

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
April 10, 2018**

The regular meeting of the Geauga Park District Board was held April 10, 2018 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 8:33 a.m. Commissioners Andrej Lah and Howard Bates were present.

Mr. Lah 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	
Paul Pira, Park Biologist	
Dennis Sloan, Lt. Ranger	
Matt McCue, Director of Planning & Operations	
Gloria Freno, Finance Manager	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called the roll.

APPROVAL OF THE AGENDA

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

Mr. Bates	Yes
Mr. Lah	Yes

EXECUTIVE SESSION

Mr. Lah made a motion to enter into executive session to discuss matters related to employee bargaining negotiations and pending court action. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mr. Bates	Yes
Mr. Lah	Yes

The board entered Executive Session at 8:34 a.m. The Board came out of Executive Session at 8:44 a.m. No items were brought forward.

ADOPTION OF THE MINUTES

The Board was presented with minutes from the March 13, 2018 Regular Board meeting.

Mr. Lah made a motion to approve the March 13, 2018 Board Meeting minutes. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0.

Mr. Lah	Yes
Mr. Bates	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided the March 2018 Financial Statement. All questions from the board were answered satisfactorily.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
31-Mar-18
GENERAL FUND

BEGINNING FUND BALANCE MARCH 1, 2018**2,636,355.34****PERSONNEL EXPENDITURES**

Salaries	\$312,211.45
Medicare	\$4,458.28
Hospitalization March & April premiums	\$122,540.44
OPERS February 2018	\$30,383.00

VOUCHERS**\$469,593.17**

- Contract Services	\$62,461.97
- Supplies	\$12,723.77
- Materials	\$6,610.68
- Equipment	\$55,640.72
- Other	\$1,132.94
- Travel	\$10.00
- Advertising	\$4,349.80

\$142,929.88**Cash Transfers**

Board Approved Transfer \$25,000.00 & \$975,000.00

\$1,000,000.00

\$1,000,000.00**EXPENDITURES & OTHER USES****\$1,612,523.05****REVENUES & OTHER SOURCES***Interest - March - 2018* \$3,194.81General Tax Collections

- Local Government Funds	\$6,463.02
- Real Estate Property Tax - 1st Half Settlement	\$3,233,363.91
- Real Estate Manufactured Homes - 1st Half Settlement	\$7,470.20
- Forfeited Land Sale 10/16/2016 proceeds	\$3,340.06
- Real Estate Assessment Fund Distribution of excess monies	\$9,305.36

Gifts & Donations

\$24,738.56

- James M. Pavlow Trust - \$20,000.00 Sunnybrook
- Renewal by Anderson - \$1,500.00 NAF Sponsorship
- SAR Donations - \$1,093.56, Tree Tapper's Ball Donations - \$123.00
- Cleveland Fdn. - Quarterly donation from Lewis & Ruth Affelder Fund - \$461.00
- Joseph Culek - \$50.00 in memory of Helen Humpal,
- Cavitch Familo & Durkin - \$1,000.00 - Chip Henry Institute
- Bird Box unrestricted - \$11.00, D.Lauer - \$500.00 Bench Plaque in memory of J. Reed

Fees

- Camping	\$645.00
- Shelters	\$960.00
- Utilities	\$4,185.00
- Programs / Workshops	\$429.00
- Vendor Fees - NAF - \$230.00, Farmer's Mkt - \$340.00, Claridon Woodlands - \$200.00	\$770.00

- Caveman Crawl registration	\$20.00	
<u>Sales - TWW - \$1,063.14 , SAR - \$1,052.71</u>		\$2,115.85
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	\$300.00	
- Chickagami House Rent - Kolar	\$400.00	
- Public Records request - \$1.00, Gov. Deals proceeds - \$30.00 - aquarium, \$30.00 - bench		\$61.00
- Don Hofstetter Agricultural Lease -Clay Street	\$1,870.00	
REVENUES & OTHER SOURCES		\$3,299,631.77
ENDING FUND BALANCE AS OF MARCH 31, 2018		4,323,464.06
<u>LAND IMPROVEMENT FUND</u>		
BEGINNING FUND BALANCE MARCH 1, 2018		2,484,142.69
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$8,941.15	
- Project Contracts	\$27,163.64	
EXPENDITURES & OTHER USES		\$36,104.79
REVENUES & OTHER SOURCES		
<u>- Interest - March 2018</u>	\$2,880.81	
<u>- Other - Royalties/In-Lieu Fees</u>		
- Swine Creek - Abela & Farley - \$378.13, Ford-Windsor - \$18.36	\$396.49	
REVENUES & OTHER SOURCES		\$3,277.30
ENDING FUND BALANCE AS OF MARCH 31, 2018		2,451,315.20
<u>RETIREMENT RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE MARCH 1, 2018		58,532.99
REVENUES & OTHER SOURCES		
<u>Interest - March 2018</u>	\$67.36	
REVENUES & OTHER SOURCES		67.36
- Board Approved Cash Transfer	\$25,000.00	\$25,000.00
ENDING FUND BALANCE AS OF MARCH 31, 2018		83,600.35
<u>PARK CAPITAL RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE MARCH 1, 2018		573,794.19
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services		

EXPENDITURES & OTHER USES		\$0.00
REVENUES & OTHER SOURCES		
<i>Interest - March 2018</i>	\$789.05	
REVENUES & OTHER SOURCES		789.05
- Board Approved Cash Transfer	\$975,000.00	975,000.00
ENDING FUND BALANCE AS OF MARCH 31, 2018		1,549,583.24

K-9 FUND

BEGINNING FUND BALANCE MARCH 1, 2018		2,044.59
---	--	-----------------

REVENUES & OTHER SOURCES		
<i>Donations</i>		
REVENUES & OTHER SOURCES		-

EXPENDITURES & OTHER USES		
Vouchers		
- Other K-9 Expenses		
EXPENDITURES & OTHER USES		-

ENDING FUND BALANCE AS OF MARCH 31, 2018		2,044.59
---	--	-----------------

PRESENTATION OF VOUCHERS

Mr. Lah asked if the park receives a discount for Microsoft Office renewal and Mr. Oros stated he would get back to Mr. Lah with the answer.

Mr. Bates made a motion to accept the March 2018 paid vouchers into the record as presented. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2- 0:

Mr. Bates	Yes
Mr. Lah	Yes

OLD BUSINESS

BUDGET PROJECTIONS

Mr. Oros provided the board with a Schedule B showing the 3 separate park levy collections, amounts and dates. Mr. Lah suggested to table the issue until next meeting.

Mr. Oros presented current training items pertaining to safety. He informed the board of several safety and training sources the park uses including Public Entities Risk Pool – Public Entities Pool of Ohio, Ohio Ethics Law, and several different safety trainings. Mr. Lah asked several questions regarding updates, periodic building inspections and AED’s. He suggested harassment training be conducted at least every other year.

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. McCue stated there are contracts for approval and master plan designs will be presented at a future board meeting for 2019 projects.

GRISWOLD CREEK RESTORATION

Mr. Oros read a memo from Park Biologist Paul Pira recommending to award the bid for Griswold Creek restoration to Davey Resource Group for \$241,798.00. Mr. Lah asked if the park has worked with Davey Resource Group previously and have been satisfied with their work. Mr. McCue replied that the park has both worked with Davey previously and has been satisfied. He asked why Davey was chosen and Mr. Pira responded that they addressed wetland habitat concerns and design which the others did not really include to the extent that Davey did.

Mr. Lah made a motion to award the bid for Griswold Creek restoration to Davey Resource Group for \$241,798.00. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Bates	Yes

ELLERIN IMPROVEMENTS

Mr. Oros presented a memo with a recommendation to award the Ellerin property improvements project to Cold Harbor Building Company with a bid of \$1,145,946.15. Mr. Lah asked if all information, documents, plans etc. were submitted to Bainbridge Township. David Ondrey stated we exceeded what was required to be provided and we were as candid and as forthright as we could be.

Mr. Bates made a motion to award the bid for Ellerin property improvements project to Cold Harbor Building Company with a bid of \$1,145,946.15. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Bates	Yes

BUDGET AMENDMENT - RESOLUTION NO. 5-18

John Oros requested a motion to approve a supplemental appropriation to increase appropriations for the Ellerin property for the purchase of a concrete restroom in the amount of \$50,000.00. Mr. Lah asked if this is a precast unit and if a roof needs built on it. Mr. McCue answered all questions satisfactorily. Mr. Bates made a motion to approve a supplemental appropriation to increase appropriations for the Ellerin property for the purchase of a concrete restroom in the amount of \$50,000.00. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Bates	Yes

SURPLUS PROPERTY

Mr. Oros presented a request for several items to be scrapped and a truck to be traded in. Mr. McCue explained the repair costs and depreciation value versus trading the truck in for a newer model truck.

Mr. Lah made a motion to approve trading in and disposing of the items. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mr. Bates	Yes
Mr Lah	Yes

COMMISSIONER’S TIME

Mr. Oros shared information regarding a 2nd ribbon cutting celebration for Maple Highlands Trail on Saturday, April 21st at 10am in Middlefield, and the Caveman Crawl to take place on June 10th. He welcomed the board members to attend if they are able to.

Mr. Lah discussed grapevine eradication in the parks, especially Swine Creek and Sunnybrook he noticed there weren’t many cut vines. He expressed concern for the tree canopies being choked by the vines. Paul Pira responded that NRM discusses management of this regularly and if there is a site specific

problem, such as Whitlam Woods, his staff addresses the problem. He said they will take a look at the areas Mr. Lah mentioned.

Mr. Lah shared a letter he wrote in response to a record request court claim settled in favor of Shelley Chernin. He read the two letters to the public that were requested by Ms. Chernin in that public record request.

ANNOUNCEMENT OF NEXT BOARD MEETING

Mr. Oros announced the next board meeting is scheduled for Tuesday, May 8, 2018 at 8:30am at the Meyer Center.

Mr. Lah made a motion to adjourn the meeting.

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

Mr. Bates	Yes
Mr. Lah	Yes

The meeting was adjourned at 9:19 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