

**GEAUGA PARK DISTRICT BOARD  
OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
October 10, 2017**

The regular meeting of the Geauga Park District Board was held October 10, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:03a.m. Commissioners Jackie Dottore, Len Barker and Andrej Lah were present.

Mrs. Dottore called the meeting to order. The Pledge of Allegiance was recited.

<b>Park District Employees</b>	<b>GUESTS</b>
John Oros, Executive Director	See EXHIBIT "A" attached
Sheryl Hatridge, Administrative Services Manager	
Dennis Sloan, Lt. Ranger	
Matt McCue, Director of Planning & Operations	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called roll.

**APPROVAL OF THE AGENDA**

Mr. Barker made a motion to approve the agenda. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-1, abstained.

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

**ADOPTION OF THE MINUTES**

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

Mr. Lah made a motion to approve the September 12, 2017 Board Meeting minutes.

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

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

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided with the September 2017 Financial Statement. Mr. Lah inquired about gifts and donations and how they are handled. Gloria Freno replied that the funds go into the General Fund. Mr. Lah mentioned the donor intent is important. Mrs. Dottore asked if there is any law that requires we show specifically where the funds were applied. AL requested a legal opinion on this.

*Geauga Park District*

**FINANCIAL STATEMENT MONTH ENDED**

**30-Sep-17**

**GENERAL FUND**

<b>BEGINNING FUND BALANCE SEPTEMBER 1, 2017</b>	<b>4,714,746.44</b>
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**PERSONNEL EXPENDITURES**

Salaries	312,754.86
Medicare	4,481.74
Dental /Hospitalization	60,666.98
OPERS August 2017	31,905.52

Unemployment - July & August	2,605.14	<b>412,414.24</b>
<b>VOUCHERS</b>		
- Contract Services	76,779.42	
- Supplies	24,063.55	
- Materials	5,228.68	
- Equipment	26,324.59	
- Other	4,059.03	
- Travel	122.72	
- Advertising	24,739.56	
		<b>161,317.55</b>
<b>EXPENDITURES &amp; OTHER USES</b>		
		<b>573,731.79</b>
<b>REVENUES &amp; OTHER SOURCES</b>		
<i>Interest - September - 2017</i>	2,935.90	
- State Homestead and Rollback reimbursement 2nd Half	395,194.50	
- Manufactured Homes Rollback - 2nd Half	6,978.85	
- 2017 Public Housing GMHA payment in Lieu of Taxes	1,608.68	
<u>General Tax Collections</u>		
- Local Government Funds	8,041.76	
<u>Gifts &amp; Donations</u>		
- Bird Box - \$24.00, Unrestricted - \$100.00	611.00	
- Roy & Dian Cherne - \$25.00 donation for plantings at Orchard Hills		
- Cleveland Fdn - Quarterly donation from Lewis & Ruth Affelder Fund - \$462.00		
<u>Fees</u>		
- Camping	1,230.00	
- Shelters	500.00	
- Utilities	1,845.00	
- Programs / Workshops	553.00	
- Out of County	24.00	
- Fall Fest food vendor fee	200.00	
- Adventure Camp fees	150.00	
- Farmer's Market vendor fee	80.00	
<u>Sales - TWW - \$2,576.00</u>	2,576.00	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	300.00	
- Chickagami House Rent - Kolar	400.00	
<b>REVENUES &amp; OTHER SOURCES</b>		
		<b>423,228.69</b>
<b>ENDING FUND BALANCE AS OF SEPTEMBER 30, 2017</b>		
		<b>4,564,243.34</b>
<b>LAND IMPROVEMENT FUND</b>		
<b>BEGINNING FUND BALANCE SEPTEMBER 1, 2017</b>		
		<b>2,658,361.08</b>
<b>EXPENDITURES &amp; OTHER USES</b>		
<i>Vouchers</i>		
- Contract Services	5,920.15	
- Project Contracts	75,449.32	
<b>EXPENDITURES &amp; OTHER USES</b>		
		<b>81,369.47</b>

<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - September 2017</i>	2,822.72
<b>REVENUES &amp; OTHER SOURCES</b>	<b>2,822.72</b>
<b>ENDING FUND BALANCE AS OF SEPTEMBER 30, 2017</b>	
	<b>2,579,814.33</b>
<b>RETIREMENT RESERVE ACCOUNT</b>	
<b>BEGINNING FUND BALANCE SEPTEMBER 1, 2017</b>	
	<b>58,155.55</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - September 2017</i>	59.08
<b>REVENUES &amp; OTHER SOURCES</b>	<b>59.08</b>
<b>ENDING FUND BALANCE AS OF SEPTEMBER 30, 2017</b>	
	<b>58,214.63</b>
<b>PARK CAPITAL RESERVE ACCOUNT</b>	
<b>BEGINNING FUND BALANCE SEPTEMBER 1, 2017</b>	
	<b>2,580,196.26</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - September 2017</i>	2,851.53
<b>REVENUES &amp; OTHER SOURCES</b>	<b>2,851.53</b>
<b>VOUCHERS</b>	
- Contract Services	179,105.34
<b>EXPENDITURES &amp; OTHER USES</b>	<b>179,105.34</b>
<b>ENDING FUND BALANCE AS OF SEPTEMBER 30, 2017</b>	
	<b>2,403,942.45</b>
<b>K-9 FUND</b>	
<b>BEGINNING FUND BALANCE SEPTEMBER 1, 2017</b>	
	<b>1,997.41</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Donations</i>	75.00
-Geauga County Fair - \$50.00, TWWNC K-9 box - \$25.00	
<b>REVENUES &amp; OTHER SOURCES</b>	<b>75.00</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
<i>Vouchers</i>	
- Other K-9 Expenses	
<b>EXPENDITURES &amp; OTHER USES</b>	<b>-</b>
<b>ENDING FUND BALANCE AS OF SEPTEMBER 30, 2017</b>	
	<b>2,072.41</b>

**PRESENTATION OF VOUCHERS**

The Board was presented with vouchers paid during the month of September 2017. These vouchers represented the normal day-to-day operating expenses, approved budgeted expenses and payroll. Mrs. Dottore mentioned cell phone rates were good, and asked if the park has looked at unlimited plans. Mr.

Lah asked if the field staff have cameras on their phones, Mr. McCue responded they do to send photos from the field. Mr. Lah brought up advertising expenses and asked for information. Mr. Oros explained we have expanded market coverage, including the Cleveland market which has contributed to record attendance at recent events. Mrs. Dottore added the costs are to help make the parks more visible in northeast Ohio and that the intent was to spotlight Geauga Parks to remind residents of what we have in our own backyards. Sandy Ward explained the media is also reaching out to the Park District for more expert advice and information on park related topics. All other questions from the board were answered satisfactorily.

Mrs. Dottore made a motion to accept the September 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**

### **BUDGET PROJECTIONS**

John Oros presented a chart with park fees comparison. Mrs. Dottore stated she is not against charging out of county rates, but she said we should be careful for county residents since they are paying taxes. Mrs. Dottore mentioned minimal charges for scouting programs for in county residents, but charge more for out of county like Lake County does. Mr. Lah stated he believes we should charge out of county and perhaps consider only offering priority to in county residents. Mr. Oros reminded the board that the auditor will need to know whether there will be a levy replacement, renewal or as determined by the board, by August of 2018.

## **NEW BUSINESS**

### **PLANNING & OPERATIONS UPDATE**

Matt McCue updated the board on the status of construction projects; Claridon Woodlands, and Maple Highlands South have reached substantial completion. He said the rock wall is in place, and will have the hand routes installed in 2018, and the ropes course is up; staff will be trained sometime after the first of the year. Mrs. Dottore requested a walk through next Friday, Oct. 20th if possible and Mr. Lah also expressed interest.

### **NEWSLETTER REDESIGN**

Mr. Oros presented several recommended changes for the new design for the newsletter to the board. Mrs. Dottore stated there should be space left on purpose and recommended alternating a spotlight for kids in school, and scouts. Sandy Ward explained there is more room allowing for this flexibility and mentioned full spreads for the programming which makes it much easier to read and see. Mrs. Dottore inquired about the increase in cost. Ms. Ward responded the estimated increase will be approximately \$2000.00 per issue, with 42,000 to all county residents and approximately 1,000 to those who have requested to be mailed a copy. Mrs. Dottore referred to the cost for sending 1,000 newsletters to out of county requests. She mentioned if they are using our parks she feels they can pick one up at the park. Mr. Lah asked about sponsorships for the newsletter, and Mrs. Dottore asked if we could look at our policy and provide that information to the board.

### **COMMISSIONER'S TIME**

Mr. Oros acknowledged the advertising campaign for Observatory Park was discussed with the board earlier in the meeting prior to approving the vouchers.

### **EXECUTIVE SESSION**

John Oros requested a motion to move into executive session for matters related to employee

bargaining negotiations.

Mr. Dottore made a motion to enter into Executive Session for matters related to employee bargaining negotiations.

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

The Board entered Executive Session at 9:52 a.m. The Board came out of Executive Session at 10:39 a.m. No items were brought forward.

**ANNOUNCEMENT OF NEXT BOARD MEETING**

Mr. Oros announced the next board meeting is scheduled for November 14, 2017 at 9:00 a.m.

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. Barker	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

The meeting was adjourned at 10:42 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,

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John Oros, Executive Director

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Jackie Dottore, President