

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
September 11, 2018
DRAFT**

The regular meeting of the Geauga Park District Board was held September 11, 2018 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 8:30 a.m. Commissioners Andrej Lah, Jackie Dottore and Howard Bates were present.

Mr. Lah called the meeting to order. He requested a moment of silence in recognition of September 11th. 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	
Paul Pira, Biologist	
Gloria Freno, Finance Manager	
Todd Hicks, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called the roll.

APPROVAL OF THE AGENDA

Mr. Bates made a motion to approve the agenda. 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

EXECUTIVE SESSION

Mr. Bates made a motion to enter into executive session to discuss matters related to the purchase of property and acquisition of an interest in real property by leasing. 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

The board entered Executive Session at 8:32 a.m. The Board came out of Executive Session at 9:23 a.m. No items were brought forward.

ADOPTION OF THE MINUTES

The Board was presented with minutes from the August 15, 2018 Regular Board meeting.

Mrs. Dottore made a motion to approve the August 15, 2018 Board Meeting minutes. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3-0.

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

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the August 2018 Financial Statement. Mrs. Dottore asked how we are growing the retirement account other than through monthly interest and if there are plans to grow it. Gloria Freno, Finance Manager, responded not at this time; however at the end of the year they will take a look at payouts since vacation time will be capped and there may be a need to add additional at that time.

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

BEGINNING FUND BALANCE AUGUST 1, 2018	3,031,601.21
PERSONNEL EXPENDITURES	
Salaries	\$337,284.16
Medicare	\$4,821.56
Hospitalization August premiums	\$59,682.86
OPERS July 2018	\$32,822.26
VOUCHERS	\$434,610.84
- Contract Services	\$70,312.64
- Supplies	\$22,235.04
- Materials	\$16,617.45
- Equipment	\$16,423.05
- Other	\$1,623.00
- Travel	\$13.00
- Advertising	\$9,849.97
EXPENDITURES & OTHER USES	\$571,684.99
REVENUES & OTHER SOURCES	
<i>Interest - August 2018</i>	\$5,513.02
 <u><i>General Tax Collections</i></u>	
- Local Government Funds	\$6,917.65
- Real Estate Property Tax - 2nd Half Settlement	\$2,600,265.51
 <u><i>Gifts & Donations</i></u>	
- Amphitheater donation - \$47.00, Bird Box - \$3.00	\$50.00
- Chardon United Methodist Church Seniors - \$50.00 unrestricted	\$50.00
- Joni Lichtin - \$150.00 for Monarch programs	\$150.00
 <u><i>Fees</i></u>	
- Camping	\$1,885.00
- Facilities	\$160.00
- Utilities	\$2,500.00
- Programs / Workshops	\$285.00
- Vendor Fees - NAF - \$260.00, Farmer's Mkt - \$120.00	\$380.00
- Adventure Camp registration - \$750.00, X-Treme Camp registration - \$30.00	\$780.00
- Kayaks - \$642.51, Ropes - \$1264.25	\$1,906.76
 Sales - TWW - \$587.87 , MC - \$162.68	 \$750.55

Other Revenue Receipts

- Observatory House Rent - Sindelar - \$300.00, Chickagami House Rent - Kolar - \$400.00	\$700.00
- Surplus Sales - \$3,500.00 2010 Explorer, Surplus Sales - \$1,868.57 2007 Explorer	\$5,368.57
- Fdn. For Geauga Parks reimbursement for Nature Guides - \$522.00 & Binoculars - \$20.26	\$542.26
- R.N. Farinacci Law Office reimburse Ranger as court witness	\$3.36
- Mitchell J.Yelsky Esq. reimburse Ranger as court witness	\$6.74
- Employee jury duty check - \$25.00, Public Records request - \$2.00	\$27.00
REVENUES & OTHER SOURCES	\$2,628,241.42

ENDING FUND BALANCE AS OF AUGUST 31, 2018 **5,088,157.64**

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE AUGUST 1, 2018 **2,437,547.43**

EXPENDITURES & OTHER USES

Vouchers	
- Professional Services	\$7,230.97
- Contract Services	\$12,648.72
EXPENDITURES & OTHER USES	\$19,879.69

REVENUES & OTHER SOURCES

- <u>Interest - August 2018</u>	\$4,285.85
- <u>Other - Royalties/In-Lieu Fees</u>	
- Abela - Farley - \$209.89, Ford Windsor - \$56.67	\$266.56
- EPA - Griswold Creek Restoration FFY-17	\$10,025.94
REVENUES & OTHER SOURCES	\$14,578.35

ENDING FUND BALANCE AS OF AUGUST 31, 2018 **2,432,246.09**

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE AUGUST 1, 2018 **84,094.15**

REVENUES & OTHER SOURCES

<u>Interest - August 2018</u>	147.63
REVENUES & OTHER SOURCES	-

ENDING FUND BALANCE AS OF AUGUST 31, 2018 **84,241.78**

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE AUGUST 1, 2018		1,516,741.82
EXPENDITURES & OTHER USES		
Vouchers	\$106,962.88	
EXPENDITURES & OTHER USES		\$106,962.88
REVENUES & OTHER SOURCES		
<i>Interest - August 2018</i>	\$2,881.29	
REVENUES & OTHER SOURCES		\$2,881.29
ENDING FUND BALANCE AS OF AUGUST 31, 2018		1,412,660.23

K-9 FUND

BEGINNING FUND BALANCE AUGUST 1, 2018		1,320.89
REVENUES & OTHER SOURCES		
<i>Donations</i>		
- K-9 Donation Box - TWWNC and NAF event	\$140.20	
REVENUES & OTHER SOURCES		\$140.20
EXPENDITURES & OTHER USES		
Vouchers	\$29.98	
EXPENDITURES & OTHER USES		\$29.98
ENDING FUND BALANCE AS OF AUGUST 31, 2018		1,431.11

PRESENTATION OF VOUCHERS

Mr. Bates inquired about a charge for a trail camera with Geauga Credit Union. Mr. Oros replied this is from a credit card purchase.

Mrs. Dottore made a motion to approve vouchers for August, 2018.

Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved by 2 and 1 abstained:

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

OLD BUSINESS

LEVY BUDGET PROJECTIONS

Mr. Oros distributed updated projections to the board showing a 1 mil renewal and a .9 levy reduction renewal. He stated they included actual costs for department appropriations with a 2% annual increase. Mr. Oros said the land improvement fund included projects he and Matt McCue identified 5 years out, along with capital projects with land acquisition included. Mrs. Dottore asked what this means to the taxpayer. Mr. Oros replied the 1 mil is at a tax rate established in 2000 and currently costs \$25.02 per \$100,000.00 of home value, and Mrs. Freno said it is approximately \$22 per \$100,000.00 of home value with a .9 reduction. Mrs. Freno explained this would cut \$266,000.00 per year from the district, and over

20 years that would be \$5,000,000.00 less collected for the park district. Mrs. Freno said losing the homestead exemption and 10% rollback credit with any amount cut from the current 1 mil to .9 mil cannot be gotten back and should be taken into consideration. Mr. Oros mentioned we also have the advantage of the tax rate established in 2000. Mrs. Dottore asked when the next tax levy is up and Mrs. Freno answered it is up in 2025 so the collection would be through 2026. Mr. Oros clarified the current levy expires in 2019 so it will collect through December of 2020. Mr. Oros requested the board determine the levy amount sometime in November or December. Mrs. Dottore asked for a list of items that would potentially need to be reduced if the board hypothetically goes with a .9 renewal. Mr. Oros replied that new park development would be reduced, since there was a significant reduction in personnel in 2015 and department appropriations have grown in program services, communications and special events. He said unless the board determines differently, these would not be areas to reduce. He stated cuts would come from land improvement or capital projects, and perhaps taking a different approach with a current plan and building projects internally with a small construction crew over a longer period of time. Mrs. Dottore asked where special events was listed on the projection sheet, and Mr. Oros responded it is listed under department appropriations.

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. Oros presented current project updates to the board. Mrs. Dottore asked for the current completion status for the projects. Mr. McCue said substantial and final completion for Ellerin looks like late October, Sunnybrook is also be late October, and Ellerin trails and boardwalks could possibly be Thanksgiving or later. Mr. Pira stated Davey Resource Group is working on the Griswold Creek restoration project with the park, and the completion date should be in late October or possibly November.

RESOLUTION NO. 9-18

Mr. Oros presented a requested for the board to approve the amounts and rates determined by the budget commission to authorize the tax levies and certify them to the county auditor.

Mrs. Dottore made a motion to approve the amounts and rates determined by the budget commission to authorize the tax levies and certify them to the county auditor.

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

RESOLUTION NO. 10-18

Mr. Oros requested an appropriation transfer to move \$5,860 out of Contract Services and into Equipment and Other Expenses in the Ranger Department budget. Mrs. Dottore asked what equipment would be purchased. Lt. Dennis Sloan responded that his department will purchase closed circuit television security equipment to be installed in the newer parks at a lower cost than going through a security company.

Mrs. Dottore made a motion to approve an appropriation transfer to move \$5,860 out of Contract Services and into Equipment and Other Expenses in the Ranger Department budget.

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

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

NOACA MOU

Mr. Oros presented a request to approve a memorandum of understanding between (NOACA), Northeast Ohio Areawide Coordinating Agency and Geauga Park District for the purchase, installation, maintenance and operation of permanent bicycle and pedestrian data collection equipment.

Mrs. Dottore made a motion to approve the NOACA memorandum of understanding.
Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3-0:

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

SURPLUS PROPERTY

Mr. Oros presented a request to scrap a defective monitor and send a 2011 F150 truck to auction.
Mrs. Dottore made a motion to approve, and Mr. Bates seconded the motion. 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 that staff recommended naming the Ellerin property Holbrook Hollows.

Legal counsel Todd Hicks from Thrasher, Dinsmore and Dolan provided a brief overview of a recent decision from the 5th District Court of Appeals in Ohio, in regards to a recent claim of a Sunshine Law violation. Mr. Hicks said the appeals court confronted nearly the same facts. He said the court determined that to have a sunshine law violation you have to have two things; deliberation of the board outside of a public meeting, which could include deliberation within Executive Session, and an official action upon the public body such as a rule, or an ordinance. However, a decision to not allow, or to allow public comment does not rise to the level of an ordinance or other official action. That is merely an administrative decision therefore there is no violation of the Sunshine Law even if that decision was discussed outside of public session or in Executive Session.

The next board meeting will be 10/9/18 at 8:30am 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:

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

The meeting was adjourned at 9:57 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