

**GEAUGA PARK DISTRICT
BOARD OF PARK COMMISSIONERS
BOARD MEETING MINUTES
November 15, 2016**

The regular meeting of the Geauga Park District Board was held November 15, 2016 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 10:00 a.m. Commissioners Bill Gertz, Jackie Dottore and Len Barker were present.

Jackie 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, Executive Administrative Assistant	
Matt McCue, Director of Planning & Operations	
Gloria Freno, Finance Manager	
Stephanie Zigman, Human Resources Manager	
Dennis Sloan, Lt. Ranger	

John Oros called roll.

APPROVAL OF THE AGENDA

John Oros requested a motion to add Longo Property update under old business. Jackie Dottore made a motion to approve the agenda with the addition. Mr. Barker seconded the motion. Mr. Gertz abstained. After roll-call voice vote, the motion was approved 2-1.

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

ADOPTION OF THE MINUTES

The Board was presented with minutes from the October 11, 2016 Regular Board meeting.

Mrs. Dottore made a motion to approve the October 11, 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 October 2016 Financial Statement. There were no questions by the Board.

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

BEGINNING FUND BALANCE OCTOBER 1, 2016	3,859,071.71
PERSONNEL EXPENDITURES	
Salaries	\$208,263.35
Medicare	\$2,979.41
Dental /Hospitalization	\$51,602.26

OPERS September 2016	\$30,935.61	
		293,780.63
VOUCHERS		
- Contract Services	\$63,914.28	
- Supplies	\$13,526.60	
- Materials	\$12,276.42	
- Equipment	\$6,382.50	
- Other	\$2,702.94	
- Travel	\$996.99	
- Advertising	\$4,467.10	
		104,266.83
EXPENDITURES & OTHER USES		
		398,047.46
REVENUES & OTHER SOURCES		
<i>Interest - October - 2016</i>	\$1,983.43	
<u>General Tax Collections</u>		
- Local Government Funds	\$8,283.45	
<u>Gifts & Donations</u>	\$155.30	
- Bird Box & Water Feature - \$30.30		
- Lynn & Alan Wood - \$50.00 Mary Ann Kral Memorial		
- Paul Harvey - \$25.00 Mary Ann Kral Memorial,		
- Western Reserve Herb Society - \$50.00 Honorarium for speaker Kari Wheaton		
<u>Fees</u>		
-Camping	\$460.00	
- Shelters	\$300.00	
- Utilities	\$1,860.00	
- Programs / Workshops	\$530.00	
- Out of County	\$2.00	
- NAF Table fees	\$50.00	
<u>Sales - TWW - \$832.85, MC - \$109.91</u>	\$942.76	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	\$300.00	
- Swine Creek House Rent - Harry	\$400.00	
- Chickagami House Rent - Kolar	\$400.00	
- Refund from Time Warner duplicate payment - \$3,790.00	\$3,817.44	
- Refund from Chardon Tractor Sales for material returned - \$27.44		
- Public Records Request - \$3.00, Geauga Fair prize for GPD Syrup - \$10.00	\$13.00	
- Annual lease payment Cobra Pipeline - \$250.00, Recycling proceeds - \$266.74	\$516.74	

REVENUES & OTHER SOURCES		20,014.12
ENDING FUND BALANCE AS OF OCTOBER 31, 2016		3,481,038.37
<u>LAND IMPROVEMENT FUND</u>		
BEGINNING FUND BALANCE OCTOBER 1, 2016		4,616,296.30
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$31,573.67	
- Project Contracts	\$289,124.87	
EXPENDITURES & OTHER USES		320,698.54
REVENUES & OTHER SOURCES		
<i>Interest - October 2016</i>	\$2,292.59	
REVENUES & OTHER SOURCES		2,292.59
ENDING FUND BALANCE AS OF OCTOBER 31, 2016		4,297,890.35
<u>RETIREMENT RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE OCTOBER 1, 2016		57,704.49
REVENUES & OTHER SOURCES		
<i>Interest - October - 2016</i>	\$28.37	
REVENUES & OTHER SOURCES		28.37
ENDING FUND BALANCE AS OF OCTOBER 31, 2016		57,732.86
<u>PARK CAPITAL RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE OCTOBER 1, 2016		2,855,852.19
REVENUES & OTHER SOURCES		
<i>Interest - October - 2016</i>	\$1,403.95	
REVENUES & OTHER SOURCES		1,403.95

ENDING FUND BALANCE AS OF OCTOBER 31, 2016

2,857,256.14

K-9 FUND

BEGINNING FUND BALANCE OCTOBER 1, 2016

817.00

REVENUES & OTHER SOURCES

Donations

\$325.00

-Wanda Meyers - \$200.00, Tom & Lene Hill - \$50.00, Dr. Edward N. Carrol - \$75.00

REVENUES & OTHER SOURCES

325.00

EXPENDITURES & OTHER USES

Vouchers

- Other K-9 Expenses

\$39.99

EXPENDITURES & OTHER USES

39.99

ENDING FUND BALANCE AS OF OCTOBER 31, 2016

1,102.01

PRESENTATION OF VOUCHERS

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

Mr. Gertz made a motion to accept the October 2016 paid vouchers into the record as presented.

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

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

OLD BUSINESS

LONGO PROPERTY UPDATE

John Oros stated that Legal Counsel David Ondrey would provide an update on the Longo Property purchase. Mr. Ondrey explained there are four existing gas and oil leases on the property. He stated that the biggest lease (Carter Jones) has been surrendered and the other 3 will follow a court process in the coming months to forfeit the leases. Mr. Ondrey said the sellers have put \$7,500 into escrow and have added \$3,000 for legal fees to get the leases forfeited. Mr. Ondrey asked the board if they would like to adopt a motion to fund the transaction and close on the Longo property as soon as possible. Mrs. Dottore asked if there were any potential issues with closing the 3 leases. Mr. Ondrey stated there were none.

Mrs. Dottore made a motion to close on the Longo property as soon as possible. Mr. Barker seconded the motion. Mr. Gertz abstained. After roll-call voice vote, the motion was approved 2-1.

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

NEW BUSINESS

PLANNING AND OPERATIONS UPDATE

Matt McCue presented current project updates to the board. He stated that most of the 2016 projects are completed with the exception of Nassau Station Observatory. Mr. McCue discussed the plans he distributed to the board for the Hyde Kaplan property including storm water management, shelter and restrooms, trails, grading and parking areas. He stated the shelter plans include restrooms with flush toilets and water designed so any park visitor can access the restrooms.

BUDGET AMENDMENT #10, CASH TRANSFER – RESOLUTION NO. 25-16

A request for a resolution amending the 2016 Budget with a cash transfer to move \$25,000.00 from the General Fund to the Land Improvement Fund.

Mrs. Dottore made a motion to approve Resolution No. 25-16 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

BUDGET AMENDMENT #11, APPROPRIATION TRANSFER – RESOLUTION NO. 26-16

A request for a resolution to move appropriations within the General Fund to generate a cash transfer of \$75,000.00 into the Land Improvement Fund.

Mrs. Dottore made a motion to approve Resolution No. 26-16 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

BUDGET AMENDMENT #12, SUPPLEMENTAL APPROPRIATION AND CERTIFICATION-RESOLUTION NO. 27-16

A request for a resolution to approve a supplemental of \$25,000.00 and certification of \$25,000.00 to the Land Improvement Fund, and a de-appropriation of \$8,500.00 to the K-9 Fund.

Mrs. Dottore made a motion to approve Resolution No. 27-16 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

SURPLUS PROPERTY

John Oros presented a defective item to the Board to be discarded.

Mrs. Dottore made a motion to approve.

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

COMMISSIONER’S TIME

There were no items discussed

EXECUTIVE SESSION

John Oros requested a motion to move into executive session to discuss the purchase or sale of property.

Mr. Gertz made a motion to enter Executive Session to the purchase or sale of property.

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 Board entered Executive Session at 10:18 a.m.

The Board came out of Executive Session at 10:30 a.m.

No items were brought forward from Executive Session.

John Oros announced the next board meeting will be scheduled for Tuesday, December 13, 2016 at 9 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 10:31 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