

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
January 9, 2018**

The regular meeting of the Geauga Park District Board was held January 9, 2018 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:02a.m. Commissioners Jackie Dottore, Andrej Lah and Howard Bates 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	
Annie Lynch, Park Planner	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros introduced Howard Bates as a new Park Commissioner. Mr. Bates has been a county resident since 1973, is the owner of ARMS trucking, has been past president of Burton-Middlefield Rotary, Geauga Agricultural Society, has served on the Berkshire Board of Education and has been affiliated with Big Brothers and Big Sisters.

John Oros called the roll.

APPROVAL OF THE AGENDA

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

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

ELECTION OF OFFICERS

Mr. Oros called for nominations for the election of Officers.

Mrs. Dottore made a motion to nominate Andrej Lah for the Office of President.

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

Mr. Bates	Yes
Mrs. Dottore	Yes

Mr. Lah made a motion to nominate Jackie Dottore for the Office of Vice-President.

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

Mr. Lah	Yes
Mr. Bates	Yes

Mrs. Dottore made a motion to ratify Sheryl Hatridge as secretary of the Park Board.

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

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

ADOPTION OF THE MINUTES

The Board was presented with minutes from the December 12, 2017 Regular Board meeting.

Mrs. Dottore made a motion to approve the December 12, 2017 Board Meeting minutes.

Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-1.

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Bates	Abstained

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the December 2017 Financial Statement. All questions from the board were answered satisfactorily.

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

BEGINNING FUND BALANCE DECEMBER 1, 2017	3,793,465.95
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PERSONNEL EXPENDITURES

Salaries	\$215,054.58	
Medicare	\$3,113.83	
2017 Hospitalization waivers	\$1,584.00	
OPERS November 2017	\$30,539.46	

VOUCHERS

		\$250,291.87
- Contract Services	\$74,457.99	
- Supplies	\$25,946.85	
- Materials	\$18,363.62	
- Equipment	\$9,027.42	
- Other	\$876.90	
- Travel	\$1,703.16	
- Advertising	\$4,415.00	\$134,790.94

EXPENDITURES & OTHER USES	\$385,082.81
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REVENUES & OTHER SOURCES

<i>Interest - December - 2017</i>	\$4,050.98	
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General Tax Collections

- Local Government Funds	\$7,755.22	
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Gifts & Donations

	\$2,357.00	
- Cleveland Foundation - Affelder Quarterly donation - \$462.00		
- Donations in Memory of Nora Stanton - \$100.00		
- Donations in Memory of Helen Humpal - \$1,135.00		
- Donations in Memory of Carl White - \$50.00		
- Geauga Walkers -\$100.00 - Honorarium for Naturalist Dept., Bird Box - \$10.00		
- William Settlemire Family - \$500.00 for park bench at Frohring Meadows		

Fees

-Camping	\$255.00
- Shelters	
- Utilities	\$825.12
- Programs / Workshops	\$725.00
- Out of County - Girl Scout Troop #90803 - \$16.00, Jefferson LSD - \$340.00	\$356.00
- Out of County - Cuyahoga Falls H.S. - \$120.00	\$120.00
<u>Sales - TWW - \$2,721.33, MC - \$19.20</u>	\$2,740.53

Other Revenue Receipts

- Observatory House Rent - Sindelar	\$300.00
- Chickagami House Rent - Kolar	\$400.00
- Centerra yearly Distribution of Funds	\$135.07
- Recycling proceeds for scrap metal at South Ops	\$30.66

REVENUES & OTHER SOURCES **\$20,050.58**

ENDING FUND BALANCE AS OF DECEMBER 31, 2017 **3,428,433.72**

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE DECEMBER 1, 2017 **2,400,899.21**

EXPENDITURES & OTHER USES

Vouchers

- Contract Services	\$2,760.00
- Project Contracts	\$4,261.64

EXPENDITURES & OTHER USES **7,021.64**

REVENUES & OTHER SOURCES

<u>- Interest - December 2017</u>	\$2,515.78
<u>- Other - Royalties/In-Lieu Fees</u>	\$241.36
- Abela & Farley - \$139.32, Hart - \$27.75, Ford-Windsor - \$74.29	
<u>- Donations</u>	
- Foundation for Geauga Parks - Nassau Campaign Phase IV	\$195,584.14

REVENUES & OTHER SOURCES **\$198,341.28**

ENDING FUND BALANCE AS OF DECEMBER 31, 2017 **2,592,218.85**

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE DECEMBER 1, 2017 **58,334.00**

REVENUES & OTHER SOURCES

Interest - December - 2017 \$60.73

REVENUES & OTHER SOURCES **60.73**

ENDING FUND BALANCE AS OF DECEMBER 31, 2017 **58,394.73**

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE DECEMBER 1, 2017 **1,818,270.83**

EXPENDITURES & OTHER USES

Vouchers

- Contract Services \$1,028,336.03

EXPENDITURES & OTHER USES **\$1,028,336.03**

REVENUES & OTHER SOURCES

Interest - December - 2017 \$2,250.67

REVENUES & OTHER SOURCES **2,250.67**

ENDING FUND BALANCE AS OF DECEMBER 31, 2017 **792,185.47**

K-9 FUND

BEGINNING FUND BALANCE DECEMBER 1, 2017 **1,849.84**

REVENUES & OTHER SOURCES

Donations \$175.00

- TWWNC K-9 Box - \$50.00, A.C. Schinagle Consulting Services - \$50.00
- E.Carrol - \$75.00 unrestricted

REVENUES & OTHER SOURCES **175.00**

EXPENDITURES & OTHER USES

Vouchers

- Other K-9 Expenses

EXPENDITURES & OTHER USES **-**

ENDING FUND BALANCE AS OF DECEMBER 31, 2017 **2,024.84**

PRESENTATION OF VOUCHERS

Mr. Lah asked about testing fees and gas deliveries and tanks. Mr. McCue explained the terms of the agreement with Melzer's for gas delivery. Mrs. Dottore inquired about the research grants and Mr.

Oros responded that various colleges are awarded grants to do research in the parks and that Mr. Pira, Park Biologist would present further information at a future board meeting. Mrs. Dottore asked Mr. McCue about his training, he explained that he attends the ASLA conference to gain continuing education credits to maintain his licensure as a registered architect in the state of Ohio. Mrs. Dottore inquired about the payments for Claridon Woodlands and Maple Highlands Trail and whether these are the last payments. Mr. McCue replied that they are the last payments, although some retainage is held and there are a few punch list items to be completed when the weather breaks.

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

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

NEW BUSINESS

2018 SPECIAL EVENTS

Mr. Oros presented the board with a list of special events for 2018. He invited them to attend some of the events and programs. Mrs. Dottore asked about the Farmer’s Markets and when they will be held.

PLANNING & OPERATIONS UPDATE

Mr. McCue introduced new park planner Annie Lynch to the board. He said she is originally from Niles, OH with an undergraduate degree from University of Cincinnati, and a Master’s degree in sustainable design and development. She was previously an Assistant Park Planner from Wheaton Park District outside of Chicago, IL.

ELLERIN PROPERTY IMPROVEMENTS – MOTION TO BID

Mr. Oros requested a motion to go out to bid for Ellerin property improvements. Mr. McCue discussed the updated probable cost estimate for expected bid amounts. He gave an updated estimate of \$1,175,672.00. Mrs. Dottore asked about the structure amount, and Mr. McCue responded that typically the structure is bid as a complete unit. Mr. Lah inquired about the entire project being one bid, prevailing wages and subcontractors. Mr. McCue stated the actual bid will be a lump sum bid, and there is a requirement to pay prevailing wage per O.R.C. for contracts over \$200,000.00.

Mr. Dottore made a motion to go out to bid for Ellerin property improvements, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

RESOLUTION NO. 1-18 – BUDGET AMENDMENT #1, SUPPLEMENTAL APPROPRIATION

Mr. Oros requested the board approve a budget amendment to increase appropriations \$176,000.00 for the Ellerin property improvement project. Mrs. Dottore confirmed this was discussed earlier regarding leftover funds. Mr. Lah asked where the money would go back to if these funds aren’t used based on the bid results, the Finance Manager responded it would go back into the Capital Reserve Fund.

Mr. Lah made a motion to bring the budget amendment to increase appropriations to the floor, Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

RESOLUTION NO. 2-18 – APPOINTMENT OF LEGAL COUNSEL

Mr. Oros presented a request to appoint Thrasher, Dinsmore & Dolan as legal counsel for 2018 at a billing rate of \$225.00 per hour. He explained every 3 years the district goes out for a request for qualifications and proposals, and the next requests will go out at the end of 2018 for the years of 2019 through 2021.

Mrs. Dottore made a motion to appoint Thrasher, Dinsmore & Dolan as legal counsel for 2018. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

SURPLUS PROPERTY

Mr. Oros presented a request to scrap several items, as well as to send some items to auction.

Mr. Lah made a motion to approve scrapping the defective items and sending the others to auction. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

COMMISSIONER’S TIME

Mr. Oros shared a letter with the Board from Mrs. Elizabeth Simon, from Hiram, Ohio in regards to potentially naming the new shelter at Claridon Woodlands Park. The letter proposed that the shelter at Claridon Woodlands be named after Judge Lester Taylor of Claridon Township the great, great, great grandfather of William Hyde, whom submitted the research of the property and Claridon Township. Naturalist Dan Best has been working with the family on this matter. Mr. Oros explained staff is informing the board of the intent to do this since this was the only request from the Hyde family, from whom the property was purchased.

Mrs. Dottore thanked Len Barker for his service and offered her appreciation for his time given to the parks.

EXECUTIVE SESSION

Mrs. Dottore made a motion to enter into executive session to discuss compensation of public employees, matters related to employee bargaining negotiations and pending litigation. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

The board entered Executive Session at 9:31 a.m. The Board came out of Executive Session at 10:42 a.m. The following item was brought forward.

Mrs. Dottore made a motion to allow the Executive Director the ability to provide a 1% mid-point wage adjustment to park staff excluding the Ranger department and the Park Director for the 2018 year, effective next pay period.

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

Mr. Lah	Yes
Mr. Dottore	Yes
Mr. Bates	Yes

ANNOUNCEMENT OF NEXT BOARD MEETING

Mr. Oros announced the next board meeting is scheduled for February 13, 2018 at 8:30 a.m. at the Meyer Center.

Mrs. Dottore made a motion to adjourn the meeting.

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

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

The meeting was adjourned at 10:44 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

Andrej Lah, President