

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
April 21, 2020**

The regular meeting of the Geauga Park District Board was held April 21, 2020 at the Meyer Center at Big Creek Park, Chardon, OH. The meeting was called to order at 8:37 a.m. Commissioners Howard Bates, Jackie Dottore, and Pat Preston were present.

Mr. Bates called the meeting to order. The Pledge of Allegiance was recited.

Park District Employees	GUESTS
John Oros, Executive Director	See EXHIBIT "A" attached
Matt McCue, Director of Planning & Operations	
Gloria Freno, Finance Manager	
Mike Rose, Ranger	
Sheryl Hatridge, Administrative Services Manager	

John Oros called the roll.

APPROVAL OF THE AGENDA

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

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

ADOPTION OF THE MINUTES

The Board was presented with the minutes from the March 10, 2020 Regular Board meeting.

Mrs. Dottore made a motion to approve the March 10, 2020 Board Meeting minutes. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes
Mrs. Dottore	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided the March 2020 Financial Statement. All questions were answered satisfactorily.

Geauga Park District
**FINANCIAL STATEMENT MONTH ENDED
31-Mar-20**

GENERAL FUND

BEGINNING FUND BALANCE MARCH 1, 2020	2,792,287.19
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PERSONNEL EXPENDITURES

Salaries	\$199,349.32
Medicare	\$2,815.49
Hospitalization April 2020 premiums	\$53,244.80
OPERS February 2020	\$28,858.34

VOUCHERS

- Contract Services	\$55,610.90
- Supplies	\$22,903.67
- Materials	\$7,661.12
- Equipment	\$55,331.71
- Other	\$1,230.57

\$284,267.95

- Travel	\$338.21	
- Advertising	\$3,406.38	\$146,482.56
Auditor Fees		
- Auditor Fees for Real Estate Property Tax - 1st Half Settlement - 2019	\$52,872.05	\$52,872.05
EXPENDITURES & OTHER USES		\$483,622.56
REVENUES & OTHER SOURCES		
<i>Interest - March - 2020</i>	\$5,253.62	
<u>General Tax Collections</u>		
- Local Government Funds	\$6,611.80	
- Real Estate Property Tax - 1st Half - 2019 Settlement	\$3,188,306.35	
- Real Estate Property Tax - 1st Half (Expensed as Auditor Fees)	\$52,872.05	
<u>Gifts & Donations</u>		
- SAR Donations - \$769.13, Kenneth Gibb - \$50.14 unrestricted	\$819.27	
- Cleveland Fdn. - Quarterly donation from Lewis & Ruth Affelder Fund - \$486.50	\$486.50	
- Kinetico - Caveman Crawl Sponsorship - \$500.00	\$500.00	
- John W. Rosenthal Capital Management - Caveman Crawl Sponsorship \$500.00	\$500.00	
- John & Meta Dennis Trust - \$52,066.42 unrestricted	\$52,066.42	
<u>Fees</u>		
- Camping	\$1,025.00	
- Shelters	\$9,700.00	
- Utilities	\$630.00	
- Workshops - \$436.00, Out of County - \$48.00	\$484.00	
- Snowshoe Rental - \$19.26, NAF vendor fee - \$50.00, Earth Day Vendor Fee - \$25.00	\$94.26	
<u>Sales - TWW - \$1,036.03, SAR - \$1,763.96, MC - 40.77</u>	\$2,840.76	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar- \$325.00, Chickagami House Rent - Kolar - \$400.00	\$725.00	
- R. Parker - \$325.00 sale of surplus property - Toy Rockers	\$325.00	
- R.Brogden - \$220.00 sale of surplus property - Plotter	\$220.00	
REVENUES & OTHER SOURCES		\$3,323,460.03
ENDING FUND BALANCE AS OF MARCH 31, 2020		5,632,124.66
<u>LAND IMPROVEMENT FUND</u>		
BEGINNING FUND BALANCE MARCH 1, 2020		1,814,326.65
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$832.00	
- Project Contracts	\$5,186.23	
EXPENDITURES & OTHER USES		\$6,018.23
REVENUES & OTHER SOURCES		
<u>- Interest - March 2020</u>	\$1,756.92	
<u>- Other - Royalties/In-Lieu Fees</u>		
- Abela - Farley -\$153.55, Abela -\$75.00	\$228.55	
REVENUES & OTHER SOURCES		\$1,985.47
ENDING FUND BALANCE AS OF MARCH 31, 2020		1,810,293.89

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE MARCH 1, 2020	86,994.77
REVENUES & OTHER SOURCES	
<i>Interest - March 2020</i>	\$100.62
REVENUES & OTHER SOURCES	100.62
ENDING FUND BALANCE AS OF MARCH 31, 2020	
	87,095.39

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE MARCH 1, 2020	480,914.48
EXPENDITURES & OTHER USES	
Vouchers	
- Contract Services	\$0.00
EXPENDITURES & OTHER USES	\$0.00
REVENUES & OTHER SOURCES	
<i>Interest - March 2020</i>	\$684.61
REVENUES & OTHER SOURCES	684.61
ENDING FUND BALANCE AS OF MARCH 31, 2020	
	481,599.09

K-9 FUND

BEGINNING FUND BALANCE MARCH 1, 2020	1,609.50
REVENUES & OTHER SOURCES	
<i>Donations</i>	
REVENUES & OTHER SOURCES	\$0.00
EXPENDITURES & OTHER USES	
Vouchers	
- Other K-9 Expenses	\$90.00
EXPENDITURES & OTHER USES	90.00
ENDING FUND BALANCE AS OF MARCH 31, 2020	
	1,519.50

PRESENTATION OF VOUCHERS

Mrs. Dottore asked about the auditor fees listed under both auditor fees and general tax collection on the financial statement, and Mrs. Freno explained it is actually received but a portion has to be expensed back as auditor fees and must be shown this way. Mr. Oros shared that the park district received another distribution from the John and Meta Dennis Trust bringing the total to \$348,785.90 since July 2019.

Mr. Bates made a motion to approve the March 2020 paid vouchers except for Arms Trucking and Preston vouchers. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Preston	Yes
Mr. Bates	Yes

Mrs. Dottore made a motion to approve the March 2020 vouchers for Preston. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

Mr. Bates Yes
Mrs. Dottore Yes
Mr. Preston Abstained

Mr. Preston made a motion to approve the March 2020 vouchers for Arms Trucking. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

Mr. Preston Yes
Mrs. Dottore Yes
Mr. Bates Abstained

NEW BUSINESS

RESOLUTION NO. 5-20 – CASH TRANSFER

Mr. Oros presented a resolution requesting an appropriations transfer of \$3,000.00 from Supplies/Operations, \$1,500.00 from Supplies/Rangers, and \$5,600.00 from Other/Administration account to a Covid-19 account to prepare for expenses incurred related to Covid-19. Mr. Oros explained items such as cleaning supplies, PPE, N95 masks are being ordered. Mr. Rose added that the rangers also need items such as masks, gloves, Lysol, and ozone machines to clean out the vehicles. Mr. McCue said masks, cleaning supplies and other supplies have been ordered typically, but in higher quantities in response to, and related to the pandemic. Mrs. Freno explained administrative costs are related to cancelled reservations and refunds.

Mrs. Dottore made a motion to approve the cash transfer, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Preston Yes
Mrs. Dottore Yes
Mr. Bates Yes

COMMISSIONER’S TIME

Mr. Oros informed the board park visitation has increased according to the most recent car counter totals. He said people have been looking to get out and it is gratifying to see the physical, mental and social well-being the parks have provided despite the circumstances.

Mr. Oros shared that the Naturalists have been providing educational videos on the YouTube channel under chief naturalist Mr. Kolar, and has reached out to all of the schools. Rangers are ensuring social distancing and Operations staff are working on keeping the parks and restrooms clean. A fishing contest, coloring contest, and activity sheets are available as well. Mrs. Dottore asked what date programs and facilities are cancelled through and Mr. Oros replied through May 1, 2020 at this time. He added that the Caveman Crawl has been cancelled for this year. He also shared that camps and ropes course are still scheduled at this time, otherwise the park will be creative in offering programs where possible.

Mrs. Dottore requested that the June meeting be moved to June 16, 2020 and the board agreed.

The next board meeting will May 12, 2020 at 8:30 a.m. with the location to be determined.

ADJOURNMENT

Mr. Bates made a motion to adjourn the meeting. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Preston Yes
Mrs. Dottore Yes
Mr. Bates Yes

The meeting was adjourned at 8:57 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

Howard Bates, President