEW BUSINESS**

**PLANNING AND OPERATIONS UPDATE**

John Oros updated the Board regarding construction projects. He stated Planning is moving forward with the bidding process for the paving of Maple Highlands Trail South and Hyde-Kaplan new park improvements. Mr. Oros informed the Board a contract has been entered into with Dr. Mack for work to be done on the Nassau telescope. Mrs. Dottore requested an information packet regarding Dr. Mack and the Nassau project be given to Mr. Lah. Mr. Lah inquired as to when Hyde-Kaplan will go to bid and when they will break ground. Matt McCue replied that the bid opening for Hyde-Kaplan is currently being advertised and will be March 6<sup>th</sup>. Mr. McCue stated anticipated construction is to begin in spring.

**HYDE-KAPLAN AND MAPLE HIGHLANDS SOUTH TRAIL MOTION TO BID & AWARD**

John Oros requested a motion to bid and award the Hyde-Kaplan and Maple Highlands Trail South improvements.

Mrs. Dottore made a motion to seek bids and award the Hyde-Kaplan and Maple Highlands Trail South improvement projects. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

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

**CASH TRANSFER – RESOLUTION NO. 2 - 17**

John Oros requested a motion to move \$500,000.00 from the General Fund to the Land Improvement Fund, \$300,000.00 and Capital Projects Fund, \$200,000.00.

Mrs. Dottore made a motion to move \$500,000.00 from the General Fund to the Land Improvement Fund and Capital Projects Fund. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

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

**BUDGET AMENDMENT #1 – RESOLUTION NO. 3 - 17**

John Oros requested a revenue certification for a reimbursement from CPT Restricted Police Training Fund of \$2,200 and from a federal Grant US Fish and Wildlife Grant of \$20,648.50 and a supplemental appropriation in the General Fund for Training Law Enforcement Assistance.

Mrs. Dottore made a motion to approve a revenue certification for a reimbursement from CPT Restricted Police Training Fund of \$2,200 and from a federal Grant US Fish and Wildlife Grant of \$20,648.50 and a supplemental appropriation in the General Fund for Training Law Enforcement Assistance. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

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

**COMMISSIONER’S TIME**

John Oros shared that Frozen Fest had the largest attendance ever with approximately 3,082 people

Mr. Oros followed up with Mr. Lah regarding mitigation credits in regards to stream restoration. He said he contacted a mitigation banker and was told they would consider a matching grant if for example, the EPA provides a grant for the project and the project moves forward. Mr. Lah inquired as to whether it is the

state EPA or federal EPA, and Mr. Oros responded he believes it is the Ohio EPA. Mr. Oros informed the Board that a grant application has been submitted.

**ANNOUNCEMENT OF NEXT BOARD MEETING**

Mr. Oros announced the next board meeting will be scheduled for Tuesday, March 14, 2017 at 9:00 a.m., at the Meyer Center.

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. Barker	Yes
Mrs. Dottore	Yes
Mr. Lah	Yes

The meeting was adjourned at 9:16 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