

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

The regular meeting of the Geauga Park District Board was held December 12, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:04a.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	
Don Lombardy, IT Manager	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called roll.

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.

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

ADOPTION OF THE MINUTES

The Board was presented with minutes from the November 14, 2017 Regular Board meeting.

Mr. Barker made a motion to approve the November 14, 2017 Board Meeting minutes.

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

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

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the November 2017 Financial Statement. All questions from the board were answered satisfactorily. Mr. Oros thanked Trevor Wilson from the Foundation for Geauga Parks for their donation to the Nature Scopes program.

Geauga Park District
**FINANCIAL STATEMENT MONTH ENDED
30-Nov-17
GENERAL FUND**

BEGINNING FUND BALANCE NOVEMBER 1, 2017	4,224,321.62
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PERSONNEL EXPENDITURES

Salaries	\$213,686.21
Medicare	\$3,021.40

Dental /Hospitalization - November	\$58,983.74	
Dental /Hospitalization - December	\$60,105.90	
OPERS October 2017	\$30,122.88	
VOUCHERS		\$365,920.13
- Contract Services	\$29,160.43	
- Contract Services - Void Check	-\$5,000.00	
- Supplies	\$22,610.78	
- Materials	\$20,149.38	
- Equipment	\$4,258.71	
- Other	\$2,510.69	
- Travel	\$1,240.67	
- Advertising	\$32,327.86	\$107,258.52
EXPENDITURES & OTHER USES		\$473,178.65
REVENUES & OTHER SOURCES		
<i>Interest - November - 2017</i>	\$4,231.99	
<u>General Tax Collections</u>		
- Local Government Funds	\$7,248.88	
<u>Gifts & Donations</u>		
- Bird Box - \$5.00, GPD patron \$10.00 unrestricted		
- Scott & Carol Kenney - \$50.00 unrestricted		
- Sharon Parker - \$50.00 Bridle Trail improvements in memory of Nora Stanton		
- Gerald & Marilyn Dissauer - \$50.00 Park improvements in memory of Nora Stanton		
- Foundation for Geauga Parks - \$22,492.00 Naturscopes	\$22,657.00	
<u>Fees</u>		
-Camping	\$340.00	
- Shelters	\$600.00	
- Utilities	\$2,205.00	
- Programs / Workshops	\$640.00	
- Out of County	\$12.00	
- Vendor Fees - Holly Days / Mistletoe/ 2018 NAF / Claridon Woods	\$1,115.00	
<u>Sales - TWW - \$1,861.56, MC - \$34.20</u>	\$1,895.76	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	\$300.00	
- Chickagami House Rent - Kolar	\$400.00	
- Refund from Star Products for tax charged on credit card	\$23.36	
- Refund employee for tax charged then credited on GPD Visa	\$7.44	
- Refund of lodging for employee at Management Training	\$525.55	
- Honest Scales Recycling -scrap steel at South Ops	\$120.00	
- Public Records request	\$1.00	
REVENUES & OTHER SOURCES		\$42,322.98
ENDING FUND BALANCE AS OF NOVEMBER 30, 2017		3,793,465.95

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE NOVEMBER 1, 2017	2,445,791.84
EXPENDITURES & OTHER USES	
Vouchers	
- Contract Services	\$10,425.00
- Project Contracts	\$37,182.09
EXPENDITURES & OTHER USES	47,607.09
REVENUES & OTHER SOURCES	
<u>- Interest - November 2017</u>	\$2,617.61
<u>Other - Royalties/In-Lieu Fees</u>	
<u>-Abela - \$ 55.96, Farley - \$ 40.89</u>	\$96.85
REVENUES & OTHER SOURCES	\$2,714.46
ENDING FUND BALANCE AS OF NOVEMBER 30, 2017	2,400,899.21
<u>RETIREMENT RESERVE ACCOUNT</u>	
BEGINNING FUND BALANCE NOVEMBER 1, 2017	58,272.79
REVENUES & OTHER SOURCES	
<u>Interest - November - 2017</u>	\$61.21
REVENUES & OTHER SOURCES	61.21
ENDING FUND BALANCE AS OF NOVEMBER 30, 2017	58,334.00
<u>PARK CAPITAL RESERVE ACCOUNT</u>	
BEGINNING FUND BALANCE NOVEMBER 1, 2017	2,212,394.08
EXPENDITURES & OTHER USES	
Vouchers	
- Contract Services	\$396,524.25
EXPENDITURES & OTHER USES	\$396,524.25
REVENUES & OTHER SOURCES	
<u>Interest - November - 2017</u>	\$2,401.00
REVENUES & OTHER SOURCES	2,401.00
ENDING FUND BALANCE AS OF NOVEMBER 30, 2017	1,818,270.83
<u>K-9 FUND</u>	
BEGINNING FUND BALANCE NOVEMBER 1, 2017	1,881.84
REVENUES & OTHER SOURCES	
-TWWNC - K-9 Box - \$70.00	\$70.00
REVENUES & OTHER SOURCES	\$70.00
EXPENDITURES & OTHER USES	

Vouchers

- Other K-9 Expenses

\$102.00

EXPENDITURES & OTHER USES

102.00

ENDING FUND BALANCE AS OF NOVEMBER 30, 2017

1,849.84

PRESENTATION OF VOUCHERS

Mr. Lah asked about HHH. Mr. Oros explained Ms. Huff provides after-hours outreach work and community engagement, and has also provided feedback on Google analytics, a SWOT analysis, and is currently building a list for future community partners.

Mrs. Dottore made a motion to accept the November 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

2018 Budget

Mr. Oros presented the final 2018 budget to the board to be voted on. Mrs. Dottore inquired about the Land Improvement Fund, and asked why the division budget has gone down. Finance Manager, Gloria Freno, explained the difference is that the land acquisition account decreased. Planning & Operations Director, Matt McCue, discussed several of the 2018 planned projects. Mrs. Dottore asked why the General Fund budget increased from the temporary balance. John Oros explained that the seasonal staff budget went up for anticipated needs at Claridon Woodlands and Natural Resource Management. Mr. Oros also said some additional was added in anticipation of contract negotiations with the Ranger department.

Mrs. Dottore made a motion to approve the final 2018 amended budget.

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

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. McCue updated the board on the status of construction projects and said 2017 projects are completed. He stated they are transitioning into the 2018 projects. Mr. McCue provided the board an update to the cost opinions for the design. Mrs. Dottore asked about the cost increase, and Mr. McCue stated the cost of lumber is projected to increase therefore causing the higher cost. Mr. McCue stated the park could look at changing the structure itself or use funds saved from projects completed this year and not used. Mrs. Dottore inquired about projects planned for 2019 and beyond and how the maintenance costs would be managed or whether they could wait if necessary. Mr. McCue said this is the last new park development project in the near future, so the capital improvement budget will be lower and he believes any major maintenance items can wait a few years. Mrs. Dottore asked Mr. McCue to explain the cost overruns for the construction budget. He explained that there were some surface issues at Claridon Woodlands that needed to be corrected and Maple Highlands Trail South bids were a little lower than anticipated so thicker asphalt was used.

The motion to go out to bid for the Ellerin property improvements was tabled.

RESOLUTION NO. 14-17 – CITY OF AKRON 25 YEAR LEASE

Mr. Oros requested the board approve a 25 year lease with the city of Akron for East Branch Reservoir at Headwaters Park which includes Eldon Russell Park at a fee of \$210.00/annually. Mrs. Dottore confirmed that legal counsel reviewed the terms of the lease.

Mrs. Dottore made a motion to approve a 25 year lease with the City of Akron as presented.

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

SURPLUS PROPERTY

Mr. Oros presented a request to scrap several defective monitors and a flat panel display. Mr. Lah inquired about where the scrapped items are sent, Mr. Lombardy responded he would get that information to Mr. Lah by the next meeting.

Mrs. Dottore made a motion to approve scrapping the defective items. 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

John Oros and the Board of Park Commissioners thanked Trevor Wilson from the Foundation for Geauga Parks for their generous donation for the Nature Scope’s program. Mr. Wilson announced they are hosting monthly walks at area parks, typically the first Saturday of the month, and invited anyone who wishes to walk to visit www.foundationforgeaugaparks.org. Mr. Wilson said they are also working on raising money for next year’s Nature scope’s program.

Mrs. Dottore read a letter she received from a Seasonal Land Steward for NRM, Jared Schwenk regarding his positive experience working for the park district and with Executive Director, John Oros.

EXECUTIVE SESSION

Mrs. Dottore made a motion to enter into executive session to discuss compensation of public employees, the purchase of property, pending court action and matters related to employee bargaining negotiations. 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

The board entered Executive Session at 9:48 a.m. The Board came out of Executive Session at 11:14 a.m. No items were brought forward.

ANNOUNCEMENT OF NEXT BOARD MEETING

Mr. Oros announced the next board meeting is scheduled for January 9, 2018 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. Lah	Yes
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Mrs. Dottore	Yes
Mr. Barker	Yes

The meeting was adjourned at 9:45 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