

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
November 14, 2017**

The regular meeting of the Geauga Park District Board was held November 14, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:02a.m. Commissioners Len Barker and Andrej Lah were present.

Mr. Barker 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	
Sandy Ward, Communications	

John Oros called roll.

APPROVAL OF THE AGENDA

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

Mr. Lah	Yes
Mr. Barker	Yes

ADOPTION OF THE MINUTES

The Board was presented with minutes from the October 10, 2017 Regular Board meeting.

Mr. Barker made a motion to approve the October 10, 2017, 2017 Board Meeting minutes. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0.

Mr. Barker	Yes
Mr. Lah	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the October 2017 Financial Statement.

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

BEGINNING FUND BALANCE OCTOBER 1, 2017	4,564,243.34
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PERSONNEL EXPENDITURES

Salaries	\$203,959.90
Medicare	\$2,895.60
Dental /Hospitalization	\$0.00
OPERS September 2017	\$30,412.58

237,268.08

VOUCHERS

- Contract Services	\$47,983.64
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- Supplies	\$21,047.84
- Materials	\$22,310.53
- Equipment	\$13,382.03
- Other	\$9,431.38
- Travel	\$2,387.11
- Advertising	\$4,396.96

120,939.49

EXPENDITURES & OTHER USES

358,207.57

REVENUES & OTHER SOURCES

Interest - October - 2017 \$4,685.93

General Tax Collections

- Local Government Funds \$6,919.88

Gifts & Donations

\$183.00

- Bird Box - \$3.00, Michael Doudican - \$30.00 in memory of Tish Powers

- Burroughs Nature Club - \$150.00 Honorarium for speaker Dan Best

Fees

-Camping \$700.00

- Shelters \$300.00

- Utilities \$2,090.00

- Programs / Workshops \$679.00

- Out of County \$36.00

- Farmer's Market & Holly Days vendor fees \$790.00

Sales - TWW - \$1088.11, MC - \$57.00

\$1,145.11

Other Revenue Receipts

- Observatory House Rent - Sindelar \$300.00

- Chickagami House Rent - Kolar \$400.00

- Public Records Request - \$2.00, Reimbursement of tax - \$2.52 \$4.52

- Recycling proceeds - \$40.07, Reimburse difference of travel stipend - \$12.34 \$52.41

REVENUES & OTHER SOURCES

18,285.85

ENDING FUND BALANCE AS OF OCTOBER 31, 2017

4,224,321.62

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE OCTOBER 1, 2017

2,579,814.33

EXPENDITURES & OTHER USES

Vouchers

- Contract Services \$811.38

- Project Contracts \$136,375.67

EXPENDITURES & OTHER USES	137,187.05
REVENUES & OTHER SOURCES	
<i>Interest - October 2017</i>	\$2,593.83
<i>Other - Royalties/In-Lieu Fees</i>	\$570.73
<i>- Ford-Windsor - \$386.55, Sunnybrook - \$148.11, Hart - \$36.07</i>	
REVENUES & OTHER SOURCES	\$3,164.56
ENDING FUND BALANCE AS OF OCTOBER 31, 2017	2,445,791.84
<u>RETIREMENT RESERVE ACCOUNT</u>	
BEGINNING FUND BALANCE OCTOBER 1, 2017	58,214.63
REVENUES & OTHER SOURCES	
<i>Interest - October - 2017</i>	\$58.16
REVENUES & OTHER SOURCES	58.16
ENDING FUND BALANCE AS OF OCTOBER 31, 2017	58,272.79
<u>PARK CAPITAL RESERVE ACCOUNT</u>	
BEGINNING FUND BALANCE OCTOBER 1, 2017	2,403,942.45
REVENUES & OTHER SOURCES	
<i>Interest - October - 2017</i>	\$2,425.35
<i>LWCF Grant thru Village of Middlefield - MHT South</i>	\$89,029.46
REVENUES & OTHER SOURCES	\$91,454.81
VOUCHERS	
<i>- Contract Services</i>	283,003.18
EXPENDITURES & OTHER USES	283,003.18
ENDING FUND BALANCE AS OF OCTOBER 31, 2017	2,212,394.08
<u>K-9 FUND</u>	
BEGINNING FUND BALANCE OCTOBER 1, 2017	2,072.41
REVENUES & OTHER SOURCES	
<i>Donations</i>	-
REVENUES & OTHER SOURCES	-

EXPENDITURES & OTHER USES

Vouchers

- Other K-9 Expenses \$190.57

EXPENDITURES & OTHER USES

190.57

ENDING FUND BALANCE AS OF OCTOBER 31, 2017

1,881.84

PRESENTATION OF VOUCHERS

Mr. Lah asked about veterinary care for the snake. Mr. Oros explained because the snakes are in captivity they require veterinary care. Mr. Lah also inquired about Outreach consulting. Mr. Oros said the park works with HHH and she provides after-hours outreach work, and has also provided feedback on Google analytics, a mid-year SWOT analysis, and building a list for future community partners.

Mr. Barker made a motion to accept the October 2017 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. Lah Yes
Mr. Barker Yes

OLD BUSINESS

BUDGET PROJECTIONS

Mr. Oros had no update at this time.

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. McCue updated the board on the current status of construction projects. He said Claridon Woodlands and Maple Highlands South are being wrapped up and working on a few final issues. Mr. McCue shared the final project being completed internally is a fishing platform at Claridon Woodlands which should be finished up in the next week or so. He presented shelter renderings for the Ellerin project. Mr. McCue sought feedback from the Board of Commissioners for the color of the cedar barn wood siding of either a gray or a white-wash color. He explained the gray offers a better long term option from a maintenance perspective. Mr. Barker suggested the grey color. Mr. Lah asked about shelter and lodge usage in the winter and was told the lodges are used frequently in the winter since they have heat and fireplaces.

RESOLUTION NO. 12-17 – BEAVER CREEK AND GRISWOLD CREEK RESTORATION GRANTS

John Oros presented to the board two grant applications for stream and wetland restoration projects. He read a memo from Park Biologist Paul Pira. The memo stated Geauga Park District was awarded a potential \$842,840 through the Water Resource Restoration Sponsor Program for Beaver Creek Stream/Wetland. The memo also mentioned a potential \$260,765 for Griswold Creek Stream/Wetland Restoration at Bessie Benner Metzenbaum Park was awarded through the Great Lakes Restoration Initiative. Both grants require no matching funds.

Mr. Barker made a motion to approve the grants for the projects as presented. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Barker Yes
Mr. Lah Yes

2018 BUDGET DRAFT

John Oros presented a draft of the 2018 budget for the board to consider prior to voting to approve at the December meeting. Mr. Lah stated things looked to be in order and we should recognize things will be getting tighter in the future.

BAINBRIDGE LAND PARCELS

Mr. Oros presented a memo asking the park to approve the transfer of 11 parcels with a value of .88 to Bainbridge Township for public use. Mr. Lah shared that Kristina O’Brien is his sister, but neither have a personal interest in the land parcels or their transfer from Bainbridge. Mr. Barker made a motion to approve the transfer of the parcels to Bainbridge. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Barker	Yes

2018 HEALTHCARE

Mr. Oros presented the Geauga County healthcare rates for 2018. He requested the board reciprocate with the county plan and costs. He shared the costs for the employer and the employees with an employer contribution increase of 1.9% and the employee contribution increase of 17.5% for the Enhanced Family Wellness Rate coverage. Mr. Lah commented this is a very good plan with a small increase this year. He also asked about looking outside of the county pool, and said it may be a good idea to see what else is available.

Mr. Lah made a motion to approve the healthcare rates for 2018. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Barker	Yes

2018 VISION

Mr. Oros presented a request to continue the vision reimbursement program for employees.

Mr. Lah asked if **the park had** looked into an outside vision insurance plan.

Mr. Barker made a motion to approve vision benefits for 2018. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Barker	Yes

2018 PROPOSED FEES

Mr. Oros presented proposed 2018 fees for shelters, lodges, rooms and activities. He recommended charging fees for out of county residents for kayak borrowing and the new ropes course, and keeping the cost to in county residents free for 2018. Mr. Lah asked about charging a different rate based on seasonal costs being higher and recommended a seasonal surcharge of \$10.00 for seasonal reservations between October 15 and April 15. Mr. Barker made a motion to approve 2018 fees and a \$10.00 seasonal surcharge. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Barker	Yes
Mr. Lah	Yes

DONATIONS AND SPONSORSHIPS

Mr. Oros presented a memo in response to Mr. Lah’s previous request for a legal opinion regarding directing donations to specific projects. A legal opinion from legal counsel Mr. Ondrey was shared with the Board of Commissioners. Mr. Lah stated the park should follow the recommendations of legal counsel.

RESOLUTION NO. 13-17 – ACTIVITY GUIDE AND SPECIAL MAILING

Mr. Oros presented a memo seeking a resolution to accept the recommendation to award the printing and mailing contract for the park Activity Guide and special mailings to HKM Direct Marketing Communications, Cleveland for a total of \$56,368 for 4 issues of the activity guide and \$46,460 for

printing and mailing of 5 special mailings. Mr. Lah made a motion to approve the recommended contract price, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mr. Lah	Yes
Mr. Barker	Yes

SURPLUS PROPERTY

Mr. Oros presented a request to scrap a defective Epson Powerlite projector. Mr. Barker made a motion to approve scrapping the defective item. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mr. Barker	Yes
Mr. Lah	Yes

COMMISSIONER’S TIME

None

ANNOUNCEMENT OF NEXT BOARD MEETING

Mr. Oros announced the next board meeting is scheduled for December 12, 2017 at 9:00 a.m.

Mr. Barker made a motion to adjourn the meeting.

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

Mr. Barker	Yes
Mr. Lah	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