

**GEAUGA PARK DISTRICT
BOARD OF PARK COMMISSIONERS
BOARD MEETING MINUTES
July 6, 2017**

The regular meeting of the Geauga Park District Board was held July 6, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:05 a.m. Commissioners Jackie Dottore, Len Barker and Andrej Lah were present.

Mrs. Dottore 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	
Gloria Freno, Finance Manager	
David Ondrey, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called roll.

APPROVAL OF THE AGENDA

John Oros requested a motion to approve the agenda.

Mrs. Dottore made a motion to approve the agenda. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0.

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

ADOPTION OF THE MINUTES

The Board was presented with minutes from the June 13, 2017 Regular Board meeting.

Mr. Barker made a motion to approve the June 13, 2017 Board Meeting minutes.

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

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

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided with a copy of the June 2017 Financial Statement. Mr. Lah asked why Heritage Acres and Hart properties were not exempted previously. Mr. Oros stated he would look into this question and get back to him.

Geauga Park District
**FINANCIAL STATEMENT MONTH ENDED
30-Jun-17
GENERAL FUND**

BEGINNING FUND BALANCE JUNE 1, 2017	3,299,289.52
PERSONNEL EXPENDITURES	
Salaries	220,582.23
Medicare	3,133.30

Dental /Hospitalization	58,140.78	
OPERS May 2017	31,415.01	
Unemployment	1,175.16	
		314,446.48
VOUCHERS		
- Contract Services	44,260.05	
- Supplies	18,506.43	
- Materials	10,361.68	
- Equipment	7,579.85	
- Other	10,678.74	
- Travel	1,869.02	
- Advertising	2,843.06	
		96,098.83
EXPENDITURES & OTHER USES		
		410,545.31
REVENUES & OTHER SOURCES		
<i>Interest June 2017</i>	3,064.22	
<u>General Tax Collections</u>		
- Local Government Funds	7,938.47	
<u>Gifts & Donations</u>		
- Bird Box - \$2.00		
- Cleveland Foundation Lewis & Ruth Affelder- quarterly donation - \$462.00	514.00	
- Burton Historic District Honorarium for J. Kolar's John Muir presentation - \$50.00		
<u>Fees</u>		
- Camping	1,065.00	
- Shelters	300.00	
- Utilities	705.00	
- Programs	134.00	
- Out of County	144.00	
- Caveman Crawl Race registrations	6,430.00	
- NAF Table fees	1,045.00	
- X-Treme Days Camp fees	390.00	
- Adventure Camp fees	3,925.00	
- Farmer's Market vendor fees	360.00	
- Food Vendor fee	150.00	
<u>Sales - TWW - \$1060.67, MC - \$9.60</u>	1,070.27	
<u>Other Revenue Receipts</u>		
- Tax refund for change of tax status to exempt - Heritage Acres & Hart properties	11,123.12	
- Observatory House Rent - Sindelar	300.00	
- Chickagami House Rent - Kolar	400.00	
- Auction proceeds - P.Simpson - \$25.00 push mower, Ohio BCS - \$607.00 truck cap	6,533.00	

- M.Hauser - \$5,251.00 Chevy Malibu, Mosier Ind. - \$650.00 trailer mounted generator

- Public Records Request

1.00

REVENUES & OTHER SOURCES **45,592.08**

ENDING FUND BALANCE AS OF JUNE 30, 2017 **2,934,336.29**

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE JUNE 1, 2017 **2,864,305.79**

EXPENDITURES & OTHER USES

Vouchers

- Project Contracts 22,394.35

EXPENDITURES & OTHER USES **22,394.35**

REVENUES & OTHER SOURCES

Interest - June 2017 2,494.83

Other - Royalties/In-Lieu Fees

- Farley - \$2.92, Abela - \$164.72, Ford-Windsor - \$40.84 208.48

REVENUES & OTHER SOURCES **2,703.31**

ENDING FUND BALANCE AS OF JUNE 30, 2017 **2,844,614.75**

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE JUNE 1, 2017 **58,000.83**

REVENUES & OTHER SOURCES

Interest June 2017 50.42

REVENUES & OTHER SOURCES **50.42**

ENDING FUND BALANCE AS OF JUNE 30, 2017 **58,051.25**

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE JUNE 1, 2017 **3,070,885.03**

Vouchers

- Project Contracts 79,906.60

EXPENDITURES & OTHER USES **79,906.60**

REVENUES & OTHER SOURCES

Interest June 2017 2,669.54

REVENUES & OTHER SOURCES **2,669.54**

ENDING FUND BALANCE AS OF JUNE 30, 2017 **2,993,647.97**

K-9 FUND

BEGINNING FUND BALANCE JUNE 1, 2017 **4,040.28**

REVENUES & OTHER SOURCES

Donations

- TWW K-9 Donation Box 30.00

REVENUES & OTHER SOURCES **30.00**

EXPENDITURES & OTHER USES

Vouchers

- Other K-9 Expenses 350.00

EXPENDITURES & OTHER USES **350.00**

ENDING FUND BALANCE AS OF JUNE 30, 2017 **3,720.28**

PRESENTATION OF VOUCHERS

The Board was presented with vouchers paid during the month of June 2017. These vouchers represented the normal day-to-day operating expenses, approved budgeted expenses and payroll. All questions by the Board were satisfactorily answered.

Mrs. Dottore made a motion to accept the June 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

NEW BUSINESS

PLANNING AND OPERATIONS UPDATE

Matt McCue updated the board on current planning projects, including Claridon Woodlands, Maple Highlands Trail, and Nassau Station. John Oros commented about the telescope work being done and the Nassau opening.

BUDGET PROJECTIONS

John Oros presented budget projections to the board for a proposed tax levy renewal. Mrs. Dottore asked when the levy will expire. She also inquired about what the process is for everyone to collectively start being proactive with the addressing the red areas. Mrs. Dottore mentioned she would rather build in parks we already have, and asked if maintenance costs are reflected for park improvements going forward. Mr. Lah mentioned looking into options for replacing items and materials, although it may cost more to last for future generations. He also asked Mr. McCue several questions regarding staff.

2015/16 State Audit

Finance Manager, Gloria Freno, passed out copies of the management letter to the board. She explained the county auditor's software does not include carryover encumbrances that are closed, and the Auditor would like to see the carryover at the beginning of the year from the previous end of the year. Mrs. Dottore and Mr. Lah recognized Finance for a clean audit.

SURPLUS PROPERTY

John Oros presented a request to scrap 3 defective items as surplus property. Mrs. Dottore made a motion to approve.

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

RESOLUTION No. 9.1 -17 –Temporary Appropriations Budget

Mr. Oros presented the proposed 2018 Appropriations Budget to the Board to be voted on. Mrs. Dottore pointed out the Land Improvement Fund didn’t match the budget projections. This item was tabled to confirm the funds were accounted for in a different fund. Mr. Oros stated this budget will go to the County Budget Commission in August for approval.

Discussion continued after Executive Session regarding temporary budget appropriations. Mr. McCue explained \$750,000 is in the Land Improvement fund and \$825,000 is found in the Reserved Capital Fund for projects totaling \$1,575,000. Mrs. Freno presented the board with the updated and corrected amounts.

Mrs. Dottore made a motion to approve the 2018 budget appropriations as presented.

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

COMMISSIONER’S TIME

Mr. Oros introduced Trevor Wilson from the Foundation for Geauga Parks. Mr. Wilson introduced himself and Jeff Hyde and thanked the park for allowing the foundation to hold their event for donors at Observatory Park.

Mr. Oros mentioned it is the largest public viewing telescope in the state. Mrs. Dottore asked what public relations efforts have been used to promote the Nassau event. Mr. Oros stated the marketing department has advertised the event via television, radio, local newspaper ads, flyers and handouts at local events.

Mr. Oros wished Len Barker a happy birthday.

EXECUTIVE SESSION

John Oros requested a motion to move into executive session to discuss personnel, namely to consider the discipline of a park district employee and pending litigation. Mr. Oros also mentioned the appropriations budget question would be addressed after executive session.

Mr. Lah made a motion to enter Executive Session to discuss personnel, namely to consider the discipline of a park district employee and pending litigation.

Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3– 0:

- Mr. Lah Yes
- Mrs. Dottore Yes
- Mr. Barker Yes

The Board entered Executive Session at 10:01 a.m. The Board came out of Executive Session at 10:12 a.m.

ANNOUNCEMENT OF NEXT BOARD MEETING

Mr. Oros asked if any items were brought forward from executive session, the board replied none. The topic of 2018 Budget Appropriations was addressed from the previously tabled discussion, see above.

Mr. Oros announced the next board meeting is scheduled for August 8, 2017 at 9:00 a.m.

Mrs. Dottore made a motion to adjourn the meeting.

Mr. Lah 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 meeting was adjourned at 10:19 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