

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
February 12, 2019**

The regular meeting of the Geauga Park District Board was held February 12, 2019 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 8:31 a.m. Commissioners Jackie Dottore, 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	
Matt McCue, Director of Planning & Operations	
Dennis Sloan, Lt. Ranger	
Paul Pira, Park Biologist	
Gloria Freno, Finance Manager	
Christine Ward, HR Coordinator	
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. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0.

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

EXECUTIVE SESSION

Mr. Oros requested a motion to enter into executive session to discuss employment and compensation of a public employee, and the lease of property.

Mr. Bates made a motion to enter into executive session to discuss employment and compensation of a public employee, and the lease of property. 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

The board entered Executive Session at 8:31 a.m. The Board came out of Executive Session at 9:16 a.m. No items were brought forward.

ADOPTION OF THE MINUTES

The Board was presented with minutes from the January 15, 2019 Regular Board meeting.

Mr. Lah made a motion to approve the January 15, 2019 Board Meeting minutes.

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

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the January 2019 Financial Statement.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
31-Jan-19
GENERAL FUND

BEGINNING FUND BALANCE JANUARY 1, 2019		3,915,181.28
PERSONNEL EXPENDITURES		
Salaries	\$198,273.59	
Medicare	\$2,801.21	
Hospitalization January & February premium	\$119,195.56	
OPERS December 2018	\$43,654.35	
VOUCHERS		\$363,924.71
- Contract Services	\$69,164.36	
- Supplies	\$11,323.98	
- Materials	\$3,953.46	
- Equipment	\$5,766.83	
- Other	\$3,516.32	
- Travel	\$2,220.95	
- Advertising	\$3,743.11	\$99,689.01
EXPENDITURES & OTHER USES		\$463,613.72
REVENUES & OTHER SOURCES		
<i>Interest - January - 2019</i>	\$8,249.79	
<u>General Tax Collections</u>		
- Local Government Funds	\$7,358.95	
<u>Gifts & Donations</u>		
- Scott & Carol Kenney Donation - \$50.00 - unrestricted, Bird Box - \$31.51	\$81.51	
- Patterson Farms - \$1,000.00 for Chip Henry Institute	\$1,000.00	
- Peter & Kathleen Tolan - \$20.00 for Park programming	\$20.00	
- Foundation for Geauga Parks - \$22,656.09 - Nature Scopes 2018-19	\$22,656.09	
- UH Geauga - \$1,000.00 - Caveman Crawl Sponsorship	\$1,000.00	
<u>Grants</u>		
- DOJ Grant for reimbursement for two tactical vests for Rangers	\$728.50	
<u>Fees</u>		
- Camping	\$590.00	
- Shelters	\$565.00	
- Utilities	\$16,685.00	
- Programs / Workshops	\$78.00	
<u>Sales - TWW - \$2,066.34, MC - \$15.20</u>	\$2,081.54	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	\$300.00	
- Chickagami House Rent - Kolar	\$400.00	

- Recycling proceeds for aluminum cans - \$15.05, Public Records request - \$1.00	\$16.05	
- Rick Briggs - Agricultural lease Hart & Abela property	\$657.00	
- James Marsic Agricultural lease - Observatory property	\$428.00	
- Scripps WEWS Refund - \$696.14 , Employee reimbursement of tax - \$.67	\$696.81	
REVENUES & OTHER SOURCES		\$63,592.24

ENDING FUND BALANCE AS OF JANUARY 31, 2019		3,515,159.80
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LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE JANUARY 1, 2019		654,411.64
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EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$2,635.98	
- Project Contracts	\$19,043.59	
EXPENDITURES & OTHER USES		21,679.57

REVENUES & OTHER SOURCES		
<u>- Interest - January 2019</u>	\$1,749.05	
<u>- Other - Royalties/In-Lieu Fees</u>		
- Ford-Windsor - \$53.43, Sunnybrook - Kapel - \$80.94	\$134.37	
- Republic Title settlement refund from purchase of Wicked Woods property	\$16,495.22	
- Foundation for Geauga Parks donation \$3,000.00 for Nassau - Observatory Park	\$3,000.00	
REVENUES & OTHER SOURCES		\$21,378.64

ENDING FUND BALANCE AS OF JANUARY 31, 2019		654,110.71
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RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE JANUARY 1, 2019		84,870.92
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REVENUES & OTHER SOURCES		
<u>Interest - January 2019</u>	\$173.13	
REVENUES & OTHER SOURCES		173.13

ENDING FUND BALANCE AS OF JANUARY 31, 2019		85,044.05
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PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE JANUARY 1, 2019		693,773.21
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EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$79,151.00	
EXPENDITURES & OTHER USES		\$79,151.00

REVENUES & OTHER SOURCES		
<u>Interest - January 2019</u>	\$1,415.01	
REVENUES & OTHER SOURCES		1,415.01

ENDING FUND BALANCE AS OF JANUARY 31, 2019	616,037.22
<u>K-9 FUND</u>	
BEGINNING FUND BALANCE JANUARY 1, 2019	478.61
REVENUES & OTHER SOURCES	
<i>Donations</i>	
- TWWNC K-9 Box - \$15.00, Calendar Donations - \$1100.00	\$1,115.00
REVENUES & OTHER SOURCES	\$1,115.00
EXPENDITURES & OTHER USES	
Vouchers	
- Other K-9 Expenses	
EXPENDITURES & OTHER USES	-
ENDING FUND BALANCE AS OF JANUARY 31, 2019	1,593.61

PRESENTATION OF VOUCHERS

Mrs. Dottore inquired about the GIS software and Mr. McCue explained these charges are subscription license costs. Mr. Lah asked why a tree care company was needed, and Mr. Oros explained a tree care service is utilized when there is a hazardous situation or the park doesn't have the proper equipment for the particular job.

Mrs. Dottore made a motion to accept the January 2019 paid vouchers into the record as presented. 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

OLD BUSINES

BUDGET LEVY PROJECTIONS

Mr. Oros stated he would be bringing a draft of the resolution to go before the budget commission at the county auditor's office in either March or April.

2019 BUILDING CLOSURES

Mr. Oros presented a request for the day after Thanksgiving as building closure in 2019. Mr. Lah asked if the county receives the day off and Mr. Oros responded that they typically do. Mr. Bates stated he thinks this is a day that families and people could come visit the parks, and Mr. Lah agreed the parks should be open. Mrs. Dottore asked for the list of holidays that park staff currently has off and if staff is paid overtime if they work on a building closure day, to which Mr. Oros replied that they do.

Mrs. Dottore made a motion to bring the request for the day after Thanksgiving as a building closure to the table for discussion, Mr. Lah seconded the motion and after roll-call voice vote, the motion to approve the day after Thanksgiving as a building closure was not approved 3-0:

Mr. Lah	No
Mrs. Dottore	No
Mr. Bates	No

SICK LEAVE POLICY

Mr. Lah stated the discussion regarding sick leave will be tabled until a final review of the personnel policy is completed by Thrasher, Dinsmore and Dolan, and he said the board wants to see the policy more closely

mirror the county policies.

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. McCue informed the board there are currently four projects out for bid for Frohring Meadows improvements, Big Creek park improvements, the asphalt at Frohring Meadows and 2019 aggregate for the parks. He said there are some grant opportunities that are being pursued with the Chagrin River Watershed Partners for stream restoration at Sunnybrook Preserve and stream and habitat restoration for the Ohio Brook Trout at the West Woods. Mr. McCue also presented a memo with potential name opportunities for the new park located at the Wicked Woods property. Mr. Lah and Mrs. Dottore suggested that employees choose 2 or 3 names and present them to the public for their vote.

CHAGRIN RIVER WATERSHED PARTNERS PRESENTATION

Alicia Beatty, the Associate Director of Chagrin River Watershed Partners, presented information regarding both previous projects with Geauga Park District totaling 1.1 million dollars for restoration work and current projects. She explained they are currently working with Paul Pira on a Brook Trout habitat improvement project at the West Woods with an Ohio EPA grant application for stream and wetland restoration project at Sunnybrook Preserve and also exploring options for Locey Dam. Paul Pira, park biologist, presented the history of the brook trout project and discussed the support received so far to help secure possible grant funds for this project. Mr. Lah inquired about whether the letters of support were available on the website, and Mr. Pira responded that they were not at this time because the grant application has not yet been filed.

RESOLUTION NO. 4-19

Mr. Oros requested a supplemental appropriation for legal fees paid, and replacement of an event tent and heaters that were damaged from extreme weather conditions. Mrs. Dottore asked to be briefed regarding the Frozen Fest event. Mr. Oros responded the attendance was down this year with 900 in attendance, due to the weather. Mr. Kolar, Chief Naturalist, stated a manageable number is about 1,500 to 2,000 total in attendance for a quality experience. Mrs. Dottore asked if it would be worth holding the event over a weekend or several days, Mr. Oros and Mr. Kolar responded this would increase costs significantly and there would be potential issues with vendor availability as well.

Mrs. Dottore made a motion to approve a supplemental appropriation for a total of \$12,300.00. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

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

RESOLUTION NO. 5-19

Mr. Oros requested a motion to approve a cash transfer to move \$1,200,000.00 from the general fund to the land improvement fund for board approved projects for 2019.

Mrs. Dottore made a motion to approve a motion to approve a cash transfer to move \$1,200,000.00 from the general fund to the land improvement fund, 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

RESOLUTION NO. 6-19

Mr. Oros requested a motion to approve the addition of a second credit card to be available in the event the current card should be compromised and shut down. All questions from the board were answered satisfactorily.

Mrs. Dottore made a motion to approve the addition of a second credit card, 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

SURPLUS PROPERTY

Mr. Oros presented items to be approved to be scrapped or sent to auction.

Mr. Bates made a motion to approve the items as surplus property, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

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

COMMISSIONER'S TIME

Mr. Oros reported to the board that he attended the Ohio Parks and Recreation Association annual meeting where he learned of many exciting projects happening in Ohio parks.

Mr. Oros extended congratulations to Geauga Park District for the Nassau Astronomical Station photo being featured on the front cover of the official Ohio Travel Guide available through Tourism Ohio.

Mrs. Dottore stated she would like to see a plan for growing programs for scouting and kids. She also asked how the park plans to get more high schools to visit the observatory. Mrs. Dottore inquired about grants still being available for transportation for schools and Mr. Kolar responded the foundation does provide grants for schools.

Mr. McCue shared that an eagle scout is currently working on a project within the park district.

Mr. Lah made a motion to adjourn the meeting.

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

The meeting was adjourned at 10:12 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