

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
March 19, 2019**

The rescheduled regular meeting of the Geauga Park District Board was held March 19, 2019 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 8:30 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 |
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| John Oros, Executive Director | See EXHIBIT "A" attached |
| Matt McCue, Director of Planning & Operations | |
| Dennis Sloan, Lt. Ranger | |
| 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. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0.

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| Mr. Lah | Yes |
| Mr. Bates | Yes |

ADOPTION OF THE MINUTES

The Board was presented with minutes from the February 12, 2019 Regular Board meeting.

Mr. Bates made a motion to approve the February 12, 2019 Board Meeting minutes.

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

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| Mr. Bates | Yes |
| Mr. Lah | Yes |

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with the February 2019 Financial Statement. Mr. Lah stated that the Worker's Compensation refund says a lot about the park's safety enforcement and commended Mr. Oros and staff.

Geauga Park District

FINANCIAL STATEMENT MONTH ENDED

28-Feb-19

GENERAL FUND

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| BEGINNING FUND BALANCE FEBRUARY 1, 2019 | 3,515,159.80 |
| PERSONNEL EXPENDITURES | |
| Salaries | \$219,454.23 |
| Medicare | \$3,110.24 |
| Hospitalization - March premium | \$58,418.34 |
| OPERS January 2019 | \$29,283.75 |
| VOUCHERS | \$310,266.56 |
| - Contract Services | \$47,026.03 |
| - Supplies | \$27,929.02 |

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| - Materials | \$6,469.89 | |
| - Equipment | \$3,846.94 | |
| - Other | \$30,335.82 | |
| - Advertising | \$4,298.45 | |
| <u>Cash Transfer</u> | | |
| - Cash Transfer to Land Improvement Fund | \$1,200,000.00 | \$1,319,906.15 |

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| EXPENDITURES & OTHER USES | | \$1,630,172.71 |
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| REVENUES & OTHER SOURCES | | |
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| <i>Interest - February - 2019</i> | \$7,814.90 | |
| <u>General Tax Collections</u> | | |
| - Local Government Funds | \$8,851.78 | |
| - 2019 Worker's Comp Premium Rebate - (BWC Surplus distributed to Ohio employers) | \$20,783.60 | |
| <u>Gifts & Donations</u> | | |
| - Sherry Evanofski - \$150.00 in memory of Mary Zajaczek | \$150.00 | |
| - Cleveland Fdn.- Mr.& Mrs. G.P. Haskell - Bessie Benner Fund - General Support | \$2,000.00 | |
| - Bird Box - \$24.00 | \$24.00 | |
| <u>Fees</u> | | |
| - Camping | \$1,600.00 | |
| - Shelters | \$3,195.00 | |
| - Utilities | \$9,455.00 | |
| - Programs / Workshops | \$324.00 | |
| - Programs - out of county | \$152.00 | |
| - Snow Shoe rental | \$29.15 | |
| <u>Sales - TWW - \$840.03</u> | \$840.03 | |
| <u>Other Revenue Receipts</u> | | |
| - Observatory House Rent - Sindelar | \$300.00 | |
| - Chickagami House Rent - Kolar | \$400.00 | |
| - G. Soltis OP Agricultural Lease - \$1,455.00, J. Soltis Farley Agricultural Lease | \$656.00 | |
| | \$2,111.00 | |

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| REVENUES & OTHER SOURCES | | \$58,030.46 |
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| ENDING FUND BALANCE AS OF FEBRUARY 28, 2019 | | 1,943,017.55 |
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LAND IMPROVEMENT FUND

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| BEGINNING FUND BALANCE FEBRUARY 1, 2019 | | 654,110.71 |
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| EXPENDITURES & OTHER USES | | |
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| Vouchers | | |
| - Contract Services | \$930.00 | |
| - Project Contracts | \$17,622.17 | |

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| EXPENDITURES & OTHER USES | | \$18,552.17 |
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| REVENUES & OTHER SOURCES | |
| - <u>Interest - February 2019</u> | \$1,426.04 |
| - <u>Other - Royalties/In-Lieu Fees</u> | |
| - Abela/Farley - \$212.58, Ford/Windsor - \$44.70 | \$257.28 |
| - Difference between Void & Reissued Check for OEPA Permit Fee - Frohring Meadows | \$200.00 |
| - EPA - Griswold Creek Restoration FFY-17 | \$29,445.80 |
| <u>Cash Transfer</u> | |
| - Cash Transfer from General Fund | \$1,200,000.00 |
| REVENUES & OTHER SOURCES | \$1,231,329.12 |

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| ENDING FUND BALANCE AS OF FEBRUARY 28, 2019 | 1,866,887.66 |
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RETIREMENT RESERVE ACCOUNT

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| BEGINNING FUND BALANCE FEBRUARY 1, 2019 | 85,044.05 |
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| REVENUES & OTHER SOURCES | |
| <u>Interest - February 2019</u> | \$183.69 |
| REVENUES & OTHER SOURCES | 183.69 |

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| ENDING FUND BALANCE AS OF FEBRUARY 28, 2019 | 85,227.74 |
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PARK CAPITAL RESERVE ACCOUNT

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| BEGINNING FUND BALANCE FEBRUARY 1, 2019 | 616,037.22 |
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| EXPENDITURES & OTHER USES | |
| Vouchers | \$0.00 |
| EXPENDITURES & OTHER USES | \$0.00 |

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| REVENUES & OTHER SOURCES | |
| <u>Interest - February 2019</u> | \$1,398.80 |
| REVENUES & OTHER SOURCES | 1,398.80 |

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| ENDING FUND BALANCE AS OF FEBRUARY 28, 2019 | 617,436.02 |
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K-9 FUND

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| BEGINNING FUND BALANCE FEBRUARY 1, 2019 | 1,593.61 |
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| REVENUES & OTHER SOURCES | |
| <u>Donations</u> | |
| - Calendar Donations | \$235.00 |
| REVENUES & OTHER SOURCES | \$235.00 |

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| EXPENDITURES & OTHER USES | |
| Vouchers | \$0.00 |
| EXPENDITURES & OTHER USES | \$0.00 |
| ENDING FUND BALANCE AS OF FEBRUARY 28, 2019 | 1,828.61 |

PRESENTATION OF VOUCHERS

Mr. Lah asked what we are paying taxes on and if we pay special assessments. He stated he would like to see these items and he mentioned we receive tax exemption refunds after they are approved. He would like to know what isn't currently exempt.

Mr. Bates made a motion to bring to the table for discussion all vouchers excluding ARMS Trucking, which he proposed be discussed at the April meeting. Mr. Bates made a motion to accept the February 2019 paid vouchers, excluding ARMS Trucking, into the record as presented. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

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| Mr. Lah | Yes |
| Mr. Bates | Yes |

NEW BUSINESS

PLANNING & OPERATIONS UPDATE

Mr. McCue informed the board maple sugaring is finishing up and they are currently working on spring preparation. Mr. Lah asked what the biggest priority is, and Mr. McCue stated topdressing, downed trees, and trail maintenance in Operations; and Natural Resource Management will be conducting controlled burns. Mr. Lah asked if there were any plans for the trails. Mr. McCue responded they will be addressing topdressing at Holbrook Hollows, the Rookery and Sunnybrook.

WICKED WOODS EQUIPMENT

Mr. Oros presented a recommendation to accept multiple proposals to purchase golf equipment and equipment not needed for day to day park operations from the Wicked Woods property purchase. Mr. Lah also pointed out the time it would take to send the items to auction and suggested that most people expect to pay less at auctions.

Mr. Bates made a motion to accept the proposals from CLE Golf and Painesville Country Club, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 2-0:

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| Mr. Bates | Yes |
| Mr. Lah | Yes |

FROHRING MEADOWS PARK IMPROVEMENTS

Mr. Oros presented a bid award recommendation to accept Zerbe Construction with a total bid of \$315,892.99 including the alternate for Frohring Meadows improvements.

Mr. Lah made a motion to award the recommended bid from Zerbe Construction. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0:

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| Mr. Bates | Yes |
| Mr. Lah | Yes |

FROHRING MEADOWS ASPHALT RESURFACING

Mr. Oros presented a bid award recommendation to accept the bid submitted by Chagrin Valley Paving, Inc. for a total amount of \$43,750.00 for Frohring Meadows asphalt resurfacing. Mr. Lah asked if there was possibly a mistake since their bid seems really low compared to the others. Mr. McCue stated they went through each bid and the average is not too far off, he said the park district has also previously worked with them in the past with no issues.

Mr. Lah made a motion to award the recommended bid from Chagrin Valley Paving, Inc. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0:

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| Mr. Lah | Yes |
| Mr. Bates | Yes |

2019 AGGREGATE STONE MATERIALS – BID AWARD

Mr. Oros requested this item be tabled until the April board meeting.

WICKED WOODS BANQUET FACILITY

Mr. Oros proposed opening the upper banquet facility for public reservations. Mr. Lah asked if the lower kitchen area would be used by a caterer, and Mr. Oros explained that this is just to open the upper level for public reservations. Mr. Lah suggested a more thorough plan be presented for the use of the entire facility, and he said he doesn't think this is enough to charge for use of the building. He also thinks the park should make money to help take care of the building. He said it will take a lot to maintain and improve it. Mr. Lah stated he believes this should be rented out, to generate income to take care of the building, and he said he doesn't see why the park couldn't charge \$1000.00. He would like a plan presented, to deal with parking issues, use of the facility and damages, caterers, and costs. Mr. Oros mentioned the concern of mothballing the facility, and Mr. Lah brought up several concerns regarding caterers, parking, the building and other items. Mr. Oros explained the park development plan is about a 2 year process and separate from the banquet facility plan. Mr. Lah asked if income from this facility can be segregated for just this building, so that it can be a self-sustaining operation. He stated the buildings themselves should at least break even. Mr. Lah tabled this for the April meeting and asked for proposals from caterers. He would also like a certification process established, and Mr. Oros replied this process would be started. Mr. Bates also recommended receiving some clarity regarding the facility and usage. Mr. Lah pointed out this facility is different and will be very expensive to maintain.

Mr. Lah made a motion to bring to the table to discuss, and Mr. Bates seconded the motion. Mr. Lah withdrew his motion and this was tabled for a future board meeting.

RESOLUTION NO. 6-19

Mr. Oros presented a resolution of levy intent asking the Board of Park Commissioners to allow the current 1-mill levy to be decreased to a .9-mill levy and be placed on the November 5, 2019 ballot as a .9-mill, 20 year levy, commencing tax year 2020. This levy would cost owners of a \$100,000.00 market value home \$22.52 annually.

Mr. Lah made a motion to approve the resolution of levy intent as presented, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-0:

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| Mr. Lah | Yes |
| Mr. Bates | Yes |

SURPLUS PROPERTY

Mr. Oros presented items to be scrapped for board approval.

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 2-0:

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| Mr. Bates | Yes |
| Mr. Lah | Yes |

COMMISSIONER'S TIME

Mr. Oros presented new Human Resources Coordinator, Christine Ward, to the Board of Park Commissioners. He welcomed her to the park district.

Mr. Oros referenced a memo from Chief Naturalist, John Kolar regarding a request from Mrs. Dottore to provide information on how the park district has grown scouting programs and plans to increase programs for teens at Observatory Park. Mr. Kolar explained the significant increase per year in scout programs offered compared to previous years. He also added the collaboration with the Chagrin Valley Astronomical Society has been really important with helping with programming for middle and high school age youth at Observatory Park.

Mr. Oros extended invitations to the Board for the annual Volunteer Brunch to be held on Saturday, April 6, 2019.

Mr. Bates said he wanted to bring up increasing the board to five members from three again. He said he thinks it would be beneficial in situations where current members can't be at a meeting. Mr. Bates made a motion to request that Judge Grendell increase the number of board of park commissioners to 5 members from 3. Mr. Lah stated he would second the motion, but he feels all three park board members should be present. Mr. Lah requested the conversation be tabled until there is a full board and all 3 members are present. Mr. Bates pointed out the meeting scheduled for March 12, 2019 had to be cancelled with contracts needing approval and he said he doesn't believe it is fair to the public to not be able to operate business regularly. Mr. Lah said he agrees and that having 2 more people available would allow park business to continue. He thinks all members should be present. Mr. Lah also asked Mr. Oros to look at how other boards are structured for comparison. He would like research, and what the impacts and benefits would be. Mr. Oros responded that he would provide this information. Mr. Bates withdrew his original motion.

Mr. Bates made a motion to put his request that Judge Grendell increase the number of board of park commissioners to 5 members from the current 3 members on the agenda for the next board meeting. He also asked to have the requested information before then. Mr. Lah seconded the motion, and after roll-call voice vote, the motion was approved 2-0:

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| Mr. Bates | Yes |
| Mr. Lah | Yes |

Mr. McCue requested that the next meeting be moved back a week to have time to address the requests that have been made. Mr. Oros stated the next meeting would be Tuesday, April 16, 2019 at 8:30 a.m. at the Meyer Center at Big Creek Park.

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:

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| Mr. Bates | Yes |
| Mr. Lah | Yes |

The meeting was adjourned at 9:30 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